

**THE PSYCHOANALYTIC SOCIETY OF THE WILLIAM ALANSON WHITE INSTITUTE**  
**BY-LAWS and MISSION STATEMENT**

**MISSION STATEMENT**

Revised July 2023

**PURPOSES OF THE SOCIETY**

The Psychoanalytic Society is an organization of graduates from Division 1 of the William Alanson White Institute. It is an autonomous entity that shares a complex relationship with the William Alanson White Institute. The Society exists to benefit Society members professionally within the Society and in the community at large. Its primary purpose is to promote continued education and professional development of its members. An additional purpose is to support the William Alanson White Institute, contributing to its continued evolution and development in ways that are consistent with the values of our Society.

**VALUES**

In the spirit of the founders of the William Alanson White Institute but also in line with evolving interpersonal psychoanalysis, the Psychoanalytic Society functions are guided by the following values:

1. shared authority,
2. transparency – openness of communications,
3. mutual respect for autonomy of self and other,
4. co-participatory nature of analytic, educative, and clinical processes,
5. dialogic communication serving the greater good of self and other (derived from definitions of rationality developed by Erich Fromm),
6. human potentiality and needs interacting productively with society, culture, and civilization (ideas developed by Harry Stack Sullivan and further evolved by William Alanson White Institute psychoanalytic scholars), and,
7. commitment to diversity and inclusivity, and to opposing discrimination based on race, gender, ethnicity, religion, sexual orientation, gender identity, age, ability status, language, socioeconomic status, or any other basis of discrimination proscribed by law.

**GOALS**

The Society shall foster the continued professional development and education of its members via the work of committees such as the Program Committee. A Nominations Committee will provide for the election of officers who, in conjunction with liaisons to Institute Board of Trustees and Council of Fellows, will comprise the Society Board of Directors. This Board will work to maintain collaboration and communication regarding the mutual goals of Society and Institute. The Board, in conjunction with its Policy and Planning Committee, shall develop Society activities such as, for example, grass-roots

surveys and Town Meetings. These activities are intended to generate productive dialogue and action plans that are mutually beneficial to the members of the Society and the William Alanson White Institute Community. It is assumed that by promoting an environment of respectful and open exchange of ideas, the Society can make a valuable contribution to the operations of the Institute. The members of the Society are committed to partnering with the governing bodies of the Institute to dismantle institutional racism as it may manifest in policies, procedures, curriculum, faculty, and training analyst and supervisor appointments. It is hoped that the Society will be supportive to all our members and will be welcoming to candidates and students of all backgrounds.

**BY-LAWS OF THE PSYCHOANALYTIC SOCIETY**  
**OF THE WILLIAM ALANSON WHITE INSTITUTE**

Revised July 2023

**SECTION I. METHOD OF AMENDMENT**

Amendments to these By-Laws may be proposed by any member of the Society providing the member has the support in writing or in person, of at least ten (10) voting members of the Society, by requesting same to be placed on the agenda for the annual business meeting, or on the agenda of a special meeting to be called for this purpose by the President. The President shall cause the membership to be notified in writing of the proposed agenda for either the annual business meeting or such special meeting at least fourteen (14) days before either meeting. The membership shall be polled by ballot forthwith after either the business meeting or such special meeting. The amendment shall become effective if (a) at least thirty percent of the voting members have voted within 30 days, and if (b) at least two-thirds of those votes favor the proposed amendment.

**SECTION II. MEETINGS**

There shall be approximately eight (8) Board meetings a year beginning in September, dates to be selected by the President of the Society. Twenty percent of the voting membership shall form a quorum for business meetings. The annual business meeting of the Society shall be held in the spring of each year. The President shall cause the membership to be notified in writing of the proposed agenda for such annual business meeting at least fourteen (14) days before such meeting. At the annual business meeting of the Society, all general business of the Society will be conducted, including; but not limited to:

- A. The nominations of officers and directors for the following year and Liaison Officers pursuant to Section IV hereof, if appropriate;
- B. Setting dues and assessments for the following fiscal year;
- C. Receiving the proposed plan of programs for scientific meetings for the following academic year;

- D. Voting on reports and recommendations of committees; and
- E. Receiving the reports of the President of the Society, of the Director of the William Alanson White Institute, of the Liaison Officers of the Society, and of the Committee Chairpersons of the Society.

