Proposal to Amend Sigma Bylaws

Proposal #	Title	Article	Section	Proposed by
21-09	**Chapters**	**VIII**	**2,3,4**	**Sigma Governance Committee**

Current Language:	***Proposed Changes:***	***If Adopted:***
Section 2. Chapters A. A chapter is an organized division of nurse scholars and leaders that has been granted a charter in accordance with requirements and procedures. A chapter may be established in an educational unit that is an integral part of an institution of higher education and that grants a basic degree, which leads to the first professional nursing degree and/or a graduate nursing degree. The basic or graduate degree nursing program within the institution of higher education shall be accredited by a recognized accrediting body. In the event there is no nursing education accreditation system in place in the potential chapter's country, evidence confirming the program's quality shall be provided by the developing chapter. All chapters shall have regular members. B. Chapters shall function as independent, autonomous organizations affiliated with Sigma. Chapters determine the amounts of their fees and assessments. Chapters have control of their income, expenses, contracts, accounting systems, and internal reports. Each chapter shall function under bylaws, policies, and regulations that are not in conflict with Sigma bylaws, policies, and regulations. C. A chapter may be chartered from one institution of higher education, or may be chartered as an at-large chapter. At-large chapters shall be composed of nurse leaders and scholars from two or more institutions of higher education, or from institutions of higher education and practice settings. D. Chapter charters may be amended to separate or combine chapters or, if an institution of higher education no longer offers an eligible degree, create an alumni chapter. However, active members in an alumni chapter	Section 2. Chapters A. A chapter is an organized division of nurse scholars and leaders that has been granted a charter in accordance with **models,** requirements, and procedures **approved by the Sigma board of directors**. ~~A chapter may be established in an educational unit that is an integral part of an institution of higher education and that grants a basic degree, which leads to the first professional nursing degree and/or a graduate nursing degree. The basic or graduate degree nursing program within the institution of higher education shall be accredited by a recognized accrediting body. In the event there is no nursing education accreditation system in place in the potential chapter's country, evidence confirming the program's quality shall be provided by the developing chapter. All chapters shall have regular members~~. B. Chapters shall function as independent, autonomous organizations affiliated with Sigma. Chapters determine the amounts of their fees and assessments. Chapters have control of their income, expenses, contracts, accounting systems, and internal reports. Each chapter shall function under bylaws, policies, and regulations that are not in conflict with Sigma bylaws, policies, and regulations. ~~C. A chapter may be chartered from one institution of higher education, or may be chartered as an at-large chapter. At-large chapters shall be composed of nurse leaders and scholars from two or more institutions of higher education, or from institutions of higher education and practice settings.~~ ~~D. Chapter charters may be amended to separate or combine chapters or, if an institution of higher education no longer offers an eligible degree, create an alumni~~	Section 2. Chapters A. A chapter is an organized division of nurse scholars and leaders that has been granted a charter in accordance with models, requirements, and procedures approved by the Sigma board of directors. B. Chapters shall function as independent, autonomous organizations affiliated with Sigma. Chapters determine the amounts of their fees and assessments. Chapters have control of their income, expenses, contracts, accounting systems, and internal reports. Each chapter shall function under bylaws, policies, and regulations that are not in conflict with Sigma bylaws, policies, and regulations. C. Chapters shall fulfill the following requirements: • Support the purposes of this society; • Select and induct eligible members a minimum of one time annually; • Observe the provisions of these bylaws, comply with the society's policies and regulations, and meet all financial obligations; • Participate in the biennial convention house of delegates; • File required reports according to established guidelines; • Elect at minimum a president, vice president, secretary, treasurer, and counselor. Duties and terms of office shall be outlined in the chapter bylaws; • Establish the following standing committees: governance (appointed or elected) and leadership succession (elected); • Conduct at least one business meeting each year (may be held by electronic means) that includes the presentation of annual reports and a financial report; and

Proposal to Amend Sigma Bylaws

must agree to meet all of the requirements for a chapter with the exception of inducting members a minimum of one time annually. A chapter may also amend its charter to add one or more institutions of higher education or practice settings.

E. Additional chapter models may also be considered by the Sigma board of directors, who shall be responsible for the establishment of the guidelines and procedures for chapter chartering.

F. Chapters shall fulfill the following requirements:
- Support the purposes of this society;
- Select and induct eligible members a minimum of one time annually;
- Observe the provisions of these bylaws, comply with the society's policies and regulations, and meet all financial obligations;
- Participate in the biennial convention house of delegates and other business brought forth during the term;
- File required reports according to established guidelines;
- Elect at minimum a president, vice president, secretary, treasurer, and counselor. Duties and terms of office shall be outlined in the chapter bylaws;
- Establish the following standing committees: governance (appointed or elected) and leadership succession (elected);
- Conduct at least one business meeting each year (may be held by electronic means) that includes the presentation of annual reports and a financial report; and
- Sponsor at least two events or programs annually, supporting the purposes and goals of the society.

