Constitution of the Adjunct Clinical Faculty Association
Department of Psychiatry and Behavioral Sciences
Stanford University School of Medicine

I. Name: The Adjunct Clinical Faculty Association of the Department of Psychiatry and Behavioral Sciences of the Stanford University School of Medicine.

II. Purpose: The Adjunct Clinical Faculty Association is a non-profit, non-political organization with the following purposes:

1. To contribute to the high quality of clinical instruction in the medical school;
2. To provide channels of communication between Adjunct Faculty and other segments of the Department of Psychiatry, the Medical School, and the University;
3. To participate in the formulation of policies of the Department of Psychiatry as they apply to teaching and patient care, and in the implementation of those policies;
4. To encourage and provide continuing education for the Adjunct Faculty utilizing the facilities of the Department, the Medical School, and the University.

III. Membership:

1. Qualifications for membership:
   a. Current appointment as a member of the Adjunct Clinical Faculty of the Department of Psychiatry of the Stanford University School of Medicine. This includes ACF who have transferred to Emeritus status.
   b. Licensure to practice in California.
   c. Certification by Council of the candidate's qualification for membership.
   d. Payment of dues.
2. Requirement for resignation: Member's resignation is automatic upon written notification by the member.

IV. The Council:

1. The governing body of the organization shall be its Council, which shall consist of 8 council members and 2 alternates elected every two years by the general membership. Members of the Council serve two-year terms which commence immediately upon election.
2. Vacant seats on the Council may be filled by appointment and appointed members shall serve until the next scheduled election. Alternates shall participate in all Council activities but may vote only when necessary for a quorum. When there is vacant position for a
voting member of the Council, that vacancy shall be filled by an alternate. The Council may then replace the alternate by appointment and the appointed alternate shall serve until the next scheduled election.

3. The Council shall appoint four persons from among its members as Chair Person, Vice Chair Person, Treasurer, and Secretary. Both Council and General Membership meetings shall be chaired by persons selected by the Council.

4. The Council may select at its discretion additional persons as ex officio members.

V. Election Procedures:

1. The Council shall place the names of nominees on a ballot to be presented to the general membership for election by a plurality of members voting by means selected by the Council.

VI. Meetings of the Association:

1. There shall be a General Meeting of the full membership every two years. The format and agenda shall be determined by the Council.

2. Special meetings shall be called upon the approval of the Council or by a petition signed by 10% or more of the membership.

VII. Dues:

1. Dues are owed by all members of the ACFA Association but are voluntary for members who have substantially retired from active practice

2. The amount and frequency of dues shall be set by the Council.

VIII. Financial Affairs: Funds of the Council:

1. All funds of this Association shall be deposited in an accredited financial institution designated by the Council. Accounts shall be kept in the name of the Adjunct Clinical Faculty Association of the Department of Psychiatry of Stanford University School of Medicine.

2. No councilperson shall deposit any funds belonging to this Association in his personal account.

3. Funds shall be withdrawn only by an authorized check signed by one of two designated councilpersons, one of whom is designated treasurer.
4. The Treasurer shall provide the Council with an annual accounting of Association financial activities. The report shall be subject to audit by the full Council.

IX. **Repeal or Amendment:**

1. This constitution may be amended or repealed by a two-thirds (2/3) vote of the respondent members.
2. Amendment or repeal can be initiated by a petition signed by 10% of the general membership or by an action by the Council. The amendment or repeal will be submitted for vote and become immediately effective upon approval of two-thirds of the members voting.

X. **Dissolution:**

1. This Association does not contemplate pecuniary gain or profit to its members and it is organized solely for non-profit purposes. Upon the dissolution of this Association, after paying or adequately providing for the debts and the obligations of the Association, the remaining assets shall be distributed to a non-profit fund, foundation, or corporation which is organized and operated exclusively for scientific or educational purposes and which has established its tax exempt status under Section 501 (c.3) of the Internal Revenue Code. If this Association holds any assets on trust, such assets shall be disposed of in such a manner as may be directed by the decree of the Superior Court of the County in which the Association's principal office is located, upon petition therefore by the Attorney General or by any person concerned in the liquidation.