BY-LAWS
Of
PHI CHI
PRE-MEDICAL FRATERNITY

Student Organization Name: Phi Chi Pre-Medical Fraternity (at Berkeley)
Date Prepared: Jan. 18th 2011
Article I. Name
Section 1:
   a. This Society shall be known as the Phi Chi Pre-Medical Fraternity (at Berkeley).
   b. This Society can also be referred to as Phi Chi.

Article II. Purpose
Section 1:
   a. The purpose shall be to encourage and support the pre-medical interests and pursuits of members.

Article III. Membership
Section 1:
   a. Only currently registered students, faculty, and staff may be active members in a registered student organization. Only active members may vote or hold office.
Section 2:
   a. There are two levels of membership.
      i. Undergraduate, Pre-medical members is defined as students who are in good standing at the Undergraduate Institution where the charter for the chapter is held.
      ii. Honorary Members are defined as faculty or staff of the Undergraduate Institution or any individual working in a mentoring capability within a chapter of the pre-medical society.
         1. Honorary Members are not subject to the yearly dues and fees required.
Section 3:
   a. All candidates for membership must fill out the appropriate forms as provided by the Grand Chapter
   b. All dues and fees must be remitted to the Grand Chapter as well as any other requirements as set forth by the Central Office.
Section 4:
   a. Membership within the Society is for the duration the student is an active member in good standing at the Undergraduate Institution where the charter for the chapter is held.
Section 5:
   a. We will not haze according to California State Law.
b. We will not restrict membership based upon race, color, national origin, religion, sex, physical and mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship or status as a covered veteran (special disabled veteran, Vietnam-era veteran or any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized).

Section 6: Revenue

a. Registration Fees shall be $100 (one hundred dollars U.S. currency)

b. Registration Fees shall cover all National Society dues.

c. The chapter treasurer must send all registration monies to the Central Office of Phi Chi along with the appropriate registration form within five (5) days of receipt.

d. Chapters can set additional chapter dues at their own discretion.

Article IV. Officers & Elections

Section 1: Officer Position

a. The officers of active chapters shall be President, Vice-President, Secretary, Treasurer, Judge Advocate, Chapter Editor, and Web Designer.

b. The Secretary, Treasurer and Chapter Editor shall be elected for a period of one year from the last meeting of one collegiate year to the last meeting of the next.

c. The President, Vice-President, Judge Advocate and other officers of the active chapter shall be elected at the end of the term of the previous persons who held the positions.

Section 2: Officer Eligibility

a. None but active members shall be officers of an active chapter.

b. Any member of an active chapter is eligible to any office therein.

c. All officers of the chapter shall be eligible for re-election.

d. The active chapter shall have an Executive Committee of three members in which the secretary will be one.

i. Executive Committee members can be any members of the chapter.

Section 3: Duties of the officers of the active Chapters:

a. President:

i. Shall be the official head of the chapter and shall reside at all regular or special sessions of the chapter
and exercise general supervision over the members
and committees of the chapter.

ii. Shall appoint all committees with the exception of the
Executive Committee and the Pre-Medical Society
Committee and, in case of a tie, shall cast the deciding
ballot except in elections.

iii. In conducting the sessions of the chapter, the
President shall be governed by parliamentary law, the
By-Laws of the Society and the By-Laws of the
chapter. In event of an objection to the chair’s
interpretation of the laws or in event of an appeal
from the decision of the chair, the opinion of the
Judge Advocate shall prevail provided the President
or the members do not appeal to the Pre-Medical
Society Committee for a ruling in each specific
objection.

b. The Vice-President shall act for the President in event of absence
or disability of the latter and shall succeed to this office in event of
permanent disability until an election shall be held to fill the
vacancy thus created.

c. Secretary:

i. Shall be the chief executive officer of the active
chapter in its relations with the Society and the extra-
society world.

ii. Shall set down in a durable book the minutes of the
chapter and transact all correspondences.

iii. Serve as a member of all committees of the chapter.

iv. Collect from the treasurer all money due from the
members to be paid to the National Society and remit
the same to the National Secretary-Treasurer as
prescribed by the By-Laws of the Society.

v. Shall sign all documents and perform such other
duties as may be delegated by the President or by
enactment of the chapter, conduct the office in
accordance with the official Uniform System of
Chapter Accounting as prescribed by the By-Laws
and promptly supply the National Secretary-
Treasurer, on proper forms, all official information
requested by said official in addition to information
concerning the state of the chapter and its relation to its members and officers.

vi. Shall submit to the Central Office of the Fraternity twice each year, no later than thirty (30) days after the start of each semester (or every second quarter), a listing of the names of all members of the chapter, indicating whether each individual is a freshman, sophomore, junior or senior.

d. The treasurer of the active chapter shall collect and receive all money due the chapter from its members on its local accounts, keep an accurate written record of all the transactions of this office in conformity with the official Uniform System of Chapter Accounting as prescribed by the By-Laws and report same to the National Secretary-Treasurer on forms provided for that purpose.

e. Judge Advocate:
   
i. Shall be the parliamentarian of the chapter and shall have been a member of the chapter at least one year before being eligible to hold this office, be competently informed on the By-Laws and regulations of the Society, By-Laws of the chapter and Robert’s Rules of Order.
   
ii. Shall be the court of last resort in the chapter in the matter of interpretation of the By-Laws of the chapter and their applications.
   
iii. Shall direct the President in his or her official conduct and correct any violation or attempted violation of the By-Laws. Appeals from the Judge Advocate’s decision shall be to the Pre-Medical Society Committee.

f. The Chapter Editor shall supply a chapter letter for each issue of the Phi Chi CHRONICLES and assist the National Editor in the collection of information regarding former members and other items of interest relating to the chapter. Chapter Letters shall be mailed on such dates as prescribed by the National Editor of the CHRONICLES.

