By-Laws of the

ILLINOIS ASSOCIATION FOR MULTICULTURAL COUNSELING

**(IAMC)**

A state division of the Association for Multicultural Counseling & Development

ARTICLE I

NAME, AFFILIATION, AND PURPOSE:

Section 1**.** Name. The official name of this organization shall be Illinois Association for Multicultural Counseling (hereafter referred to as IAMC).

Section 2. Use of Name. The official name of the Association, as in Article 1, Section 1, shall be employed in connection with all **c** business and communications pertaining to IAMC.

Section 3. Affiliation. IAMC is the Illinois Association for Multicultural Counseling and shall be organized and operated at all times in compliance with the By-Laws of the Illinois Counseling Association,

Section 4. Purpose. The purposes of the Association shall be as follows:

1. To promote a greater understanding of ethnic minority groups among members of the counseling **and mental health** professions.
2. To improve standards and delivery of counseling services provided to ethnic minority groups.
3. To identify and work to eliminate conditions which create barriers to the development of health & wellness for all multicultural & ethnic minority groups.
4. To develop, implement and/or foster interest in charitable, scientific and educational programs designed to further the interests of ethnic minority groups.
5. To secure equality of treatment, advancement, qualifications and status of ethnic minorities in counseling and development .
6. To publish scientific, educational and professional materials with the purpose of raising the standards of all who work in counseling.
7. To facilitate a broader awareness of multicultural counseling among the helping professions.

ARTICLE II

MEMBERSHIP

Section 1**.** Qualifications for Membership. Membership in ICA shall be a condition of membership in IAMC.

Section 2. Regular Members. Any person whose primary responsibilities interests are in the area of human development which include counselors, social workers, psychologist, school counselors and other mental health professionals in counseling shall be eligible for membership.

Section 3. Application for Membership. Any person desiring to become a member of the Association shall make application to ICA specifying IAMC as the division of choice. A person shall become a member of the Association upon their election to membership and payment of **their** dues.

Section 4. Severance of Membership. A member may be dropped from membership for any conduct that tends to injure the Association or to effect adversely its reputation, or that is contrary to or destructive of its purposes according to the ICA constitution, IAMC By-Laws and the ACA Ethical Standards. Any complaint against a conduct shall be handled by the ICA Ethics Committee following the procedures for handling of complaints of alleged violations of ethical standards, contained in the ICA policy manual. A member may be dropped from membership for the nonpayment of dues.

Section 5. Rights and Privileges. A Regular Member in good standing shall be eligible to vote, and to hold office in the Association. **If a regular member runs for office, they must have been an active member within the IAMC division for a 2 (two) year minimum**. All other members shall have such rights and privileges accorded them by the Executive Council.

Section 6. Dues for Membership. The dues for membership are the amount established by the Executive Board and approved at the annual meeting.

ARTICLE III

IAMC EXECUIVE BOARD

Section 1**.** Composition

a. The IAMC Executive Board shall be composed of the elected IAMC officers.

Section 2. Powers and Functions

1. The Executive Board shall be the agency through which the general administrative and executive functions of the Association are affected. The President of the Association shall be the chairperson of the Executive Board.
2. The Executive Board shall conduct, manage, and control the business of the Association between its official meetings.

Section 3. Meetings

1. The Executive Board shall meet at the time and place of the annual convention of ICA and at such other times as may be designated by either the president or a majority of voting members at the Board.
2. A majority of members of the Executive Board shall constitute a quorum. In the intervals between meetings of the Association, the: Board shall take such action as is necessary for conducting the Association's affairs, except that no action shall be taken which is contrary to an action taken by the Association.
3. **If no face-to-face or “GoTo Meeting” meeting of the Board can be established and date agreed upon, the Board can use the email/internet to conduct necessary division business. All necessary Board members should be notified via email and any business can be voted on via email. The response or deadline of the email must be noted on the Meeting Email.**

ARTICLE IV

OFFICERS

Section 1**.** Names. The officers of the Association shall be the President, President-Elect, Immediate Past President, Secretary, & Treasurer representing IAMC.

Section 2. Method of Selection. All officers of the Association, except the Treasurer and Secretary, shall be elected at large from among the individual members of the Association.

Section 3. Terms of Office.

1. The President-elect shall be elected annually and shall hold office for one year. The President-elect shall succeed to the Presidency for a one year term and then to the immediate past president for a one year term.
2. The Secretary and Treasurer shall be appointed by the IAMC President with approval of the Executive Board and maybe reappointed.
3. The President-Elect shall automatically become President upon the continued absence, death or resignation of the President. In the event that the President-Elect is unable to assume the duties of the President, the Executive Board may by majority vote, choose a member of the Board to serve as Interim President until the next annual Election.
4. In the event of resignation, continued absence, death or resignation of any officer other than the President, the Executive Board shall, by majority vote, elect a successor to serve until the next annual election.
5. The President shall be ineligible to serve as President-Elect or President for a period of three years following previous service in either office.
6. The term of office of each elected official of IAMC shall coincide with the ICA terms of office and continue for the period specified or until the successor takes office.

