

# Chapter Bylaws Example for Chapters

## BYLAWS OF THE PSI CHI CHAPTER OF:

### ARTICLE I. | NAME

The name of this organization shall be the

Psi Chi Chapter, a local unit of Psi Chi, the International Honor Society in Psychology, hereinafter referred to as the Chapter and the Society.

### ARTICLE II. | PURPOSE

The purpose of Psi Chi shall be to encourage, stimulate, and maintain excellence in scholarship of the individual members in all fields, particularly in psychology, and to advance the science of psychology.

### ARTICLE III. | MEMBERS

**Section 1. Active Members.** Active members are men and women who are making the study of psychology one of their major interests and who are faculty members or students of (*name of institution*)

or are members who have been readmitted to active status by this Chapter. All shall possess high standards of personal behavior. Active members shall be entitled to participate in all chapter meetings and shall have the right to vote.

A. Student Members shall be students enrolled in undergraduate or graduate programs at the time of induction. Only student members shall be entitled to hold chapter office.

(Note: Membership requirements must meet the Society minimum criteria as stated in the Constitution of the Society. Any chapter, at its discretion, may establish higher scholastic criteria.)

1. Undergraduate Students shall be enrolled in (*name of institution*),

have registered for major or minor standing in psychology or for a program psychological in nature which is equivalent to such standings, have completed at least

<input type="text"/>	semesters or
<input type="text"/>	quarters of the college course, have completed
<input type="text"/>	semester hours or
<input type="text"/>	quarter hours of psychology, rank in the upper
<input type="text"/>	% of their class in general scholarship,
<input type="text"/>	have a minimum GPA of
<input type="text"/>	on a 4.0 scale, and have a minimum GPA of
<input type="text"/>	in psychology courses.

2. Graduate Students shall be enrolled in (*name of institution*),

and shall have a minimum grade point average of  on a 4.0 scale in all graduate courses, including psychology.

B. Faculty Members of (*name of institution*)

and other psychologists who are full-time faculty at the institution and hold a doctoral degree in psychology or psychology-related field may become active members of the chapter upon election to membership and induction into Psi Chi. Faculty Members shall not be eligible to hold chapter office.

**Section 2.** Membership in Psi Chi is open to qualified candidates of any age, sex, sexual orientation, race, handicap or disability, color, religion, and national and ethnic origin.

**Section 3.** Election to membership shall be by a two-thirds vote at a regular meeting of the Chapter.

**Section 4.** Prior to induction, each prospective member shall pay an induction fee as determined by the Society, which shall entitle the inductee to life membership without payment of further dues or assessments to the Society. All active members shall pay chapter dues as established by the Chapter.

### ARTICLE IV. | OFFICERS

**Section 1.** The officers of this chapter shall be a President, Vice President, Secretary, and Treasurer. The officers shall perform the duties prescribed by these bylaws, the constitution and bylaws of the Society, and by the parliamentary authority adopted by the chapter, and shall fulfill such other duties and requirements as may be determined by the Society.

(Note: There must be at least three elected officers representing the above functions. A chapter may also have other officers if desired, such as president-elect, additional vice presidents, recording and corresponding secretaries, editor, historian, etc.)

**Section 2.** At the regular chapter meeting preceding the meeting at which the election of officers is to be held, a nominating committee of three to five active members shall be elected. The chair shall be a member of the Executive Committee, and at least one member shall be a faculty member of (*name of institution*).

It shall be the duty of this committee to nominate candidates for the offices to be filled at the regular meeting in (*month*).

Before the election, additional nominations from the floor shall be permitted.

**Section 3.** The officers shall be elected by ballot to serve for one year or until their successors are elected, and the term of office shall begin

(*state when*). In the event there is only one candidate for an office, the election may be by voice vote.

**Section 4.** No member shall hold more than one office at a time, and no member shall serve more than two terms in the same office.

**Section 5.** Should the office of President become vacant, it shall be filled by the Vice President. A vacancy in any other office shall be filled by the Executive Committee with the approval of the Chapter Advisor.

### ARTICLE V | MEETINGS

**Section 1. Regular Meetings.** The Executive Committee and the Chapter Advisor shall determine the number of regular meetings to be held during the year and shall distribute a schedule of these meetings to each active member.

**Section 2. Special Meetings.** Special Meetings can be called by the President or the Executive Committee and shall be called upon the written request of ten active members of the Chapter. The purpose of the meeting shall be stated in the call, and business shall be limited to that which is stated in the call. Except in cases of emergency, at least three days' notice shall be given.

**Section 3. Quorum.** Those active members present shall constitute a quorum for the transaction of business.