The President shall cause a special business meeting to be called at the request of the Board of Directors or on written petition of ten members of the Society and shall cause the membership to be notified in writing of the agenda of such special business meeting at least fourteen (14) days before such proposed special business meeting.

### SECTION III. MEMBERSHIP

#### 1. There will be four Categories of Membership.

##### A. MEMBERS

##### 1. Regular Members: (Members in Residence)

This Category of Membership will have full voting privileges, will be eligible for office, may serve on any committees, and will be subject to payment of dues and assessments.

- a. All graduates in Psychoanalysis (and, prior to 1966, in Clinical Psychology) of the William Alanson White Institute of Psychiatry, Psychoanalysis and Psychology become regular members of the Society upon graduation. Dues and assessments are waived for first-year members. Thereafter, ongoing membership is contingent upon payment of dues and assessments.
- b. Current regular members, as of May 1, 1993, who are graduates of other psychoanalytic institutes, may continue regular membership, contingent upon ongoing payment of dues and assessments.

##### 2. Corresponding Members:

Persons eligible for Regular Membership, who exclusively practice and who reside more than fifty miles from New York City, may, by requesting this of the Membership Committee, be designated as Corresponding Members. They will receive notices of Society activities, and shall have voting privileges. They may serve on Committees. They shall pay dues to cover the direct costs of their membership and special assessments. They may not hold office.

3. Life Members:

Life Members will have all the privileges of Regular Members (Members in Residence). This category will be composed of members (as defined in A, 1 and 2 of Section III) who have attained the age of 70 as of 9/1 of that year. Life members will be required to pay annual dues to cover the essential costs of their membership. Those eligible for this Category may apply to the Membership Committee for transfer to this status. Approval by the Board of Directors upon recommendation by the Membership Committee is sufficient for this change of status to take place.

B. ASSOCIATES

1. Regular Associate Members

This Category of Membership may serve on other than standing committees, will pay regular dues but are not liable to assessments, and may not vote or hold office.

Associates should be individuals of distinction who share common interests with the purposes of the Society and who fulfill any of the following requirements:

- a. Faculty of the William Alanson White Institute, not otherwise eligible for membership in the Society.
- b. Psychoanalysts from other psychoanalytic institutes who are neither graduates of nor on the faculty of the William Alanson White Institute.
- c. Individuals of professional standing in related academic fields, not otherwise eligible for membership in the Society.

Membership in this Category may be conferred according to provisions in Section V.

2. Corresponding Associate Members:

Persons eligible for regular associate membership who exclusively practice and reside more than fifty miles from New York City, may, by requesting this of the Membership Committee, be designated as Corresponding Associate Members. They may serve on other than standing committees, will pay dues but are not liable to assessments, and may not vote or hold office.

C. RESEARCH AFFILIATES

This Category of Membership may serve on other than standing committees, are not liable to assessments, but will pay dues, and may not vote or hold office.

Individuals of professional standing, engaged in ongoing research sponsored by The William Alanson White Institute or Society and not otherwise eligible for membership, are eligible for affiliation with the Society under this Category.

This eligibility takes effect after one year of such association with the Institute or the Society, upon payment of dues. Affiliation is retained only during the period that they remain actively connected with the research activities of the Institute.

D. HONORARY MEMBERS

Honorary Members may serve on other than standing committees, will not be required to pay dues or assessments, will not have voting privileges or be eligible for office. Outstanding contributors to Psychoanalysis, or related fields, may be invited to become Honorary Members in accordance with the procedures hereinafter specified.

E. FRIENDS OF THE SOCIETY

Members of this category may serve on other than standing committees, will not be required to pay dues or assessments, will not have voting privileges or be eligible for office. Friends of the Society should be individuals with a history of substantial service to the Institute, and who are not otherwise eligible for membership. They may be invited to

become Friends of the Society in accordance with procedures hereinafter specified.

