

PHI CHI THETA



PROPOSED BYLAW AMENDMENTS

The following are bylaw amendments that have been proposed during the past biennium. Please review each proposed bylaw amendment very carefully and be prepared to vote, as directed by the chapter, on each. Also enclosed is a current copy of the National Chapter Bylaws and Standing Rules (Dated August 2016).

The chapter's National Delegate to the 2018 National Chapter Meeting in Wichita, KS is responsible for bringing this packet in its entirety to the meeting, for representing the chapter and for voting during the business sessions. Please be aware that further discussion could arise from the floor which may make the National Delegate decide to vote differently from how the chapter instructed the delegate to vote on each of these. However, the National Delegate must vote in the best interest of the chapter and is responsible for reporting back to the chapter on the votes.

The following format has been used when presenting these proposed bylaws amendments. The bylaw is first typed as it currently appears in the National Chapter Bylaws and Standing Rules (August 2016). Beside it is the proposed change to the bylaw. Below these is an explanation of the proposed amendment followed by the rationale for why the change is being proposed.

If there are any questions on the enclosed material, contact the Chair of the Bylaws Committee:
Mike Van Roy (650) 283-3989, bylaws@phichitheta.org.

PROPOSED BYLAW AMENDMENTS

Amendment Proposal 1

___ For ___ Against

Article VI – National Chapter

Section 1 - Powers

A. Official Insignia, Emblems, Etc.:

Summary: This proposal clarifies the Key Award as a national award even though recipients are chosen by local chapters. It also clarifies that the award can be an emblem, certificate or both.

Amendment Proposal 2

___ For ___ Against

Article XI – Collegiate Chapters

Section 5 - Key Award

Summary: This proposal changes the criteria for collegiate key awards to match the current pin design. It also changes how the awardee is selected.

Amendment Proposal 3

___ For ___ Against Article XII – Alumni Chapters
Section 4 - Key Award

Summary: This proposal changes the criteria for alumni key awards to match the current pin design and not have separate selection criteria for collegiate and alumni recipients. It also changes how the awardee is selected.

Amendment Proposal 4

___ For ___ Against Article VII - National Chapter Dues, Fees & Fines
Section 5 - National Meeting Assessment Fee

Summary: This proposal would exempt alumni chapters from paying national meeting assessment fees.

Amendment Proposal 5

___ For ___ Against Article VII - National Chapter Dues, Fees & Fines
Section 7 - National Insurance Assessment Fee

Summary: This proposal would exempt alumni chapters from paying national insurance assessment fees.

Amendment Proposal 6

___ For ___ Against Article VIII - National Chapter Administration
Section 2 - National Officers
(New) C - National Vice President of Alumni Affairs

Summary: This proposal recreates the former National Vice President of Alumni Affairs position.

Amendment Proposal 7

___ For ___ Against Article VIII - National Chapter Administration
Section 2 - National Officers
C - National Vice President of Internal Affairs

Summary: This proposal changes National Vice President of Internal Affairs to National Vice President of Collegiate Affairs and transfers alumni-specific duties to the newly created National Vice President of Alumni Affairs.

Amendment Proposal 8

___ For ___ Against Article VIII - National Chapter Administration
Section 2 - National Officers
H - Expenses

Summary: This proposal makes the National Chapter responsible for chapter visitation expenses instead of the chapter being visited.

Amendment Proposal 9

___ For ___ Against Article VIII - National Chapter Administration
Section 3 - Executive Council
C - Meetings

Summary: This proposal gives flexibility to the time and place of Executive Council meetings provided they meet at least once a year.

Amendment Proposal 10

___ For ___ Against Article IX - National Chapter Meetings
Section 1 - Meetings
D - Special

Summary: This proposal would include the most recent Alumni-at-Large Delegate on the communications of any special or emergency meetings of the National Chapter.

Amendment Proposal 11

___ For ___ Against Article X - Local Administration
Section 3 - Election of Officers

Summary: This proposal establishes that chapters can have one President at a time. "Co-Presidents" or "presidents by committee" would not be allowed.

