

Society for Biopsychosocial Science & Medicine Bylaws

BY-LAWS

ARTICLE I: NAME

The name of this Society shall be the **Society for Biopsychosocial Science & Medicine, Inc.**, hereafter to be referred to in this document as the Society.

ARTICLE II: PURPOSE

To advance biopsychosocial science and its application for health.

ARTICLE III: MEMBERSHIP

Sec. 1. Classes. There shall be the following classes of membership: Regular, Early Career Transitional, Associate, Emeritus, and Corresponding.

A. Regular Membership

1. Eligibility. Regular membership is open to professionals in scientific, medical, scientific and related fields concerned with biological, behavioral, psychological, social and contextual processes in health and disease. Regular members will normally hold the highest degree appropriate to their field. Regular members must be qualified representatives of their respective disciplines as evidenced in peer reviewed publications. Evidence of noteworthy contributions to the fields of biopsychosocial science and medicine or a comparable level of professional achievement will be considered on a case by case basis by the Membership Committee in lieu of the peer reviewed requirements.

2. Recommendation. No recommendation is required.

3. Dues. Regular members pay full dues as set by the Council.

B. Early Career Transitional Membership

1. Eligibility. Early career transitional membership is open to professionals for two years following the conclusion of training to support individuals as they transition to their first independent position. Early career transitional membership is open to professionals in scientific, medical, and related fields concerned with biological, behavioral, psychological, social, and contextual processes in health and disease and who are qualified representatives of their respective disciplines as evidenced by peer-reviewed publications. Evidence of noteworthy contributions to the fields of biopsychosocial science and medicine or a comparable level of professional achievement in clinical work or teaching will be considered on a case-by-case basis by the Membership Committee in lieu of the peer-reviewed publication requirement. Early career transitional membership provides the same benefits as Regular membership, but with reduced dues.

2. Recommendation. No recommendation is required.

3. Dues. Early Career members pay reduced dues as set by the Council.

C. Associate Membership

1. Eligibility. Associate Membership is open to students and trainees who are enrolled in baccalaureate or post- baccalaureate scientific, medical, behavioral, and related fields concerned with biological, behavioral, psychological, social and contextual processes in health and disease.

2. Recommendation. Applicants must provide proof of enrollment from their institution or submit a letter from a faculty member of their institution verifying trainee status.

3. Dues. Associate members pay reduced dues as set by the Council.

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D. Emeritus Membership

1. Eligibility. Emeritus Membership shall be granted upon request of the member to individuals with at least 15 years of regular membership in the Society, and upon reaching either the age of 70 or retirement.
2. Recommendation. No recommendation is required.
3. Dues. Emeritus members pay reduced dues as set by the Council.

E. Corresponding Membership

1. Eligibility. Corresponding membership may be extended to professionals who meet the criteria for regular membership and also reside in low- and middle-income countries. Professionals is broadly defined to include those in scientific, medical, and related fields concerned with biological, behavioral, psychological, social and contextual processes in health and disease and who are qualified representatives of their respective disciplines as evidenced by peer-reviewed publications. Evidence of noteworthy contributions to the fields of biopsychosocial science and medicine or a comparable level of professional achievement in clinical work or teaching will be considered on a case-by-case basis by the Membership Committee in lieu of the peer-reviewed publication requirement.
2. Recommendation. No recommendation is required.
3. Dues. Corresponding members pay reduced, or no dues as set by the Council.

F. Procedure for application and activation of membership.

1. Application. Applications must be submitted to the Society office on forms supplied by the Society.
2. Activation of membership. Membership will commence upon approval by the membership committee, acceptance of the Society's Ethical Principles and payment of dues.

Sec. 2. Rights of Members. Regular, Corresponding and Early Career members may vote on Society business, hold office, chair committees, and serve on the Council. Emeritus and Associate members have all rights of Regular Members except that they are not eligible to become officers or serve as voting members of the Council. All members shall receive a subscription to the Society's Journal.

Sec. 3. Dues. Dues are set by vote of the Council.

