

BYLAWS FOR:

**THE SECTION FOR PUBLIC MANAGEMENT PRACTICE (SPMP)
OF THE AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION**

**Reviewed by and Approved by Section Officers
Monday November 29, 2021**

PREAMBLE

The American Society for Public Administration (ASPA) recognizes and encourages the development of specialized areas of interest within its membership as important to the advancement of the principles of ASPA. These Bylaws are subject to the ASPA Constitution and Bylaws and to official ASPA policies governing the creation, evaluation and disestablishment of sections.

ARTICLE I: Name and Purposes

Section 1. This organization shall be known as the Section on Public Management Practice of the American Society for Public Administration (ASPA).

Section 2. Purpose: The Section on Public Management Practice is organized for the professional and educational purposes of exclusively charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now in effect or as may hereafter be amended ("Code"). Without limiting the generality of the foregoing, such purposes include the following:

- (a) Advancing the science, processes, and art of public administration.
- (b) Advancing the equality of opportunity of all persons through public administration.

In furtherance of its exclusively charitable and educational purposes, the Section on Public Management Practice shall have all general powers of an unincorporated association, together with the power to solicit and accept contributions for such purposes.

Section 3. Specific Purpose: Within the broader purposes of ASPA, the Section for Public Management Practice seeks to educate public and non-profit managers in the ethical values and technical competencies associated with outstanding public service.

To this end Section for Public Management Practice will:

1. Partner with other ASPA Sections and Chapters such as ASPA's Section on Emergency Management and ASPA's International Chapter to promote good government practices and policies worldwide.
2. Develop strategic partnerships with other public sector organizations such the International City/County Management Association (ICMA) and the National Certified Public Manager (CPM) Consortium

3. Find innovative ways to communicate public service best practices through journals such as Good Governance Worldwide which is the official online publication of ASPA's Section for Public Management Practice.

ARTICLE II: Activities

Section 1. The Section for Public Management Practice may undertake the following activities:

1. Conduct educational seminars and workshops at the ASPA Annual Conference and other regional public administration events.

2. Continue to develop and promote best practices by publishing outstanding public service articles and reports in Good Governance Worldwide which is the official online journal of ASPA's Section for Public Management Practice

3. Upload outstanding content (i.e., seminars and workshops) to the Section for Public Management Practice website for distribution to Section members.

4. Set up an awards recognition program to provide recognition to outstanding public administration practitioners, faculty and students.

Section 2. The Section for Public Management Practice shall prepare and submit to the ASPA National office annual reports which include information on the section financial status and program performance during the previous year, and projected activities and budget for the following year.

ARTICLE III: Membership

Section 1. Membership in the Section for Public Management Practice shall be open to all individual members of ASPA who desire active association with the section and who pay the enrollment fee and the annual dues.

Section 2. All members shall have the right to vote for elective officers of the section, to receive publications of the section, to participate in all activities of the section, and to receive other benefits and opportunity, if available and as appropriate.

Section 3. Annual Dues. Annual dues of the Section for Public Management Practice will be set by the Section's Board, subject to approval by the ASPA National Council, and shall remain in effect until changed.

Annual dues are payable with the annual ASPA dues, though members can add the Section to their membership between renewal periods.

ARTICLE IV: Officers and Their Responsibilities

Section 1. The officers of this Section shall be the Chair, Chair-Elect, and a Secretary/Treasurer. Their duties shall be those customarily performed by such officers.

Section 2. The governing body of the Section shall be the Section Board of Directors (herein "Board"), which shall consist of the Section officers and (3-4) At-Large Board members, to be elected each year for two years. The Board shall supervise and control the affairs of the Section and its actions shall follow the general policies of the Society. The Chair shall serve as presiding officer of the Board.

Section 3. The Secretary/Treasurer shall be appointed by the Board and shall serve at its pleasure. The Secretary shall be responsible for preparing and issuing an annual report of activities and finances to all members of the Section.

Section 4. Officers and Board members shall serve until their successors are elected or appointed to take office. The Chair shall make interim appointments to fill any vacancies on the Board. Any vacancy in the office of Chair or Chair-Elect shall be filled by an interim appointment of the Board from among its own membership. All interim appointees shall serve until the next regular election.

Section 5. The quorum of the Board shall consist of a majority of members including the Chair or Chair-Elect.

Section 6. All persons composing the governing body comprising the Board shall be members of the American Society for Public Administration or shall become members within thirty days after election or appointment and shall be Section members in good standing. It is the role of the Section Chair to ensure all Section leaders are current ASPA members. Any leaders who do not renew their membership in a timely fashion will be removed from their position by ASPA staff automatically.

Section 7. Responsibilities of the Section Board of Directors: The Section Board of Directors is responsible for the overall performance and functioning of the Section. Decisions shall be taken by majority; in case of a tie the Chair's vote shall prevail. Among its responsibilities will be the following:

1. Determining section dues, subject to approval by the ASPA National Council.
2. Approving section annual programs and budget.
3. Accepting donations, grants and contracts for the Section, subject to ASPA policy regarding this matter.

ARTICLE V: Elections

Section 1. Eligibility: Members of the section have the right to vote for, and be nominated to, section Directors' positions. The Chair becomes the past Chair, and the past Chair becomes eligible for nomination to the Board. Chairs shall not serve consecutive terms.

Section 2. Election Procedures: The following election procedure shall be followed:

1. The Chair will appoint a Nominating Committee consisting of five (5) members at least four months prior to the annual section meeting.

