

Constitution of Pi Chi Omega

Articles of the Fraternity*
(As Amended October 21, 1975, January 6, 1988,
October 24, 2003, January 10, 2012, October 20, 2015)

ARTICLE I – NAME

The name of this Fraternity shall be Pi Chi Omega. It is organized under the laws of the State of Indiana as a professional, non-profit Fraternity.

ARTICLE II – AIMS AND PURPOSES

The aims and purposes of the Fraternity shall be to further the science of pest management; to encourage and promote the formal education of potential members of the pest management industry; to cooperate with the National Pest Management Association, its successors and assignees, and the various state and local pest management associations; to obtain and distribute information that would be of value to members of the pest management industry; to further public respect and confidence in professional pest management; and to further the mutual benefits and associations of the members of Pi Chi Omega by the holding of meetings for the presentation and discussion of reports on the investigations and experience in the field of pest management.

ARTICLE III – ORGANIZATION

The management of the affairs of the Fraternity shall be vested in the Board of Directors, which shall consist of 11 members, elected or appointed by the membership (the Board), and the Executive Director as provided by these Bylaws and under the supervision of the Board. The Board shall consist of the President, President-Elect, Secretary, Treasurer, Executive Director, the immediate Past-President, four Active Members, and one Student Member. Each member of the Board shall have one vote with the exception of the Executive Director and the Student Member.

The business of the fraternity shall be carried out through the Board of Directors and such committees as are appointed in accordance with Article VI of the Bylaws.

* Founded 1950 at Purdue University; Incorporated 1955.

Bylaws of Pi Chi Omega

(As Amended October 21, 1975, January 9, 1980, November 12, 1980, January 6, 1988, October 22, 1991, October 26, 1993, January 4, 1995, October 24, 2003, January 10, 2012, October 20, 2015, January 12, 2016, January 10, 2017, and June 1, 2018)

ARTICLE I – MEMBERSHIP

- Section 1. The Fraternity shall consist of Student Members (Undergraduate, Graduate, and Transitional Student Members), Active Members (Professional Educator, Pest Management Professional, and Allied), and Long-standing Members (Retired, Legacy, Lifetime, and Honorary).
- Section 2. A Student Member shall be a person whose qualifications fit into one or more of the following categories:
- a. Undergraduate Student. Minimally, a second quarter/semester student who has completed at least one entomology course or is presently enrolled in an entomology, biology, or chemistry program in a two- or four-year accredited college or university.
 - b. Graduate student. A student actively engaged in entomology, biology, or chemistry studies at an accredited college or university who has already received their associate or bachelor's degree within a period of time acceptable to the institution.
 - c. Transitional Student. A Student Member who has already received their Associate, Bachelor's, Master's, or Doctorate degree in entomology, biology, or chemistry at an accredited college or university is eligible to maintain membership as a Transitional Student Member for a maximum of two years total if they have been a Student Member in the year prior.
- Section 3. Active Member shall be a person whose qualifications fit into one or more of the following categories:
- a. Professional Educator. A professor (assistant, associate, or full), instructor, researcher, or post-doc colleague employed at the college or university level in entomology, biology, or chemistry studies.
 - b. Pest Management Professional (PMP).
 1. An entomology, biology, or chemistry graduate with an Associate, Bachelor's, Master's, or Doctorate degree actively engaged in the business of pest management or in a supervisory, executive, educational, or professional capacity relating thereto, or those that have earned their BCE certification.

2. A graduate of an accredited college or university with a Bachelor's degree, not in entomology, biology, or chemistry, who has actively engaged for at least five (5) years in the business of pest management or in a supervisory, executive, educational, or professional capacity relating thereto and who has demonstrated continuing, outstanding, and sincere interest, and actively promotes the improvement and furtherance of professional pest management.
 3. A person not otherwise fulfilling the above criteria who has, during the last 10 years, demonstrated continued, outstanding, and sincere interest in and actively promotes the improvement and furtherance of professional urban and industrial pest management. This person shall have attained state or D.C. certification in urban and industrial pest management for a minimum of five (5) years, or who has passed and maintained ACE or BCE certification for five (5) years.
- c. Allied Member shall be a person whose qualifications fit into one or more of the following categories:
1. An entomology, biology, or chemistry graduate with an Associate, Bachelor's, Master's, or Doctorate degree actively engaged in an allied profession (a business or association that supports the pest management industry) in a supervisory, executive, educational, research, or professional capacity related thereto.
 2. A graduate of an accredited college or university with an Associate, Bachelor's, or advanced degree, not in entomology, biology, or chemistry, who has actively engaged in an allied profession (a business or association that supports the pest management industry) for at least five (5) years in the business of pest management or in a supervisory, executive, educational, or professional capacity relating thereto, and who has also demonstrated continuing, outstanding, and sincere interest in and actively promotes the improvement and furtherance of professional pest management, or who has passed the BCE exam and retains certification.
 3. A person not otherwise fulfilling the above allied requirements who has actively engaged in an allied profession (a business or association that supports the pest management industry) and who has, during the last 10 years, demonstrated continued, outstanding, and sincere interest in and actively promotes the improvement and furtherance of professional urban and industrial pest management through committed support to the pest management industry, or who has passed the ACE exam and retains certification.

