CONSTITUTION FOR THE DIVISION FOR RESEARCH AND METHODOLOGY OF THE PSYCHOLOGICAL SOCIETY OF SOUTH AFRICA

BY-LAWS

1. **NAME**

The name of the division is The Division for Research and Methodology (DRM) of the Psychological Society of South Africa (PsySSA).

2. **STATUS**

2.1. DRM is a division of PsySSA and has been established in terms of Articles 6 and 12 of the current constitution, and by virtue of clause 12 of the previous PASA constitution.

2.2. In the event of any contradictions between these by-laws and the constitution of PsySSA, the provisions of the constitution shall enjoy precedence.

3. **OBJECTIVES AND FUNCTIONS**

In addition to the objectives of PsySSA and the functions of Divisions as expressed in Articles 2 and 12.4 respectively of the PsySSA constitution, DRM shall pursue the following objectives and functions:

3.1. To promote theory and research in psychology.
3.2. To improve the training of psychologists and the teaching of psychology.
3.3. To provide a forum for persons who are involved in the teaching of, and research in, psychology.
3.4. To serve the interests and recognition of those persons who are involved in teaching of, and research in, psychology.
3.5. To promote international co-operation between psychologists and between workers in cognate areas.
3.6. To encourage debate on the social and ethical consequences of psychology.
3.7. To promote links between psychology and its applications.
3.8. To institute and administer Continuing Education (CE) Programmes.

4. **MEMBERSHIP**

4.1. Categories and rules

DRM makes provision for seven categories of membership, in accordance with the provisions of PsySSA (Article 4). Clause 7 of the by-laws contains the specific voting arrangements. The rules for membership in the various categories are as follows:

4.1.1. Full members

Full members shall at least have a Masters degree in Psychology, Industrial Psychology or Educational Psychology, and shall include fellows and honorary members.

4.1.2. Honorary life members

Honorary life membership is a distinction bestowed at the recommendation of the council of PsySSA, ratified by the AGM, at the request of DRM or in consultation with the division. Honorary life members need not be psychologists have all the rights and privileges of full members. Full members who, having retired, apply to the treasurer for exemption from the payment of dues may be granted honorary status on terms determined by council.

4.1.3. Associate members

Associate members shall be persons with an Honours of a Bachelors degree with a major in Psychology.

4.1.4. Student members

Student members must be registered students in Psychology, Industrial Psychology or Educational Psychology at a recognised university at the undergraduate, Honours or Masters level, and registered interns.

4.1.5. Affiliate membership

Affiliate members shall be persons with an interest in or working in the field of Psychology or related areas.

4.1.6. Fellows

Fellows shall be full members who have made an outstanding contribution to psychology and are proposed to the Society for this honour by DRM or Council. Herein, all references to full members shall include fellows.

4.1.7. Foreign Affiliates

Persons living abroad who are members of an acknowledged foreign Psychological association and/or who can provide proof of qualifications in the field of Psychology as required by Council.

4.1.8. Membership fees.

The divisions Executive Committee in conjunction with the Executive Committee of PsySSA shall decide upon membership fees.

The above classes of membership shall thereafter be collectively described a the members.

Persons shall be enrolled in the highest class of membership for which they are eligible.

5. MANAGEMENT

5.1. Structure

The executive consists of the following office bearers:
♦A chairperson
♦A vice-chairperson
♦Four additional members
♦A representative of each division group
♦A secretary
♦A treasurer

With the exception of chairperson and vice-chairperson, an individual may hold more than one portfolio.

5.2. Election of the executive

Chairperson, vice-chairperson and additional members

These members are selected annually during the annual general meeting by way of voting by call. Only full members may be elected to the positions. When a member is nominated in his/her absence, the nominator must provide evidence that the nominee consents to stand for the position.

Representatives

Each division group in an area nominates one representative at the annual general meeting of the division/group.

Secretary and treasurer

The secretary and treasurer shall be appointed by the executive, either from their own members, or by means of co-option.

Co-option

The executive may co-opt further members.

5.3. Quorum

Five members shall form a quorum at executive meetings.

5.4. Terms of office

The term of office of all office bearers is two years, beginning after one annual general meeting and ending after the following annual general meeting. Office bearers shall not hold office in the same position for more than two consecutive terms.

5.5. Representation on the council of PsySSA.

The chairperson or his/her alternate shall represent DRM on the council of PsySSA. The executive shall appoint the alternate when necessary.

5.6. The division shall submit an audited income and expenditure statement to council for purposes of financial control.

6. REGIONAL BRANCHES AND DIVISION GROUPS

6.1. A division group may be formed within the regional branch by five or more full members of DRM and functions according to their own by-laws, subject to the approval of the division executive.

6.2. More than one division group may be formed in a region, subject to the approval of the executive.

6.3. Persons who wish to form a division group shall apply in writing to the executive for permission to do so.

6.4. Each approved division group shall choose at its annual general meeting a representative to serve on the division executive. The annual general meeting of the division group should be prior to the annual general meeting of DRM.

6.5. The Division Group shall submit an income and expenditure statement to the division Executive annually.

7. GENERAL MEETINGS, VOTING RIGHTS AND PROCEDURES

7.1. A general meeting of DRM shall be held at least once a year, preferably during the annual congress of PsySSA.

7.2. The chairperson of DRM shall call for an extraordinary general meeting if he/she considers it necessary, or on written request by no less than 10 full members (inclusive of categories as in 6.1).

7.3. Members shall be informed in writing of general and extraordinary general meetings, and of the agenda of such a meeting, at least 30 days in advance of such a meeting.

7.4. The members present at any meeting of DRM shall be deemed to be a quorum of the members, except where otherwise stipulated.

7.5. During a general meeting the majority vote shall be final. Voting may take place by ballot or by show of hands as the chairperson may determine.

7.6. Full, and honorary life members and fellows of the division shall have the right to vote by postal ballot and at general meetings.

7.7. The chairperson shall have a casting vote at a general meeting.

7.8. Amendments of by-laws shall be ratified by postal ballot. A general meeting can refer any other matter for vote by postal ballot.

8. DISCIPLINARY AND OTHER MEASURES

DRM can recommend to the council of PsySSA that disciplinary or other measures be taken against members who act contrary to the objectives of DRM or PsySSA. No such recommendation will be made to the council unless at least two thirds of the members of the division executive vote in favour of such action. The member has the right to appear personally or be represented at a meeting of the executive before a decision about such a recommendation to the council is finally taken.

9. AMENDMENTS TO THE BY-LAWS

9.1. Proposals regarding amendments to the by-laws shall be submitted to the executive and shall be put to a general meeting of DRM. These proposals can be made by members or the executive.

9.2. Written notice of motion for such a proposed change shall be sent to members not less than 30 days prior to the general meeting.

9.3. Amendments shall be accepted by a 2/3 majority of members with voting rights at a general meeting, after which it shall be confirmed through postal ballot. Full members, honorary members and fellows shall then have the vote.

9.4. In the event of amendment to the constitution of PsySSA, the by-laws of DRM must be reviewed and changed if necessary.

10. DISSOLUTION

10.1. DRM may be dissolved by the council of PsySSA in terms of Article 12.6.3 of its constitution.

10.2. DRM may be dissolved by a resolution taken at a general meeting in accordance with the procedure laid down for amendments to the by-laws. Such a decision must be ratified by referring the matter to all full members, honorary members and fellows by means of a postal vote. A majority of the postal votes shall be decisive.

10.3. If DRM resolves to dissolve, the assets of DRM shall accrue to PsySSA after all the liabilities of DRM have been met. If the liabilities of DRM exceed its assets, the members of DRM shall be liable.