

# **Bylaws of Chi Alpha Sigma**

## **Foreword**

The National College Athlete Honor Society was founded at DePauw University, Greencastle, Indiana, on May 17, 1996, as a student-athlete honor society for the recognition of high academic achievers and sport participants at the collegiate level.

## **Preamble**

The purposes of this organization shall be:

1. To encourage and reward high academic scholarship of college student-athletes at four-year accredited colleges or universities.
2. To recognize outstanding academic achievement by intercollegiate club and varsity sport student-athletes.
3. To encourage good citizenship, moral character, and friendship among the high academic achievers in college athletics.
4. To recognize and honor the individual student-athlete, his/her team sport, athletics department, and college or university.
5. To mentor and provide leadership to other student-athletes.

## **Article One - Name and Scope**

**Section One** - The name of this organization shall be: National College Athlete Honor Society. The Greek letters shall be: XΑΣ (Chi Alpha Sigma).

**Section Two** - The Society is an organization of college student-athletes with high academic achievement, exemplary character, and positive attitude who have earned a letter(s) in their respective sport(s).

**Section Three** - These bylaws are to be controlled by the internal laws of the State of Wisconsin, without respect to any conflicts of laws provisions thereof.

## **Article Two - Motto and Watchwords**

**Section One** - The motto of this Society shall be "Excellence in Athletics and Academics."

**Section Two** - The watchwords of this Society shall be the 4 A's: Academics, Athletics, Achievement, Attitude.

### **Article Three – Board of Directors, Staff & Incorporated Status**

**Section One** – The supreme legislative power of the Society shall be vested in the Board of Directors in which the Board may enact changes as needed to meet the goals and purpose of the Society. (Revised 4/27/2024)

**Section Two** – The Board of Directors will be made of seven individuals who have an association with the chapter membership. One Board position shall have a direct tie to the founding chapter located at DePauw University. Board members will serve four-year terms and may serve a maximum of two consecutive terms. Nominations for Board vacancies will be solicited by the executive director from the chapter membership to be voted on by the membership. Once the slate of nominees has been identified, each active chapter will have one vote to fill the vacancy. Should a Board position become vacant during a term, the remaining Board members may fill the vacancy with another individual from the membership to fill out the remainder of the term. (Revised 12/10/2024)

**Section Three** - Any proposed changes of the Bylaws from the membership shall be adopted by the Board of Directors provided they meet the provisions set forth in Article Nine.

**Section Four** - The Board of Directors shall meet in person when possible or at a minimum of two conference calls per year. Four members shall constitute a quorum of the Board of Directors.

**Section Five** – The executive director will serve at the pleasure of the Board of Directors to fulfill the mission, vision and purpose of the organization. The executive director shall hire and supervise staff. The duties of the staff shall be outlined in the job description of each staff member.

**Section Six** – The Executive Director, with the approval of the Board of Directors, shall appoint committees as needed to conduct the business of the Society on a standing or ad hoc basis. Members of committees must be chapter advisors or members of the Society. Standing committees must have at least one member from the Board of Directors to serve as a liaison between the committee and Board. (Adopted 4/27/2024)

**Section Seven** – The National College Honor Society maintains its incorporated status as a registered 501 (c)(3) nonprofit organization.

## **Article Four – Local Chapters**

**Section One** – Applicants seeking to establish a local chapter must be on the campus of a four-year college or university who are members of an association or organization that promotes academic achievement and varsity level athletics competition while holding commitment to the principles of integrity, sportsmanship, and overall development of their student-athletes. (Revised 4/27/2024)

**Section Two** – To be eligible for consideration for a chapter of the Society, an applicant institution, whether domestic in the United States of America or in a foreign country, shall be a four-year institution of higher education and must be a member in good standing of a regional accrediting association of the territory in which it is located. (Adopted 4/27/2024)

**Section Three** – The loss of an institution’s membership in a regional accrediting association shall automatically suspend its Chi Alpha Sigma chapter until such time as accreditation is regained. (Adopted 4/27/2024)

**Section Four** – Duly chartered local chapters shall conform to this Constitution and these Bylaws as set forth by the Board of Directors. Failure to do so may result in loss of the charter.

**Section Five** - The DePauw University chapter of the National College Athlete Honor Society is designated the Alpha Chapter of Chi Alpha Sigma and is in the state of Indiana. Each chapter shall be assigned a successive letter of the Greek alphabet and its position on the state roster shall be indicated by the order of its installation.