## 2. PROFESSIONAL CONDUCT

All members of the Society are required to abide by the “Code of Professional Conduct of the Psychoanalytic Society of the William Alanson White Institute” and by the codes of ethics of their respective professional societies whether or not they are members of these societies. If a Society member is found by the Society’s Committee on Professional Conduct to be in violation of the Society’s Code of Professional Conduct or is found by the member’s professional society to be in violation of that professional society’s code of ethics or if a member is found by the member’s respective state licensing board to be in violation of the laws of the state or of the regulations governing the member’s profession, the member may be subject to being removed from membership in the Society, by recommendation of the Society’s Committee on Professional Conduct and majority vote of the Board of Directors, according to procedures described in the “Provisions for Implementation of the Society’s Code of Professional Conduct” and Section V, paragraph G of these By-Laws. A member may also be dropped from membership, for cause, by majority vote of the Board of Directors. The Executive Committee of the Institute will be notified of this action as will the membership of the Society at the annual meeting.

## SECTION IV. BOARD OF DIRECTORS AND OFFICERS

- A. The Board of Directors of the corporation shall be five to nine in number consisting of the President, President-Elect, Past President, each of which could be positions shared by two individuals, Secretary, and Treasurer and the Program Chairperson who shall be a non-voting member.
- B. In case any director shall by death, resignation, removal, incapacity to act, or for any other reason cease to be a director of the Society, a successor

shall be elected to serve for the remainder of the director's term at a special meeting of the directors called for that purpose, or if the Board of Directors shall so determine, at a special meeting of the members called for that purpose, to be held within 30 days after such vacancy occurs.

- C. A majority of the Board of Directors shall constitute a quorum and a majority of the votes cast shall be necessary for the determination of any questions or the passage of any resolution.
- D. Meetings of the Board may be called by any director on seven days' notice to the other members of the Board, delivered personally, by mail, or by e-mail to the address of the director as appears in the records of the corporation. Such notice shall state the time, place, and purpose or purposes of the meeting.
- E. The Board of Directors shall have general power to manage and control the affairs and property of the Society. The Board may adopt such resolutions, rules, and regulations for the conduct of its meetings and the management of the affairs and property of the Society as it may deem proper, not inconsistent with the laws of the State of New York or these By-Laws.
- F. On the recommendation of the membership committee, the Board of Directors will drop from membership all Members, Associates, and Affiliates in any category when such Member, Associate, or Affiliate has not paid dues and/or assessments for two years. The Executive Committee of the Institute will be notified of this action as will the membership of the Society, at the annual meeting.
- G. The officers of this Society shall be a President<sup>1</sup>, President-Elect<sup>2</sup>,

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<sup>1</sup> The use of the title of "President" in this document will refer to an individual President or Co-Presidents, when applicable. All decisions referred to in this document as being made by an individual President would be made by Co-Presidents by consensus, when applicable, as Co-Presidents together will be entitled to a single vote.

<sup>2</sup> The use of the title of "President-Elect" in this document will refer to an individual President-Elect or Co-Presidents-Elect, as applicable. All decisions referred to in this document as being made by an individual President-Elect would be made by Co-Presidents-Elect by consensus, when



Past President<sup>3</sup>, Secretary, and Treasurer. The term of office of the President and President-Elect shall be one year, and that of Secretary and Treasurer shall be two years. Only Regular Members and Life Members in good standing shall be eligible to serve as officers. A Candidate who has been approved for graduation on June 1 by the Training Committee is eligible to run in the current year's annual election.