Amendment Proposal 12

___ For ___ Against Article X - Local Administration
Section 3 - Election of Officers

Summary: This proposal removes the March 1st deadline for chapters to have elections.

Amendment Proposal 13

___ For ___ Against Article XI - Collegiate Chapters
Section 3 - Initiation
(New) B - Membership

Summary: This proposal establishes that our members are Sisters and Brothers and not strictly one or the other.

Bylaw Amendment Proposal 1

ARTICLE VI. NATIONAL CHAPTER

SECTION 1. POWERS

A. Official Insignia, Emblems, Etc.:

(page 7 in current bylaws)

Present Form	Proposed Form
4) Key Award – The National Key Award shall conform to the established design.	4) <u>National Key Award</u> – The National Key Award, <u>in the form of a pin</u> , shall conform to the established design. <u>There is also a certificate than can be purchased. One or both may be obtained through the National Office.</u>

Change:

Add National before Key Award. Also add that there is a pin and a certificate available.

Rationale:

Believe that this will clarify the importance of the award. It also shows that the award is a national award. Article XI Section 5 Key Award (page 18 in current bylaws) and Article XII Section 4 Key Award (page 19 in current bylaws) explain it further.

Proposed By:

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Bylaw Amendment Proposal 2

ARTICLE XI. COLLEGIATE CHAPTERS

SECTION 5. KEY AWARD

(page 18 in current bylaws)

Present Form	Proposed Form
<p>Section 5. Key Award. Each Collegiate Chapter may offer an annual Phi Chi Theta National Key Award. The Key shall be awarded by a committee selected from the chapter members. The Key shall be awarded on the basis of scholarship, activities and leadership.</p>	<p>Section 5. <u>National Key Award.</u> Each collegiate chapter may offer an annual Phi Chi Theta National Key Award. <u>The chapter members award the key to the recipient, based on scholarship, character and activities. The National Key Award is in the form of a pin or a certificate. One or both may be obtained through the National Office.</u></p>

Change:

Add National before Key Award. Take off committee selected from the chapter members. Add that there is also a certificate. Change Scholarship, activities and leadership to scholarship, character and activities.

Rationale:

First of all, the collegiate chapter members should determine how the recipient is to be chosen. Secondly, the fact that this a national key award, the word National should be part of the title. Members will also know that there is a pin as well as a certificate. This gives the members an opportunity to order one or both. The wording in the bylaws is changed to scholarship, character and activities to reflect the actual design of the pin.

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Bylaw Amendment Proposal 3

Article XII. ALUMNI CHAPTERS

Section 4. KEY AWARD

(page 19 in current bylaws)

Present Form	Proposed Form
<p>Section 4. Key Award. Each Alumni Chapter may offer an annual Phi Chi Theta National Key Award. The Key shall be awarded by a committee selected from the chapter members. The Key shall be awarded on the basis of outstanding business activities and leadership to the chapter member who best fulfills these requirements.</p>	<p>Section 4. <u>National Key Award.</u> Each Alumni Chapter may offer an annual Phi Chi Theta National Key Award. <u>The chapter members award the key to the recipient based on scholarship, character and activities. The National Key Award is in the form of a pin or a certificate. One or both may be obtained through the National Office.</u></p>

Change:

Add National before Key Award. Take off committee selected from the chapter members. Add that there is also a certificate. Change "outstanding business activities and leadership" to "scholarship, character and activities".

Rationale:

Changed to make the criteria and selection process for Collegiate and Alumni National Key Awards the same and not require a separate pin design for alumni chapters. Here we are defining "scholarship" to include professional continuing education and lifelong learning.

Proposed by:

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Bylaw Amendment Proposal 4

Article VII. NATIONAL CHAPTER DUES, FEES & FINES

Section 5. National Meeting Assessment Fee.

