

Chapter Bylaws

BYLAWS OF THE PSI CHI CHAPTER OF SAINT MICHAEL'S COLLEGE

ARTICLE I. | NAME

The name of this organization shall be the Saint Michael's College Psi Chi Chapter, a local unit of Psi Chi, the National Honors Society in Psychology, hereinafter referred to as the Chapter and the National Society.

ARTICLE II. | PURPOSE

The purpose of Psi Chi shall be to encourage, stimulate, and maintain excellent 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 Saint Michael's College or are members who have been readmitted to active status by this Chapter. All shall possess high standards of personal behavior. However, chapters may not impose service or participation requirements on membership eligibility. 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 national minimum criteria as stated in the Constitution and Bylaws of the National Society. Any chapter, at its discretion, may establish higher scholastic criteria.)
- i. Undergraduate students shall be enrolled in Saint Michael's College and have registered for a major standing in psychology or for a program psychological in nature which is equivalent to such standing. Students will have completed at least 4 semesters and at least 16 semester hours in psychology. Students must have a minimum overall GPA of 3.50 and a minimum GPA in psychology of 3.60, on a 4.0 scale. Highly motivated students may request a waiver of the GPA guidelines in exceptional circumstances and with a letter of sponsorship from a full-time faculty member of the psychology department at Saint Michael's College. However, students with less than a 3.00 in either overall GPA or GPA in psychology, or students who are not in the upper 35% of their class, will not be considered eligible for this waiver.

ii. Graduate students shall be enrolled in Saint Michael's College, and shall have a minimum GPA of 3.50 on a 4.0 scale in all graduate courses, including psychology.

B. Faculty Members of Saint Michael's College and other psychologists who met the current criteria when they were students 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. Prior to induction, each prospective member shall pay an induction fee as determined by the National Society, which shall entitle the inductee to life membership without payment of further dues or assessments to the National Society. All active members shall pay chapter dues as established by the Chapter.

Section 4. A regular meeting of the chapter must occur before induction. At this meeting two thirds of the members present must vote to approve the eligible students' election to Psi Chi membership.

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 the bylaws, the constitution and bylaws of the National Society, and by the parliamentary authority adopted by the chapter, and shall fulfill such other duties and requirements as may be determined by the National 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 Saint Michael's College. It shall be the duty of this committee to nominate candidates for the offices to be filled at the regular meeting in April. 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 May 1. 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 10 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.

ARTICLE VI. | EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the officers of the chapter and the Chapter Advisor.

Section 2. The Executive Committee shall have general supervision of the Chapter between its business meetings, fix the hour and place of meetings, make recommendations to the Chapter, cause all reports required by the National Society to be submitted in a timely manner, and shall perform such other duties as are specified in the bylaws and the constitution, bylaws and rulings of the National Society.

Section 3. Meetings of the Executive Committee shall be called by the President or by any 2 members of the committee.

ARTICLE VII. | CHAPTER ADVISOR

Section 1. The Chapter shall have a chapter advisor who is a member of Psi Chi and a member of the faculty of Saint Michael's College.

Section 2. The Chapter Advisor shall assist the Chapter in fulfilling its purpose and the requirements of the National Society.

ARTICLE VIII. | COMMITTEES

Chapter committees shall consist of the chair and at least two additional active members. Standing committees shall be established by the Chapter. Special committees may be

established by the President, the Executive Committee, or the Chapter. Typical Standing Committees of the Chapter shall be:

Section 1. The Public Relations Committee shall promote Psi Chi within the college/university community, especially within the department of psychology.

Section 2. The Membership Committee shall promote membership in Psi Chi to all qualified persons.

Section 3. The Induction Committee shall make arrangements for induction ceremonies.

Section 4. The Program Committee shall select programs and make arrangements for chapter meetings.

Section 5. The Finance Committee shall prepare the budget and make an annual analysis of chapter fiscal management.

Section 6. *Listing of Standing Committees:* None Currently.

(**Note:** Saint Michael's Chapter may not need one or more of these committees, or may need them only periodically. Other committees may be needed.)

ARTICLE IX. | AMDENDMENT OF BYLAWS

These bylaws may be amended at any meeting of the Chapter by a two-third vote, provided the amendments has been submitted in writing at the previous regular meeting or has been submitted in writing to all active members of the Chapter at least two weeks prior to the meeting at which it is to be considered. These bylaws shall not be in conflict with the constitution and bylaws or rulings of the National Society. Any amendment of the constitution and bylaws or rulings of the National Society affecting theses bylaws shall cause this document to be amended automatically to concur with such amendment.