



SIGMA THETA TAU INTERNATIONAL
HONOR SOCIETY OF NURSING

1997-99 BYLAWS

Updated by Delegates at the
34th Biennial Convention
December 6, 1997

These Bylaws will govern the International Organization for the 1997-99 Biennium

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Article I. Name, Key, Seal and Headquarters

The name of this organization shall be Sigma Theta Tau International Honor Society of Nursing, Incorporated (Sigma Theta Tau International), and it shall have an official key and corporate seal. The Headquarters of the organization and the management of the organization shall be located at the Center for Nursing Scholarship in Indianapolis, Indiana.

Article II. Purposes

The purposes of this Society shall be to:

1. Recognize superior achievement.
2. Recognize the development of leadership qualities.
3. Foster high professional standards.
4. Encourage creative work.
5. Strengthen commitment to the ideals and purposes of the profession.

Article III. Membership

Section 1. Definition of Membership

There are two categories of membership: Regular and Honorary.

a. Regular Member:

- 1) New Member - Individual who has been selected for membership and has paid chapter and Society induction fees.
- 2) Active Member - Member who has paid chapter and Society renewal fees for the current renewal period.

- 3) Inactive Member - Member who has not paid chapter and Society renewal fees for the current renewal period.
- b. Honorary Member:
Individual who has been selected by the Sigma Theta Tau International Board of Directors for membership in the Society and for whom induction and renewal fees are waived.

Section 2. Qualifications for Regular Membership

- a. Candidates shall have demonstrated superior scholastic achievement, academic integrity, professional leadership potential and/or marked achievement in the field of nursing.
- b. Candidates shall be elected from students enrolled in:
1) baccalaureate and master's programs which have been accredited by the nationally recognized accrediting body for professional nursing; and, 2) post-master, doctoral, and post-doctoral nursing programs. Students who have completed at least one-half of the required nursing component of the baccalaureate curriculum or a minimum of one-fourth of the required graduate curriculum and have demonstrated ability in nursing shall be eligible. Proviso: Students from newly established graduate programs applying for initial accreditation within two years will be eligible.

1) Basic Program

Basic program is defined as a baccalaureate or higher degree program which leads to the first professional nursing degree. Students shall have a grade point average of at least 3.0 on a 4.0 scale or its equivalent, i.e., "B" or the second highest grade of the institution as indicated by the official record of grades. Basic students who are elected shall rank not lower than the highest 35 percent of their class in scholarship.

Exceptions may be made at the discretion of the chapter's eligibility committee when a student has a qualifying grade point average in the nursing major, has demonstrated consistent progress in academic achievement, and meets, to a high level, the other qualifications for membership. When grade averages are not available, the use of a reliable and valid measure, such as a rating tool, shall be used to determine scholastic achievement.

2) **Programs of Graduate Study**

Programs of graduate study in nursing include master, post-master, doctoral, post-doctoral. Nurses matriculated for master or post-master programs shall be eligible for membership if they have achieved a grade point average of at least 3.5 on a 4.0 scale, or its equivalent. Nurses matriculated for doctoral or post-doctoral programs shall be eligible for membership if they have achieved a grade point average of at least 3.75 on a 4.0 scale, or its equivalent. When grade averages are not available, the use of reliable and valid measures, such as a rating tool, shall be used to determine scholastic achievement.

- c. A community nurse leader, with a minimum of a baccalaureate degree, who has demonstrated marked achievement in nursing education, practice, research, administration or publication shall be eligible for membership in any chapter. The majority have degrees in nursing, but exception can be made for registered nurses with bachelor's degrees in other fields if achievement in nursing is outstanding.

Section 3. Selection of Regular Members

- a. Candidates for membership at the baccalaureate and graduate levels are required to be enrolled in the college or university where the chapter is located to be considered for membership in that chapter.
- b. Candidates for regular membership shall be voted upon by the chapter at a meeting of the members. A "yes" vote of at least three-fourths of the members present and voting is necessary for election to membership.
- c. Candidates shall be considered without regard to race, age, gender, creed or color.
- d. All candidates ordinarily must be present to be inducted. Exceptions may be made for valid reasons, as determined by the officers of the chapter.
- e. Candidates shall pay all Society fees before admission to membership. Payment of chapter fees will be decided by the chapter.

