



Texas Association for Behavior
Analysis PO Box 61
Denton, Texas 76202-0061

Bylaws of TxABA

ARTICLE I: NAME

1. The name of this organization will be the TEXAS ASSOCIATION FOR BEHAVIOR ANALYSIS, with the option of the subtitle: A Regional Organization. It will be represented by the initials TxABA.

ARTICLE II: PURPOSE

1. To promote the advancement of behavior analysis as a science and as a profession by all means permitted by the bylaws.

ARTICLE III: MEMBERSHIP

1. TxABA will consist of two classes of members, voting and non-voting, and categories in each class may be established by the TxABA Executive Council (EC). Members of both classes are entitled to the rights and privileges of TxABA, as are appropriate for their membership category. Voting members of TxABA are entitled to vote for EC officers.
2. An applicant for voting membership status must possess the minimum of a Master's degree in Behavior Analysis or a related discipline. The applicant must also meet at least one of the following qualifications:
 - a. be a voting member of the Association for Behavior Analysis International (ABAI)
 - b. be a Board Certified Behavior Analyst (BCBA, BCaBA, or BCBA-D)
 - c. hold a Master's or Ph.D. degree with a full-time professional commitment to Behavior Analysis as determined by the TxABA EC or a Council-appointed representative
3. There will be a class of non-voting members designated as Affiliates who will have such privileges as granted by Council.
4. There will be a class of non-voting members designated as Students who will have such privileges as may be granted by Council. Applications for student status must be accompanied by proof of full-time enrollment in an academic, internship, or residency program.

ARTICLE IV: OFFICERS

1. The TxABA EC (i.e., governing body) will consist of voting officers and non-voting representatives. All officers will be voting members of TxABA. Voting officers include the President-Elect, President, Past President, and at least three EC members. The President will be a current full member of the Association for Behavior Analysis International (ABAI). Non-voting representatives include the Executive Director, the Secretary-Treasurer, and the Student Representative.
2. To serve on the TxABA EC, an individual must be a Texas resident and must meet at least one of the following qualifications:
 - a. Be a voting member of ABAI,
 - b. Be a Board Certified Behavior Analyst (BCBA or BCBA- D),
 - c. Hold a Master's or Ph.D. degree with a professional commitment to Behavior Analysis

Those that qualify by virtue of holding a BCBA or a Master's degree must have held the certification or degree for a minimum of 3 years. Those that qualify by virtue of holding a BCBA-D or Ph.D. must have held the certification or degree for a minimum of 1 year.

The President of TxABA must be a voting member of ABAI because it is important for the EC leader to be active in our parent organization, and to demonstrate a higher level of commitment to the science of Behavior Analysis.

The TxABA Council will serve as the governing body of TxABA, and will conduct its business at meetings or by correspondence, and report its actions, or request the membership to take action, at the Annual Business Meeting.

3. An elected President will serve for four years with one year as President-Elect, two years as President, and one year as Past President. Each Council Member will serve a three-year term. Each year, one Council Member's office will expire and a new Council Member will be elected. Newly elected officers shall assume office on May 1 following their election.
4. The President may present a Presidential Address on one year of his or her term at the Annual Conference. The President will preside at all TxABA Council Meetings and the Annual Business Meeting, count nominations and election ballots, as well as the ballots in any referenda submitted to the voting membership, and exercise general supervision over the affairs of TxABA.
5. If the President is unable to preside over a meeting, that responsibility will fall to the Past President. If he or she is unable to preside, the Executive Director will assume the responsibility.
6. The Secretary-Treasurer will record minutes at meetings and distribute them to TxABA Council following each meeting.

7. The Executive Director will keep the records of TxABA and the TxABA Council; conduct official correspondence; receive applications for membership (and give notice of all inductions into membership). The Secretary-Treasurer will have the responsibility for all funds of TxABA and will have authority to disburse these funds for purposes authorized by the TxABA Council. The Secretary-Treasurer will keep a record of all money received and all disbursements made and submit an annual report of the financial status of TxABA to the membership at the Annual Business Meeting.
8. The Council, by majority vote, may appoint or remove an Executive Director or Treasurer. The Executive Director and the Secretary-Treasurer serve at the pleasure of the Council.
9. There will be one representative to, but no officer of, Council who will be a Student member. Each year at the Annual Conference, student members will elect one Student Representative to the Council for a one-year period term beginning on May 1 following the conference.
10. If any Officer, because of death, resignation, or other reason, cannot perform the duties of the office, the TxABA Council will be empowered to fill the vacancy by any method, which in its judgment will best reflect the goals and purposes of the Association.

