

Bylaws
Pi Omega Pi
April 2003

ARTICLE I

Establishment of Chapters

1. The college or university at which a chapter is to be established must conform to the following standards:

A chapter may be established and maintained in any accredited college or university that offers a business teacher education curriculum that is approved by the respective state department of public instruction for the certification/licensure of teacher. Accreditation in one of the following agencies is also required: National Council for Accreditation of Teacher Education, New England Association of Colleges and Secondary Schools, Middle States Association of Colleges, North Central Association of Colleges and Secondary Schools, Southern Association of Colleges and Schools, Western Association of Schools and Colleges, or Northwest Association of Secondary and Higher Schools. No chapter may be reactivated unless it is located at a college or university that is accredited by one of these agencies.

2. Procedures for activating a chapter are:

- a. A petition for a chapter must be submitted to the National Council along with required items as determined by the National Council.
- b. A petitioning chapter is established by approval of a majority vote of the National Council.
- c. After approval of the petitioning chapter by the National Council, all chapters of Pi Omega Pi are notified of the petitioning chapter.

3. New chapters will be activated on consent of three-fourths of the active chapters. Failure on the part of an active chapter to respond within thirty days from date of distributing the notification will be considered as a vote in favor of activation.

4. Chapters are to be installed by a member of the National Council, or a person appointed by the President.

5. Upon installation, a Chapter will pay an activation fee as designated by the National Council. There will be no fee for reactivation of chapters.

ARTICLE II

Membership

1. Election of Members

- a. Members will be selected based on membership requirements as outlined in the Constitution.

2. Initiation Services-

- a. Members will be initiated by the service outlined in *The National Handbook*.

ARTICLE III

National Administration

1. Nomination of National Council Members

- a. The nominating committee will consist of the National Council member who just served as President and two sponsors of active chapters. The National President will appoint this committee at least six months before the National Convention, and the committee will request nominations from all active chapters and the National Council members. These nominations will be sent to the chair of the nominating committee. The committee will select up to five nominees for the office of National Student Representative and one nominee for each other office. The nominations will be presented to the chapters at least one month before the National Convention meets. Additional nominations may be made from the floor only from names already submitted to the nominating committee.

- b. Each nominee must be a member of Pi Omega Pi and, except for the Student Representative, must be a Chapter sponsor of an active chapter. Officers may complete their terms of office even though they may change positions during their terms.
- c. The nominee for Student Representative must be an active member at the time of the National Convention. Nominations from chapters must include a resume, occupational plans, the expected date of graduation (month and year), and other qualifications specified by the National Council.

2. Duties of National Council Members

- a. The duties of the President will be to preside at the National Convention or to appoint someone to preside; to preside at National Council meetings; to call National Council meetings when advisable; and to guide, direct, and coordinate the work of the National Council. The President will direct the publicity in major business education magazines. The President will administer the National Chapter Award competition, update *This Is Your Society*, appoint the nominating committee, answer all official inquires regarding new and reactivated chapters, and direct all installation activities of new chapters. The President is also responsible for keeping *The National Handbook* up to date.
- b. The duties of the President-Elect will be to perform the duties of the President in the absence of the President or at such times as the President may direct. The President-Elect will be in charge of all local arrangements for the National Convention and the Pi Omega Pi Breakfast in non-convention years and will be responsible for other specific assignments made by the National Council.
- c. The duties of the Secretary-Treasurer will be to secure a report submitted annually by each active chapter and keep minutes of all National Council meetings and National Conventions. Minutes of National Conventions will be given to all chapters. Minutes of National Council meetings will be sent to all National Council members. The Secretary-Treasurer will also receive national dues, keep adequate records of receipts and disbursements, maintain the national membership database, and keep the National Council up to date on chapter sponsors. All payments will be made by check on authorization of the National President.
- d. The duty of the Editor(s) will be to publish the newsletter, *Here and There*.
- e. The duties of the Student Representative will be to:
 - (1) represent the viewpoints of the students at the National Council meeting
 - (2) work with the Editor of *Here and There*
 - (2) work with the President-Elect in the planning of the National Convention
 - (3) preside at the National Convention.

3. A chapter will be considered active when:

- a. For three consecutive years, new members have been initiated and reported.
OR
- b. For three consecutive years, an active student delegate or chapter sponsor attends the Pi Omega Pi national convention and the Pi Omega Pi breakfast or event in the non-convention year.

4. A chapter may be reinstated through reapplication, approval, and reinstallation in the usual manner for new chapters. The chapter will retain its original Greek letter name and identification.

5. The fiscal year for which the national organization's financial reports are made will be the calendar year (January 1 to December 31, inclusive).

ARTICLE IV

Chapter Offices and Government

- 1. Reports to the National Council members will be listed among the duties and powers of local chapter officers. The method of nomination and election of local chapter officers will be given in the local chapter bylaws.
- 2. Each chapter's bylaws must be approved by the National Council and be placed on file in the National President's office. After a chapter's bylaws have been approved by the National Council, no changes may be made except as approved by the National Council or as revision is required by changes in the National Constitution and Bylaws. All requests for changes in chapter bylaws must be submitted to the National Council through the National President.

ARTICLE V

Dues and Fees

An initiation fee for each new member, as determined annually by the National Council, will be forwarded to the National Secretary-Treasurer within ten days after the initiation takes place. The initiation fee will accompany a report of new members to the Secretary-Treasurer.

ARTICLE VI

Amendments

These Bylaws may be amended by a three-fourths majority vote of the official delegates at any national convention provided such proposed amendments have been submitted to active chapters at least sixty (60) days in advance of the National Convention.