Section 4. Rights and Responsibilities of Regular Members

- a. Regular members shall fulfill all the requirements and qualifications defined in this article, perform all duties designated by these bylaws, pay assessed financial obligations, and work toward the purposes of the Society.
- b. Membership status — Following the first year of membership, members are designated as active or inactive. Active members pay annual fees.
 - 1) Active members shall pay annual renewal fees and shall receive official Society publications, priority for educational programs and for research funding, and are eligible to vote (as outlined in the Sigma Theta Tau International Bylaws and Chapter Bylaws) and hold elective and appointive office.
 - 2) Inactive members shall become active at any time by paying current renewal fees.
 - 3) Dual Membership — A member may maintain active membership in more than one chapter by remitting multiple chapter fees and the Society fee annually.
 - 4) Transfer of Membership — A member of this Society may transfer from one chapter to another. Upon transfer, the individual assumes rights and responsibilities as a member in the new chapter. Members may request transfer through Headquarters or through the chapter. Chapters forward requests to Headquarters for processing. Presentation of the membership card to the new chapter and/or written acknowledgement from Headquarters constitutes the effective date of transfer.

- c. Chapters define membership benefits for life members who were accorded this status prior to 1976.

Section 5. Qualifications and Selection for Honorary Membership

- a. Honorary membership is awarded only by the Board of Directors of Sigma Theta Tau International.
- b. Any active member through a chapter or the Board of Directors may nominate for honorary membership persons who are not eligible for regular membership in Sigma Theta Tau International but who have gained national and/or international recognition in the field of nursing or in any field contributing to nursing. The names of the nominees shall be submitted to the Board of Directors.
- c. Each member of the Board of Directors shall have one vote for each nominee based on established criteria. A favorable vote of three-fourths of the Board of Directors shall be necessary for election to honorary membership.

Section 6. Rights and Responsibilities of Honorary Members

Honorary members are to:

- a. Be inducted at the biennial convention and awarded the official key.
- b. Receive the Society's publications without cost.
- c. Be responsible for promoting and supporting the purposes of Sigma Theta Tau International.

Article IV. Chapters

Section 1. Definition of Chapter

A chapter is an organized division of nurse scholars and leaders that has met all of the requirements for establishment and has been granted a charter in accordance with the procedures required by the Society. All chapters shall have regular members.

Section 2. Organization of a Chapter

- a. Criteria for Chapter Development

A chapter may be established in an educational unit which is an integral part of a college or university and which grants a baccalaureate or higher degree for completion of the nursing program. The baccalaureate or basic higher degree nursing program within the college or university shall have achieved accreditation by the nationally recognized accrediting body for professional nursing. The group desiring a chapter shall petition the Sigma Theta Tau International Board of Directors and comply with approved policies and regulations.
- b. Chapter Models
 - 1) One (1) school without a chapter

One school meeting the criteria listed in Article IV. Section 2. a. establishes an honor society under the Society's guidelines.
 - 2) Two (2) or more schools without a chapter

Two or more schools each meeting the criteria listed in Article IV. Section 2. a. establish an honor society at-large under the Society's guidelines. The honor society at-large will apply to become a chapter at-large.
 - 3) Amending an established chapter's charter

One or more schools meeting the criteria listed in Article IV. Section 2. a. establish an honor society under the Society's guidelines. A chapter at-large is formed by amending the established chapter's charter to include the school(s) comprising the honor society.
 - 4) Alumni Chapter

An established chapter may become an alumni chapter when the school of nursing that housed the chapter closes. Active members must agree to meet all the requirements for a chapter in good standing with the exception of inducting members a minimum of one time annually. The chapter must maintain an active membership of at least 100 members.

Section 3. Definition of Region

Sigma Theta Tau International chapters shall be organized into seven geographic areas called regions.

- a. Each region is composed of chapters within the identified geographic area.

- b. Each region has a Regional Chapters Coordinating Committee chaired by the elected Regional Chapters Coordinator and composed of at least four members focusing on activities identified by the Regional Coordinator.