G. Each chapter shall pay an annual fee based on the number of regular active members in the chapter for the prior membership year ending 30 June. For new chapters, fees shall be collected during the year following the granting of a charter.

~~chapter. However, active members in an alumni chapter must agree to meet all of the requirements for a chapter with the exception of inducting members a minimum of one time annually. A chapter may also amend its charter to add one or more institutions of higher education or practice settings.~~

~~E. Additional chapter models may also be considered by the Sigma board of directors, who shall be responsible for the establishment of the guidelines and procedures for chapter chartering.~~

~~F~~**C**. Chapters shall fulfill the following requirements:
- Support the purposes of this society;
- Select and induct eligible members a minimum of one time annually;
- Observe the provisions of these bylaws, comply with the society's policies and regulations, and meet all financial obligations;
- Participate in the biennial convention house of delegates ~~and other business brought forth during the term~~;
- File required reports according to established guidelines;
- Elect at minimum a president, vice president, secretary, treasurer, and counselor. Duties and terms of office shall be outlined in the chapter bylaws;
- Establish the following standing committees: governance (appointed or elected) and leadership succession (elected);
- Conduct at least one business meeting each year (may be held by electronic means) that includes the presentation of annual reports and a financial report; and
- Sponsor at least two events or programs annually, supporting the purposes and goals of the society.

~~G~~**D**. Each chapter shall pay an annual fee based on the number of regular active members in the chapter for the prior membership year ending 30 June. For new

- Sponsor at least two events or programs annually, supporting the purposes and goals of the society.

D. Each chapter shall pay an annual fee based on the number of regular active members in the chapter for the prior membership year ending 30 June. For new chapters, fees shall be collected during the year following the granting of a charter.

Section 3. Chapter Probation, Revocation, Dissolution, and Reinstatement

A. The Sigma board of directors shall adopt policies and procedures for chapter probation, revocation, dissolution, and reinstatement.

B. A chapter may be placed on probation or have its charter revoked by the Sigma board of directors for failure to comply with these bylaws or policies and regulations.

Proposal to Amend Sigma Bylaws

H. Sigma 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 3. Chapter Probation, Revocation, and Dissolution A. A chapter may be placed on probation by the Sigma board of directors for failure to comply with these bylaws or policies and regulations. The board shall also remove from probation or revoke the charter of a chapter in accordance with procedures adopted by the board. B. Upon revocation of a charter or dissolution of a chapter, all cash and other assets remaining after the chapter's outstanding debts are paid may be returned to the Sigma Foundation for Nursing or any other appropriate non-profit organization approved by the chapter board of directors and as allowed by law. Should a majority of the dissolved chapter's members transfer to the same chapter, remaining funds may be contributed to that chapter. 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. C. 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. D. Any chapter may vote to dissolve itself.	chapters, fees shall be collected during the year following the granting of a charter. ~~H. Sigma 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 3. Chapter Probation, Revocation, ~~and~~ Dissolution, **and Reinstatement** A. **The Sigma board of directors shall adopt policies and procedures for chapter probation, revocation, dissolution, and reinstatement.** B. A chapter may be placed on probation **or have its charter revoked** by the Sigma board of directors for failure to comply with these bylaws or policies and regulations. ~~The board shall also remove from probation or revoke the charter of a chapter in accordance with procedures adopted by the board.~~ ~~B. Upon revocation of a charter or dissolution of a chapter, all cash and other assets remaining after the chapter's outstanding debts are paid may be returned to the Sigma Foundation for Nursing or any other appropriate non-profit organization approved by the chapter board of directors and as allowed by law. Should a majority of the dissolved chapter's members transfer to the same chapter, remaining funds may be contributed to that chapter. 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.~~ ~~C. 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.~~ ~~D. Any chapter may vote to dissolve itself.~~	

Proposal to Amend Sigma Bylaws

Rationale:

This proposal reorganizes content and removes details and procedures that belong in other Sigma governing documents, such as policies and procedures. These changes also improve readability.

The elected international Governance Committee conducts all reviews of chapter charter and charter amendment applications, including assuring that all policies and procedures are followed, before recommending to the Board of Directors that a new chapter is chartered or is granted a charter amendment.

Explanation of the chapter development and amendment process, approved models, and the review process can be found on the Sigma website at SigmaNursing.org/Start-a-Chapter, Sigmanursing.org/connect-engage/chapters/amending-an-existing-sigma-chapter, and in the All Chapter Officers Workgroup on The Circle.

Impact on Chapters:

Most of the changes in this proposal are unique to the international bylaws, and therefore do not impact chapter bylaws. If approved, Article V. Section 3. Chapter Responsibilities c. of the chapter bylaws will be updated accordingly.