



# **BYLAWS OF THE PENNSYLVANIA SPEECH-LANGUAGE-HEARING ASSOCIATION (PSHA)**

## **ARTICLE I – NAME**

The name of this organization shall be the Pennsylvania Speech-Language-Hearing Association (PSHA), hereinafter referred to as the “Association.” The Association is a nonprofit organization organized under Section 501(c)(6) of the Internal Revenue Code and is governed by the Pennsylvania Nonprofit Corporation Law of 1988, as amended.

## **ARTICLE II – PURPOSE**

The purposes of the Association are to:

1. Promote exemplary standards of professional training and clinical practice in communication sciences and related disorders, as defined within the scope of practice of the American Speech-Language-Hearing Association (ASHA);
2. Advocate for the membership and the public and to plan and facilitate change where needed;
3. Represent the interests of the membership and individuals with communication sciences and related disorders before governmental agencies, funders, and regulatory bodies;
4. Promote the investigation, prevention, diagnosis, and treatment of disorders of communication and related conditions and to foster improvement of clinical practice;
5. Promote basic scientific study of the processes of communication and related functions;
6. Promote acquisition of new knowledge and skills to foster continuous improvement of clinical services;
7. Inform the public about the profession, careers, programs and services in the areas of communication sciences and related disorders;
8. Stimulate the exchange of information among persons and organizations, and disseminate such information.



## ARTICLE III – MEMBERSHIP

### Section 1. Eligibility

All members must agree to abide by the Code of Ethics established by ASHA.

The Association shall have the following membership categories, each with specific eligibility requirements:

- a. *Professional Members:* Professional Members must hold a graduate degree with major emphasis in speech-language pathology, audiology, or speech, language, or hearing science; or hold a graduate degree and present evidence of active research, interest, and performance in the field of communication sciences and disorders.
- b. *Life Members:* All persons who have attained the age of sixty-five (65) and have held active Professional Membership for the twenty (20) years immediately prior, have retired from employment, and who have been approved by the Executive Board shall be eligible for Life Membership. Members must complete an electronic application to be considered for Life Membership. The PSHA Executive Board may waive these requirements when deemed appropriate.
- c. *Recent Graduates:* A Recent Graduate Member must be completing his or her supervised professional year (aka provisional licensure or Clinical Fellowship). Members may qualify for Recent Graduate status for a period not to exceed one year.
- d. *Student Members:* A Student Member must be enrolled as a full-time student pursuing a baccalaureate, master's, or doctoral degree in Communication Sciences and Disorders or a related field.
- e. *Associate Members:* All persons having an interest in the objectives of this organization may elect to become Associate Members. Associate Membership shall not be available to individuals who qualify for Professional or Recent Graduate Membership.

Professional Members, Life Members, and Recent Graduates shall comprise the voting body of the Association. The right to hold office shall be limited to voting members. All Association members are eligible to serve on committees and task forces.



## Section 2. Application and Admission Procedure

Applications for membership shall be approved by the Vice President for Membership for individuals who meet the qualifications for the Professional, Recent Graduate, Student, and Associate membership categories. Life Membership applications that meet eligibility criteria shall be approved by the Vice President for Membership or an assigned Executive Board officer, as defined in the Policies and Procedures Manual.

If the Vice President for Membership or assigned officer has concerns regarding an application, the matter shall be submitted to the Executive Board for a vote, and a simple majority shall determine the outcome.

## Section 3. Determination of Dues

- A. The membership year shall run from January 1 through December 31. Membership dues shall be payable annually by a date determined by the Association Executive Board.
- B. Any change in annual dues shall be recommended by the Executive Board and approved by a majority vote of the voting members of the Executive Board.

## Section 4. Termination of Membership

Membership may be terminated under the following conditions:

- a. Ethical Violations.

Any member who violates the Bylaws and/or Code of Ethics of this Association, including those outlined in the American Speech-Language-Hearing Association (ASHA) Code of Ethics, shall be subject to disciplinary action as determined by the Executive Board. Such action may include removal from committees, events, or Association participation, up to and including termination of membership, by a simple majority vote of the Executive Board.

- b. Nonpayment of Dues.

Any member who has not submitted payment of dues as stipulated in Section 3 of *Determination of Dues* shall be removed from the membership rolls of this Association. Members are granted a 30-day grace period to submit payment without requiring reapplication.

c. Voluntary Resignation.

Any member may resign membership in this Association by canceling prior to the renewal date. Dues collected through automatic renewal are nonrefundable.

## **ARTICLE IV – EXECUTIVE BOARD**

### Section 1. Composition

The Executive Board shall consist of elected officers (voting members) and Student Representative(s) (non-voting). Additionally, the STAR, StAMP, and SEAL will serve as non-voting board members.

a. Elected officers include:

- i. President
- ii. President-Elect
- iii. Immediate Past President
- iv. Vice President for Government Relations
- v. Vice President for Convention Planning
- vi. Vice President for Continuing Education
- vii. Vice President for Membership
- viii. Vice President for Communications: Public Information
- ix. Vice President for Communications: Publications
- x. Vice President for Communications: Social Media
- xi. Vice President for Professional Practices
- xii. Vice President for University Engagement
- xiii. Secretary
- xiv. Treasurer

### Section 2. Duties

The Executive Board shall exercise the general management of the affairs of this Association as charged by the membership. Roles and responsibilities for each Executive Board officer shall be outlined in the Association Policy and Procedure Manual. It is the responsibility of the Executive Board to determine how many individuals can hold each position based on the Association's needs and workload.