(page 10 in current bylaws)

Present Form	Proposed Form
<p>Section 5. National Meeting Assessment Fee. Each local chapter shall be assessed a fee according to its membership as of January 31 of the fiscal year. The fee shall be ten dollars (\$10) per active member. The total fee is due to the National Headquarters by March 1 of the fiscal year. The monies collected by this fee shall be invested for the purpose of the National Chapter Meeting. An itemized listing of how monies were spent shall be in the Fall Mailing packets following the National Chapter Meeting.</p>	<p>Section 5. National Meeting Assessment Fee. Each local chapter shall be assessed a fee according to its membership as of January 31 of the fiscal year. The fee shall be ten dollars (\$10) per active <u>undergraduate</u> member. <u>Alumni members shall be exempt from this fee.</u> The total fee is due to the National Headquarters by March 1 of the fiscal year. The monies collected by this fee shall be invested for the purpose of the National Chapter Meeting. An itemized listing of how monies were spent shall be in the Fall Mailing packets following the National Chapter Meeting.</p>

Change:

Add in specificity for undergraduate chapters only shall be assessed a fee. Alumni chapters shall be exempt from the national meeting assessment fee.

Rationale:

The assessment fee discourages active membership in alumni chapters. It is already challenging to convince prospective alumni chapter members to pay additional fees. This additional fee incentivizes members to be marked inactive to avoid these fees. Alumni members are a small portion of the total funds and would not greatly impact the total revenue from fees.

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Chicago Alumni Chapter

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Bylaw Amendment Proposal 5

Article VII. NATIONAL CHAPTER DUES, FEES & FINES

Section 7. National Insurance Assessment Fee.

(page 10 in current bylaws)

Present Form	Proposed Form
<p>Section 7. National Insurance Assessment Fee. Each local chapter shall be assessed a fee according to its membership as of January 31 of the fiscal year. The fee shall be ten dollars (\$10) per active member. The total fee is due to the National Headquarters by March 1 of the fiscal year. The monies collected by this fee shall be used to cover insurance premiums.</p>	<p>Section 5. National Meeting Assessment Fee. Each local chapter shall be assessed a fee according to its membership as of January 31 of the fiscal year. The fee shall be ten dollars (\$10) per active <u>undergraduate</u> member. <u>Alumni members shall be exempt from this fee.</u> The total fee is due to the National Headquarters by March 1 of the fiscal year. The monies collected by this fee shall be used to cover insurance premiums.</p>

Change:

Add in specificity for undergraduate chapters only shall be assessed a fee. Alumni chapters shall be exempt from the insurance assessment fee.

Rationale:

The assessment fee discourages active membership in alumni chapters. It is already challenging to convince prospective alumni chapter to pay additional fees. This additional fee incentivizes members to be marked inactive to avoid these fees. Alumni members are a small portion of the total funds and would not greatly impact the total revenue from fees.

Proposed by:

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Bylaw Amendment Proposal 6

Article VIII. NATIONAL CHAPTER ADMINISTRATION

Section 2. NATIONAL OFFICERS

(New) C. National Vice President of Alumni Affairs

(page 11 in current bylaws)

Present Form	Proposed Form
This would be a new bylaw.	<u>C. National Vice President of Alumni Affairs: This officer shall be responsible for assisting the Regional Directors to maintain contact with alumni chapters, to develop professional programs for alumni chapters and individuals, to administer the programs for the Alumni Achievement Award and Alumni Hall of Fame, to assist the National Vice President of Expansion to activate or reactivate alumni chapters and to facilitate the selection of the Alumni-at-Large Delegate at the National Chapter Meetings. The National Vice President of Alumni Affairs shall be second in order of succession in case of the inability of the National President to serve. This officer shall be elected as prescribed elsewhere in these Bylaws.</u>

Change:

New bylaw. All subsequent paragraphs in this Article and Section would be re-numerated as appropriate. Would also change the order of succession should President or Executive Policy Board Chair become vacant mid-term.

Rationale:

This is part of an effort to restructure and clarify the National Vice President positions. The National Vice President of Alumni Affairs existed in the past in slightly different form but there was a lack of alumni programs and initiatives and often no volunteers to fill the position so in 2008 the position was eliminated. Since then new programs have been created such as the Mentorship Program, an Alumni-at-Large Delegate and the reinstatement of a Life Member option so the Executive Policy Board feels it is time to bring this position back.