Section 4. Powers, Duties, Responsibilities

- a. Each chapter shall function under bylaws, policies and regulations which are not in conflict with these bylaws, policies and regulations.
- b. Chapters are independent, autonomous organizations affiliated with the Society. Chapters determine the amounts of their fees and assessments. Chapters have control of their income, expenses, contracts, accounting systems and internal reports.

Section 5. Chapter Officers

- a. Each chapter elects at least a chapter president, a vice president, a secretary, a treasurer and a faculty counselor. Duties and terms of office shall be outlined in the chapter bylaws.
- b. Officers shall assume their duties by at least July 1 of the year in which they are elected.

Section 6. Chapter Committees

Each chapter shall have at least the following standing committees: an elected Nominating Committee, and the following appointed committees: Chapter Bylaws Oversight Committee, Eligibility Committee, Finance Committee, Program Committee, Membership Involvement Committee.

Section 7. Chapter Meetings

Each chapter shall have at least one annual (business) meeting and at least two programs of a scholarly nature during each fiscal year. The annual (business) meeting, where officers and committees present written annual reports to the membership, may be held in conjunction with a scholarly program.

Section 8. Chapter Standing

To be in good standing, chapters shall fulfill the following requirements:

- a. Support the purposes of this Society.
- b. Select and induct eligible members a minimum of one time annually.
- c. Cooperate with other chapters and the Board of Directors of Sigma Theta Tau International in promoting these purposes.
- d. Observe the provisions of these bylaws and comply with the Society's policies and regulations.
- e. Meet all financial obligations.
- f. File required reports promptly.
- g. Participate in the biennial convention House of Delegates.

Section 9. Suspension, Revocation, Dissolution

- a. The activities of a chapter may be suspended by the Board of Directors of Sigma Theta Tau International for failure to comply with these bylaws or policies and regulations.
- b. Upon recommendation of the Board of Directors, the House of Delegates may revoke the charter of a chapter.
- c. Any chapter may vote to dissolve itself.
- d. Upon revocation of a charter, or dissolution of a chapter, all cash and other assets remaining after the chapter's outstanding debts are paid should be returned to the treasury of Sigma Theta Tau International Honor Society of Nursing, Incorporated, or any other appropriate non-profit organization approved by the Board of Directors. The chapter's charter and coat-of-arms shall be returned to Headquarters. All members of the chapter have the opportunity to transfer their membership to a chapter of their choice.

Section 10. Reactivation and Reinstatement of a Chapter

- a. A chapter may be reactivated following suspension by action of the Sigma Theta Tau International Board of Directors.
- b. A chapter may be reinstated following revocation of its charter by meeting all the requirements of a newly organizing chapter. If approved, the chapter shall receive a new charter but retain its original name.
- c. A chapter may be reinstated following dissolution by meeting all the requirements of a newly organizing chapter.

If approved, the chapter shall receive a new charter but retain its original name.

Article V. House of Delegates

Section 1. Membership

- a. Membership of the House of Delegates shall be composed of two (2) delegates from each chapter, the members of the Board of Directors, chairs of standing committees, the Regional Chapters Coordinators and the past presidents of the Society.

Section 2. Meetings

- a. The House of Delegates shall hold biennial conventions at a time and place determined by the Board of Directors of Sigma Theta Tau International.
- b. The Board of Directors may call the House of Delegates into special sessions.
- c. Each member of the House of Delegates has the right to cast one (1) vote; or, if any chapter has only one (1) delegate attending, that delegate shall have two (2) votes.
- d. Three (3) members of the Board of Directors who are not officers, together with four (4) members of the Board of Directors who are officers of the Society and delegate representation from three-fourths of the chapters constitute a quorum.

Section 3. Powers

- a. The legislative and judicial powers of the Society shall be vested in the House of Delegates.
- b. The House of Delegates shall be vested with the following powers in addition to such other powers as may be given in these bylaws to:
 - 1) Revise and amend the bylaws.
 - 2) Elect officers and other members of the Board of Directors and elected committees.
 - 3) Make nominations from the floor for officers and committees.
 - 4) Approve by a three-fourths vote such applications for charters as are recommended by the Board of Directors.
 - 5) Approve by a three-fourths vote the revocation of a charter when such action has been recommended by the Board of Directors.
 - 6) Adopt such rules and regulations for the conduct of its proceedings as may be determined by a two-thirds vote of the House of Delegates at biennial convention.
 - 7) Receive and act upon recommendations and matters referred to it.
 - 8) Receive reports and the Board of Directors' approved biennial budget.
 - 9) Levy special assessments when approved by a three-fourths vote.

