

**Nu Rho Psi**  
**THE NATIONAL HONOR SOCIETY**  
**IN NEUROSCIENCE**  
**University of Delaware Chapter By-Laws**

**BY-LAWS**  
**of the**  
**University of Delaware**  
**Chapter of Nu Rho Psi**  
**ARTICLE I --NAME**

The name of this organization shall be the University of Delaware Chapter of Nu Rho Psi, a local unit of Nu Rho Psi, the National Honor Society in Neuroscience, hereinafter referred to as the Chapter and the National Society.

**ARTICLE II--PURPOSE**

The purpose of Nu Rho Psi shall be to: (1) encourage professional interest and excellence in scholarship, particularly in neuroscience; (2) award recognition to students who have achieved such excellence in scholarship; (3) advance the discipline of neuroscience; (4) encourage intellectual and social interaction between students, faculty, and professionals in neuroscience and related fields; (5) promote career development in neuroscience and related fields; (6) increase public awareness of neuroscience and its benefits for the individual and society; and (7) encourage service to the community.

**ARTICLE III—MEMBERS**

**Section 1. Eligibility**

Membership is open to students and faculty of University of Delaware who have demonstrated superior academic achievement in general scholarship and neuroscience and who possess high standards of personal behavior.

A. Student members shall be students enrolled in undergraduate or graduate programs at the time of induction.

1. Undergraduate students shall have completed at least 3 semesters (or 5 quarters) of the college curriculum and be registered for major or minor standing in neuroscience or in a program that has a neuroscience emphasis, have completed at least nine semester hours (or equivalent) in courses in neuroscience<sup>1</sup>, have a minimum grade point average of 3.2 on a 4.0 scale, and have a minimum grade point average of 3.5 in neuroscience courses. GPA shall be based on a student's academic record at University of Delaware, but transfer students with a distinguished record from another institution may petition the chapter for consideration of this information.

<sup>1</sup> Neuroscience courses are those that contribute to the major or minor in neuroscience (or related discipline) at the home institution. If a Neuroscience major, minor or equivalent program is not available the courses included in the approved "Application to shelter a chapter of Nu Rho Psi" shall be used to determine if a candidate meets the minimum course requirements.

2. Graduate students (M.A. or Ph.D.) shall be registered for major or minor standing in neuroscience or a program that has a neuroscience emphasis, have completed at least nine semester hours (or equivalent) in courses in neuroscience, and have a minimum grade point average of 3.5 on a 4.0 scale in all graduate courses and a minimum grade point average of 3.5 in neuroscience courses.
- B. Faculty members who teach and do research in the area of neuroscience and are employed by institutions where there is an active chapter of Nu Rho Psi may become active members of the Chapter upon election to membership and induction into Nu Rho Psi.
- C. Alumni and Honorary members may also be elected consistent with the procedures contained in the National Constitution and Bylaws.
- D. Membership in Nu Rho Psi is open to qualified candidates of any age, sex, sexual orientation, religion, race, color, handicap/disability, and national/ethnic origin.
- E. The University of Delaware Chapter of Nu Rho Psi agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures in the Official student handbook and other policies and procedures provided by the University. This organization is a viable, functioning organization, composed of at least six full time undergraduate students and we do not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.

### **Section 2. Selection Process**

- A. Application for membership shall be open each academic year with the public announcement of the deadline for application established a minimum of two weeks before the deadline.
- B. The Chapter advisor or other qualified college/university **official University of Delaware** will review an official transcript submitted by the applicant to verify eligibility.
- C. Election to membership shall be by a two-thirds vote at a regular meeting of the Chapter.
- D. Charter members of a chapter are elected by the Nu Rho Psi National Council at the time of application approval

### **Section 3. Induction of New Members**

- A. Induction of new members shall take place at least once each year, either at a regular meeting of the Chapter or a Chapter banquet.
- B. Prior to induction, each prospective member shall pay an induction fee as determined by the National Society, which shall entitle the inductee to life membership without payment of further dues or assessments to the National Society. Annual dues may be collected by local Chapters (see Article IX).
- C. Inductees shall pay chapter dues as established by the Chapter.

### **Section 4. Active and Inactive Status**

- A. A student member shall be considered to be active in Nu Rho Psi if he/she pays dues and assessments for the semester and attends all of the chapter meetings during a semester. The Executive Committee may waive, replace, or otherwise modify the attendance requirement in instances where the regular meeting time conflicts with a student's required presence elsewhere.
- B. Students who are on academic or non-academic probation or suspension will be placed in an inactive status and will be ineligible to participate in Chapter activities. Students on probation or suspension may apply for readmission at the end of their probation or if they are reinstated at the University Delaware.
- C. Students who are not current in chapter dues and assessments will be placed in an inactive status, until such time that any amount due the Chapter is paid.

