

# **Bylaws of Alpha Tau Delta**

Amended and approved August 2007

## **ARTICLE I NAME**

### **Section 1**

The name of this corporation shall be Alpha Tau Delta, National Fraternity for Professional Nurses, hereafter referred to as the Fraternity.

### **Section 2**

The Fraternity is a non-profit 501 (C) 6 organization incorporated under the laws of the state of California.

## **ARTICLE II PURPOSES**

### **Purpose**

The purpose of Alpha Tau Delta National Nursing Fraternity shall be to affirm sound nursing standards and to promote the nursing profession through intellectual enrichment, personal growth and individual performance of its members to serve their communities while uniting them in a bond of friendship.

### **Mission**

Alpha Tau Delta is the professional Nursing Fraternity of collegiate and alumni members committed to providing and promoting personal growth and intellectual enrichment through leadership, educational and philanthropic opportunities, career networking, scholarships, grants and mentoring to elevate the standards of nursing practice.

## **ARTICLE III MEMBERSHIP**

### **Section 1 - Eligibility**

- A. The members of the Fraternity shall be persons in keeping with the honor code as stated in the member manual and the scholastic requirements of a National League of Nursing accredited baccalaureate or higher degree nursing program.
- B. There shall be no restrictions as to age, race, creed, sexual orientation, gender, nationality or ability.

- C. Membership in Alpha Tau Delta shall be granted when eligibility requirements are met.

## **Section 2 - Classification**

Members of fraternity shall be classified as follows:

- A. Collegiate members
- B. Alumni members
- C. Members at large

## **Section 3 - Status**

- A. Members shall be in good standing when they have paid all dues, fees and are in keeping with the honor code.

## **Section 4 - Admission**

- A. Membership: refer to Article IV Section 1-2
- B. Collegians and Alumni shall be admitted when all national and/or chapter dues and fees have been paid and the initiation ceremony has been completed as stated in the member manual.

## **Section 5 - Resignation, Reinstatement, and Forfeiture**

- A. Any member of the Fraternity may voluntarily withdraw from the Fraternity upon written notice to the Chapter President, who must then notify the National Secretary.
- B. Any member who has withdrawn may be reinstated upon payment of a reinstatement fee as determined by the National Board and current dues.
- C. Any member may be required to forfeit membership for willful or negligent violations of any provision of the chapter or bylaws of Alpha Tau Delta or for conduct inconsistent with the school of nursing and the state board standards. Before a member can be required to forfeit membership, the member must be notified by mail of the grievances made against them and such grievances must have the sanction of four-fifths (4/5) of the voting members of the chapter.

## **Section 6 - Chapters**

All chapters shall be chartered by the National Board

- A. College chapters: Five (5) or more students in a collegiate school of nursing who meet eligibility requirements for membership specified in Article III, Section 1, may petition the National Board for a college chapter. Each college chapter shall have at least one (1) advisor who shall be a member of the nursing faculty.
- B. Alumni chapter: Five (5) or more members of Alpha Tau Delta who have been graduated may petition the National Board for an alumni chapter.

## **ARTICLE IV MEMBERS**

### **Section 1 - Collegiate**

#### **A. Members**

**Active Members:** Students accepted in the school of nursing where a chapter is located, who have earned sufficient credits to represent at least one (1) full quarter or semester of work and who have maintained a scholastic average, prior to initiation to membership of at least a cumulative grade point average of 2.5 or in accordance with the chapter, college, or university regulations, if their requirements are higher.

**Honorary Members:** Persons who have demonstrated an interest in the nursing profession, education or the Fraternity may be granted honorary membership by a majority vote of the chapter.

- B. Voting Rights - With the exception of honorary members, all members in good standing may vote in the transaction of chapter business.

### **Section 2 - Alumni**

#### **A. Members**

**Alumni Chapter Members:** Professional nurses who have graduated from National League of Nursing (NLN) accredited school of nursing in a baccalaureate or higher degree-nursing program.

**Alumni Honorary Members:** Persons who have demonstrated an interest in the nursing profession, education of the Fraternity may be granted honorary membership by majority vote of the chapter membership or National Board.

**Alumni Life Members:** Members are eligible for a life membership after ten (10) consecutive years as alumni members and upon payment of life dues or upon reaching age sixtytwo (62).

- C. Voting Rights - With the exception of honorary members, all members in good standing may vote in the transaction of chapter business.

### **Section 3 - Members at Large**

Professional Nurses may qualify for member at large status after they have completed their programs if they were a member of an ATD chapter when they were a student. They do not need to be re-installed and only need to pay fees to the National Board.

Graduates of a college with an active chapter may apply to be a member at large, even if they did not belong as a student. However, they do need to contact the current president of that chapter to arrange to be installed. The installation may take place over the phone, and the chapter may charge them their routine installation fee. She/he may then pay fees to National Board and assume all privileges as a Member-at Large. Members at Large are entitled to receive all official publications of the Fraternity and may attend National Conventions.