Section 4. Functions of Officers

1. President. The President shall:
	1. Exert leadership in the achievement of the purposes of IAMC.
	2. Preside at all the meetings of the Association and the Executive Board.
	3. Appoint chairpersons of all IAMC committees unless otherwise specified in these By-Laws.
	4. Serve ex officio on all IAMC committees.
2. President-Elect. The President-Elect shall:
3. Perform the duties of the president in the absence or incapacity of the President.
4. Serve as a member of the Executive Board.
5. Past President. The Immediate Past President shall:

1. Serve as a member of the Executive Board.

2. Serve as Chairperson of the Nominations and Elections Committee.

1. Secretary. The Secretary shall:

1**.** Conduct all official correspondence and keep records of the proceedings of the Association, the Executive Board and Annual Meetings.

2. Serve as a member of the Executive Committee.

1. Treasurer. The Treasurer shall:
	1. Assist in the preparation of the budgets of IAMC and its publications.
	2. Follow the procedures for handling funds of IAMC
	3. Recommend to the Executive Board any needed modifications in procedures for managing the fiscal affairs at IAMC.
	4. Serve as a member of the Executive Board.

ARTICLE V

MEETINGS

Section 1. Annual Meetings. The Association will meet at time and place of the annual convention of ICA.

Section 2. Executive Board (see Article III,Section 3).

ARTICLE VI

NOMINATIONS AND ELECTIONS

Section 1. Procedures. The following procedures shall be followed by the Nominations and Elections Committee:

a. Nominations. More than one nominee will be sought

b. Elections. Nominations are sent to ICA for distributing the voting ballots to the individual members of the Association. An officer shall be declared elected upon obtaining a simple majority of votes cast.

ARTICLE VII

COMMITTEES

Section 1**.** Standing Committees. The standing committees of IAMC and their duties shall be:

1. The Publications Committee shall be responsible for the coordination of all publicity for the Association and for the development of publications pertinent to the needs of£ the TANC membership, including the IAMC Newsletter.
2. The Membership Committee shall be responsible for the solicitation of new members and renewal of old memberships and shall devise forms and publicity to this end.
3. One Government Relations Committee shall develop programs of information and support for significant legislation at the national, state and local levels that affect the welfare of the membership IAMC.
4. The Public Relations Committee shall be responsible for communicating the role and function of counselors and development personnel in the field of multicultural counseling to educators, legislators, and the general community.
5. The Human Relations Committee shall be responsible for monitoring affirmative action programs in the field of counseling and development to promote equality of opportunity in education, employment and other areas.
6. The Professional Development Committee shall be responsible for developing and implementing programs and activities relating to the concerns of IAMC.
7. The Budget Committee composed of the President, President-Elect, and the Treasurer shall prepare the annual budget of IAMC and recommend fiscal policies for consideration by the Executive Committee.
8. The Nominations and Elections Committee shall be responsible for carrying out the nominations and elections procedures in accord with these By-Laws.

Section 2. Special and Continuing Committees. These committees shall be established by the Executive Board to carry out such activities as it believes will further the objectives of IAMC. The Executive Board shall, from time to time, review the charge and function of all special and continuing committees and shall make such changes in their number, characteristics, or organization as may seem desirable.

ARTICLE VIII

BUSINESS AFFAIRS

Section 1**.** Robert's Rules of Order, Newly Revised, shall govern all the proceedings of the Association where they are not inconsistent with these By-Laws.

Section 2. Fiscal Year. The fiscal year shall run concurrently with the fiscal year of ICA.

Section 3. Debt. No member of this Association shall establish any debt in the name of this Association without proper authorization of the Executive Board.

Section 4.Personal Expense. This Association shall assume no responsibility for total personal expenses of members of the Executive Board or committees in connection with attendance at meetings of the Executive Board, Senate, or Annual Convention.

ARTICLE IX

BY-LAWS

Section 1. Amendment. By-Laws may be amended by the following methods:

1. A proposed amendment must be submitted to the Executive Board who will in turn submit it to Regular Members, in writing, thirty (30) days in advance of the annual meeting at which its adoption is to be voted upon.
2. If amendments are presented at the annual meeting without their having been submitted to the membership thirty days or more in advance at the meeting, a three fourths vote of Regular Members, in good standing present at the meeting shall be required for adoption. The amendment must be in written form and in the hands of the members prior to the vote.