



BY-LAWS

ARTICLE I

Name

The title of this Corporation (which is hereinafter called the ASSOCIATION) is THE AMERICAN DANCE THERAPY ASSOCIATION, INC.

ARTICLE II

Office

The principal office of this Association shall be located at the business office of the Association.

ARTICLE III

Seal

The corporate seal of this Association shall have the following inscription: "The American Dance Therapy Association, Inc., Maryland, 1966".

ARTICLE IV

Preamble and Purposes

Section I

This Association has been organized to establish and maintain high standards of professional competence among dance/movement therapists by promoting the education and training of dance/movement therapists. The Association will also endeavor to provide avenues of communication among dance/movement therapists and those persons working in related fields and to increase the general public's awareness and acceptance of dance/movement therapy.

Section II

The American Dance Therapy Association (A.D.T.A.) is a national, not-for-profit society organized to serve and advance the science of dance/movement therapy. The primary purpose of the Association is to establish and maintain high standards of professional competence among dance/movement therapists. Other purposes are to provide, through its Committees, Chapters and other activities, a common meeting ground wherein therapists can become informed of current developments and share professional interests. A.D.T.A. is not intended to, and may not, play any role in the competitive decisions of its members or their employers, nor in any way restrict competition among dance/movement therapists.

Through its seminars and other activities the A.D.T.A. brings together dance/movement therapists from all over the United States. Although the subject matter of A.D.T.A. activities is normally educational in nature, and there is no intent to restrain competition in any manner, nevertheless the Board of Directors recognizes the possibility that the Association and its activities could be seen by some as an opportunity for anti-competitive conduct. For this reason, the Board takes the opportunity, through this statement of policy, to make clear its unequivocal support for the policy of competition served by the antitrust laws and its uncompromising intent to comply strictly in all aspects with those laws.

ARTICLE V

Board of Directors

Section I

The property, business, affairs and government of the Association shall be vested in and managed by a Board of Directors consisting of persons elected from the "Professional Members" of the Association by the Membership.

Section II

The Board of Directors shall consist of four (4) Officers, who along with the Multicultural and Diversity Committee Chairperson and a rotating 6th member, constitute the Executive Committee, the six (6) Chairpersons of each Standing Committee, and three (3) Members-at-Large. The number of directors shall not exceed fifteen (15) nor be less than eleven (11).

Section III

Regular meetings of the Directors shall be held at such times and places as the Board of Directors may state. There shall be at least one Board of Directors meeting per annum. Quorums for all Board meetings shall be two-thirds (2/3) of members.

Section IV

Special meetings of the Board of Directors shall be held whenever called by any three (3) Officers of the Association or by a majority of the Directors.

Section V

The Secretary, Treasurer, Chairpersons of Education, Research and Practice, Government Affairs, Public Relations, Standard and Ethics Committees and Members-at-Large shall be elected by Professional Members for a term of two (2) years, and to serve no more than two (2) consecutive terms in one position. The President-Elect shall be elected for a single 3-year term to be followed by a single 3-year term as President. The Chairperson-Elect of the Multicultural and Diversity Committee is appointed by the Board of Directors for a single two (2)-year term directly followed by a single two (2)-year term as Chairperson. The Multicultural and Diversity Committee Chairperson-Elect does not become a sitting and voting member of the Board of Directors until becoming Chairperson of the Committee. The chairpersons of the Committee on Approval is appointed by the Board of Directors.

Section VI

If the office of any Director becomes vacant, the remaining Directors, by a majority vote, shall elect a successor who shall hold office for the remainder of the term.

Section VII

The Board of Directors may hire an Executive Director. S/he shall recommend and participate in the formulation of new policies and make decisions with existing policies as they have been approved by the Board of Directors. S/he shall plan, organize, direct and coordinate the staff, programs and activities of the Association to assure that objectives are attained, plans fulfilled and membership needs met. S/he shall maintain effective internal and external relationships. S/he shall serve as a non-voting member of the Board of Directors and the Executive Committee.

Section VIII

The Board of Directors may engage additional personnel and shall set salaries and benefits.

ARTICLE VI

Advisory Council

Section I

An Advisory Council may be established with members appointed by the Board of Directors.

Section II

The Advisory Council shall consist of appropriate members of society who support the work of the Association. They shall serve at the pleasure of the Board of Directors and their duties and responsibilities shall be as directed by the Board of Directors.

ARTICLE VII

Membership

Section I

Charter membership in the Association is limited to those persons or representatives of institutions who contributed at least twenty-five (\$25.00) to the Association at its inception for its general use.