- H. The duties of the President shall be to preside at all meetings of the Society, to preside at meetings of the Board of Directors of the Society, and to execute all affairs of the Society not assigned to other members of the Board of Directors.
- I. The duties of the President-Elect shall be to serve as President in the absence or incapacity of the President and shall be to select or become the Chairperson of the Program Committee, and/or serve as consultant to such Committee. The President-Elect shall automatically become the President the following year.
- J. The functions of the Secretary shall be to keep minutes of all business meetings of the Society or its Board of Directors, to maintain a file of all papers presented to the Society, to be responsible for notifying the membership of all meetings, to be in charge of all ballots, to maintain a record of amendments to the By-Laws and to handle all correspondence.
- K. The functions of the Treasurer shall be to handle all monetary collections and disbursements of the Society, and to maintain a relationship with the Chair of the Membership Committee who is responsible for collecting dues and for keeping such records.

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applicable, as Co-Presidents-Elect together will be entitled to a single vote.

<sup>3</sup> The use of the title of "Past President" in this document will refer to an individual Past President or Co-Past Presidents, as applicable. All decisions referred to in this document as being made by an individual Past President would be made by Co-Past Presidents by consensus, when applicable, as Co-Past Presidents together will be entitled to a single vote.

- L. There shall be three Liaison Officers serving for two-year terms each, two to the Council of Fellows of The William Alanson White Institute of Psychiatry, Psychoanalysis, and Psychology, and the other to the Board of Trustees of such Institute. All Liaison Officers shall be Regular or Life members of the Psychoanalytic Society of the William Alanson White Institute, Inc., but not members of the Board of Directors of the Society or of the Executive Committee or Board of Trustees of the Institute at the time of their election or during their tenure as such Liaison Officers. None will serve as a member of the Board of Directors while serving in the capacity of Liaison Officer. Each person shall be elected by the voting membership on the alternate year to the election of secretary and treasurer. These Liaison Officers shall serve to represent the interests of the general membership of the Psychoanalytic Society of the William Alanson White Institute, Inc., to the body to which such person is designated as liaison. Each Liaison Officer shall report yearly to the annual meeting of such Society, and to the Board of Directors at the latter's discretion.
- M. Any member of the Society with the support in person or in writing of at least ten percent of the voting membership may call for a vote of the entire membership to remove one of the Board of Directors or Liaison Officers from their respective office for cause. The request shall be directed to the President unless the President is the one to be removed in which case the President-Elect shall handle the request. A confidential ballot will be sent, within thirty days of the request, to the voting members, according to the procedure outlined herein for regular elections. The remaining members of the Board will be responsible for a confidential count of the ballots. Two thirds of the entire voting membership shall be required for the removal of the Director or Officer to pass. The Director or Officer will be replaced in accordance with the procedures outlined herein.

#### SECTION V. COMMITTEES

- A. Except as otherwise provided in these By-Laws the President in consultation with the Board of Directors will establish all committees and appoint their chairperson who will then select committee members.
- B. The Standing Committees shall be the Nominating Committee, Membership Committee, Program Committee, Committee on Professional Conduct and Committee on Policy and Planning. Only Regular, Corresponding and Life Members may serve on standing committees. Other committees may be created by the Board of Directors and/or the membership, and their Chairperson will be appointed by the President in consultation with the Board of Directors. Once an Ad-Hoc Committee is created, its chairperson and its members will continue to serve until the purpose of the committee is completed and the committee is dissolved. If by resignation or for any other reason, a member is unable to continue to serve, that member will be replaced by the then current President of the Society.
- C. A coordinator of committees shall be appointed by the President in consultation with the Board of Directors, to keep track of the membership and activities of all standing and other committees and to report to the Board and Society about the same.
- D. The Nominating Committee shall be appointed yearly and shall consist of five members, including the President-Elect and no more than one other member of the Board of Directors. The President-Elect shall function as chairperson of the committee and shall appoint the rest of the members of this committee. The Nominating Committee shall have the function of nominating at least two persons for each office if at least two people are willing to be nominated, and for the positions of Liaison Officer (as defined in Section IV). It shall be a function of this committee to acquaint its nominees with the duties of the offices and to secure their agreement to accept their respective offices if elected. Before making any nominations, the Committee will solicit the membership asking for one nomination for each open office. The two persons receiving the most nominations shall