2. The Nominating Committee shall solicit nominations from the entire membership at least three (3) months prior to the annual section meeting and shall distribute a ballot two months prior to that meeting. The Nominating Committee shall try to obtain at least two (2) nominees for each available seat to be placed on the ballot. In response to the call for nominations, members who submit a petition signed by at least ten (10) members of the section shall automatically be placed on the ballot.
3. Ballots will be distributed two months prior to the annual section meeting indicating the deadline for return. Electronic balloting is allowed.
4. New officers will be announced at the annual Section meeting.
5. Newly elected officers will assume office at the annual section meeting.

ARTICLE VI: Finances and Administration

Section 1. Fiscal Year: The fiscal year for Section for Public Management Practice shall be January 1 - December 31.

Section 2. Accounting Models: Section for Public Management Practice dues, enrollment fees and other revenues shall be collected and allocated quarterly to Section for Public Management Practice by the ASPA Executive Director. The Section for Public Management Practice will maintain its own financial records, checking and savings accounts, and will be responsible for all financial transactions. In this case, it shall follow such accounting procedures as may be specified by the ASPA's National Office and shall furnish an annual financial report to the ASPA National Office.

If financial or other administrative services are provided by the ASPA National Office, an annual fee will be charged against Section for Public Management Practice to defray the cost of such services; the fee shall be a fixed charge for the service during a specific period of time.

Section 3. Administration and Support: Section for Public Management Practice shall be responsible for the administration and support of its programs and activities. A program, budget and work plan shall be prepared and approved by the Section for Public Management Practice Board of Directors every year for the coming year. Section responsibilities could include, but are not limited to, the following:

1. Scheduling Section meetings and taking minutes thereof.
2. Conducting Section elections.
3. Organizing program sessions during ASPA's national conferences.
4. Preparing and distributing Section brochures.
5. Producing newsletters and publications.
6. Planning and executing all workshops.
7. Developing and conducting membership campaigns.
8. Maintaining meeting and financial records.

The ASPA Executive Director or designated staff shall provide Section for Public Management Practice with periodic membership rosters including e-mail addresses, ASPA staff reports and any other appropriate information.

In addition, the ASPA Executive Director or designated staff shall organize workshops on section administration and development, and shall provide coordination and linkage between Section for Public Management Practice and other ASPA organizational components.

Section 4. Purchase of Administrative Services: Section for Public Management Practice may wish to purchase specific services occasionally from the National Office (such as handling of sale of section publications). Services and their respective costs shall have to be negotiated between the ASPA Executive Director and the Section Chair.

ARTICLE VII: Meetings

Section 1. Annual Membership Meeting: The annual membership meeting of Section for Public Management Practice shall be held at each ASPA National conference. At least four (4) weeks' notice shall be given to all Section members. Those members in attendance at the annual membership meeting shall constitute a quorum.

Section 2. Board of Directors Meetings: The Board of Directors shall meet at least annually at each national ASPA conference and at other times and places as may be arranged by the Section for Public Management Practice Chair or at the request of two-thirds (2/3) of the Board. Meetings may be held via telephone, email or other technology.

Section 3. Other Meetings: The Section Chair or the Board of Directors may call for regional, special or other meetings of Section for Public Management Practice at such times and places as appropriate. At least two (2) weeks' notice shall be given to all Section members. Funding for all such meetings shall be limited to amounts budgeted unless special additional funds are made available from other sources.

ARTICLE VIII: Amendments

Section 1. Substantive changes to these Bylaws may be approved by vote of two-thirds (2/3) of Section for Public Management Practice members either in attendance at Section for Public Management Practice annual membership meeting or by distributed ballot (electronic ballot is allowed). Approved changes by Section for Public Management Practice membership shall then be referred to the National Council for final approval. If interim action is required, the Section for Public Management Practice Board may submit amendments to the National Council.

Section 2. Clarifying changes which are in accord with policies of the National Council and which the ASPA Executive Director and the Section Chair consider desirable may be made to these Bylaws from time to time without referral to the ASPA National Council. Such changes shall be reported to the Section for Public Management Board within two (2) weeks of completion of the changes and to Section for Public Management Practice members at the next annual membership meeting.

Section 3. Consistent with inclusion of this Section in the group federal income tax exemption ruling of the American Society for Public Administration (identified by the Internal Revenue Service as Group Exemption Number 3166), all amendments to the Section Bylaws which may

be made from time to time shall be submitted to the American Society for Public Administration for its approval.

ARTICLE IX: Dissolution of Section

In the event of dissolution or final liquidation of the Section, after paying or making provision for the payment of all of the liabilities and obligations of the Section and for necessary expenses thereof, all of the remaining assets and property of the Section shall be distributed to the American Society for Public Administration provided it remains organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization under Section 501(c)(3) of the Code; and if not, to an organization which does so qualify. In no event shall any of such assets or property be distributed to any director or officer or to any private individual.

ARTICLE X: Miscellaneous

Section 1. No part of the net earnings of the Section shall inure to the benefit of, or be distributable to any director or officer of the Section, or any other private person, except that the Section shall be authorized and empowered to pay reasonable compensation for services rendered to or for the Section and to make payments and distributions in furtherance of the purposes set forth hereinabove.

Section 2. No substantial part of the activities of the Section shall be the carrying on of propaganda, advocating or otherwise attempting to influence legislation (except as otherwise permitted by

Section 501(h) of the Code), and the Section shall not participate in, or intervene in (including the publishing or distribution of statements concerning) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Section shall not carry on any other activities not permitted to be carried on

(a) by an organization exempt from federal income tax under Section 501(c)(3) of the Code, or

(b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Code.

Section 3. The fiscal year of the Section shall end in the month of December. The employer identification number assigned by the Internal Revenue Service to this Section is:261428954. *(Note: this number is assigned by the IRS after creation by the Section. ASPA headquarters will apply for the EIN and forward the number to the Section, when received).*

Adopted by the organization meeting of (Monday November 29, 2021).