Section II

Membership in the Association with voting privileges shall be limited to those persons who have contributed an annual membership fee to the Association for its general use, and who have been prepared through graduate dance/movement therapy training or its equivalent. Such members shall belong to that general class of persons known hereafter as "PROFESSIONAL MEMBERS".

Section III

Membership in the Association with limited voting rights shall be offered to those individuals interested in and supporting the objectives of the professional and who have contributed to annual membership fee to the Association for its general use. Such members shall receive notice of all meetings and may serve on committees. They shall be entitled to vote on all matters except election of Directors and amendments to the By-Laws. Such members shall belong to the general class of persons known hereafter as "ASSOCIATE MEMBERS".

Section IV

Membership in the Association with limited voting rights shall be offered to all students verified by a student identification card or a letter from a BC-DMT instructor who have contributed an annual membership fee to the Association for its general use. Such members shall receive notice of all meetings and may serve on committees. They shall be entitled to vote on all matters except election of Directors and amendments to By-Laws. Such members shall belong to the general class of persons known hereafter as "STUDENT MEMBERS".

Section V

"Retired Members" persons who are no longer working and who have attained sixty-five (65) years of age, or who have been medically disabled, who have been Professional or Associate Members for at least five (5) years shall be permitted, upon application to the Secretary and Membership Committee, to retain Professional or Associate Membership upon yearly payment of at least one-half the annual fee for Professional or Associate Membership. Retired Professional members shall be entitled to vote on all matters. Retired Associate members shall be entitled to vote on all matters except election of Directors and amendments to By-Laws. Such members shall belong to that general class of persons known hereafter as "RETIRED MEMBERS".

Section VI

Membership in the Association shall be offered to institutions, schools, organizations, foundations and supporters who have contributed an annual membership fee to the Association for its general

use. Such members shall belong to that general class known hereafter as "CONTRIBUTING MEMBERS".

ARTICLE VIII

Meetings

Section I

An annual meeting of all members of the Association shall be held at the same time and place as the annual conference and meeting of the Board of Directors.

Section II

The annual meeting of members shall be for the purpose of swearing in Directors, presenting Committee reports and for the transaction of such other business as may be indicated in the agenda or may be brought before it.

Section III

Notice of the annual meeting shall be given to the members at least twenty (20) days prior thereto but never more than thirty-five (35) days prior thereto.

Section IV

Special meetings may be called at any time by the Board of Directors or requested in writing ten (10) Professional Members of the Association submitted to the President. The President may consult with his/her Executive Committee and call a general membership meeting, or delay vote until regular full Board meeting, or call a regional meeting, or request petitioners articulate the reasons for a special meeting, or delegate consideration to an appropriate committee. All members will be given ten (10) days notice of special meetings, and said notice shall state the purpose for which the special meeting is called and no other business shall be transacted thereat.

Section V

The quorum of the Board of Directors, plus ten percent (10%) of the Professional Members of the Association shall constitute a quorum for the annual meeting.

ARTICLE IX

Officers

Section I

The officers of the Association shall be a President, President-Elect, Treasurer and Secretary. They and the Multicultural and Diversity Committee Chairperson and a rotating member of the Board

of Directors shall constitute the Executive Committee.

The Executive Committee may act in place of, and instead of the Board of Directors between Board meetings on all matters, except those specifically reserved to the Board by the By-Laws, pursuant to delegation of authority to such Committee by the Board of Directors.

Section II

The President shall preside at all meetings of the Board and at all annual meetings. S/he shall coordinate all business of the Association and shall be responsible for the agendas of all official meetings. S/he shall present a summary of the Association's activities for the past year at the annual meeting. S/he shall appoint, with the approval of the Board, Chairpersons of special committees except where otherwise indicated in the By-Laws and shall be Ex-Officio member of all committees. S/he shall have the general supervision of the Association generally vested in his/her office of President and shall serve as liaison to other professional organizations or appoint a delegate. S/he shall be responsible to the Board of Directors and to the Membership. The president shall serve for a 3-year term of office, immediately following the term of service as President-Elect. Following the President's term of office s/he shall serve as Past President for one year on the Board of Directors and the Executive Committee in a non-voting and advisory capacity and perform any other duties assigned by the President.

Section III

The President-Elect shall serve as parliamentarian and maintain parliamentary procedures as outlined in Robert's Rules of Order. If the By-Laws need change, this officer, with the assistance of a committee shall propose such changes for approval by the Board and ratification by the Membership. This officer shall have other duties as assigned by the President or the Board. The term of office shall be three (3) years. In the event the President cannot complete a term of office, s/he shall assume the President's duties for the balance of the term. A new election for President-Elect shall be held within ninety (90) days after the change.

