

# GEORGIA SOCIETY OF CLINICAL SOCIAL WORK CONSTITUTION

## ARTICLE I Organization

The Georgia Society of Clinical Social Work was established as a Georgia non-profit corporation and registered with the State of Georgia, Fulton County Register of Deeds as of August 29, 1980.

## ARTICLE II Objectives

The purpose of this organization shall be to advance and promote the practice of Clinical Social Work by

1. participating in the legislative process, both state and national;
2. promoting the profession of Clinical Social Work and collaborating with similar mental health professions; and
3. increasing and disseminating knowledge through research, meetings, educational programs, professional contacts, mentorship, reports, papers, discussions, and publications.

## ARTICLE III Membership

### **Section I. Categories of Membership:**

The categories of membership shall be as follows:

1. General Member: those who are Licensed Clinical Social Workers (LCSW)
2. Associate Member: those who have a Master of Social Work degree (MSW), or are a Licensed Master Social Worker (LMSW), or are pursuing licensure at the Licensed Clinical Social Worker (LCSW) level
3. Student Member: those who are enrolled in (or who have graduated within the last year from) a graduate program of a nationally accredited school of Social Work
4. Distant Member: those who meet the requirements for General or Associate Membership, whose residence and employment/practice are outside of the Metro Atlanta area
5. Emeritus Member: Those who are fully retired from Clinical Social Work practice

## **Section II. Admission of Members:**

Applicants for membership must meet criteria for one of the above categories of membership, submit an application for membership, and pay the appropriate fee.

## **Section III. Rights and Duties of Members:**

All members in good standing may attend open session board meetings and educational programs, serve as chairpersons of committees on the Board of Directors, and vote on amendments to the constitution and any issue or election presented to the membership.

## **Section IV. Termination of Membership:**

Membership in the Society shall be suspended for non-payment of dues after thirty (30) days or at the discretion of the Board of Directors.

## **ARTICLE IV** **Officers**

### **Section I. Officers:**

The officers of the society shall be

1. President
2. Vice-President
3. Secretary
4. Treasurer

These officers comprise the Executive Committee and are supported by additional appointed members of the Board of Directors, as identified in Article V. The President and Vice-President must be Licensed Clinical Social Workers (LCSW).

### **Section II. Nominations, Elections and Terms of Office:**

The nomination and election process will be completed electronically. Members may participate in the nomination and election process non-electronically by contacting the GSCSW Administrator.

The Vice-President will be elected for a one year term, which will be followed by a one year term as President. The Secretary shall be elected to a two year term of office. The Treasurer shall be elected to a two year term of office. No elected officer shall serve more than two consecutive terms in the same office.

The Vice-President shall succeed to the office of President in the event that the President is unable to fulfill the term of office. In the event that any officer or board member is unable to fulfill the term of office to which elected or appointed, the Board of Directors may appoint a member to fill the remaining term.

The Board of Directors will request nominations for officers from the membership with a submission deadline of September 30 of the year preceding new Executive Committee terms. The Nominating Committee will be comprised of members of the Board of Directors, general members, and past-Presidents. A chair-person of the Nominating Committee will be appointed by the Board of Directors. The Nominating Committee may consult with the Executive Committee. The Nominating Committee will interview appropriate candidates and will propose a new slate of officers to the Board of Directors for consideration. Upon affirmation by the Board of Directors, the slate of officers will be presented to the membership for ratification. This slate will be presented to membership for ratification between March 31 and April 15. Members will have 15 days to respond to the request to ratify the candidates. Candidates will be ratified for office unless the majority of members vote in opposition to the proposed candidate(s). The Board will confirm the Officers-Elect to the membership. Executive Committee terms begin July 1 following the ratification of officers.

### **Section III. Duties of Officers:**

The President shall serve as Chairperson of the Board of Directors and shall perform such other duties as ordinarily pertain to this office. The President shall call regular and special meetings. The President shall also appoint the chairpersons of standing committees as well as task force committees.

The Vice-President shall discharge the duties of the President when the President is not able to act. The Vice-President will share the duties of the President.

The Secretary shall record the minutes of all Board meetings. The Secretary may conduct correspondence relating to GSCSW as deemed necessary by the Executive Committee. The Secretary will act as or appoint a temporary Chairperson of the Board of Directors in the absence of both President and President-Elect.

The Treasurer manages the financial operations as directed by the Board of Directors and reports these matters regularly to the Board of Directors.

### **Section IV. Grievance Process for Officers and Board Members:**

If any member has a grievance regarding an officer or board member, that member may request a meeting with the Executive Committee. The Executive Committee will investigate and develop an appropriate course of action. If the Executive Committee recommends the removal of any officer or board member, the decision must be ratified by 75% of board members.

ARTICLE V  
Board of Directors

**Section I. Composition of the Board of Directors:**

All members of the Board of Directors must be members in good standing. The Board of Directors shall be comprised of the four elected officers (Executive Committee), chairpersons of standing committees, and an appointed LMSW member. Additionally, whenever possible an MSW student representative shall be appointed as a non-voting member of the Board of Directors.

**Section II. Open Meetings:**

Meetings of the Board of Directors shall be open to attendance by the membership. If a member wants to attend a board meeting, they must notify the President at least one week in advance of the meeting. Portions of board meetings may be closed to the general membership at the discretion of the Board of Directors.

**Section III. Duties of the Board of Directors:**

Duties of the Board of Directors shall be

1. to attend and participate in scheduled board meetings unless pre-approved by the President, and
2. to perform the duties of the position to which they are appointed or elected.

ARTICLE VI  
Committees

**Section I. Standing Committees:**

The President shall appoint the Chairpersons of the standing committees, except as otherwise herein provided, with the approval of the Executive Committee, for terms of one or two years. The Chairperson of each committee shall appoint committee members from among the membership.

These committees may include but are not limited to Membership, Ethics, Legislative, Mentorship, Professional Education, Social Media and Public Relations, LMSW, Continuing Education, Low Cost Supervision, Nominating Committee, Rules and Licensure, and Diversity Committee. The Board may establish and dissolve committees by majority vote of the board.

ARTICLE VII  
Board of Director Meetings

**Section I. Quorum:**

A quorum shall be 50% of the Board membership plus one. A quorum must be present in order for the board to vote.

**Section II. Notification of Meetings:**

The board meeting schedule can be found on the website.

ARTICLE VIII  
Dues

**Section I. Dues:**

The organization shall charge annual dues. Dues shall be set annually by the Board of Directors for each category of membership.

**Section II. Payment of Dues:**

Membership dues shall be paid annually on the member's renewal date.

**Section III. Fiscal Year:**

The fiscal year shall be July 1 through June 30.

ARTICLE IX  
Amendments

**Section I. Amendment Proposal:**

Amendments to the Constitution may be proposed to the membership by

1. a two-thirds vote of the Board of Directors, or
2. the signatures of not less than 25% of the members in good standing.

**Section II: Amendment Notification:**

The proposed amendment shall be presented in writing to the general membership. It will be posted on the website or via email for review.

### **Section III: Amendment Voting:**

In order to be counted, all voting must be received no later than 15 days after the notification of the proposed amendment. A two-thirds majority vote of those voting shall be required for the passage of an amendment.

### **Section IV: Amendment Adoption:**

The proposed amendment shall become effective immediately upon passage unless otherwise provided. Membership shall be advised of such passage.

## ARTICLE X Rules of Order

All questions of order not provided for in this constitution shall be determined by parliamentary usage as found in [Robert's Rules of Order](#).

Revised and approved May 30, 2020.