Section 4. Long-Standing Member shall be a person whose qualifications fit into one of the following categories:

- a. Retired Member. A retired Active member who was active in the fraternity for at least 10 years. A Retired Active Member will be able to participate in all Fraternity activities but will not be eligible to hold office.

- b. Legacy Member. A Legacy Member shall be an active Member of long standing who has provided outstanding and unusual service to the Fraternity. A Legacy Member will be able to participate in all Fraternity activities and hold office but will be exempt from payment of dues.
- c. Life Member. Life Membership may be granted to an Active Member in good standing by the donation (amount to be set by the Board of Directors annually) to the scholarship fund (donation to be completed within four (4) years or less time). A Life Member will be able to participate in all Fraternity activities and hold office but will be exempt from payment of dues.
- d. Honorary Member. A person of acknowledged eminence in pest management or related sciences, so honored by a majority vote of the membership.

ARTICLE II – ADMISSIONS, RESIGNATIONS, AND FORFEITURE OF MEMBERSHIP

Section 1. Admissions.

a. Student and Active Members

- (1) Membership nomination approval can be accomplished through mail ballot, electronic voting systems via the Internet (if current technology meets Pi Chi Omega voting requirements), or in person at a scheduled meeting.
- (2) A list of prospective members to be voted on will be made available to the membership 15 days prior to the commencement of the vote, whether by mail, electronic voting system, or in-person at a scheduled meeting.
- (3) There will be four membership application deadlines each year, as follows: March 1, June 1, September 1, and December 1.
- (4) Nomination forms for membership shall be available on line, from the Executive Director, or any member of the Board of Directors or Membership Committee. The forms must be signed by two members in good standing who shall act as sponsors.
- (5) No prospective new member shall be invited to join this Fraternity until his/her nomination has been approved in the following manner:
 - (a) The sponsoring members shall submit the nomination to the Executive Director completely filled out, which shall include the following information concerning the prospective new member:
 - First name, middle name, and last name.
 - College or University attended, major field, and the title and date of the official degree awarded.
 - Kind of business profession.

- Firm name, if any.
 - Position and department in the firm, if any.
 - Business address and telephone number, if any.
 - Residential address and telephone number.
- (b) The Executive Director shall pass the completed nomination form to the Membership Committee.
- (c) The Membership Committee in conjunction with the Secretary shall investigate the eligibility of the prospective new member with the qualifications required by Article I of the Bylaws, and thereby also determine the status of the prospect with respect to category of membership. The latter shall be recorded on the form. Incomplete or incorrect nomination documentation may be sent back to the member who nominated the candidate for membership, and corrected information may be submitted for further review.
- (d) If the prospect does not qualify, objections that must be reasonable and of serious nature should be brought to the attention of the Membership Committee in person or in writing prior to the commencement of the vote, whether by mail, electronic voting system, or Scheduled Meeting. If, for any reason this cannot be done, objections may be brought to the attention of the members assembled in a Scheduled Meeting during a discussion period that shall precede the voting on each nomination. Refusal to accept a nomination of the nominee by the Executive Director must be supported by reasons for the refusal.
- (e) If the prospect does qualify and is accepted by the Membership Committee (signified by a committee chair's signature on the form), the Committee shall approve the nomination and submit it to the membership at the next Scheduled Meeting for approval by three-fourths of the members voting. If the prospect's membership is favorably voted upon, he/she shall be notified in writing of the action taken by the Fraternity, shall be sent a copy of the Constitution and Bylaws, and asked if he/she would care to become a member under the conditions set forth therein
- (6) If an approved nominee does not accept membership in the Fraternity within six (6) months after it is offered, his/her name may not be submitted for nomination during the next two (2) years.
- b. Admission of Long-standing Members. See also Article I, Section 4 above.
- (1) Retired Member. This person shall be a former Active Member in good standing, who desires to continue membership in the Fraternity. They must make a written or email request for a change of status to the Executive Director within 90 days of the date of their retirement.

- (1) Legacy and Honorary Member. A proposal for election of an individual to Legacy or Honorary Membership may originate with an Officer, the Membership Committee, or by an Active Member in good standing of the Fraternity. In any event, such a proposal shall be in writing, shall set forth the reasons for the proposal, and shall be signed by no less than six (6) Active Fraternity Members who are in good standing. The completed proposal shall then be presented to the Executive Director who will forward it to the Membership Committee. Within two (2) months of the date of presentation, the Membership Committee shall first investigate all proposals for election to Legacy or Honorary Membership and then forward the proposal, with a report of its findings and recommendations, to the Board of Directors for further consideration and investigation.