Article VI. Annual Meeting of Members

Section 1. Annual meetings of members shall be on a date and at a place set by the Board of Directors of Sigma Theta Tau International.

Section 2. The agenda of the annual meeting is the presentation of annual reports and other appropriate items.

Section 3. Active members shall receive notice of annual meetings through publications and may register their intent to attend.

Section 4. In odd-numbered years, the annual meeting is the reporting session at the opening session of the House of Delegates.

Section 5. In even-numbered years, the annual meeting is the reporting session of the Board of Directors and committee chairs' meeting.

Article VII. Board of Directors

Section 1. Membership

The Board of Directors of Sigma Theta Tau International shall consist of five (5) elected officer directors, six (6) elected non-officer directors, and the executive officer who is a non-voting director.

Section 2. Focus

The Board of Directors' predominate focus is goal-setting, planning, policy development, resource development, corporate oversight, evaluation and decision-making.

Section 3. Administration

The property, business and corporate affairs of the Society shall be managed by the Board of Directors. The executive and administrative powers of the Society shall be vested in the Board of Directors. The Board of Directors shall supervise and manage the Society, its committees and publications; shall determine its policies or changes therein; shall carry forward its objectives and monitor the disbursements of its funds. The Board of Directors adopts such policies for the conduct of its business as shall be deemed advisable.

Section 4. Functions

The functions of the Board of Directors of Sigma Theta Tau International include:

- a. Reviewing applications for the establishment of new chapters and making recommendations to the House of Delegates.
- b. Granting charters to petitioning honor societies following a three-fourths "yes" vote of the House of Delegates.
- c. Granting approval for charter amendments.
- d. Transacting necessary business of this Society between meetings of the House of Delegates.
- e. Making and enforcing rules and regulations for its own actions.
- f. Filling any vacancy on the Board of Directors or on a committee occurring between meetings of the House of Delegates, except for the office of president. These appointments terminate at the following meeting of the House of Delegates.
- g. Ratifying changes in the bylaws of the Society when approved by the House of Delegates, as provided in **Article XIV. Amendments to Bylaws**.
- h. Revoking the charter of a chapter upon a "yes" vote of three-fourths of the House of Delegates.
- i. Recommending the annual and induction fees in accordance with **Article XI. Finance**, Sections 2, 3, 4 and 11.
- j. Adopting a budget, setting the appropriate bonding level and selecting the auditor.
- k. Investigating and recommending to the House of Delegates any matter pertaining to the welfare of this Society.
- l. Electing persons for honorary membership.
- m. Appointing an executive officer.
- n. Submitting an annual report to chapters and a biennial report to the House of Delegates.

Section 5. Meetings

- a. The Board of Directors of Sigma Theta Tau International shall meet as necessary to conduct the business of the Society between meetings of the House of Delegates.
- b. Three (3) members of the Board of Directors who are non-officers together with four (4) members of the Board of Directors who are officers shall constitute a quorum.

Article VIII. Officers

Section 1. Titles

The officers of this Society are required to be regular members of Sigma Theta Tau International. The elected officers of the Society shall be: the president, the president-elect, the vice president, the secretary and the treasurer.

Section 2. Duties

The duties of the officers shall be as follows:

- a. The officers of the Society constitute the executive committee.
- b. The executive committee shall conduct essential business of the organization in the interim between Board of Directors meetings as authorized by the Board of Directors.
- c. The president shall be the presiding officer and shall administer all business of the Society as provided for by the bylaws.
- d. The president-elect shall succeed into the presidency at the end of the term of office.
- e. The vice president shall perform the duties of the president in the president's absence. In the event of the president vacating office during the term, the vice president shall succeed into the presidency until the president-elect takes office at the next meeting of the House of Delegates.
- f. The secretary shall serve as the corporate secretary for the

Society and fulfill all duties authorized by the Board of Directors.

