

# SAMPLE BYLAWS FOR A STUDENT CHAPTER OF NABE

## ARTICLE I - NAME

National Association for Business Economics - (*school name*) Student Chapter

## ARTICLE II - PURPOSE

The purpose of this organization shall be:

1. To provide for the mutual association of students in order to create a forum for the discussion of common economic problems.
2. To provide for the communication and exchange of experience between students and the business community.
3. To promote and encourage friendly relations between its members and professional economists.
4. To provide a forum for discussion of relevant economic issues by leading economists and business leaders.

## ARTICLE III - MEMBERSHIP

Section 1: Membership shall be open to faculty and to undergraduate and graduate students of the (*school name*) and to those students up to one year after graduation. Membership shall be confined to those students who have an expressed interest in economics.

Section 2: Active, voting members shall be any dues paying students currently enrolled at (*school name*) and who are in good standing with the school.

Section 3: Associate, nonvoting members shall be former students who have graduated within the last year.

Section 4: Dues shall be \_\_\_\_\_ dollars per member payable annually.

## ARTICLE IV - OFFICERS

Section 1: Only active members shall be eligible for office when the organization.

Section 2: The terms of office for all elected officials shall be one academic year.

Section 3. The titles of the elected officials shall be: president, vice president, secretary and treasurer.

Section 4: The duties of the elected officials shall be:

a. President:

1. Shall preside over all meetings.
2. Shall set the date for the next meeting with the normal schedule conflicts with the school schedule.
3. Shall appoint members to chair committees, such as publicity, field trip organization, speakers, etc.
4. Shall cast the deciding vote if there is a tie in normal voting procedure.

b. Vice President:

1. Shall preside over all meetings in the absence of the President.
2. Shall act as adviser to all committees.
3. Shall have the right to vote except when acting as President.

c. Secretary:

1. Shall preside over all meetings in the absence of the President and Vice President.
2. Shall have the right to vote except when acting as President.
3. Shall keep accurate minutes of all meetings and shall maintain all non-financial records.
4. Shall be responsible for presenting a copy of the minutes to all members and the faculty adviser(s), upon request.
5. Shall handle all organization correspondence.
6. Shall keep a list of all active members and associate members.
7. Shall notify the NABE national office of all officer and faculty adviser changes.

d. Treasurer:

1. Shall preside over all meetings in the absence of the President, Vice President and Secretary.
2. Shall have the right to vote except when acting as President.
3. Shall be in charge of all organization finances.
4. Shall keep an accurate account of all finances and shall give a report at every meeting.
5. Shall be responsible for submitting semester financial reports to the Office of Student Development.

6. Shall forward to the national office, the national portion of dues payments collected, together with a listing of the names and addresses of the persons covered.

e. Election of Officers

1. Only active members shall be eligible for nomination for office.
2. To be eligible to seek or hold office, a student, whether undergraduate or graduate, must be enrolled as a full-time student and have an overall grade-point average of 2.0 or better.
3. To be elected, it is necessary for a member to be nominated, and thereupon receive majority approval of those active members present and voting.
4. The dates of election shall be set by the current administration of officers.
5. All voting shall be by secret ballot.
6. A member may be nominated to all positions but may only hold one position by election.
7. If there are any office vacancies during the year, with the exception of President, new elections shall be held at the next publicized meeting to fill the position. In the case of the Presidency, the Vice President will succeed and an election will be held for the position of Vice President.

#### ARTICLE V - FACULTY ADVISER(S)

Section 1: Shall be a member or members of the faculty or staff and shall serve in an advisory capacity to the organization.

#### ARTICLE VI - QUORUM, MEETINGS AND VOTING

Section 1: A quorum shall consist of at least one officer and a percentage of the active membership. This percentage will be 1/3 (or seven (7) active members), whichever is the larger.

Section 2: Meetings will be held at least once a month. The exact time and date shall be decided by the officers.

Section 3: Emergency meetings may be called, when deemed necessary, by a majority of the officers.

Section 4: A simple majority of those present and voting is required to pass a proposal.

Section 5: All meetings shall be governed by Robert's Rules of Order.

## ARTICLE VII - FINANCIAL STRUCTURE

Section 1: The dues have been previously stated in Article III, Section 4.

## ARTICLE VIII - IMPEACHMENT

Section 1: An officer may be removed from his or her position due to negligence of duty, inefficiency in office or any other action which is considered detrimental to the name or purpose of the organization. An officer may be removed from office by a two-thirds (2/3) vote of the active membership, present and voting, at a meeting of the organization.

## ARTICLE IX - AMENDMENTS

Section 1: Amendments must be submitted in writing at the meeting prior to the vote.

Section 2: A two-thirds (2/3) vote is required for passage of amendments.