

Bylaws of the Specialty Council for Serious Mental Illness (SMI) Psychology

Article I – Name

The name of the organization shall be the Specialty Council for Psychological Training in Serious Mental Illness (SMI) Psychology.

Article II – Purposes

The purposes of the Council are to:

1. Promote understanding of the etiology, nature, impact, and amelioration of serious mental illness and severe emotional disturbance (SMI/SED) among psychologists and the general public;
2. Advance appropriate education and training of psychologists with regard to the etiology, nature, impact, and amelioration of SMI and SED.

The Council works to achieve these purposes by:

- (a) developing and maintaining standards, including evaluation mechanisms, for the education and training of psychologists at all levels, focusing on the post-doctoral (specialization) level;
- (b) encouraging the development of psychological knowledge and expertise through research and other means that are relevant to SMI and SED;
- (c) providing a forum for information exchange for psychologists treating those with SMI and SED;
- (d) communicating the most recent psychological knowledge, research, evidence and practice developments relevant to SMI and SED through education and training, principally to psychologists but also to other health professionals and to the general public.

The Council is responsible for providing guidance about the overall processes and procedures for specialty status in this specialization. The Council receives recommendations from the Council's committees and makes determinations about adoption of those recommendations.

Article III – General Provisions

As a national body concerned principally with the education and training of psychologists, the Council is governed by the bylaws, rules, and policies of the American Psychological Association (APA) in addition to these Council-specific bylaws.

Article IV – Membership

Membership in the Council shall be limited to national and international organizations with an interest in training psychologists to work with individuals with SMI and SED. Organizational members of the Council include: The APA Task Force on SMI/SED, Division 18 of the APA, the APA Division 18 SMI/SED Section (as a separate entity from Division 18), and the Association for Behavioral and Cognitive Therapies (ABCT) Psychosis and Schizophrenia Spectrum Special Interest Group (PASS-SIG).

Each member organization shall nominate two individuals to represent the organization to the Council as members. The term of service of each representative shall be two years, beginning and ending following the end of the APA convention. Representatives serve at the pleasure of their organization and may serve as many terms as their organization wishes. In order to ensure continuity, terms of service for the representatives of any one organization shall not expire at the same time, i.e., in the same year. In the first year of the SMI Psychology Council, organizations will have discretion for the length of terms (e.g., 1 – 3 years) in order to achieve this goal of staggering term expiration dates.

Each representative to the Council shall take an active role in the Council by participating in meetings as described in Article VII and providing updated reports to the member organization to ensure it is fully informed. If any representative does not participate adequately (defined as missing 50% or more of the meetings described in Article VII), the Council has the right to terminate the participation of the representative by a majority vote of the other Council members. If this occurs, the member organization will be asked to provide another representative to the Council to complete the term of the Council member who is leaving the group.

Organizations may be added to the Council membership by a majority vote of the existing Council members. Organizations may be removed from the Council by a unanimous vote of the members of the Council not affiliated with the organization subject to removal.

Article V – Executive Board and Elected Officers

The Executive Board is comprised of the Council representatives from each member organization and the elected officers, including the Executive Officer, the Chair, Chair-Elect, Secretary, Treasurer, and Past Chair.

1. Officers

The Executive Officer is appointed by a majority vote of the member representatives to serve a five-year term with unlimited renewal. This individual should have expertise in SMI/SED and APA practices and policies and be able to assist with the Council's day-to-day business. The Executive Officer is also tasked with developing agendas for all Council meetings.

In addition to the Executive Officer, the elected officers of the Specialty Council consist of a Chair, Chair-Elect, Secretary, Treasurer, and Past Chair. Officers are appointed by a majority vote of the member representatives to serve a two-year non-renewable term. No individual may hold more than one elected position at a time with two exceptions: the CoSPP and ABPP representatives. Representatives may also hold additional elected offices. Newly elected officers will assume office at the end of the APA convention.

It shall be the duty of the Chair to preside at all Council meetings, to exercise supervision over the affairs of the Council with the approval of the Executive Board and to perform such other duties as are incident to the office or as may properly be required by vote of the Executive Board.

It shall be the duty of the Chair-Elect to assume the duties of the Chair in case of the latter's inability to do so and to coordinate with the affiliated groups to assure term limits for positions on the Executive Board are not exceeded.

The Past Chair will remain a member of the Executive Board for two years and will coordinate any necessary council elections.

It shall be the duty of the Secretary to take minutes of the meetings and keep records of all meetings of the Council, and ensure that the Council follows and maintains the bylaws.

The Treasurer will maintain oversight of all funds and property of the Council and ensure that all necessary monetary controls are maintained. The Treasurer serves as the Chair of the Fiscal Committee.

In the case of death, incapacity, or resignation of any of the officers, the Executive Board shall by majority vote elect a member to hold office until a successor is elected by the Council per the regular election procedures.

An elected officer does not count as one of the founding organizations' two representatives. Membership organizations will be responsible for maintaining the requirement for two non-officer positions on the Council, and providing a new member to the Specialty Council if an organizational member assumes an elected position on the Council.

2. Executive Board and Council of Specialties in Professional Psychology (CoSPP) and the American Board of Professional Psychology (ABPP) Representatives

The Council will elect members to serve as the Council's representatives to the Council of Specialties in Professional Psychology (CoSPP) and the American Board of Professional Psychology (ABPP). It shall be the duty of the representative to CoSPP and ABPP representatives to attend meetings of the CoSPP and ABPP, respectively, and keep the Council up to date with all developments of the CoSPP and ABPP.