- g. The treasurer shall be the corporate treasurer and fulfill all duties authorized by the Board of Directors.

Article IX. Elections

Section 1. Elections

Elections shall take place at biennial House of Delegates meetings.

Section 2. Positions

Elected positions shall be the five (5) elected officer directors, six (6) elected non-officer directors, the Regional Chapters Coordinators, the chair of the Regional Chapters Coordinating Committee, and members of the Nominating Committee and Research Committee.

Section 3. Vote

- a. A majority vote shall elect officers.
- b. A plurality vote shall elect the non-officer members of the Board of Directors and elected committee members.
- c. In the event of a tie, the election shall be determined by lot.

Section 4. Terms

- a. Officer Directors
The five (5) officer directors will be elected for a term of two (2) years, or until their successors are elected. Their term of office shall begin at the close of the meeting at which they were elected. Officer directors may serve for a maximum of four (4) consecutive years, with the exception of the president who may serve a maximum of eight (8) consecutive years on the Board of Directors.
- b. Non-Officer Directors
In 1999, those non-officer directors elected in 1997 for a two (2) year term will go off the Board. Their successors will be elected to four (4) year terms. In succeeding elections, the six (6) non-officer director terms will be staggered and they shall serve a term of four (4) consecutive years or until their successors are elected. Three (3) non-officer directors will be elected in alternating biennia. Non-officer directors may serve a maximum of four (4) consecutive years on the Board of Directors.
- c. Members shall hold no more than one elected office at a time.
- d. Research Committee members and Regional Chapters Coordinating Committee members and chair shall serve no longer than six (6) consecutive years.

Article X. Committees

Section 1. Standing Committees

- a. The standing committees shall be: Bylaws Committee, Development Committee, Eligibility Committee, Finance Committee, Heritage Committee, Library Committee, Nominating Committee, Program Committee, Public Relations Committee, Publications Committee, Regional Chapters Coordinating Committee, and the Research Committee.
- b. Each standing committee will provide consultation to chapters as congruent with their mission.
- c. The term of office shall be two (2) years. A member may not serve longer than six (6) consecutive years.
- d. The president and executive officer are non-voting, ex-officio members of all committees except the Nominating Committee.
- e. Committee chair and committee member non-elected positions are appointed by the president who receives suggestions from the members of the Board of Directors.
- f. Each standing committee chair shall present a biennial report to the Board of Directors and send an activity report to each Board of Directors meeting.
- g. One member over one-half of voting members on each committee shall constitute a quorum.
- h. A majority vote constitutes approval.

Section 2. Bylaws Committee

- a. Mission — The Bylaws Committee shall submit amendments in accordance with **Article XIV. Amendments to Bylaws**; shall

consider, edit and/or correlate such amendments as it may originate and as are referred to it by the House of Delegates, the Board of Directors or chapters; and shall review all chapter bylaws periodically.

- b. Membership — The Bylaws Committee shall consist of at least seven (7) appointed members representing each region and a chair with the Eligibility Committee chair and the Regional Chapters Coordinating Committee chair as non-voting, ex-officio members.
- c. The Bylaws Committee chair is a non-voting, ex-officio member of the Eligibility Committee.

Section 3. Development Committee

- a. Mission — The Development Committee shall seek sources of funding and establish means of fund raising within the tax status of the Society to achieve the goals of the organization.
- b. Membership — The Development Committee shall consist of at least seven (7) appointed members.

Section 4. Eligibility Committee

- a. Mission — The Eligibility Committee shall investigate questions relating to the eligibility of members and the eligibility of petitioning honor societies.
- b. Membership — The Eligibility Committee shall consist of at least seven (7) appointed members with the Bylaws Committee chair as a non-voting, ex-officio member.
- c. The Eligibility Committee chair is a non-voting, ex-officio member of the Bylaws Committee.

Section 5. Finance Committee

- a. Mission — The Finance Committee shall be responsible for recommending the Society's annual and biennial budgets for approval to the Board of Directors and reviewing and recommending the Society's financial policy, guidelines and fee structure changes.
- b. Membership — The Finance Committee shall consist of at least seven (7) appointed members.