Section IV

The Secretary shall keep records of all business meetings of the Association, of all Board meetings and make a report thereon. S/he shall be responsible for seeing that notification be made of all meetings, both for the Board of Directors and to all members for the annual meeting. S/he shall conduct and have custody of the official correspondence of the Association and shall serve as archivist of the Association. This office, together with his/her committee shall be responsible for review of qualifications for membership and for services to the membership relating to professional liability insurance and health insurance. The term of office shall be two (2) years.

Section V

The Treasurer shall regularly review the financial records of the organization and the Financial Statements prepared by the accountant before each meeting of the Board of Directors. She/he shall assist in preparation of the annual budget to be presented for approval to the Board. The Treasurer will work closely with the National Office Staff and accountant of the Association. She/he serves on the Executive Committee of the Board of Directors. The Treasurer shall be Chairperson of the

Budget & Finance committee, when this committee is constituted. She/he shall perform any duties that are commensurate with this office. The term of office shall be two (2) years.

ARTICLE X

Committees

No Professional Member shall be Chairperson of more than one Standing Committee simultaneously. All Committee Chairpersons shall report the present membership of the committee and its work in progress to the President on a regular basis as determined by the President.

ARTICLE XI

Standing Committees

Section I

Standards and Ethics Committee shall consist of a Chairperson to be elected every two (2) years and committee members. This committee shall be responsible for developing and maintaining standards of professional conduct, and any other work that falls within the scope of this committee, including definitions, private practice, grievance, and documents.

Section II

Research and Practice Committee shall consist of a Chairperson to be elected every two (2) years and committee members. The committee shall be concerned with the dissemination of information on dance/movement therapy research and practice.

Section III

Education Committee shall consist of a Chairperson to be elected every two (2) years and committee members. The committee will be concerned with the dissemination of information on dance/movement therapy education, including the development, revision and maintenance of all ADTA Standards of Education and Clinical Training.

Section IV

Government Affairs Committee shall consist of a Chairperson to be elected every two (2) years and committee members. This committee shall be responsible for being a resource regarding legislation and regulations affecting dance/movement therapy, third party payments, coordinating efforts of regional groups around legislation and state requirement matters, to work in liaison with the President or designate on matters of legislative advocacy to insure that Association standards and policies relative to these matters are adhered to at all times.

Section V

The Public Relations Committee shall consist of a Chairperson to be elected every two (2) years and committee members. This committee shall be responsible for press releases, advertising, brochures, and other materials to be developed subject to the Board's approval, and any other work that falls within the scope of public relations. The Chairperson shall serve as liaison to the Newsletter Committee and Conference Committee.

Section VI

Editor(s) shall be responsible for the development and publication of the American Journal of Dance Therapy.

An Editor-in-Chief or Co-Editors of the AJDT shall be appointed by the Board of Directors for a term of three (3) years. Editor(s) may be re-appointed. Editor(s) will follow policies established by the A.D.T.A. Editor(s) will be responsible for coordinating work with the Editorial Review Board.

An Editorial Review Board will be appointed by the Board of Directors. Their responsibility will be to review manuscripts submitted to the American Journal of Dance Therapy.

Section VII

The Multicultural and Diversity Committee shall consist of a Chairperson, Chairperson Elect and committee members. The term of office for the Chairperson and Chairperson Elect will be two (2) years each. Following a single two (2)-year term, the Chairperson-Elect will automatically assume the office of Chairperson for a single two (2)-year term and a new Chairperson Elect will be appointed by the Board of Directors. The Chairperson-Elect will not be a sitting or voting member of the Board of Directors until becoming Chairperson. This committee shall be responsible for developing, communicating, and maintaining an inclusive perspective for the organization, its members, and constituents that respects and recognizes all individuals and groups.

ARTICLE XII

Members-at-Large

Section I

Members-at Large, representing geographical regions (see ARTICLE XVII, Section II) shall provide liaison between regional areas and the Board and shall take responsibility in advising newly forming chapters; they shall present these applications for approval to the Board.

ARTICLE XIII

Nominating Committee

Section I

The Nominating Committee shall consist of three (3) members who represent the three (3) geographical areas; of these three (3) members, one (1) member shall be appointed by the Board of Directors and two (2) members shall be elected by the membership. On a rotating basis, one of the three (3) members will serve a two year term with the second year in the role of Chairperson.

Section II

The Nominating Committee is to offer a double slate whenever possible for all positions due for election and is to follow written guidelines established as proper procedures. The committee will provide a final report of their actions to the Board of Directors for the Fall Board meeting.

