

# Psi Chi Constitution

## Article I. Name and Insignia

- Section 1. This organization shall be known as Psi Chi.
- Section 2. This organization's badge shall be a key with the letters Psi and Chi, the former superimposed on the latter.
- Section 3. The seal of the society shall be:



## Article II. Purpose

Section 1. The purpose of this organization 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. Membership

- Section 1. Membership shall consist of three types: active, alumni, and distinguished member.
- Section 2. 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 in an institution where a chapter is located, or who have been readmitted to active status by a chapter.
- Section 3a. Minimum qualifications for active student membership shall be as follows:
1. Completion of at least 3 semesters or 5 quarters of the college course.
  2. Completion of 9 semester hours or 14 quarter hours of psychology.
  3. Registration for major or minor standing in psychology or for a program psychological in nature which is equivalent to such standings.

4. Undergraduates who are elected to Psi Chi must have an overall cumulative GPA of 3.00 and rank in the upper 35% of their class in general scholarship. They must also demonstrate superior scholarship in psychology, earning a minimum GPA in psychology courses of 3.00. For the purpose of this Section, Psi Chi accepts the policy of the institution regarding grades.
5. For graduate students, an average grade of "B" or better in all graduate courses, including psychology.
6. High standards of personal behavior.
7. Two-thirds affirmative vote of those present at a regular meeting of the chapter.

**Section 3b.** Any chapter may establish minimum scholastic qualifications that are higher than those listed in Section 3a above.

**Section 3c.** Active members shall pay chapter dues. Active members may attend all meetings of the chapter and may vote and hold office.

**Section 3d.** A chapter may admit to active status anyone who has been a member of any chapter at any time.

**Section 3e.** Faculty members or any other psychologists who met the current criteria when they were students may become active members at the time of installation or at any subsequent induction ceremony. They shall have the same rights and privileges, and the same financial and other obligations, as active student members except only student members may hold chapter office. Faculty members may not hold a chapter office except the office of Chapter Advisor.

**Section 4.** Alumni members are persons who were formerly active members who are no longer associated with an institution where a chapter is located. Also, persons who were graduated from an institution prior to the establishment of the current chapter may be elected to alumni membership if they met the minimum qualifications listed in Section 3a when they were students. Alumni members do not vote or hold office unless admitted to active status by the local chapters.

**Section 5a.** Distinguished members shall be persons who have national or international reputations because of the contributions they have made to psychology and Psi Chi.

**Section 5b.** A chapter may nominate a person for distinguished membership by submitting that person's name and qualifications to the National Council. The National Council alone may elect persons to distinguished membership upon nomination either by a chapter or by a member of the National Council.

**Section 5c.** Distinguished members are entitled to all the rights and privileges of active members. They pay no fees or dues of any kind.

**Section 6.** 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 7.** All members of Psi Chi, whether active, alumni, or distinguished, may wear the key of Psi Chi.

## Article IV. National Organization

**Section 1.** The national organization is a federation of local chapters and international affiliate chapters.

**Section 2.** The national officers shall be as follows: President, President-Elect, Past-President, Executive Officer (ex officio, nonvoting), and six Vice-Presidents, one for each region.

**Section 3.** The terms of office for the President, President-Elect, and Past-President shall be one year, and no person having served in the office of President, President-Elect, or Past-President shall ever be eligible again to serve in that same office.

**Section 4.** The term of office for Vice-Presidents shall be two years. They shall be eligible for reelection, but may not be a candidate for Vice-President if they have ever served four years as Vice-President.

**Section 5.** The Executive Officer shall be appointed for a three-year term by the Council with the approval of the voting members of the National Council and shall be eligible for continuing reappointment.

**Section 6a.** A new President-Elect shall be elected in the spring and shall be installed at the time the current President-Elect is installed as President at the conclusion of old business during the annual Psi Chi National Council Meeting. A nominee for President-Elect must have been a member of the Psi Chi National Council for a minimum of two years within the past ten years prior to becoming a candidate for the office.

**Section 6b.** At the time the President-Elect is installed as President, the outgoing President shall become Past-President, succeeding the outgoing Past-President. The newly installed President shall preside over the remainder of the annual Psi Chi National Council Meeting. The outgoing President shall preside over the National Convention at which the annual Psi Chi National Council Meeting is held until the conclusion of the Convention.

**Section 7.** The Vice-Presidents shall be elected in the spring and shall begin their terms on July 1 following their elections. To stagger their terms, one half of the Vice-Presidents shall be elected in odd-numbered years and the other half in even-numbered years.

