

Four Corners Association for Behavior Analysis

By Laws

Article I. Name and Purpose

The Four Corners Association for Behavior Analysis (4-Corners ABA) is an independent, non-profit, professional organization affiliated with the Association for Behavior Analysis, an international organization dedicated to promoting the experimental, theoretical, and applied analyses of behavior. Our members reside, teach, conduct research and practice primarily in Arizona, Colorado, New Mexico and Utah.

The purpose of 4-Corners ABA is to promote the science of behavior and evidence-based technologies derived from the basic science. The organization objectives are:

- A. Serve as a scientific and professional reference group for all in the states of Arizona, Colorado, New Mexico and Utah who identify themselves as scientists or practitioners in disciplines and activities that utilizes the principles and practices of behavior analysis;
- B. Promote basic and applied research that will advance understanding of human and other animal behavior;
- C. Identify and promote the use of effective treatment procedures in the educational, therapeutic and habilitation needs of persons in Arizona, Colorado, New Mexico and Utah within the ethical guidelines set forth by the Behavior Analysis Certification Board®, Inc.;
- D. Organize and sponsor an annual conference that will serve as a forum for presentation of scientific research, technological achievements and demonstrations of successful transfer of technologies. Presentations bridging animal and human research are particularly welcome.
- E. Promote the development and expansion of education, training, and employment in the field of behavior analysis;

- F. Support efforts of allied organizations in providing evidence-based behavior analytic services.

Article II. Membership

Membership is open to all persons interested in or engaged in teaching, research, and/or application of the principles and procedures of behavior analysis.

A member in good standing shall have fully paid dues for the current year. Any person desiring membership shall complete the prescribed application form and submit it to the Secretary of the Association. Such applications shall be subject to consideration by the Membership Committee in accordance with Article II and the Committee shall accept or reject such application.

A member who wishes to resign from the Association shall do so by writing a letter of resignation to the Secretary. Any member who fails to maintain good standing in the Association shall be withdrawn from the Association by appropriate action of the Membership Committee.

4-Corners ABA shall have three classes of members: Full Members, Affiliate Members, and Student Members.

Full Members: Must hold at least a Master's degree in experimental psychology, behavior analysis or a field directly related to behavior analysis.

Affiliate Members: Anyone who has an interest in behavior analysis but does not meet the requirements of a Full Member.

Student Members: Anyone enrolled in a college degree program or in a full-time post-graduate training program. Student members must provide documentation of student status by an official of the training institution.

Membership dues will be set by a vote of the Directors. Student Member fees may not exceed 25% of those for Full Members.

Article III. Governance

At the annual conference, the President, or a representative appointed by the President, shall convene a Business Meeting to conduct the

affairs of the organization. Full Members may vote at this meeting. Initiatives proposed at the Business Meeting, other than by-law amendments, will be enacted if endorsed by a majority of Full Members voting. Ten Percent (10%) of the voting membership shall constitute a quorum.

4 Corners ABA shall have the following Officers nominated and elected by no later than March 31 from a slate presented by the Nomination Committee and/or by write-in nominations on the official ballot mailed, and shall assume their respective offices following the annual Business Meeting: **President, Treasurer, Secretary, and Directors.** For the Student Director office, Student Members may select among the candidates by paper ballot. A candidate is elected if endorsed by a majority of eligible Student Members voting.

No individual may hold two 4-Corners ABA elected offices at the same time. To accept a new office, an individual must resign from a current office. Office vacancies created by resignation, other than that of President, will be filled by election at the annual Business Meeting.

The **President** is elected to a two-year term. This individual serves as President-Elect during the first year and President during the second year. The President arranges the site of the annual conference that will take place during the second year of the term, and appoints a Conference Program Chair (or Co-Chairs) who coordinates the scholarly content of the conference and serves as its master of ceremonies. In the event that a President cannot complete his or her term, the President-Elect will assume the office.

The **Treasurer** manages the organizations financial affairs in consultation with the other officers, and prepares a report of financial activities at each Business Meeting or other meetings as requested by the President. The Treasurer shall: collect all dues and assessments; make all disbursements; keep such financial records as may be required by the Board of Directors; submit the financial records for audit when required by the Board of Directors and shall deliver them to the successor upon completion of the term of office.

The **Secretary** keeps minutes at the annual Business Meeting, conducts officer elections, archives important documents related to organization business, and communicates with members as needed. The Secretary shall be responsible for: keeping all records of the Association and of the Board of Directors (except financial records); coordinating membership applications with the Membership

Committee; documenting resignations from the Association; issuing notices and keeping minutes for all meetings; delivering records to the successor to that office upon completion of the term of office.

Officers may be removed from their position if they fail to appropriately execute the duties of their office. Two-thirds of the Board of Directors must vote in favor of this action to remove an officer.

Article IV. Board of Directors

The Board of Directors shall consist of the Officers (described in the previous section), three Directors of the Association, and one Student Director, all of whom (except the Student Director) shall be Full Members of 4 Corners ABA, as well as Full, Supporting, Sustaining or Emeritus Members of the Association for Behavior Analysis International.

Directors shall hold office for a term of three years, with the exception of two of those elected the first year. One Director shall be selected each year, except the first year, when: (1) one Director shall be selected for a three-year term; (2) one Director shall be selected for a two-year term; and (3) one Director shall be selected for a one-year term. The Student Director shall be a Student Member serving a two-year term.

Directors shall not remain in office longer than three years in succession.

The duties of the Board of Directors shall be as follows:

- (1) To determine the policies of the Association within the limits prescribed by these By-Laws of the Association and the By-Laws and Constitution of the Association for Behavior Analysis International;
- (2) To counsel the President;
- (3) To make such provisions for the periodic auditing of Chapter records;
- (4) To fill any vacancies that occur during the term of any Officer or Director of the Association by electing another Officer or Director to serve for the unexpired portion of the term, except that a vacancy in the office of the President shall be filled as provided by Article III.

The Board of Directors shall meet at least once a year plus at the call of the President or upon written request addressed to the Secretary by any three members of the Board.

Article V. Conference

4-Corners ABA shall hold an annual conference at a time and place determined by the President. In all membership categories, members may register for the conference at no cost. Conference registration for nonmembers is equivalent to the membership fee for members.

Article VI. Dues

The dues shall be set by the Board of Directors. Dues of new members shall be payable immediately upon notification of acceptance by the Membership Committee of their application of membership. Annual dues notices will be sent to all members of record by email. Nonpayment of dues beyond thirty (30) days of date due shall be reported to the Membership Committee by the Treasurer. The aforementioned dues are entirely for the conduct of the business of and the programmatic activities of 4 Corners ABA. It is specifically noted that Association funds may not be used to defray the expenses incurred by Officers or Members to attend Program Meetings of the Association.

Article VII. Committees

The President with the approval of the Board of Directors shall, between the Annual Business Meeting and June 1, appoint the following standing committees each of which shall consist of a chairperson and at least two members: Program Membership Committee, Nominating Committee, and other standing and ad hoc committees as required.

Committee appointments shall be one year in duration. Appointments to committees in successive years to provide continuity and enhance the function of particular committees is not in any way restricted.

The Chair of each committee will report on the committees activities at the Annual Business Meeting of Members. A written copy of this report is to be submitted to the Secretary and will be maintained as a permanent record of the Association.

Article VIII. Amendments

Amendments or changes to these by-laws may be suggested by any Full Member, and are implemented if endorsed by more than two-thirds of the Full Members voting at the Business Meeting, or by more than two-thirds vote of the Board of Directors. Proposed amendments or changes must be submitted in writing to Full Members present at the Business Meeting one month prior to the vote.