Section 6. Heritage Committee

- a. Mission — The Heritage Committee shall be responsible for recommending policies to the Board of Directors related to archival collection, maintenance and utilization of the Sigma Theta Tau International archives.
- b. Membership — The Heritage Committee shall consist of at least seven (7) appointed members.

Section 7. Library Committee

- a. Mission — The Library Committee is responsible for the oversight of the Virginia Henderson International Nursing Library services and resources.
- b. Membership — The Library Committee shall consist of at least seven (7) appointed members.

Section 8. Nominating Committee

- a. Mission — The Nominating Committee shall secure the consent to serve, prepare the ballot, and send it to the Board of Directors of Sigma Theta Tau International at least two (2) months prior to the biennial meeting. The ballot will be sent to the chapters with the Call to Convention at least one (1) month in advance of the meeting.
- b. Membership — The Nominating Committee shall consist of seven (7) elected members.
- c. The Nominating Committee members shall be ineligible for any elected office on the ballot prepared by the committee.

Section 9. Program Committee

- a. Mission — The Program Committee shall be responsible for the planning and/or oversight of educational programs for the biennial convention and for other scholarly programs of the Society.
- b. Membership — The Program Committee shall consist of at least seven (7) appointed members and other members as needed.

Section 10. Public Relations Committee

- a. Mission — The Public Relations Committee shall have oversight for: the development of internal and external public relations congruent with the goals of Sigma Theta Tau International; the awards selection and presentation process; and the Society's displays.
- b. Membership — The Public Relations Committee shall consist of at least seven (7) appointed members.

Section 11. Publications Committee

- a. Mission — The Publications Committee shall be responsible for the oversight of the Society's scholarly publications.
- b. Membership — The Publications Committee shall consist of at least seven (7) appointed members.

Section 12. Regional Chapters Coordinating Committee

- a. Mission — The Regional Chapters Coordinating Committee shall facilitate the work of chapter leaders by advancing initiatives that meet the needs of the chapters and fulfill the mission of the Society.
- b. Membership — The Regional Chapters Coordinating Committees shall consist of the chair, elected by the delegates at the meeting of the House of Delegates, and seven (7) Regional Chapters Coordinators elected by delegates from their respective regions at the meeting of the House of Delegates. Each Regional Chapters Coordinator serves as chair of the Regional Committee appointed in their respective regions.

Section 13. Research Committee

- a. Mission — The Research Committee shall oversee the research grant program of Sigma Theta Tau International, making recommendations to the Board of Directors. It shall provide recommendations for projects/programs to facilitate the development, dissemination and utilization of nursing research.
- b. Membership — The Research Committee shall consist of seven (7) elected members.
- c. Qualifications — The members elected to the Research Committee shall hold an earned doctoral degree and have had experience in directing research of other individuals.

Section 14. Special Committees

Special committees may be created by the president. The term of the special committee ends at the close of the biennial convention unless reappointed.

Article XI. Finance

Section 1. Fiscal Year

The fiscal year shall be July 1 through June 30.

Section 2. Chapter Fees and Assessments

- a. The annual fee shall be collected from each chapter in September of each fiscal year or, for new chapters, in September of the odd-numbered year after a charter is granted. This fee will be based on the number of regular members excluding inactive members in the chapter for the prior membership year ending June 30 as follows:
 - 100 or fewer regular members excluding inactive members
 - 101-300 regular members excluding inactive members
 - 301-500 regular members excluding inactive members
 - 501+ regular members excluding inactive members
- b. The House of Delegates may levy special assessments by a three-fourths vote.

Section 3. Induction Fee

Each new member shall pay through the chapter treasurer a Society induction fee and a chapter induction fee as determined in the chapter bylaws. This shall entitle the new member to active membership with all its benefits from the date of induction through the succeeding fiscal year.

Section 4. Active Membership Fee

- a. Each member shall pay an annual fee for active member benefits.

- b. These fees shall be used to fund the publications, research grants, educational programs, cost of collection of fees and to advance the activities of the Virginia Henderson International Nursing Library and Center for Nursing Scholarship.