### **Section 4 - Membership Transfer**

Any members in good standing may transfer their membership to another college chapter or alumni chapter.

## **ARTICLE V NATIONAL OFFICERS**

The National officers of this Fraternity shall be the President, Vice President, Treasurer and other elected officials.

### **Section 1 - Qualifications**

A candidate for a national office must be an alumni member in good standing.

### **Section 2 - Term of Office**

- A. Officers shall be elected for two (2) years or until their successors are elected. Their term of office shall begin at the close of the biennial meeting at which they are elected.
- B. President shall not be permitted to serve more than two (2) consecutive terms.

### **Section 3 - Vacancies**

In the event a national officer is not functioning within the guidelines of the organization, the office will be declared vacant by a majority vote of two-thirds (2/3) of the National Board.

#### **Section 4 - Responsibilities**

##### **A. President**

1. Acts as chief administrative officer and legal head of the fraternity.

##### **B. Vice president**

1. Assumes all the duties vested with the powers of the president in the president's absence or incapacity.
2. Assumes the office of President on the resignation or permanent disability of the President.
3. Performs such duties as are delegated by the President.

##### **C. Secretary**

1. Corresponds with chapter officers and members as required to carry out the national office.
2. Receives chapter reports and membership rosters.
3. Receives and maintains lists of officers of each chapter.
4. Records accurate minutes of all meetings, conferences, conventions, and maintaining the database.
5. Signs all charters for newly installed chapters.

##### **D. Treasurer**

1. Responsible for the organization finances, scholarships and grants.
2. Responsible for accounting records and annual tax declaration.
3. Keeps accurate record of all financial proceedings.
4. Supervises all disbursements.
5. Serves as Chair of the Finance Committee.

### **ARTICLE VI NATIONAL BOARD**

#### **Section 1 - Responsibilities**

The government and management of the Fraternity shall be vested in the National Board. The National Board shall direct the corporation. Responsibilities include:

1. Enforces the bylaws of the fraternity.

2. Enforces the enactments and resolutions adopted at the National Convention.
3. Designates the institutions in which the Fraternity funds shall be deposited.
4. Declares vacancies on the National Board and fill such vacancies.
5. Issues and distributes all official publications.

### **Section 2 - Powers**

1. Grants or deny petitions for chapters or new chapters.
2. Reinstates inactive chapters.
3. Declares chapters inactive.
4. Declares chapters there from or restore chapter thereto.
5. Suspends chapters and reinstate suspended chapters.
6. Recalls membership.
7. Selects the Central Office of the fraternity.
8. Exercises such other executive and judicial powers as are inherent in such a Board.

### **Section 3 - Voting**

Each member shall have one (1) vote on all issues voted upon by the National Board. If unable to attend the meeting, the member may vote by phone, mail, facsimile, or email.

### **Section 4 - Quorum**

Four (4) members of the National Board shall constitute a quorum at regular meetings and special meetings of the National board. Three (3) officers and one (1) student shall constitute a quorum at interim conference.

## **ARTICLE VII NOMINATIONS AND ELECTIONS**

### **Section 1 - Nominations**

The nominating committee shall be appointed by the President to serve for the next convention. The names of candidates for nomination shall be submitted to the Nominations Chair.

### **Section 2 - Elections**

Elections of national officers shall be by secret ballot and shall be elected by a majority vote of the official delegates at convention. If no convention is held, the election of officers shall be accomplished by mail. The election of officers shall be a majority vote if the chapters are eligible to vote.

## **ARTICLE VIII MEETINGS**

### **Section 1 - Convention**

Alpha Tau Delta shall meet biennially unless otherwise determined by the fraternity, except when the National Board deems it unwise because of unusual circumstances.

- A. The National Convention shall be composed of duly official delegates, alternates, national officers and all other members in good standing attending the convention. Any member in good standing may serve on convention committees and may join in discussions on the floor of the convention.
- B. All chapters shall be notified by mail of the next convention site one year in advance and of convention dates six months in advance.
- C. Official delegates or alternates of chapters, in good standing, and the National Officers, shall be voting members of the convention. Each college chapter represented shall be entitled to two (2) delegate votes at convention. Each alumni chapter shall be entitled to one (1) delegate vote at convention.
- D. Prior to voting, the National Treasurer will certify that all fees and dues to the chapter have been paid.
- E. There shall be no voting by the proxy at convention. All decisions at the convention shall be a majority vote of delegates and National Officers, with the exception of amendments to the bylaws. Proposed amendment (s) to the bylaws require two-thirds (2/3) vote.
- F. Chapters may submit bylaw amendments and other business items to the National President four (4) months prior to convention.

### **Section 2 - Interim Conference**

The interim conference may be held biennially on alternating years with the national convention. The National Board and two (2) student representatives attend this

conference. All members of the National Board and each student representative shall have a vote in all proceedings.