Elections for officers and the CoSPP and ABPP Representatives will be held in June of years ending in an even number. All members of the Specialty Council are eligible to run for an elected Office and CoSPP and ABPP Representative, and may self-nominate candidacy. All Council members have one vote, with the candidate receiving the most votes earning the position.

Article VI – Standing and Special Committees

The Specialty Council is responsible for working to ensure that the stated purposes are met. This is accomplished through the work of the Standing Committees of the Council, and through Special Committees when necessary.

Committee Chairs are not required to be Council Members appointed through the process described in Article IV nor members of the organizations comprising the Council. If a Committee Chair is not a member of the Specialty Council, a member of the Specialty Council will be appointed to serve as a liaison to the Committee in order to ensure that the Specialty Council has oversight on each Committee. All Committee Chairs must be elected by majority vote by the Specialty Council to serve renewable three-year terms.

Committees are encouraged to recruit members to serve on their Committees. Committee members are not required to be members of the organizations comprising the Council and do not need to be elected. However, Committee Chairs and Specialty Council Liaisons have final responsibility for members of their Committee and may invite or uninvite individual members as necessary to advance the work of the Committee.

All Committees report to the Specialty Council.

1. Standing Committees

a. Research and Practice Committee:

The Research and Practice Committee is responsible for:

- (1) reviewing the scientific literature to identify current empirical developments and promising practices that should be posted on the website and that may impact on training programs;
- (2) advising other committees of emerging research and best practices that may affect the implementation of the Specialty, for example, sharing new information about competencies with the Training and Evaluation Committee.
- (3) reviewing the clinical practice literature including clinical practice guidelines to identify current practice developments that should be posted on the website and that may impact on training programs;

(4) forwarding summaries of relevant literature, practice guidelines, and other information (such as new books, chapters, or other literature) to the Marketing and Communications Committee for inclusion on the website.

b. Training and Evaluation Committee:

The Training and Evaluation Committee is responsible for:

- (1) updating the list of desired competencies for the specialization;
- (2) recommending changes to the Training Guidelines for the Specialty,
- (3) recommending evaluation mechanisms for psychologists seeking recognition in the area of practice,
- (4) developing the SMI Psychology ABPP Manual and ensuring compliance with all necessary requirements for initial certification and for continuing Maintenance of Competence (MoC) for SMI psychologists, and attending relevant ABPP and other meetings related to competence and MoC.
- (5) ensuring compliance with CoS requirements for quality assurance in education, training, credentialing and professional practice, and attending relevant CoSPP and other meetings related to the above-mentioned activities.

c. Accreditation Committee:

The Accreditation Committee is responsible for:

- (1) promoting accreditation expertise and involvement;
- (2) engaging in activities to recruit and train site visitors for specialty accreditation by participating in training at the APA convention and other venues and conducting Commission on Accreditation (CoA) self-study workshops;
- (3) establishing and maintaining liaison with relevant organizations to remain abreast of new developments and ensure that the Specialty is fully up to date and in compliance with all accreditation requirements and those that may impact on Specialty status. These include the APA Commission on Accreditation (CoA), the Association of Psychology Post-Doctoral and Internship Centers (APPIC), the APA Commission for the Recognition of Specialties and Proficiencies in Professional Psychology (CRSPPP), and any others that may be relevant for these purposes. The Committee will also work closely with the Council's CoSPP representative to assure Council specialty activities are aligned with CoSPP guidance and with the ABPP representative as appropriate.

d. Marketing and Communications Committee:

The Marketing and Communications Committee is responsible for:

- (1) ensuring that the Specialty website is maintained in a fully up to date state, posting all important notices, information about education, training, competencies, evaluation, etc. The website will also list approved post-doctoral specialty programs and doctoral and internship programs that have expressed interest in being listed on the website. A section of the website will also be dedicated to providing information for psychologists, the public, and other health professionals about the etiology, nature, impact, and amelioration of SMI/SED;
- (2) recommending means to inform training programs and practicing psychologists about the Specialty and for recommending mechanisms to encourage training programs to seek accreditation in the Specialty;
- (3) keeping the Council informed about upcoming events of relevant organizations and about new developments that may affect accreditation and specialty status.

e. Fiscal Committee

The Fiscal Committee is Chaired by the Treasurer of the Executive Board and is responsible for:

- (1) maintaining the fiscal health of the Specialty and its Council, including providing recommendations about monetary controls and ensuring separation of duties
- (2) creating a budget, in collaboration with the Executive Officer, for approval by the Specialty Council
- (3) fundraising
- (4) monitoring use of Specialty funds together with the Treasurer and the Executive Officer
- (5) receiving funds and making payments

2. Special Committees

The Executive Board may designate special committee(s) considered to be useful to the purposes of the Council. All committee appointments must be ratified by a majority vote of the Executive Board before committee business may be undertaken. Special committees may be sunset at any time following a vote by a majority of the Executive Board to dissolve the special committee.

Article VII – Meetings

The Council shall meet monthly by teleconference with one face to face meeting occurring during the annual Convention of the American Psychological Association. The Council shall seek to coordinate its meeting with the programs and sessions of its member representatives. A majority of the Council members will constitute a quorum, and will be required for all official votes.

Additional meetings may be called as necessary.

Article VIII – Amending the Bylaws

Amendments to the Council bylaws may be proposed by a member of the Specialty Council and ratified by a majority of the Council.

Proposed amendments to the Council bylaws must be distributed to the Specialty Council 7 days prior to the date of voting on the proposed amendment.

Ratified amendments will be adopted by the Specialty Council and incorporated into the bylaws within 30 days of adoption.

ORIGINALLY ADOPTED: December, 2014

REVISED: January, 2020