be the final nominees. In the event of ties, the final selection of nominees will be at the discretion of the Nominating Committee. It will notify the membership fourteen days in advance of the annual business meeting of its nominations for officers and directors for the following year and for the positions of Liaison Officer, as appropriate. At the annual business meeting, the President is directed to ask for further nominations from the floor. Such nominations must have the informed consent of the nominee and be supported in person or by petition by at least ten members. Elections will be within thirty days of such meeting. Voting will be done confidentially and the results will be tabulated by the Nominating Committee within ten (10) days of the deadline for the receipt of the ballots. It is the further responsibility of the Nominating Committee to devise procedures to ensure the anonymity and accuracy of the tabulation. The new Officers, Directors and Liaison Officers shall assume their respective duties on July 1 in the year of their election.

- E. The Membership Committee shall consist of five members including the Chairperson, no more than two of whom may be members of the Board of Directors at the time of their appointment to the Membership Committee. Initially two members will be appointed for two years and three members for three years with subsequent three-year appointments being made each time a vacancy occurs.

The functions of the Membership Committee shall be to:

1. Be responsible for collecting dues and for keeping records of the membership and their dues and assessment status.
2. Review the qualifications of all classes of candidates for membership in the Society and report their findings to the Society.
3. Review the status of members and affiliates whose dues and/or assessments are in arrears and recommend appropriate action, preferably within one month from such review to the Board of Directors.

4. Process invitees for membership as set forth in paragraphs B; C; D; and E of Section III as follows:
  - a. Procedures for consideration under categories B; and C of Section III:
    - (1) Any person to be invited to membership under any of the above categories must be sponsored by two Society members (Regular, Corresponding, or Life).
    - (2) Each sponsor must write a letter to the Membership Committee, indicating the reasons for sponsoring such invitee.
    - (3) The Membership Committee shall secure information as to the invitee's eligibility under the category of membership proposed.
    - (4) Each invitee and each sponsor shall furnish information to show that the invitee has a sense of affinity for the goals and purposes of the Society.
  - b. Procedure for Nomination to Category D (Honorary Membership) and Category E (Friends of the Society). A Regular, Corresponding or Life member in good standing may recommend an individual for Honorary Membership or Friend of the Society by writing a letter or email to the Society President or the Chair of the Membership Committee, detailing the reasons for doing so. The President or Membership Chair will circulate the information about the nominee to the Board, which will ensure that the candidate meets the criteria for Honorary Membership or Friend of the Society set forth in these By-Laws. If the nominee meets criteria, the Society President or Chair of the Membership Committee will notify the person making the nomination. That person will then obtain three letters of recommendation in support of the nominee.

The Membership Committee will then proceed as outlined under Procedure for Election.

- c. In the case that an invitee is rejected by vote of the Membership Committee, the Membership Committee shall report its findings and recommendations to the Board of Directors, which body shall review the same and may accept or reject such findings and recommendations, substituting in place and stead thereof its own findings and recommendations. In such event the findings and recommendations of the Board of Directors shall be final and conclusive. If the Board of Directors so desires, it may refer the matter back to the Membership Committee for further study. The findings and determination of the Membership Committee after such referral shall be final and conclusive.
- d. Procedure for Election  
An invitee in categories B; C; D, and E of Section III shall be duly elected if approved by the Membership Committee, the Board of Directors, and the Membership at large, according to procedures described in Paragraphs (1), (2), and (3), below and in that order:
  - (1) An invitee is approved by the Membership Committee if a majority of its members vote affirmatively.
  - (2) An invitee is approved by the Board of Directors if a majority of the Board of Directors vote affirmatively.
  - (3) An invitee is elected after a ballot with a deadline for responding has been sent to all voting members of the Society, and if a majority of those who respond vote affirmatively.
  - (4) Report to the Society on any change in the classification of members in any category.

- (5) Waive all or part of Society dues and assessments of any members when it considers this action to be in the best interests of the Member, Associate or Affiliate and of the Society.
- (6) Accept resignations from the Society. Members in good standing may resign from any category at any time without prejudice.
- (7) Process the application for membership of those members who have previously resigned or been dropped from the Society. Members who left in good standing may re-apply and be re-installed by majority vote of the Board of Directors. Those who left not in good standing may re-apply and be re-installed upon payment of delinquent dues (not to exceed dues for 2 years plus the current year) and majority vote of the Board of Directors.

