

BYLAWS  
STUDENT AFFILIATES OF SEVENTEEN  
SOCIETY OF COUNSELING PSYCHOLOGY  
DIVISION 17 OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION

ARTICLE I – NAME

The name of this organization shall be the Student Affiliates of Seventeen, of the Society of Counseling Psychology, Division 17 of the American Psychological Association, hereafter to be referred to as SAS, SCP, and APA respectively.

ARTICLE II – PURPOSE

SAS is the student membership organization of SCP. The purpose of SAS is consistent with the SCP of APA, as expressed in Articles II and X of the SCP Bylaws.

- a. To enhance contact and communication between students and SCP membership
- b. To enhance student engagement in SAS and SCP
- c. To promote the professional development of counseling psychologists-in-training
- d. To promote diversity and social justice for students of counseling psychology,
- e. Encourage the generation and dissemination of research and scholarship for psychologists-in-training.
- f. To support and enhance the professional practice of counseling psychologists-in-training

ARTICLE III – MEMBERSHIP

1. Membership is open to undergraduate or graduate students whose studies are primarily in the specialty of counseling psychology or for students who are aligned with the principles and values associated with a counseling psychology identity (e.g., application of theory and/or research to psychological and developmental issues, dedication to social justice and advocacy, integration of systemic analyses into professional work).
2. SAS membership consists of student affiliates of SCP. Refer to SCP Bylaws, Article III.
3. General Application Procedures
  - a. To become a member of SAS, one must first be a student affiliate of APA and then of SCP.
  - b. All applicants are expected to conduct themselves in a manner consistent with the APA Ethical Principles.
4. Expulsion: Refer to SCP Bylaws, Article III.

## ARTICLE IV – CABINET

The SAS cabinet shall be Student Affiliate Members of SCP. It shall include Tri-Chairs, Treasurer, and Secretary.

1. The SAS Tri-Chairs shall oversee all meetings of the SAS officers and the SAS Executive Board, exercise general supervision of the affairs of SAS, prepare an annual and midyear budget with the Treasurer, and two out of three tri-chairs will have voting rights on the Division 17 SCP Executive Board.
2. Tri-chairs are students from APA-accredited counseling psychology doctoral-level programs. They shall serve for a three-year term and will consist of an outgoing, continuing, and incoming chair at all times. Unlike other models, which place emphasis on past-, current-, and chair-elect, this system distributes responsibilities and decision power equally among all chairs. It promotes institutional memory and consistency by staggering the retiring and initiating of new Tri-Chairs.
3. The Faculty Advisor shall advise, mentor, and assist SAS officers during the three-year term. The Advisor meets regularly with SAS officers and the SAS Executive Board and is an integral part of the decision-making process.
4. The Treasurer shall perform all duties including, but not limited to, maintaining SAS's funds and financial records, assisting in developing a budget with the Tri-Chairs, and monitoring income and expenditures. The Treasurer shall keep a full record of all funds received and disbursed funds and shall work with the SAS Executive Board to develop and review the annual and midyear budgets. Upon request and at reasonable times, the treasurer shall make SAS's financial records available to SAS members. The Treasurer shall perform duties as may be assigned and approved by the Tri-Chairs.
5. The Secretary shall maintain meeting minutes and other SAS records and perform duties as assigned by the Tri-Chairs and the SAS Executive Board.

## ARTICLE V – EXECUTIVE BOARD

1. The Executive Board shall comprise the SAS Tri-Chairs, Treasurer, Secretary, and other SAS officers as deemed necessary by the Tri-Chairs and Faculty Advisor.
2. With the exception of the Tri-Chairs, the Executive Board is open to graduate students of any program and degree who are members of SAS. Tri-Chairs must be doctoral-level students from an APA-accredited counseling psychology program.
3. The Executive Board shall supervise the affairs of SAS and execute the specific functions and duties assigned by various Articles in these Bylaws and the Divisions 17 and APA Bylaws and rules.

4. The Executive Board shall meet at least once a month. Two-thirds of the Executive Board members shall constitute a quorum.
5. The Executive Board will make reports of its own actions and of committee activities available to SAS members and the Division 17 SCP Executive Board in, at a minimum, annual and midyear reports.

#### ARTICLE VI – NOMINATIONS, APPLICATIONS, AND APPOINTMENTS

1. The presiding SAS Tri-Chairs and their faculty advisor review prospective officers' applications, as described in Article X of these Bylaws. Students may receive nominations from the SCP Executive Board (self-nominations are permissible) for each officer position. In consultation with the faculty advisor and the SAS Executive Board, officers are then appointed by the SAS Tri-Chairs.
2. The term for SAS officers is one year and can be renewed for a second year.
3. The customary time to leave a SAS officer position is immediately following the SAS annual business meeting at the Annual APA Convention in August. Officers who intend to leave a SAS position must inform the SAS Tri-Chairs and SAS Executive Board of their intended resignation before the APA Convention.
4. Newly appointed SAS officers assume responsibilities immediately following the SAS annual business meeting at the APA Convention.