- D. A faculty member shall be considered to be active in Nu Rho Psi if he/she pays dues and attends at least one meeting or activity during the semester.
- E. The chapter secretary shall provide a list of active and inactive members to the members and Chapter advisor each semester.

#### **ARTICLE IV--OFFICERS**

##### **Section 1. Eligibility requirements for Officers**

- A. Officers must be active members of Nu Rho Psi and registered as full-time students, in good academic standing both at the time of the election and while serving as an officer.
- B. At the time of election and during the time served the officers must have attained and maintained the scholarship required for selection to membership.
- C. Officers must perform the duties of the office at a satisfactory level.

##### **Section 2. Officers and Collective Responsibility**

- A. The principal officers of this chapter shall be President, Vice President, Vice President 2, Secretary, and Treasurer. Additional officers, such as service chair, historian, etc. (see below), may be elected at the discretion of the members.
- B. The officers shall perform the duties prescribed by these bylaws, the bylaws of the National Society, and by the parliamentary authority adopted by the Chapter, and shall fulfill such other duties and requirements as may be determined by the National Society.

##### **Section 3. Officers and Duties**

- A. President--shall lead the Chapter, preside over regular and executive meetings, coordinate group activities, represent the organization at university functions, and communicate with the officers and advisor(s) on all matters.
- B. Vice Presidents
  - 1. VP Programs: Shall handle external affairs, will work with the Service Chair to plan service events, will plan any field trips or extra-curricular activities, responsible for coordinating with other student organizations, will represent Nu Rho Psi at any event or university run program
  - 2. VP Membership: Shall handle internal affairs, will work with the secretary to keep up with and improve membership, will run meetings in the absence of the president, will organize and prepare regular chapter meetings, will handle dues and collections and record keeping.
- C. Secretary—shall record minutes at all business meetings, check attendance at meetings, keep permanent records (including membership log), and correspond on behalf of the organization.
- D. Treasurer—shall, consistent with the rules of the College/University, maintain a checking (or other) account exclusively for the organization, collect dues, pay bills, oversee other monetary transactions including fundraising, and prepare, maintain, and present a budget and financial report at least once per year.

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- E. Membership Chair--shall coordinate recruitment and selection of new members, and prepare and distribute announcements regarding membership and selection deadlines.
  - F. Service Chair--shall coordinate participation of the members in service activities, maintain records of service activity, and approve/ disapprove service activities substituted for missed meetings.

- G. Social Chair--shall coordinate social activities for the organization – including those associated with regular meetings and annual banquets (if applicable).
- H. Historian--shall be responsible for establishing and maintaining historical records of the organization, including textual and photographic records of officers, new members, and activities.
- I. Web master--shall be responsible for maintaining and updating the webpage for the local Chapter of Nu Rho Psi, including the posting of a calendar of events.
- J. Other officers as desired by the Chapter.

All officers are responsible for transferring materials relevant to their office to the newly elected officers and for providing training of the new officers.

#### **Section 4. Election Process**

- A. At a regular Chapter meeting preceding the meeting at which the election of officers is to be held, a nominating committee of three to five members shall be elected. The chair shall be a member of the Executive Committee (i.e., the officers of the Chapter and the Chapter advisor, see below), and at least one member of the committee shall be a faculty member. It shall be the duty of this committee to nominate candidates for the offices to be filled at the regular meeting in April. Before the election, additional nominations from the floor shall be permitted.
- B. The officers shall be elected by ballot to serve for one year or until their successors are elected.
- C. The term of office shall begin at the beginning of the academic year, starting the first day of classes.
- D. Election shall be by simple majority vote of the members voting.
- E. A vote shall be taken on one office at a time, beginning with the presidency.
- F. In the event that no one receives a majority for a given office, then the two candidates with the most votes shall be in a runoff.
- G. In the event that an office is not filled, the president-elect may appoint a member to that office.
- H. No member shall hold more than one office at a time, and no member shall serve more than two terms in the same office.
- I. Should the office of President become vacant, it shall be filled by the Vice President of membership. A vacancy in any other office shall be filled by the Executive Committee with the approval of the Chapter Advisor.
- J. Any officer may be removed from office for failure to adequately perform his/her duties. Removal from office requires a majority vote of the Executive Committee and the approval of the Chapter Advisor(s).

### **ARTICLE V--MEETINGS**

#### **Section 1. Regular Meetings**

The Executive Committee and the Chapter Advisor shall determine the number of regular meetings to be held during the year and shall distribute a schedule of these meetings.

#### **Section 2. Special Meetings**

Special meetings can be called by the President or the Executive Committee. A special meeting may also be called upon the written request of ten active members (or the majority of members – if membership is less than 10) of the Chapter. The purpose of the meeting shall be stated in the call, and business shall be limited to that which is stated in the call. Except in cases of emergency, at least three days' notice shall be given.