**Section Six** – Chapters shall declare each year their primary chapter advisor and a student chapter president to the executive director or assistant director. Chapter advisors will be charged with identification and certification of each induction class and timely submission of the class. Student chapter presidents and advisors are responsible for assisting with chapter inductions and dissemination of Chi Alpha Sigma information to their members.

**Section Seven** - The chapter advisor is expected to pass on duties and responsibilities if their position is relinquished.

## **Article Five – Membership Fees**

**Section One** – Each chapter shall pay an initial charter fee and an annual renewal fee thereafter. Fees will be determined annually by the Board of Directors.

**Section Two** – Chapters who fail to complete the renewal fee after two consecutive academic years will be moved into inactive status and notification will be provided to the last known chapter advisor and student chapter president. No penalty fees will be assessed for a chapter regaining active status once renewal payment is received for the current academic year.

**Section Three** – Only chapters holding the designation of active status have the expressed permission for use the Chi Alpha Sigma name, word marks and logos. Chapters designated as inactive are prohibited from using the Chi Alpha Sigma name, word marks and logos until regaining active status.

## **Article Six – Membership & Initiation**

**Section One** – Membership in local chapters is an honor bestowed upon selected student-athletes. Selection for membership is by the chapter advisor in consultation with the individual's head coach and is based on outstanding scholarship, athletics participation, and excellent character and citizenship.

**Section Two** - The student-athlete must meet and fulfill the criteria listed in the selection process in Article Seven. Candidates become lifetime members when inducted at a ceremony. The ceremony may occur at any point during the academic year and is at the discretion of the local chapter. Upon initiation, each new member shall receive a certificate.

**Section Three** - The college or university name shall serve as each society's chapter name in addition to its designated Greek alphabet letter(s).

## **Article Seven – Selection**

**Section One** – Invitation of student-athletes to membership shall be dependent upon the fulfillment of the following criteria without regard to sport or gender. The student-athlete:

1. Must attend a four-year college or university.
2. Must have participated in a varsity intercollegiate sport sponsored by the institution's athletics department and be in good standing within their athletics program.
3. Must have achieved at least junior academic standing after the fourth full time semester or seventh quarter as determined by the certifying institution. (Revised 4/27/2024)
4. Must have achieved a minimum cumulative grade point average of 3.50 (on a 4.0 scale) or equivalent grade point average by the time of the selection process. Local chapters may require a higher minimum cumulative grade point average, if they so choose. (Revised 4/27/2024)
5. Must have endorsement from the head coach of his/her sport(s).
6. Grade point average must be certified by person(s) with authority to review and certify the accuracy of the information prior to induction.

7. Must be recommended by the college or university chapter advisor.
8. Must be of good moral character.

**Section Two** – A description of the selection procedures and criteria shall be published and made available to all student-athletes in the college or university's athletics department.

**Section Three** – A transfer student-athlete who is at junior academic standing may be eligible for induction after completing one academic year of residency and attaining a 3.50 or higher-grade point average at the certifying institution for membership. A transfer student-athlete who enters the certifying institution as a senior in academic standing may be eligible for induction at the next immediate selection process provided, they have earned a 3.50 cumulative or higher grade point average in all coursework at all previous four year colleges and universities, including one full time semester at the certifying institution. (Revised 4/27/2024)

**Section Four** – Student-athletes who participate in a club level sport that is overseen by the chapter's athletics department are also eligible for induction, so long as all other criteria are met in Article Seven, Section One.

**Section Five** – Honorary members may be initiated by any chapter upon the express recommendation of the chapter adviser, and approval by the Executive Director, after having made distinguished contributions toward the advancement of the local chapter's goals and purpose. (Adopted 4/27/2024)

**Section Six** – Graduate level student-athletes are not eligible for induction.

**Section Seven** – The submission of a chapter's induction class to the executive director or assistant director should be completed no later than two weeks prior to the induction ceremony or by May 1<sup>st</sup> of each academic year, whichever is earlier. An extension request to this deadline must be submitted to the executive director for approval.

### **Article Eight – Parliamentary Authorities**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the proceedings of this Society in all cases to which they are applicable and in which they are not inconsistent with these Bylaws or any special rules of order this Society may adopt.

### **Article Nine – Amendment of Bylaws**

These Bylaws may be amended by a vote of two thirds from the active chapter membership, provided that advance notice has been given to chapter advisor or student chapter president at least 20 days before a vote is taken. The lack of a vote constitutes an affirmative vote. A

proposed amendment must be submitted to the executive director during the month of March when the call for proposals period is open each academic year to be considered for a vote by the membership in the following month. The executive director shall refer any amendment submitted after March for consideration in the next academic year. All proposals approved by the membership shall be enacted on July 1 of each year.