Section 5. Honorary Membership Fee

There shall be no induction or renewal fee for an honorary member.

Section 6. Expenses — Board of Directors

The expenses for the members of the International Board of Directors shall be paid by the Society treasury when they attend the meetings of the House of Delegates or the meetings of the Board of Directors.

Section 7. Expenses — Committee

Authorized expenses of standing and special committees shall be reimbursed by the Society treasury.

Section 8. Expenses of Host Chapter — Biennial Convention

The host chapter of the biennial convention shall be reimbursed by the Society treasury in accordance with approved policies and procedures.

Section 9. Expenses — Evaluation Visit to a School(s) Applying for a Charter

The expenses for an evaluation visit to a school of nursing that has applied for a charter shall be paid by the school(s) that submitted the application.

Section 10. Expenses — Chartering of Chapters

The Society treasury shall pay for the charter, coat-of-arms, book in which the membership roster is recorded, and installing officer's expenses at the time of the chartering of the new chapter. The chapter shall pay a chartering fee plus the cost of inscribing the names on the charter.

Section 11. Fee Schedule Changes

All proposed changes in the fee schedule shall be recommended by the Board of Directors. These recommendations, accompanied by a rationale, will be provided to the chapter presidents sixty (60) days in advance of the biennial meeting at which time they will be voted on by the House of Delegates.

Article XII. Official Publications

- a. Official Journal
Sigma Theta Tau International Honor Society of Nursing, Incorporated, shall establish and maintain an official journal with an appropriate title according to approved policies and procedures. The editor is employed by the Board of Directors of Sigma Theta Tau International with such terms and conditions as specified by the Board of Directors.
- b. Other Publications
Sigma Theta Tau International Honor Society of Nursing, Incorporated, shall establish and maintain other publications with appropriate titles according to approved policies and procedures. The editors are employed by the Board of Directors of Sigma Theta Tau International with such terms and conditions as specified by the Board of Directors.

Article XIII. Parliamentary Authority

Roberts Rules of Order Newly Revised shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws or special rules of order of the Society.

Article XIV. Amendments to Bylaws

Section 1. Amendments with Notice

These bylaws may be amended at any meeting of the House of Delegates by a three-fourths "yes" vote of members present and voting. All proposed amendments shall be in the possession of the secretary two (2) months preceding the biennial meeting of the House of Delegates. They shall be appended to the Call to Convention, which shall be sent out at least one (1) month in advance of the meeting.

Section 2. Amendments without Notice

These bylaws may be amended by unanimous vote of the House of Delegates without previous notice.

Section 3. Revisions

These bylaws may be revised only upon authority of the House of Delegates.

Section 4. Amendments

Any amendments to these bylaws approved by the House of Delegates or editorial changes approved by the Board of Directors that are also applicable to the chapters shall be incorporated into the chapter bylaws.

Article XV. Amendments to Articles of Incorporation

These Articles may be amended or repealed by a majority vote of active members present and voting at any annual meeting of members of the Society. Notice of such changes is required to be sent in writing to all active members at least thirty (30) days before such meeting. Articles may also be amended or repealed by a majority affirmative votes of those voting by a thirty (30) day mail ballot.

Article XVI. Dissolution

A resolution for the dissolution of the Society shall be signed by a majority of active chapters entitled to vote and shall be presented at a regular meeting of the Board of Directors of Sigma Theta Tau International. The Board of Directors shall then call a special meeting of the House of Delegates for the purposes of considering and acting upon such resolution. If three-fourths of those Delegates present and voting shall vote for dissolution, the Board of Directors shall take the necessary steps to conclude the affairs of the Society in accordance with statutory requirements existing at the date such action is taken. After payment or making provision for payment of all debts and liabilities incurred by the Society, the Board of Directors shall dispose of all assets of the Society exclusively for the purposes of the Society to the American Nurses' Foundation or other appropriate organization operated for educational or scientific purposes. The recipient organization or organizations shall at the time qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code for 1954 (or the corresponding provision of any future United States Revenue Law).

Article XVII. General Provisions

Officers and employees shall be indemnified by the Society for any and all civil liabilities for conducting their official duties, except in circumstances and cases of conducting their duties in bad faith.

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