### Section 3: Contracted Persons



The Association may contract with individuals or organizations to assist the officers in carrying out their responsibilities. Each contracted individual or organization shall meet the following requirements:

a. Contract.

A contracted individual or organization will sign a contract with the Association that defines fiscal and legal relationships, as well as procedures for evaluation of the position and renewal or termination of the contract.

b. Executive Board Supervision.

Contracted individuals or organizations are responsible to and supervised by an officer of the Association.

c. Board Involvement.

Contracted individuals or organizations are considered non-voting board members and may be invited to board meetings.

#### Section 4. Election of Officers

Nominees who have consented to run for elected office shall be submitted by the Past President to the Executive Board for approval. The Executive Board shall determine the number of individuals needed to fulfill each role, with recommendations for officer positions outlined and periodically updated in the Policies and Procedures Manual.

The slate of nominees shall be presented to the membership at the Annual Business Meeting. Additional nominations may be made from the floor at the Annual Business Meeting.

The election shall be conducted in accordance with the following procedures:

a. Timing.

Elections shall be conducted by mail or electronic ballot within six (6) weeks following the Annual Business Meeting.

b. Voting.

Election shall be by plurality of the votes cast.

c. Ballot Retention.

Ballots shall be retained for a period of one (1) year.

d. Tie Vote.

In the event of a tie vote, the Executive Board shall, by simple majority, determine whether the individuals will share the role or select one candidate to fill the position.

#### Section 5. Term of Office

The President shall serve one (1) consecutive one-year term. The President shall be elected to serve one (1) year as President-Elect prior to assuming the office of President and shall serve one (1) additional year as Immediate Past President following the term as President.

If the Immediate Past President is unable to complete the term, the Executive Board may appoint a previous Past President to serve in this role.

Other elected officers shall serve two (2)-year terms. The term of each elected office shall commence on July 1 following election.

#### Section 6. Vacancies

In the event that the President is unable to complete the term of office, the Executive Board shall appoint a current or former member of the Board to assume the duties of the office.

If a vacancy occurs in any other elected office prior to the regular election, or if an officer is unable to fulfill the duties of the office, the President shall appoint, subject to approval by the Executive Board, an officer pro tempore to perform the responsibilities of the office until the next election.

#### Section 7. Removal of an Officer

An officer may be removed for failure to perform the duties of the office, ethical violations, or misconduct, upon a two-thirds vote of the Executive Board.



## **ARTICLE V – MEETINGS**

### **Section 1. Annual Business Meeting**

An Annual Business Meeting shall be held at the Association's convention or at a time and place determined by the Executive Board if a convention is not held.

### **Section 2. Board Meetings**

The Executive Board shall meet at least quarterly. Additional meetings may be called by the President or by a majority of the Executive Board.

### **Section 3. Format**

Meetings may be conducted in person, virtually, or in a hybrid format.

### **Section 3. Quorum**

Quorum requirements are defined as follows:

a. **Membership Quorum.**

Members participating in a properly noticed vote shall constitute a quorum.

b. **Executive Board Quorum.**

A majority of the voting members of the Executive Board shall constitute a quorum.

### **Section 4. Convention**

The convention schedule of the Association shall be determined by the Executive Board. In the event that a convention is not conducted, the Annual Business Meeting shall be announced with at least two (2) weeks' notice and held virtually.

## **ARTICLE VI – COMMITTEES**

### **Section 1. Responsibilities**

Committees and task forces shall report to the Executive Board member having jurisdiction, as defined in the Policies and Procedures Manual of the Association.

### **Section 2. Formation and Dissolution**



The Executive Board may, by a simple majority vote, establish or dissolve standing committees and task forces, as well as ad hoc committees, networks, and working groups, and shall designate their charges, size, composition, terms, and budgets.

#### **ARTICLE X – PARLIAMENTARY AUTHORITY**

The rules contained in *Robert's Rules of Order Newly Revised* shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws or any special rules of order the Association may adopt.

#### **ARTICLE XI – AMENDMENTS**

These Bylaws may be amended by a two-thirds vote of the members voting, provided that at least ten (10) days' notice has been given.

#### **ARTICLE XII – LEGAL PROVISIONS**

##### **Section 1. Nondiscrimination**

The Association shall not discriminate on the basis of age, disability, ethnicity, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status. All programs and activities of the Association shall be conducted in accordance with this policy.

##### **Section 2. Code of Ethics**

The Association adopts the American Speech-Language-Hearing Association (ASHA) Code of Ethics and shall automatically incorporate any revisions adopted by ASHA.