Sec. 4. Termination of Membership. Membership may be terminated by resignation, dues in arrears for more than one year, or disciplinary action by the Council.

Sec. 5. Discipline.

-A. Authority. By a two-thirds vote, the Council may censure, suspend or expel any member for conduct deemed unprofessional, derogatory to the dignity of the Society, or inconsistent with its purposes.
-B. Procedure. The Council may set procedures for conducting disciplinary actions. Such actions may only be taken following a hearing, in person or in writing, with the member, and only after the member has had notice in writing of the charges against them and an opportunity to respond in person or in writing.

Sec. 6. Reinstatement. Any member suspended, expelled, or dropped from membership may be reinstated

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by the Council.

ARTICLE IV: OFFICERS

Sec. 1. The Society's officers shall be a President, a President-elect, an Immediate Past-President and a Secretary-Treasurer. These roles shall reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity.

Sec. 2. Nominations. Candidates for office shall be selected by a Nominating Committee or by petition as outlined in Article IX.

Sec. 3. Duties.

A. President. The President shall preside at meetings of the Society and of the Council. They shall also communicate to the Society and to the Council on matters pertaining to the activities of the Society. In the event of the absence or disability of the President, the President-elect shall act in their place.

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B. Secretary-Treasurer. The Secretary-Treasurer shall give notice of and may attend all meetings of the Society. Annually, the Secretary-Treasurer will present a proposed budget to Council for the following fiscal year. They will monitor income and expenditures throughout each fiscal year, and reconcile year-end financial reports with the approved budget. The Secretary-Treasurer will also monitor the value of the Society's assets and oversee its investments.

Sec. 4. Terms of office. The terms of office for the President, Immediate Past President and President-Elect are one year. The term of Secretary-Treasurer is three years. The term of office begins upon election. Reelection to consecutive terms of office is not permitted.

Sec. 5. Payment. Officers are not paid for their service.

ARTICLE V: THE COUNCIL

Sec. 1. The affairs of the Society shall be governed by a Council of nine members. four officers and five at large Council members. These roles shall reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity.

Sec. 2. Nominations to Council. Candidates for Council shall be selected by a Nominating Committee or by petition as outlined in Article IX.

Sec. 3. Tenure. The term of office for at large Council members shall be three years. Any member of the Council may be removed with or without cause by vote of the Society at any annual or special meeting. All Council members begin their term at the Annual Business Meeting or as outlined in Article V, Sec 4.

Sec. 4. Vacancies. Vacancies occurring in any year among the at large Council members may be filled by

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the Council by temporary appointments for terms to expire at the next annual meeting.

Sec. 5. Functions of Council. The Council shall have control of the affairs and funds of the Society and the Journal. The Council may represent the Society in dealing with public, government, and related organizations.

The Council may appoint an Executive Director whose duties shall be assigned by the Council. The Executive Director shall, at the discretion of the Council, be bonded in a suitable sum to be determined by the Council.

Sec. 6. Meetings. Council will meet at least two times each year, including a meeting at the annual meeting of the Society. Meetings are called by the President, the Secretary-Treasurer, or a majority of voting members. Council may also convene and otherwise communicate using telecommunications technologies. In-person meetings shall be announced to the Council and Society membership at least 60 days in advance.

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Sec. 7. Quorum. At any meeting of the Council, six members of the Council shall constitute a quorum.

Sec. 8. Action by the Council. The Council acts by vote at regular meetings or between meetings by voice vote or electronic or mail ballot. Actions taken at regular meetings are binding by a vote of the majority of the voting members present except as otherwise specified in the Bylaws. Actions taken between regular meetings by mail or electronic ballot are binding by a unanimous vote of all eligible voting members. The Secretary-Treasurer shall record actions taken by the Council and report on such actions. Council meetings are open to Society membership, with the exception of those portions of meetings held in executive session.

Sec. 9. Payment. Council members are not paid for their participation.

