



SIPNA



Society of Iranian Psychiatrists of North America

SIPNA's Bylaw

Preamble

This year in the month of May during the SIPNA Annual meeting we will celebrate SIPNA's 40th anniversary.

Dr. Bijan Nia, Dr. Iradj Maani, and Dr. Kambij Pahlavan provided us with our constitution documents to allow SIPNA to become a component of APA. However, during those 40 years, we have been without an established Bylaw, to detail the responsibilities and Boundaries of SIPNA's various entities, we have registered our society as a non profit organization which is protected including the logo and the web site (sipna.net) under the rules and regulations of the copyrights.

The following Bylaw will remedy this oversight. The Board of Trustees was established after the first 5 presidents had completed their terms. Since then our Board has published two Directories under its signature. Thus, the governing body of SIPNA was constituted of the Board of Trustees and Executive Committee. Membership for the Board of Trustees is earned by at

least 6 years of service to SIPNA and membership of the Executive Committee is by election in the General Assembly.

Governing Body of SIPNA

Board of Trustees and Executive Committee are SIPNA's governing body

I. Board of Trustees:

All past presidents form the membership of the Board of Trustees. These members have about 100 years of governing experience. Each member has served 6 years on the Executive committee. The pool of knowledge and collective experiences of this group assures the present and future ability of the SIPNA to deal with all possible vicissitudes. The responsibilities of the Board of Trustees include establishment of policies, long-term planning, guidance of the Executive Committee and conflict resolution. It provides SIPNA with stability and continuity.

II. Executive Committee: Members that are part of the committee are the President, Vice President (president-elect), Secretary, and treasurer. These members serve 2 years term, except the treasurer who is appointed by the Board of Trustees, serves until replaced by the Board of Trustees.

III. Elections take place at the annual meetings of the general assembly every 2 years. The process is as follows, every 2 years a new secretary is selected. The secretary who has completed the two years of service will automatically become president elect. If any problems were to occur in the process, e.g. the secretary cannot assume the position of the president elect then the general assembly will elect both secretary and president elect. The election will be through a secret ballot.

A. Responsibilities of the President

1. Calling and presiding over the general assembly.
2. Maintaining an up to date Directory of members.
3. To assure implementation of the Bylaws, rules and regulations of SIPNA.
4. To carry out decisions made by the Board of Trustees and by the General Assembly.
5. To establish committees such as Cultural, Educational, and IT committees, in addition to other committees as the need arises.
6. To liaison with Iranian and other countries of Iranian Psychiatric associations.
7. To oversee the functions of the other members of the Executive Committee and around daily operation of SIPNA.
8. To carry out SIPNA's day to day operations.

B. Responsibilities of the Assistant President

1. Assisting the president by carrying out the above responsibilities.
2. To carry out the president's responsibilities with the absence of the president.
3. To lead one or more committees.
4. To help other members of the Executive Committees with their activities.

C. Responsibilities of the Secretary

1. Social media has become a vital means of communication. The secretary shall lead the IT Committee and shall have the funds to have an outside consultant.
2. The secretary shall be the keeper of passwords and will be responsible for protecting Social Media properties from any illegitimate use. Also responsible for protecting electronic information of our members.

D. Responsibilities of the Treasurer

1. Responsible for keeping SIPNA financially secure.

2. Custody of all SIPNA's funds.
3. Assisting in fundraising
4. Reporting SIPNA's financial status to the general assembly

Membership categories

1. Member: all psychiatrists active and retired in North America
2. Members in training: All psychiatry students in North America
3. Associate member: Interested Iranian Psychiatrists from Iran or other countries. Psychologists, Psychiatric Nurses, Psychiatric Social workers etc., who are sponsored by a member.
4. Honorary member: an exceptionally accomplished and outstanding individual from the Iranian community is initiated into membership when approved by the Executive Committee and the Board of Trustees.

General Considerations

- Members don't pay any membership fee, but voluntary contributions from members and fundraising should provide sufficient funds for the SIPNA's operations.
- None of the members of the governing body shall receive financial compensation from SIPNA.
- SIPNA is not responsible for the legal or other issues of any member.
- Arbitration of disputes within the governing body members or with members will be by an ad-hoc committee of Board of Trustees.
- The official website of SIPNA is SIPNA.net.

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Email: info@sipna.net

Website: www.SIPNA.net