The Executive Policy Board feels the national emphasis should be on existing collegiate chapters, then existing alumni chapters, then new chapters. This is reflected in the new order of succession.

Proposed By:

Executive Policy Board

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Conforming Amendments: If Amendment 6 is adopted, the following changes will be made without a vote to conform to the new amendment:

- ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION, SECTION 2. NATIONAL OFFICERS, C. National Vice President of Expansion (page 11 of current bylaws)

Change "second" to "third"

- ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION, SECTION 4. EXECUTIVE POLICY BOARD, C. Succession (page 13 of current bylaws)

First paragraph would read: "The Immediate Past National President shall serve as Executive Policy Board Chairman. In the event the Immediate Past National President is not available to serve or the office of the Chairman of the Executive Policy Board shall become vacant through death or resignation the immediate past National Vice President of Internal Affairs shall assume the position of Chairman of the Executive Policy Board. Should that immediate past National Officer not be able to serve in this capacity the immediate past National Vice President of Alumni Affairs shall assume the position of Chairman of the Executive Policy Board. Should that immediate past National Officer not be able to serve in this capacity the immediate National Vice President of Expansion shall serve as Chairman of the Executive Policy Board. If no immediate past National Vice President is able to serve as Chairman of the Executive Policy Board then the vacancy shall be filled by the Executive Council for the remainder of the term from one of the immediate past Regional Directors."

- ARTICLE IX. NATIONAL CHAPTER MEETINGS, SECTION 2. ELECTION OF NATIONAL OFFICERS., G. Vacancies in Office (page 16 of current bylaws)

Second paragraph would read: "In the event that the office of National President shall become vacant through death or resignation the National Vice President of Internal Affairs shall become National President. Should that officer not be able to serve in this capacity the National Vice President of Alumni Affairs shall become National President. Should that officer not be able to serve in this capacity the National Vice President of Expansion shall become National President. If no National Vice President is able to serve as National President then the vacancy shall be filled by the Executive Council for the remainder of

the term from its own membership. In the temporary absence or inability to act as the National President the order of succession set forth above will be followed."

Proviso: This proposal will be voted on only if Bylaw Amendment Proposal 6 passes.

Bylaw Amendment Proposal 7

Article XIII. NATIONAL CHAPTER ADMINISTRATION

Section 2. NATIONAL OFFICERS

B. National Vice President of Internal Affairs

(page 11 in current bylaws)

Present Form	Proposed Form
<p>B. National Vice President of Internal Affairs: This officer shall assist with officer training for incoming Regional Directors, develop professional programs for collegiate and alumni chapters, administer the programs for the Alumni Achievement Award and Alumni Hall of Fame, to assist the National Vice President of Expansion to activate or reactivate chapters and perform other duties, as directed by the National President. The National Vice President of Internal Affairs shall be first in order of succession in case of the inability of the National President to serve. This officer shall be elected as prescribed elsewhere in these Bylaws.</p>	<p>B. National Vice President of <u>Collegiate</u> Affairs: This officer shall assist with officer training for incoming Regional Directors, develop professional programs for collegiate chapters, to assist the National Vice President of Expansion to activate or reactivate chapters and perform other duties, as directed by the National President. The National Vice President of <u>Collegiate</u> Affairs shall be first in order of succession in case of the inability of the National President to serve. This officer shall be elected as prescribed elsewhere in these Bylaws.</p>

Change:

Change "Internal" to "Collegiate" and transfer Alumni-specific duties to the National Vice President of Alumni Affairs created with Bylaw Amendment Proposal 6.

Rationale:

This is part of an effort to restructure and clarify the National Vice President positions. In the past we had a National Vice President of Internal Affairs and a National Vice President of Alumni Affairs. There was some overlap of duties and it was not clear who was to do what. This confusion could resurface if we create the National Vice President of Alumni Affairs again without changing the name of the National Vice President of Internal Affairs position. Having a VP of Internal Affairs position implies we should also have had a VP of External Affairs position but we never did. This change should eliminate that confusion.