**Section 8a.** It shall be the duty of the President to provide leadership in the activities of the Society by making arrangements for the National Convention and presiding over it, by calling meetings of the National Council and presiding at them, by appointing the members of all national committees, and by performing such other duties as are ordinarily assigned to the office.

**Section 8b.** It shall be the duty of the Regional Vice-Presidents to serve as the principal administrative officers in their respective regions. They shall arrange for and preside at the annual meetings in their regions. As members of the National Council, they shall participate in the deliberations and the decisions of that body, attending its meetings if possible. Vice-Presidents designated by the National Council shall represent the international affiliate chapters.

**Section 8c.** It shall be the duty of the Executive Officer to carry out the responsibilities assigned by the National Council.

**Section 8d.** It shall be the duty of the Past-President to chair the Elections Committee and to write a historical record of the Society.

**Section 8e.** It shall be the duty of the President-Elect to serve as presiding officer of the Society in the absence of the President. The President-Elect will assume the responsibilities of the presidency should the President resign or be unable to complete the term of office. If the office of President-Elect becomes vacant for any reason, a new election will be held at the earliest convenient time.

**Section 9.** If a Vice-President moves out of his or her region for thirty days or more, or is unable or unwilling to continue to perform the duties of office, the vacancy so created shall be filled by vote of the remaining members of the National Council. The officer so elected shall continue in office during the remainder of the unexpired term. Service in this capacity shall be regarded as a term of office in determining eligibility for reelection at a future time only in case the period of service is more than half a term.

**Section 10a.** The National Council shall consist of the national officers.

**Section 10b.** The National Council shall carry on all business of the Society except that delegated to the chapters by the Constitution and Bylaws.

**Section 10c.** A meeting of the members of the National Council shall be held in conjunction with the annual convention. A quorum shall consist of the members actually present.

## **Article V. National Convention**

**Section 1.** A National Convention shall be held annually.

**Section 2.** The principal purposes of the National Convention shall be:

1. To discuss matters pertaining to the welfare of the national organization, such matters to be presented to the local chapters for action.
2. To provide a means whereby members from various chapters may come to know one another.

**Section 3.** Subject to the approval of the National Council, the Executive Officer shall be reimbursed for all necessary expenses in attending the National Convention.

## **Article VI. Regional Organization**

**Section 1.** The national organization shall be subdivided into regions. The number and names of regions shall be defined by the Psi Chi National Council.

**Section 2.** The Regional Vice-President shall be the principal administrative officer of the region.

**Section 3.** The Regional Vice-President may appoint a program committee for the regional convention and such other committees as appear to the Vice-President to be needed in carrying on the affairs of the region.

## **Article VII. Regional Convention**

**Section 1.** An annual convention, arranged by its Vice-President, shall be held in each region.

**Section 2.** The principal purposes of a regional convention shall be:

1. To discuss matters pertaining to the welfare of the chapters in that region, such matters to be presented to the chapters for action.
2. To provide a means whereby members from various chapters may come to know one another.
3. To provide an opportunity for members to present research papers and to participate in other appropriate convention activities. Any member of Psi Chi may present a paper for consideration by the Regional Program Committee.

## **Article VIII. Local Organization**

**Section 1.** Each chapter shall elect its own officers from among its active members. These shall include a President, a Vice-President, and as many others as desired to carry out the usual functions of Secretary and Treasurer. The duties of each of these officers shall be those ordinarily assigned to the office.

**Section 2.** The chapter, through its officers, shall make at least one annual report to the national office and register new members at least once a year.

**Section 3.** Each chapter shall have an advisor who is a member of Psi Chi, and who is chosen from the faculty in a manner to be prescribed by the chapter.

**Section 4.** Each chapter shall prepare a set of Chapter Bylaws wherein shall be stated such rules as are needed for conducting the business of the chapter. The National Constitution and Bylaws shall take precedence over Chapter Constitutions and Bylaws, and no provision in the Bylaws of any chapter shall be contrary to the National Constitution and Bylaws.

**Section 5.** Within the limits of the National Constitution and Bylaws, each chapter shall have full charge of its activities.

**Section 6.** The name of each Psi Chi chapter shall be the name of the college or university where the chapter is located, followed by the words, "Psi Chi Chapter."