ARTICLE XIV

Affiliate Entities

Section I

Dance/Movement Therapy Certification Board

The Dance/Movement Therapy Certification Board (DMTCB) is an independent affiliate of the American Dance Therapy Association (ADTA). The purpose of the DMTCB is to assess the knowledge and skills underlying the professional practice of dance/movement therapy for entry-level and advanced dance/movement therapy practitioners. The DMTCB provides credentialing and recertification for dance/movement therapists.

The DMTCB Bylaws specify its structure, organization, and scope of operations. The DMTCB Policies and Procedures specify guidelines for requirements, application, and assessment of credentials for dance/movement therapists.

The DMTCB will lease credential service marks (service marks for dance/movement therapy credentialed professionals) from ADTA, the owner of the service marks. The DMTCB may not register or create any service marks other than those owned by and leased from the ADTA.

Section II

Marian Chace Foundation of the American Dance Therapy Association, Inc.

The Marian Chace Foundation is an affiliate of the American Dance Therapy Association and exists to engage in and support scientific, literary and educational endeavors in the field of dance/movement therapy as a non-profit foundation within the meaning of 501 (c) (3) of the Internal Revenue Code of 1986.

The Board of Trustees of the Marian Chace Foundation of the ADTA, Inc. (hereafter, the Foundation) shall consist of not less than three trustees appointed by the Board of Directors of the American Dance Therapy Association. The business of the Foundation shall be managed by the Board of Trustees. The MCF Bylaws specify its structure, organization, and scope of operations.

The fiscal year of the Foundation shall coincide with the year of the American Dance Therapy Association, Inc.

ARTICLE XV

Committee on Approval

Section I

The Committee on Approval (COA) is a regulatory body, which ensures that the dance/movement therapy education and clinical training standards are upheld by approved master's programs and alternate route courses for the protection of students and the public. The committee shall review and evaluate the application for approval at their annual meeting. The committee shall be responsible to the Board of Directors through its chairperson who serves on the Board as a non-voting member.

Section II

The Committee on Approval shall consist of the following members, appointed by the ADTA Board of Directors: one (1) representative from each of the academic masters programs approved by the ADTA, one (1) member representing supervisors, and one (1) public member, from outside the organization. The terms of office shall be three years. Members of this committee shall not serve on the Board of Directors.

Section III

The COA, in consultation with the ADTA Board of Directors, will set standardized fees for approval of alternate route courses as well as candidacy, approval, and re-approval of master's programs. All fees are required upon application and are non-refundable.

ARTICLE XVI

Financial Administration

Section I

No unauthorized indebtedness shall be incurred by any member of the Association on behalf of the Association. In the event of dissolution or liquidation of the Association, the remaining assets after all liabilities are to be donated to a charity or charities designated by a majority of the entire membership, with prior approval of the Board.

Section II

The membership year shall coincide with the fiscal year. The fiscal year shall be from July 1 to June 30 inclusive. Dues must be paid by August 31 or membership rights are forfeited. If a new

member joins three (3) months prior to the fiscal year, his/her dues shall be credited through the end of the following fiscal year.

ARTICLE XVII

Chapters and Regions

Section I

The Association encourages the formation of local chapters and regions according to the guidelines given below and in consistency with the purposes of the National Association as stated in Article IV. Chapters should function in a manner consistent with the efforts of the National Association and in conformity with the Articles of Incorporation of the Association and its By-Laws. The National Association retains the right to grant and withdraw charters.

Section II

Geographic regions are to be established by the Board. Regional caucuses will be held at annual conferences to discuss regional issues and nominations. Chapters within a geographical region must affiliate with that region and shall be considered part of it for all purposes.

Section III

Procedure for chapter formation shall be the following: a minimum of eight (8) Professional Members of the ADTA shall: 1) incorporate as a domestic corporation within their state as a chapter of ADTA; 2) draw up By-Laws in accordance with National By-Laws; 3) submit both documents to the President-Elect and the Members-at-Large for review. Upon Board approval, a charter shall be granted.

Section IV

Chapters and Regions agree to accept any, but only, ADTA members. Each ADTA member shall have the option of selecting the chapter with which s/he wishes to affiliate. Chapters and Regions shall maintain ongoing communication between themselves and the National Office; consider carefully the appropriateness of planned activities and workshops; assume responsibility of their stand on controversial issues, when different from the National Association's stand.

Section V

Upon being granted the charter, a chapter or region shall provide in its By-Laws for a Board of Directors and for election of Officers by its membership. There shall be a minimum of three (3) Officers. Annual fiscal reports will be submitted to the National Treasurer. Chapter officers shall maintain a local bank account and record income and disbursements according to a standardized bookkeeping procedure. All chapters must submit the following to the National Board at the end

of each fiscal year; a list of officers and committee chairpersons, and a report of the year's activities. The National Board shall be advised in advance of regional and chapter conferences.