ARTICLE VI: THE JOURNAL

Sec. 1. The Journal, BIOPSYCHOSOCIAL SCIENCE AND MEDICINE, hereinafter referred to as the Journal, shall be the official peer-reviewed journal of the Society.

Sec. 2. Finances. All assets of the Journal shall be the property of the Society, Inc., and all of the income and revenue of the Journal shall be paid or transmitted to the Society, and its bills shall be paid by the Society upon the presentation of proper voucher.

Sec. 3. Publication Rights. Abstracts of papers accepted for presentation at Society meetings may be published in the Journal. Articles appearing in the Journal may not be published elsewhere without permission from the Editor-in-Chief of the Journal.

Sec. 4. Editor-in-Chief. The Council shall, with the concurrence of two-thirds of its members, appoint an Editor-in-Chief. The term of Editor-in-Chief shall be for a period of five years or such shorter time as may be determined by the Council. The Editor-in-Chief shall be eligible for re-election for a single additional term by the concurrence of two-thirds of the members of the Council. Selection of candidates for the role of editor-in-chief will reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status,

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geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity.

The Editor-in-Chief can be removed from office only for cause, with the concurrence of two-thirds of the members of the Council and after a hearing before a committee designated by the Council. Upon vacancy of the position, the Council, with the concurrence of two-thirds of its members, shall appoint a new Editor-in-Chief.

The Editor-in-Chief may nominate Associate Editors representative of various disciplines, who must be ratified by the Council. The Editor-in-Chief must solicit and consider self-nominations for the position of Associate Editor.

The Editor-in-Chief may appoint an Editorial Board. This board shall reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity. The Editor-in-Chief must solicit and consider self-nominations for the Editorial Board. The Editor-in-Chief shall report these appointments to Council.

Upon the appointment of a new Editor-in-Chief, they will have the right to nominate new Associate Editors, subject to the ratification of Council, and a new Editorial Board.

Sec. 5. Policies. The policies of the Journal are subject to the approval of the Council. The implementation of the policies is vested in the Editor.

ARTICLE VII: MEMBERSHIP MEETINGS

Sec. 1. Annual Business Meeting. The annual meeting shall be held at such time and place as shall be determined by the Council. At the meeting, members may conduct business, hear reports of officers and committees, and elect officers, Council members, and, for the Nominating Committee, a Council member and member at-large. The Secretary-Treasurer shall provide notice to the membership at least 60 days in advance of the meeting date.

Sec. 2. Special Meetings. Special meetings of the Society may be called for a time and place to be fixed by the Council. The Secretary-Treasurer shall provide notice to the membership at least 60 days in advance of the meeting date. The deliberations of special meetings of the Society shall be confined to such matters as are mentioned in the call for the meeting.

Sec. 3. Quorum. At any annual or special meeting of the Society, five percent of the members of the Society shall constitute a quorum and shall, except as otherwise specifically provided in the Bylaws, be sufficient for taking any action.

Sec. 4. Cancellation of meetings. Meetings can be cancelled and rescheduled due to emergency by a two thirds vote of Council, with the majority concurrence of the officers and Executive Director.

ARTICLE VIII: AMENDMENTS TO THE BYLAWS

Sec. 1. Amendments by Members. Proposed changes in the Bylaws shall be sent to the Secretary-

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Treasurer at least 60 days before the date of the meeting at which they are to be considered and must be signed by at least ten members. The Secretary-Treasurer shall send a copy of any proposed changes to each member at least 14 days before the meeting at which they are to be considered.

Sec. 2. Amendments by Council. The Bylaws may, from time to time, be amended by the Council or by the Society. Any Bylaws adopted by the Council must be ratified by the membership.

Sec. 3. Vote on Amendments: At the discretion of the Council, membership vote on amendments may be either at the annual meeting, by mail or by electronic ballot. Two-thirds of the votes cast are required for adoption.

ARTICLE IX: NOMINATIONS AND ELECTIONS

Sec. 1. Nominations to all elected positions are made by the Nominating Committee. The Nominating Committee will solicit and consider self-nominations for elected positions.