### **Section 3. Quorum**

Those active members present shall constitute a quorum for the transaction of business.

## **ARTICLE VI—EXECUTIVE COMMITTEE**

**Section 1.** The Executive Committee shall consist of the officers of the Chapter and the Chapter Advisor.

**Section 2.** The Executive Committee shall have general supervision of the Chapter between its business meetings, fix the hour and place of meetings, make recommendations to the Chapter, cause all reports required by the National Society to be submitted in a timely manner, and shall perform such other duties as are specified in these bylaws and the bylaws and rulings of the National Society.

**Section 3.** Meetings of the Executive Committee shall be called by the President or by any three members of the committee.

## **ARTICLE VII—CHAPTER ADVISOR**

**Section 1.** The Chapter shall have a chapter advisor who is a member of Nu Rho Psi and a member of the faculty University of Delaware.

**Section 2.** The Chapter Advisor shall assist the Chapter in fulfilling its purpose and the requirements of the National Society.

## **ARTICLE VIII—COMMITTEES**

**Section 1.** Standing Committees (see below) and Special Committees shall be established at the discretion of the Executive Committee and Advisor.

A. Membership--shall facilitate recruitment and selection of new members

B. Service--shall facilitate participation of the members in service activities

C. Social--shall facilitate social activities for the organization.

## **ARTICLE IX—FINANCES**

### **Section 1. Dues**

- A. Dues shall be determined per academic year and will be collected from all active members.
- B. Dues will be \$10 per year and collected by Sept. 30.
- C. A member who fails to pay dues shall be "inactive."
- D. Inactive members will be ineligible to participate in organizational activities which are exclusively for Nu Rho Psi members. Inactive members shall be ineligible for chapter awards or scholarships and will be ineligible to vote.

### **Section 2. Banking**

- A. Nu Rho Psi Chapter monies obtained from the University will be handled as specified by the University policy. All other monies belonging to the Nu Rho Psi Chapter shall be deposited and disbursed through a bank account established for this organization.
- B. All funds must be deposited within one week after collection.
- C. The President and Treasurer shall have check writing privileges. The Chapter Advisor shall be listed on the account but will assume no financial responsibility for the maintenance of the accounts or payment of bills.
- D. As soon as possible after the installation of new officers the signatures of the new President and Treasurer shall be added to the signature card at the bank and the names of the outgoing President and Treasurer deleted.

### **Section 3. Treasurer responsibilities**

- A. The Treasurer shall keep a record of receipts and expenditures and a file for bank statements and other financial matters.
- B. The Treasurer shall provide the Chapter and the Chapter Advisor a financial statement at least once each semester.
- C. The Treasurer shall collect dues in a timely manner and provide members with a receipt.

## **ARTICLE X—PARLIAMENTARY AUTHORITY**

**Section 1.** The rules contained in *Robert's Rules of Order Newly Revised* shall govern the Chapter in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Constitution and Bylaws of the National Society, and any special rules of order the Chapter may adopt.

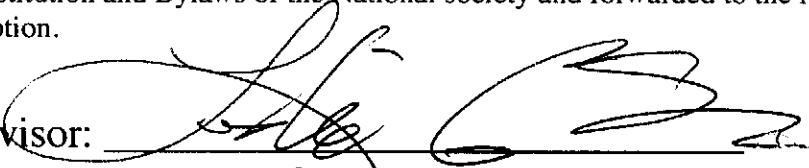
## **ARTICLE XI—DISSOLUTION**

**Section 1.** A decision to dissolve the Chapter shall require a two-thirds vote of the active Chapter membership.

**Section 2.** The University of Delaware shall inherit the assets of this Registered Student Organization should the group become defunct.

**ARTICLE XII—AMENDMENT OF BYLAWS**

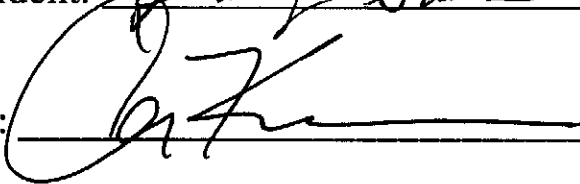
These bylaws may be amended at any meeting of the Chapter by a two-thirds vote, provided the proposed amendment has been submitted in writing at a previous regular meeting or has been submitted in writing or email to all active members of the Chapter at least two weeks prior to the meeting at which it is to be considered. Changes to the Bylaws must be consistent with the Constitution and Bylaws of the National society and forwarded to the National Council upon adoption.

Advisor: 

L.C. Steen

President: 

Vice President: 

A&P Staff: 

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