Section VI

Chapter dues will be standardized and collected along with the National dues assessment for those who wish to join the chapter. Before a chapter is even formed, the charter members shall agree in writing to be bound by the standard dues assessment set by the National Association. A percentage will remain with the Association, the balance forwarded by the National Treasurer to the Chapter Treasurer. Monies raised at chapter functions such as workshops would accrue to the chapter sponsoring the event. No indebtedness or obligation shall be incurred by a chapter or its officers in the name of the A.D.T.A., and the Association shall not be responsible for an indebtedness or obligation incurred by the chapter or by any of its officers.

Section VII

In seeking to have strong active chapters, the National Association will provide all possible aid in establishing and developing each chapter by serving in an advisory role in chapter functioning and budgetary consideration, as well as providing direct services such as keeping the chapter up to date on its membership roster.

ARTICLE XVIII

Amendments

Proposals for amendments may be submitted in writing by a Board member at a regularly scheduled Board meeting. Proposals for amendments may be submitted by written petition of a least fifty (50) members to a Board member. Proposals, if passed by the Board are then presented to the general membership. Amendments to these Bylaws must be sent to the Professional membership at least thirty (30) days before the day of the annual meeting, together with a sample ballot, indicating either acceptance or rejection of the amendment. Amendments may be voted on by mail/electronically or at least thirty (30) days before the annual business meeting or in person at the annual meeting and will be passed by a majority of votes cast by Professional Members. Amendments shall be included in the Bylaws in Article XVIII and shall be dated.

Amended, July 1979:	Article V. Section 7, added
Amended, July 1980:	Article IX, Section 6, clarified
Amended, July 1982:	Article V, Section 1, Section 3, Section 5, Section 6, clarified Article VII, Section 2, Section 3, Section 4 Section 5, Section 6, clarified Article VIII, Section 1, Section 4, Section 5 clarified Article IX, Section 1, Section 2, clarified Article X, clarified Article XI, Section 1, Section 4c, clarified Article XIII, Section 2, clarified

	Article XIV, Section 1, Section 2, Section 3, Section 4, clarified
	Article XV, Section 2, clarified
	Article XVI, Section 2, clarified
	Article XVII, Section 3, Section 5, clarified
	Article XVIII, clarified
Amended, July 1983:	Article V, Section 7, Section 8, clarified, added
	Article VI, Section 1, clarified
	Article VII, Section 5, clarified
	Article IX, Section 1, Section 2, clarified
	Article XIV, Section 1, Section 2, Section 3, Section 4, clarified
	Article IV, Section 2, added
Amended, July 1984:	Article V, Section 5
	Article VII, Section 4
	Article XIV, Section 3
Amended, August 1986:	Article XI, Section 1, Section 2, clarified
	Article XI, Section 4c, paragraph 2 and 3, clarified
	Article XVII, Section 2, clarified
Amended, September, 1991:	Article VII, Section 5, clarified
Amended, September, 1995:	Article XI, Section IVa, committee name changed
Amended, June, 1997:	Article VII, Section 5, clarified
Amended, October, 2000:	Article XI, Section II, committee name changed
Amended, May, 2009:	Article IV, Section II, Paragraph 2, clarified
	Article IX, Section V. clarified
	Article XI, Section I, clarified
	Article XIV, Section I, Section II changed
	Article XV, Section II, clarified
Amended, May, 2011:	Article XI Standing Committees, Section V, added
	Article V, Section II, changed
	Article V, Section V, changed
	Article VI, Section I, changed
	Article VI, Section II, changed
Amended April, 2015	Article IX, Section I, changed
	Article IX, Section II, changed
	Article IX, Section III, changed
	Article V, Section V, changed
	Article XIII, Section II, changed
	Article XVII, Section III, changed
	Article XI, Section IVb, deleted
Amended January, 2016	Article V, Section II, changed
	Article XI, Section II, deleted
	Article XI, Standing Committees, Section IIa, added
	Article XI, Standing Committees, Section IIb, added
Amended May, 2017	Article V, Section II
Amended July, 2019	Article VII, Membership, Section V
	Article XI, Education Committee, Section III

Article XIII, Nominating Committee, Section I
Article XIII, Nominating Committee, Section II
Article XV, Committee on Approval, Section I
Article XV, Committee on Approval, Section III

Amended, May 2020

Article V, Section V, changed
Article XI, Section VII, changed