F. The Program Committee shall consist of at least three members, including one or more Program Chairpersons. The Program Chairperson (s) shall be appointed each year by the President-Elect to serve during the year of the President-Elect's Presidency. The duties of the Program Committee shall be to plan the place of the meetings, the programs of the year, and to determine which meetings are open to the student body of the institute and/or others.

G. The Committee on Professional Conduct will consist of three Regular, Corresponding or Life Members appointed by the President with the consent of the Board of Directors to serve for a period of three years each and eligible for a second term if so decided by the President in consultation with the Board. Original appointments to this committee will be made on a staggered basis with one member appointed for one year, another for two years and another for three. All members of the Society will abide by the Society's Code of Professional Conduct as described in

section III, 2 of these By-Laws. The functions of the Committee on Professional Conduct are to:

1. Serve as consultants to the Board of Directors in all matters of professional conduct as prescribed in section III, 2 of these By-Laws and the Society's Code of Professional Conduct.
2. Consider and make recommendations on professional conduct complaints about any member of the Society referred to the Committee by the President or the Board of Directors.
3. Conduct all necessary and appropriate investigations regarding such complaints with proper concern for due process and/or appoint ad hoc committees consisting of no more than three members for purposes of implementing such investigations with the consent of the Board of Directors in accordance with the "Provisions for Implementation of the Society's Code."
4. Promulgate and update procedures for conducting inquiries regarding professional conduct complaints pertinent to the above-named code and suggesting penalties for documented breaches of it.
5. Report all findings in professional conduct cases to the Board of Directors of the Society.

- H. The Committee on Policy and Planning shall consist of nine Regular and/or Life Members appointed by the President with the consent of the Board of Directors to serve for a period of three years each. Original appointments to this committee will be made on a staggered basis with three members appointed for one year; three members appointed for two years; and three members appointed for three years. Committee members are eligible for a second term if so decided by the then President. The Chairperson of the committee is to be appointed yearly by the President from among those committee members who have served at least one year. Programs developed by the Committee on Policy and Planning must be submitted to the Board of Directors for approval prior to implementation.



The function of the committee is to serve as a think tank and as a consultant to the Board of Directors. The committee's task is to develop long-range plans for Society activities which will benefit Society members professionally and personally, within the Society and in the community at large.

#### SECTION VI. FINANCES

- A. The dues for members for each year shall be set at the annual business meeting. Regular dues assessments and late fees for the succeeding year shall be decided at the annual business meeting by majority vote of the membership. The Board of Directors shall recommend an estimate to the membership.
- B. The amounts of the dues for Corresponding, Corresponding Associate, and Life members shall be voted at each annual business meeting for the ensuing year. Such dues shall be in keeping with the expenses of maintaining these classes of membership, and the needs of the Society.
- C. Dues and assessments are payable in the fall of each year, and members become delinquent who have not paid by December 31 of that year. A late fee may be imposed for dues and assessments not paid as of December 31 of any given year.
- D. The Board of Directors is empowered to spend all moneys to carry out the purpose of the Society as stated in the certificate of incorporation and these By-Laws.

#### SECTION VII. CONTRACTS, CHECKS AND NEGOTIABLE INSTRUMENTS

Contracts and agreements of every kind and descriptions, checks, negotiable instruments generally, and endorsements thereof, in order to be valid and binding on the corporation, shall be signed by the President or by such other

officer or officers or such other person or persons, whether an officer of the corporation or not, as may from time to time be designated by the Board of Directors.

#### SECTION VIII. SEAL

The seal of the corporation shall be in the form of a circle, and shall bear the name of the corporation, the state and year of incorporation, and the words "corporate seal."

#### SECTION IX. OFFICE

The office of the corporation shall be located at such place in the Borough of Manhattan, City, County and State of New York as the Board of Directors may from time to time determine.