#### ARTICLE VII – MEETINGS OF THE SAS MEMBERSHIP

An annual business meeting of SAS shall occur at the Annual APA Convention each year. All SAS members, including regional coordinators and program representatives, are encouraged to attend. The purpose of this meeting is to allow for a discussion of information and concerns relevant to the membership and the purpose and goals of SAS.

#### ARTICLE VIII – COMMITTEES THAT REPORT TO THE SAS EXECUTIVE BOARD

1. Each committee shall have at least one Chair (Co-Chairs are permissible). Committee Chairs, Committee Co-Chairs, and Committee Members must be members of SAS and members of the SAS host institution. Committee Chairs serve a term of one year, which can be renewed for a second year.

2. Committees that report to the SAS Executive Board include but are not limited to, the following:
  - a. **Programming Committee:** The Programming Committee shall prepare the program proposal for the APA Annual Convention in coordination with the SAS Tri-Chairs, SAS EB, and SAS Faculty Advisor. The Programming Committee shall plan, organize, and execute other programs and initiatives within SAS, Division 17, and APA throughout the term.
  - b. **Awards Review Committee:** The Awards Review Committee shall coordinate the solicitation and review of nominations for SAS awards, recommend awardees to the SAS Executive Board, and give recognition to awardees. The SAS Executive Board is responsible for the approval of award recipients and the establishment of new awards.
  - c. **Membership Committee:** The Membership Committee is responsible for monitoring SAS membership, increasing communication between SAS Executive Board and SAS members, and expanding the SAS membership. The Membership Committee shall also devise strategies for membership recruitment and retention.
  - d. **Communications Committee:** The promotions committee will be responsible for promoting and advertising SAS and SAS events.
    - i. Consists of a Communication Chair, Media Manager, Blog Manager, and Web Manager,
  - e. **Finance Committee:** Includes treasurer and is responsible for strategic investment and reimbursement of funds to SAS co-chairs and board members
  - f. **Master’s Clinician Committee:** **The Master’s Clinician Committee is responsible for fostering master’s-level clinicians in SAS leadership, increasing communication between the SAS Executive Board and Master’s level students in SAS, as well as identifying concerns unique to Master’s level clinicians in the field of counseling psychology and is only open to current Master’s level students.**

#### ARTICLE IX – DUES AND FUNDS

1. SAS shall assess annual dues, as approved by the Division 17 SCP Executive Board and described in Article XI of the SCP Bylaws.
2. The SAS Treasurer, in collaboration with the SAS Executive Board and Faculty Advisor, develops proposed annual and midyear budgets. The budgets are then submitted to the Division 17 Executive Board for approval at the Annual and Midyear SCP Executive Board Meetings.

ARTICLE X – SELECTION OF SAS TRI-CHAIRS & EXECUTIVE BOARD MEMBERS

1. Each SAS Tri-Chair is selected for a three-year term beginning and ending in August at the conclusion of the APA Convention.
2. Every year, the presiding Tri-Chairs, in consultation with the Faculty Advisor, will release a Call for the next SAS Tri-Chair. The SAS Tri-Chairs, Faculty Advisor, and other Executive Board members, as needed, conduct a review of submitted applications and make a recommendation for the next SAS Tri-Chair to the Division 17 Executive Board. The SCP Executive board then votes on this recommendation. The applicants follow a process determined by the presiding SAS Tri-Chairs and approved by the Division 17 SCP Executive Board.
3. Following the selection of the incoming Tri-Chair, the presiding Tri-Chairs and the incoming Tri-Chair will release a Call for Executive Board applicants for the following academic year. Tri-Chairs (presiding and incoming) will consult with the Faculty Advisor and other Executive Board members, as needed, to review submitted applications and determine the members of the Executive Board for the upcoming academic year.

ARTICLE XI – PARLIAMENTARY AUTHORITY

The parliamentary authority of the Society shall be Ray E. Keesey's Modern Parliamentary Procedure, the most recent edition.

ARTICLE XII – AMENDMENTS

1. Amendments or changes to the SAS Bylaws may be proposed by the SAS Executive Board and then voted on by the SAS membership. Such amendments must be presented to the SAS membership at least two months before the voting date. SAS members may adopt such amendments at the Annual Business Meeting by a vote of two-thirds of the Members present or by a two-thirds vote of the Members voting on an electronic ballot.
2. The SAS Tri-Chairs shall submit the proposed changes to the Division 17 Executive Board for review and approval.
3. Final approval and adoption of any change in the SAS Bylaws is contingent on the approval of the Division 17 Executive Board.
4. Once the Division 17 Executive Board approves, a copy of the proposed amendments will be disseminated to the membership.

Approved on July 1, 2024