

## Association of College Honor Societies

### Bylaws Language Re: Removal of Chapter Officers

The following language\* is suggested as a protection of the national society as well as officers and advisers of chapters in the event that a chapter officer needs to be removed from office.

*Any elected officer of the Chapter may be removed for just cause. Sufficient cause for such removal may be violation of the Chapter Bylaws or Society Constitution or any lawful rule, practice, or procedure adopted by the Chapter or other conduct deemed to be prejudicial to the best interest of the Chapter. For removal of an elected officer for cause, it shall be necessary for the Chapter Executive Committee to hold a formal hearing. A statement of the charges shall be sent by registered mail to the last recorded address of the officer, accompanied by notice of the time and place of the meeting at which the charges are to be considered. At least thirty days notice shall be given, and the officer shall have the opportunity to appear in person or to be represented by counsel and to present any defense to such charges before action is taken. The Chapter Executive Committee shall adopt such rules as may be necessary to assure due process to the officer. Upon a two-thirds affirmative vote, the Chapter Executive Committee shall recommend removal to the Society Board of Directors. The Society Board of Directors shall, by majority vote, approve or reject the recommendation of the Chapter Executive Committee either at the next meeting or through an electronic meeting.*

This clause should be included in the national bylaws, and chapters should be required to put it in their bylaws. An attorney should be sought to ensure that this language meets standards of the state and complies with the articles of incorporation.

At some institutions the university might handle this situation. But some university attorneys will not accept the responsibility.

\* The Kappa Omicron Nu attorney recommended this language for the society's national bylaws.