Proposed by:

Executive Policy Board

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Conforming Amendments: If Amendment 7 is adopted, the following changes will be made without a vote to conform to the new amendment:

- ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION, SECTION 2. NATIONAL OFFICERS, D. Regional Directors (page 11 of current bylaws)
Change "Internal" to "Collegiate"
- ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION, SECTION 4. EXECUTIVE POLICY BOARD, C. Succession (page 13 of current bylaws)
Change "Internal" to "Collegiate"
- ARTICLE IX. NATIONAL CHAPTER MEETINGS, SECTION 2. ELECTION OF NATIONAL OFFICERS, G. Vacancies in Office (page 16 of current bylaws)
Change "Internal" to "Collegiate"

Bylaw Amendment Proposal 8

ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION

SECTION 2. NATIONAL OFFICERS

H. Expenses:

(page 12 in current bylaws)

Present Form	Proposed Form
<p>H. Expenses: The National Chapter shall bear the necessary expenses for National Officers to attend National Chapter Meetings, Executive Council Meetings, and Executive Policy Board Meetings. When a Regional Director or other National Officer visits an existing Local Chapter, reasonable transportation expenses of that officer shall be borne by the National Chapter and other expenses shall be paid by the Chapter. The visiting officer may use any means of transportation which reasonably fir the circumstances and prevailing conditions.</p>	<p>H. Expenses: The National Chapter shall bear the necessary expenses for National Officers to attend National Chapter Meetings, Executive Council Meetings, and Executive Policy Board Meetings. When a Regional Director or other National Officer visits an existing Local Chapter, reasonable transportation expenses of that officer shall be borne by the National Chapter <u>as dictated by the Executive Policy Board</u>. The visiting officer may use any means of transportation which reasonably fir the circumstances and prevailing conditions.</p>

Change:

Replace "and other expenses shall be paid by the Chapter" with "as dictated by the Executive Policy Board".

Rationale:

The Executive Policy Board already sets the reimbursement policy. This change is to allow the National Chapter to cover these visitation expenses and relieve the visited chapter of the responsibility. We have been doing this in several instances but are now making it official.

Proposed By:

Executive Policy Board

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Bylaw Amendment Proposal Policy 9

ARTICLE VIII. NATIONAL CHAPTER ADMINISTRATION

SECTION 3. EXECUTIVE COUNCIL

C. Meetings:

(page 12 in current bylaws)

Present Form	Proposed Form
<p>C. Meetings: The meeting of the Executive Council shall be at the time of the National Chapter Meeting and at the discretion of the National President in other years.</p>	<p>C. Meetings: <u>The Executive Council shall meet at least annually at the discretion of the National President.</u></p>

Change:

Rewrite this section

Rationale:

This is to allow the National President flexibility in scheduling meetings as needs dictate. The Executive Council meets several times a year, mostly online, although they don't always formally convene a meeting during the National Chapter Meeting.

Proposed By:

Executive Policy Board

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Bylaw Amendment Proposal 10

ARTICLE IX. NATIONAL CHAPTER MEETINGS

SECTION 1. MEETINGS

D. SPECIAL

(page 15 in current bylaws)

Present Form	Proposed Form
<p>D. Special: In an emergency, by unanimous vote of the Executive Council, a special meeting of the National Chapter shall be mailed to all National Delegates and Chapter Presidents at least thirty (30) days before the date of the meeting. No business other than that stated in the call for a special meeting of the National Chapter shall be transacted at such meeting.</p>	<p>D. Special: In an emergency, by unanimous vote of the Executive Council, a special meeting of the National Chapter shall be mailed to all <u>National Delegates, Chapter Presidents and most recent Alumni-at-Large Delegate</u> at least thirty (30) days before the date of the meeting. No business other than that stated in the call for a special meeting of the National Chapter shall be transacted at such meeting.</p>

Change:

Add the most recent Alumni-at-Large Delegate to the list of emergency meeting contacts.