... .. Sec. 2. Petitions. Once the Nominating Committee has assembled a slate, other candidates for Officer or Council positions may also be placed on the slate by petition. Petitions must bear the signatures of at least five percent of the members in good standing who are eligible to vote. Petitions must be received by the Secretary-Treasurer at least 30 days prior to the Annual Business Meeting.

..... Sec. 3. Elections. Members shall elect Society leaders at the Annual Business Meeting, or by mail or electronic ballot, as determined by the Council. Elected leaders include officers and Council members, as well as at-large and Council members on the Nominating Committee. Election shall be plurality vote. Mail ballots, if utilized, shall be distributed to members in good standing no later than 25 days prior to the Business Meeting and shall specify a due date which may not be less than 15 days from mailing.

ARTICLE X: INDEMNIFICATION

The Society shall indemnify any officer, Council member, committee member, member, employee, agent or any other person acting on its behalf pursuant to fulfilling responsibilities on behalf of the Society who is made a party to any legal proceeding or is threatened with any legal action relating to activities on behalf of the Society to the maximum extent permitted by law provided such person acted in good faith and in a manner the person reasonably believed to be in, or not opposed to, the best interests of the Society, with respect to any action or proceeding, and had no reasonable cause to believe the conduct was unlawful.

ARTICLE XI. COMMITTEES

Sec. 1. The permanent committees of the Society are the Nominating Committee, Program Committee, and Membership Committee.

Sec. 2. Nominating Committee.

A. Composition. The Nominating Committee shall consist of six members with staggered terms: The immediate Past-President, President, one Council member and three At-Large members elected by the membership. Each year one Nominating Committee Council member will be elected for a one-year term. Each year one at-large member will be elected for a three-year term. The President of the Society shall act as chair. This committee shall reflect the commitment of the Society to diversity with respect to

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academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity.

B. Duties. The Nominating Committee shall solicit self or other nominations from the membership for vacancies. It shall recommend to the Council one person for election to each of the following positions that shall become vacant: President-elect, Secretary Treasurer, and Council members. It shall recommend to the Council two persons for election to each of the following positions that shall become vacant: Nominating Committee Council member and at-large members. Nominations will keep balance among disciplines and consider the needs of the Society as well as reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity. The Council shall present the list of nominees to the membership at least 60 days prior to the Annual Business Meeting. The Committee shall certify all petitions of candidates for office and shall supervise the election process. After soliciting nominations from the membership, each year the Nominating Committee shall present candidates for election to a three-year term on the Nominating Committee. Any unfilled terms due to resignation or inability to serve in the at-large positions of the Nominating Committee shall be filled at the next regular election by the process herein outlined.

Sec. 3. Program Committee.

A. Composition. The Program Committee Chair serves a term of two years and is principally responsible for all committee functions. A Co-chair may be appointed by Council with the advice of the Chair to serve a one year term. The Co-chair would assist the Chair in conducting committee operations. Other members of the Program Committee are selected by the Program Committee Chair. This committee shall reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity. The Chair will report the committee membership to the Council.

B. Duties. The Program Committee is responsible for the scientific content and organization of the Annual Meeting.

Sec. 4. Membership Committee

A. Composition. The Membership Committee Co-Chairs serve a term of two years and they may appoint additional members as is necessary to the function of the committee. The Co-Chairs will report the committee membership to the Council. This committee shall reflect the commitment of the Society to diversity with respect to academic and professional specialization, gender, race/ethnicity, LGBTQ+ communities, socioeconomic status, geographic distribution, and other underrepresented, marginalized, and historically oppressed groups, embracing all dimensions of inclusivity, equity, and diversity.

B. Duties. The Membership Committee is responsible for review of applications for membership in the Society, and for recruitment and retention of members, and such other duties as may be appointed to it by Council.

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Sec. 5. Other committees. Other standing committees, ad-hoc committees, task forces and work groups may be created, maintained, or terminated by concurrence of two thirds of Council, to fulfill the purposes of the Society.

Last Amended February 2024