### **Section 3 - Special Meetings**

Special meetings may be called at the designation of the President or by a majority vote of the National Board. Special meetings to include electronic mail, conference calls and facsimiles.

### **Section 4 - Convention Committee**

The National President will appoint the chair of the Convention committee. Convention planning shall begin no later than at Interim Conference of the proceeding year.

## **ARTICLE IX STUDENT REPRESENTATIVES**

### **Section 1 - Selection**

One chapter from the east of the Mississippi River and one chapter from the west of the Mississippi River will be selected by a majority vote at each convention. These chapters will select one (1) student representative each for Interim Conference.

### **Section 2 - Duties**

Student representatives will attend the Interim Conference where they may represent issues stipulated by their assigned chapters and as delegated by the National Board. They shall participate and help plan the convention.

## **ARTICLE X FINANCES**

### **Section 1 - Dues**

A. Each member shall pay national dues as determined by the majority vote of the preceding National Convention and chapter dues as designated by the local chapter.

- B. Each new member shall pay initiation fees, national and local dues upon joining. National dues shall be immediately sent to the National Treasurer.
- C. National annual dues for all members are due immediately upon initiation.
- D. The National Board shall determine life member's dues.

### **Section 2- Fees**

- A. Each petitioning college or alumni group shall pay a national charter fee prior to installation.
- B. Each new member shall pay an initiation fee as determined by the National Board.
- C. A fee determined by the National Board shall be charged for the replacement of a lost charter.
- D. A convention registration fee shall be paid for each delegate, alternate, or guest attending the convention.
- E. The National Board will determine the registration fee.

### **Section 3- Expenses**

Necessary expenses of conducting Fraternity business shall be paid by the National Treasurer upon approval.

### **Section 4- Budget**

The Finance Committee shall prepare and present the budget at the National Convention for the following two (2) years.

### **Section 5- Non Budgeted Expenses**

Non-budgeted National expenditures exceeding \$500 shall require review and approval by the National board. In addition, non-budgeted Local Chapter Expenditures exceeding \$100 shall require approval by the Chapter Executive Board"

### **Section 6- Audit**

The appointed CPA of the Fraternity shall conduct a fiscal biannual review of financial records.

### **Section 7- Fiscal Year**

The Fiscal Year shall be from July 1 through June 30 inclusive.

**ARTICLE XI**  
**OFFICIAL PUBLICATIONS**

**Section 1- "The Pulse"**

- A. The National Board shall issue and distribute a publication to be known as "The Pulse" of Alpha Tau Delta.
- B. The purpose of this publication shall be to inform the membership and maintain communication.

**Section 2- President's Letter**

The National Board shall maintain direct and close contact with members through the issuance of the President's Letter. The President's Letter shall include action proposed or taken and this shall constitute official notice to chapters.

**ARTICLE XII  
OFFICIAL EMBLEM AND SEAL**

The official emblem is inscribed with the caduceus of a shield. The lamp, the star and the three Greek words mean "through force of character". Alpha Tau Delta is represented by the letters ATD. The seal is inscribed with Alpha Tau Delta, National Nursing Fraternity, and Founded in 1921, with the Florence Nightingale lamp in the center.

**ARTICLE XIII  
PARLIMENTARY AUTHORITY  
Section 1- Source**

Sturgis's Standard Code of Parliamentary Procedures, latest edition, shall be the parliamentary authority with respect to all procedures not specifically provided for in the charter and bylaws of Alpha Tau Delta.

**Section 2- Chapter Bylaws**

Each chapter shall adopt bylaws for its own government consistent with the provisions of these bylaws. The respective National Board shall approve chapter bylaws.

**ARTICLE XIV  
AMENDMENTS TO BYLAWS  
Notice of Amendments**

These bylaws may be amended at any convention by two-thirds (2/3) vote of the delegates present and entitled to vote.

In the interim between conventions, proposed amendments may be mailed to the President of each active chapter specifying the vote to be returned to the National Secretary within thirty-five (35) days. Chapters who do not return a vote within the thirty-five (35) days will be counted in the affirmative. A two-thirds (2/3) vote of the chapters shall be necessary for any amendment submitted by mail. Results shall be reported with two (2) months of the interim meeting.

**ARTICLE XV  
DISSOLUTION**

In the event of local chapter dissolution, the chapter shall return all charter property (i.e., jewelry, lamps, banners, pillows etc.) and financial assets to the National Treasurer.

In the event of National dissolution, each chapter shall return all charter property and financial assets to the National Treasurer. The National Treasurer, under the direction of the National Board, shall distribute the entire funds after creditors are satisfied, to such nursing schools or colleges or educational trusts that are tax exempt under the section 501C (3) of the IRS code that can best perpetuate or advance the purposes for which the Fraternity was established.

Revised August 11, 2007