Rationale:

When we created the Alumni-at-Large Delegate position in 2016 it was our intention to include this position on any communications regarding issues the National Chapter might vote on. Unfortunately, this article and section were not updated. This would rectify that oversight.

Proposed By:

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Bylaw Amendment Proposal 11

ARTICLE X. LOCAL ADMINISTRATION

SECTION 3. ELECTION OF OFFICERS

(page 17 in current bylaws)

Present Form	Proposed Form
<p>SECTION 3. ELECTION OF OFFICERS. Each Local Chapter shall elect officers for a minimum term of one year. Each chapter shall determine the manner of the election and the duties of the officers; all, however, in agreement with the Bylaws and Standing Rules of the Fraternity. The officers shall be but are not limited to: President, Executive Vice President, Secretary and Treasurer. Officers for Local Chapters shall be elected at the option of the chapter but not later than March 1. The term of office shall be effective on the date of installation.</p>	<p>SECTION 3. ELECTION OF OFFICERS. Each Local Chapter shall elect officers for a minimum term of one year. Each chapter shall determine the manner of the election and the duties of the officers; all, however, in agreement with the Bylaws and Standing Rules of the Fraternity. The officers shall be but are not limited to: President, Executive Vice President, Secretary and Treasurer. <u>Only one President is permitted per chapter.</u> Officers for Local Chapters shall be elected at the option of the chapter but not later than March 1. The term of office shall be effective on the date of installation.</p>

Change:

Add "Only one President is permitted per chapter."

Rationale:

Chapters have some flexibility in the number and title of their local officers. However, some have requested to elect more than one President. To ensure proper accountability and assignment of duties the Executive Policy Board wants to clarify that only one President can serve.

Proposed By:

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Bylaw Amendment Proposal 12

ARTICLE X. LOCAL ADMINISTRATION

SECTION 3. ELECTION OF OFFICERS

(page 17 in current bylaws)

Present Form	Proposed Form
<p>SECTION 3. ELECTION OF OFFICERS. Each Local Chapter shall elect officers for a minimum term of one year. Each chapter shall determine the manner of the election and the duties of the officers; all, however, in agreement with the Bylaws and Standing Rules of the Fraternity. The officers shall be but are not limited to: President, Executive Vice President, Secretary and Treasurer. Officers for Local Chapters shall be elected at the option of the chapter but not later than March 1. The term of office shall be effective on the date of installation.</p>	<p>SECTION 3. ELECTION OF OFFICERS. Each Local Chapter shall elect officers for a minimum term of one year. Each chapter shall determine the manner of the election and the duties of the officers; all, however, in agreement with the Bylaws and Standing Rules of the Fraternity. The officers shall be but are not limited to: President, Executive Vice President, Secretary and Treasurer. Officers for Local Chapters shall be elected <u>on a date determined by the chapter.</u> The term of office shall be effective on the date of installation.</p>

Change:

Replace "at the option of the chapter but not later than March 1." with "on a date determined by the chapter"

Rationale:

The Executive Policy Board wants to give chapters flexibility in when they elect their officers. This was a request from several collegiate chapters who are not able to meet the current March 1st deadline. Many chapters this year were unable to hold elections until early May. There is also no need to hold alumni chapters to a March 1st deadline since their calendars do not need to conform to an academic year.

Proposed By:

Executive Policy Board

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Bylaw Amendment Proposal 13

ARTICLE XI. COLLEGIATE CHAPTERS

SECTION 3. INITIATION

(page 18 in current bylaws)

Present Form	Proposed Form
This would be a new bylaw.	<u>B. Membership. The members of the collegiate chapter are to be referred to as Sisters and Brothers.</u>

Change:

New bylaw. Paragraph B, Dues and Fees, would become Paragraph C.

Rationale:

Some chapters refer to their membership as a brotherhood. When the National Chapter became a co-ed fraternity the rushing and pledging referred to members as sisters and brothers. While fraternity can refer to brotherhood it can also refer to group, association, organization and also sorority. I know that some rush handouts have indicated brotherhood only. The initiation ceremony refers to the prospective member as a sister or brother. The members are to treat each member as a sister or a brother.

Proposed By:

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