Section 4: All officers of a chapter shall be subject to discipline by the Pre-Medical Society Committee for failure to properly perform their duties to the Society or active chapter as prescribed in the By-Laws.

Section 5: Chapter By-Laws
a. Chapter By-Laws may be amended by a three-fourths (3/4) vote of the members in attendance of any regular session.

b. The Pre-Medical Society Committee shall have the power to revoke the charter of any chapter for failure to comply with this requirement.

c. No ex post facto law shall be enacted.

Section 6:

a. Active Chapters may by a two-thirds (2/3) majority of its entire active membership suspend a member for causes as provided in the By-Laws of the Society or chapter, provided the misdemeanors punishable by suspension are stated in the By-Laws of the Society or chapter.

Article V. Meetings

Section 1:

a. Each chapter shall hold regular meetings at least once each month (or more frequently as may be provided in the By-Laws) during the collegiate year. For sufficient reason, the President of the chapter may postpone any regular meeting to a time not exceeding two weeks from the scheduled date of a regular meeting. The Secretary shall notify all active members as to when the postponed meeting will be held.

b. All chapter business meetings shall be conducted according to parliamentary procedure, according to Robert’s Rules of Order.

c. A quorum for any chapter meeting shall consist of a majority of the Chapter Officers.
   i. In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
   ii. Passage of a motion requires a simple majority.

d. A majority of those present at any regular chapter meeting shall be sufficient to determine the attitude or decision of the chapter in any case where the By-Laws of the Society does not require a greater majority, as in cases of suspension, expulsion and adoption/revision of chapter By-Laws.

e. The order of Procedure of chapter Meetings shall be as follows:
   Call to Order
   Roll Call
   Reading and Adoption of Minutes of Last Meeting
   Reports of Officers
Reports of Committees
Reading of Correspondence
(a) From the Central or other Offices of the Fraternity
(b) From other sources
Unfinished Business
New Business
Election and Installation of Officers
Adjournment

f. The order of business may be changed by a majority vote of the entire active membership.
g. They may hold special meetings provided all active members of the chapter are notified by the Secretary at least twenty-four hours before the contemplated meeting. No laws affecting the revenues of the chapter can be enacted at such time.

Article VI. Constitutional Amendments
Section 1: These by-laws may be amended by a two-third vote of members present at any meeting.
Section 2: The Pre-Medical Society Committee must approve of all amendments to the National By-Laws.
Section 3: A required period of one week is needed between the proposed amendment and a final vote.
   a. In an event of amending, the Secretary will notify all meeting-attending members of the event.
   b. All amendments, additions or deletions to this document must be filed with the Center for Student Leadership in 102 Sproul Hall.
   c. All Amendments, additions or deletions must be filed with the ASUC Office of Student Affairs, 400 Eshleman Hall, within one week of adoption.

Article VII. Dissolution
Section 1: In the event of dissolution of a chapter, Phi Chi Pre-Medical Society shall decide the fate of all resources.
Section 2: In the event of dissolution of the Society, Phi Chi Medical Fraternity shall decide the fate of all resources of the Society.
   a. The dissolution will depend on a majority vote of all members, including officers.
   b. The dissolution will occur in a special emergency meeting that is assembled by the officers.
Section 3: All unspent ASUC funds shall remain the property of the ASUC; all Graduate Assembly funds shall remain the property of the Graduate Assembly. Remaining privately obtained funds shall remain the property of the Graduate Assembly. Remaining privately obtained funds may be donated to another nonprofit organization with prior approval of the ASUC Senate Finance Committee.

Article VII. Conduct
Section 1: Member Conduct
   a. Substances commonly known as drugs, including alcohol and other intoxicants, which are illegal, and paraphernalia for the purpose of using these drugs are forbidden on any property used by any Chapter of The Phi Chi Pre-Medical Society, Inc., for any purpose whatsoever.
      i. The use of illegal drugs shall be cause for suspension from this Society.
      ii. Countenancing or permitting the use of the illegal drugs or at a Chapter function, by any Phi Chi Chapter shall be cause for suspension or revocation of the Charter.
   b. The consumption of alcoholic beverages, in association with any activity of The Phi Chi Pre-Medical Society or its Chapters or the countenancing of such consumption by any person below the legal age in that particular jurisdiction, is forbidden.
   c. Chronic alcoholism, acute alcoholism, and persistent drunkenness shall be cause for suspension of any member from this Society and encouragement on the part of a Chapter or its officers of any individual to consume alcoholic beverages, before they reach legal age in that particular jurisdiction, or encouragement to excessive consumption, shall be grounds for suspension of that Chapter, the officers or members involved, or both.
   d. Conduct, which may result in harm or injury to any individual, by another individual, at any function of this Society is strictly forbidden. Hazing, in any form, is forbidden. Participating in, engaging in, or encouraging such conduct shall be grounds for suspension of the Chapter, or of members, or both.

Article VIII. Property
Section 1: No chapter is allowed to own any real estate.