## **Article IX. National Committees**

**Section 1.** The following is a list of the standing committees of the national organization:

- Awards Committee(s)
- Nomination/Election Committee (Immediate Past-President as Chair)
- Executive/Finance Committee (National President as Chair, President-Elect, Past-President, and the Executive Officer as ex officio, nonvoting member)
- Program Committee(s) (National President as Chair, and Vice-President in the region where the convention is to be held)

The National President shall be an ex officio member of all committees on which the President is not specified as a full member. The President has the right, but not the obligation, to participate in the proceedings of the committees. When serving in an ex officio capacity, the President is not counted in the determination of a quorum.

In all instances where committee membership is not specified, the National President, as soon as possible after installation, shall appoint members of the National Council to serve. The standing committees shall become operative upon their appointment, and the members thereof shall serve until their successors are appointed. All standing committees shall have on file in the National Office committee bylaws, which have been approved by the National Council. These bylaws shall delineate each committee's area of responsibility, membership, conduct of business, and lines of accountability.

Section 2. The National President may appoint such special committees as that officer considers to be in the interests of the Society.

Section 3. The Awards Committee shall administer awards made to members of Psi Chi by, or by means of, the national organization.

Section 4. The Nomination/Election Committee of five shall consider the qualifications of all candidates for office and propose at least one candidate for each office to be filled and shall monitor elections for all national offices. The Past-President shall serve as chair. Four members shall be elected by the Council. Nominations for the committee may be submitted by chapters, regions, or members of the Council. No two members of the committee shall be from the same region, and no member shall serve consecutive terms on the committee.

Section 5. The Executive/Finance Committee shall have general supervision of the affairs of Psi Chi between meetings of the National Council. It shall be subject to the orders of the National Council, and none of its actions shall conflict with action taken by the National Council. The committee will recommend to the National Council an auditor who will prepare the annual audit of Psi Chi's financial records. The National Council will appoint the auditor. The auditor shall report to the National Council.

#### Article X. Amendments

Section 1. Amendments to this Constitution and Bylaws of Psi Chi may be proposed by the National Council or by any chapter for review by the National Council.

Section 2. A proposed amendment shall be publicized in the issue of the *Psi Chi Newsletter* that follows its receipt by the Executive Officer. Any members of Psi Chi may then write to the Executive Officer in support of, or in opposition to, the proposed amendment. The views thus expressed in original form, or as edited by the Executive Officer, shall be presented in the issue of the *Psi Chi Newsletter* immediately following the one in which the proposed amendment was publicized. As soon thereafter as practicable, the Executive Officer shall mail a copy of the proposed amendment to each chapter. The proposed amendment shall go into effect if and when it receives favorable action by three-fourths of all active chapters voting within 45 days of the mailing of the ballots.

## Bylaws of Psi Chi

### Article I. Induction of Members

Section 1. Each chapter shall use either the induction ritual provided by the national organization or a revision of the national ritual which has been approved by the chapter's faculty advisor. In the latter case, a copy of the ritual shall be on file in the national office.

Section 2. Each person inducted as an active or alumni member shall pay to the national treasury an induction fee determined by the National Council. This fee shall entitle the inductee to life membership without payment of further dues or assessments to the national organization. This fee shall also cover the cost of a subscription to the *Psi Chi Newsletter* as long as the inductee remains an active member of the chapter.

Section 3. Prior to the time of induction, each person invited to membership shall fill out and sign a registration card provided to the chapter by the national office. These registration cards, together with one money order or check to cover all the registration fees for that chapter, shall be sent by the chapter to the Executive Officer. Membership shall be complete when the Executive Officer has issued an official membership card in the name of each new member and has sent these membership cards to the chapter for proper distribution. By accepting membership in Psi Chi, new members accept the Constitution, Bylaws, and Policies of Psi Chi.

Section 4. A chapter may induct *in absentia* only those who signed the original petition for affiliation.

Section 5. A chapter wishing to provide for the induction of an individual who lives at a considerable distance may ask the Executive Officer to endeavor to make arrangements whereby the individual in question can be inducted by a chapter in a nearby institution.

Section 6. The induction of a member on the basis of false or fraudulent evidence may be voided at any subsequent time by the National Council. Action to void may be brought by either a Council member or the Executive Officer.

### Article II. New Charters

Section 1. An application for a charter shall be submitted to the Psi Chi national office for the National Council, together with all of the information that may be requested by the Council concerning the group applying for a charter and the institution of which it is a part. A favorable vote by three-fourths of the Council members shall constitute approval by that body.

Section 2. The petitioning group that has been approved by the Council shall be granted a charter.

Section 3. The charter members of a chapter shall be those whose names and credentials appear in the charter application.