ARTICLE V: ELECTIONS

1. The Executive Director will email all current Voting Members a Call for Nominations ballot for President-Elect and/or for the Council Members necessary to complete the Voting Membership of the TxABA Council. For each office that appears on the nominating ballot, each Voting Member may propose up to two names and may nominate the same person for only one office.
 - a. The Executive Director will count the ballots and compile a list of the names of the Voting Members who have received the highest number of nominations for each office.
 - b. From the list, the President will ask those nominees receiving the highest number of nominations for each office if they are willing to stand for election and will proceed through the list in the order of vote count until at least two candidates for each office have been obtained. No one may hold two offices at the same time, so if a Voting Member received enough nomination votes for two offices, the President will request that the individual choose the office for which he or she wishes to be a candidate.
 - c. If, after completing the initial process, only one candidate is willing to stand for election, the candidate's name will be put forth on the ballot for Voting Members to rate as "acceptable" or "unacceptable" to hold the office. If the initial process results in no candidates willing to run for office, the President will identify an individual willing to stand for election and put that individual's name forth on the ballot.

- d. After the list of candidates has been determined, the Executive Director will email all Voting Members, whose membership dues are paid, a ballot for all matters to be voted upon, together with a statement on which the names of the candidates for each office are listed in alphabetical order with a brief biographical description of each nominee.
2. The Student Representative is elected by student members in a meeting at the Annual Conference. This meeting will be chaired by the current Student Representative and attended by one Council Member. The winner will be a Student Member who has obtained a plurality of the vote.

ARTICLE VI: MEETINGS

1. The council will meet at least twice a year, with one meeting occurring at the Annual Conference. Other meeting times and locations will be determined by Council.
2. An Annual Business Meeting will be held to coincide with the Annual Conference.
3. A Conference will be held once per year at a time determined by Council.
4. The presence of a majority of the total number of members on the Executive Council, which will include either the President-Elect, Present, or Past President, shall constitute a quorum for the transaction of business. In the absence of a quorum, a majority of the Council Members present may reschedule the meeting for another date. Notice of the rescheduled meeting shall be given to the Executive Council within a reasonable period of time.

ARTICLE VII: DUES AND FEES

1. Dues will be established by Council for all categories of membership.
2. The fiscal year will close at a time selected by Council.
3. Conference fees will be established by Council for all categories of membership.

ARTICLE VIII: COMMITTEES

1. Council may establish any standing committee necessary to conduct the business of TxABA.
2. The President may establish ad hoc committees for a period not to exceed one year unless approved otherwise by Council.

ARTICLE IX: DISCIPLINARY ACTION

1. A Member, voting or non-voting, whose yearly dues are not paid in full before three months after such payments are due will be removed from membership. Thereafter, a Member may be reinstated by paying dues for the year in which reinstatement is requested.
2. A Member, voting or non-voting, may resign by sending to the Executive Director a notice of resignation. Membership may be reinstated by paying dues for which reinstatement is requested.
3. The Council, by affirmative vote of two-thirds of all the Officers of the Council, may suspend or expel a voting or non-voting member for nonpayment of conference fees after appropriate notice has been provided.
4. On written request signed by a former voting member or non-voting member and filed with the Executive Director, the Council, by affirmative vote of two-thirds of the Officers of the Council, may reinstate such former voting or non-voting member on such terms as the Council may deem appropriate.
5. TxABA is not a licensing or certifying entity within the State of Texas, and therefore does not have the authority to sanction members' activities for issues of practice or conduct.

ARTICLE X: AMENDMENTS

Amendments or changes to the TxABA bylaws may be proposed by any member of the EC. Amendments will be presented by the President to the EC for review, discussion, and a vote. A two-thirds majority of EC member votes will be required for the adoption of amendments or changes, with the added stipulation that at least one EC member who is also currently a full member of ABAI must vote in favor of the amendment or change in order for it to pass.