If the proposal is approved by the Membership Committee, and the Board of Directors, the name of the candidate shall be presented for election at a Scheduled Meeting. The candidate shall become a Legacy or Honorary Member upon the unanimous vote of the members present and voting at this meeting, and provided the candidate accepts such membership in writing within thirty (30) days after receiving an invitation of acceptance written by the Executive Director. The acceptance requirement is null and void for Legacy and Honorary Membership awards made posthumously.

- c. Life Member by donation. Life Membership by donation may be granted to an Active Member in good standing at the time of initiation of this process and continue throughout the Life Membership. The size of this donation to the scholarship fund will be set annually by the Board of Directors and the donation must be completed within four (4) years or less time. A Life Member will be able to participate in all Fraternity activities and hold office but will be exempt from payment of dues.

If one's Life Membership is revoked (based upon written charges found to have merit by a majority vote of the Board of Directors), the qualifying donation will be donated to a charity of the Board's choosing.

Section 2. Effective date of Membership.

- a. Student and Active Members.

The effective date of Student or Active Membership shall be the date of acceptance for membership by the candidate signaled by the payment of initiation fees and current dues.

- b. Long-standing Members.

- (1) Legacy and Honorary Membership. The effective date of Legacy and Honorary Membership shall be the date upon which the candidate has been so elected and has accepted the nomination in accordance with Article II, Section 1-b (2).

- (2) Life Members. The effective date of Life Membership will be the date of receipt by the Executive Director of the required designated donation to the scholarship fund, in accordance with Article II, Section 1-c.

Section 3. Rejection of Nomination for Membership. If a proposal for membership is rejected, the prospect shall not again be proposed for at least six (6) months after such rejection. A second proposal shall be in the same form and subject to the same conditions as the first.

Section 4. Members NOT in Good Standing. A member ceases to be in good standing immediately upon the expiration of the period for which his/her dues are paid. See Article X, Section 3, of the Bylaws for definition of “Good Standing.” The only exceptions are for Legacy and Life Membership as stated in Article I, Section 4-b&c and Article II, Section 1- c.

Section 5. Resignation of Membership.

- a. The Board of Directors shall accept the resignation, tendered in writing, of any member whose dues are paid. If in the opinion of the Board of Directors, there is a possibility that the member may be induced to remain a member, the acceptance of his/her resignation may be withheld no longer than three (3) months, pending investigation.

Whenever a resignation is accepted, the member shall receive an appropriate letter of regret within two (2) weeks after the acceptance, that is signed by the President and attested by the Executive Director.

- b. Any member of the Fraternity who resigns while in good standing may be reinstated without paying a second initiation fee, provided his/her application is approved by five (5) of the nine (9) voting members of the Board of Directors.

Section 6. Forfeiture of Membership.

- a. Any of the following shall be cause for forfeiture of membership:
 - (1) Misuse of this organization for personal gain, or conduct unbecoming to the furtherance of the aims of this Fraternity.
 - (2) Failure to comply with the Constitution and Bylaws.
 - (3) Of those admitted to Active Membership under Article I, Section 2-a of the Bylaws, the failure to graduate from the pest management, entomology, biology, or chemistry curriculum within a time acceptable to the educational institution.
 - (4) Failure to pay dues or other financial obligations to the Fraternity for six (6) months following the mailing or emailing of notice.
- b. When it comes to the attention of the Board of Directors that a member’s membership should be forfeited for any of the reasons outlined in Section 3-b (above), it shall be recommended to the membership to either forfeit or retain the member in question. Such recommendation for forfeiture or retention shall be presented to the next Scheduled Meeting of the membership for

action. A vote of two-thirds (2/3) of the eligible members present as such meeting shall be required to forfeit a member's membership.

ARTICLE III – DUES AND FEES

- Section 1. The initiation fees and annual dues for each member of the Fraternity shall be based upon the recommendation made by an affirmative vote of three-fourths of the Board of Directors and subsequently approved by a majority of the members attending a Scheduled Meeting. Changes may be made in the same manner.
- Section 2. For new members, dues shall start at the time of the Scheduled Meeting at which they were elected to membership, and said dues shall be payable in advance before the new member shall be accorded the privileges of his/her membership. (See Article II, Section 2 of the Bylaws.)

ARTICLE IV – OFFICERS AND DIRECTORS

- Section 1. The management of the affairs of the Fraternity shall be vested in the Board of Directors, which shall consist of 11 members, elected or appointed by the membership (the Board) or the Executive Director who shall serve under the supervision of the Board as provided by these Bylaws. The Board shall consist of the President, President-Elect, Secretary, Treasurer, Executive Director, the Immediate Past-President, four Directors, and one Student Member. Each member of the Board shall have one vote, except that the Executive Director and Student Member shall have no vote.
- Section 2. The President, the President-Elect, the Secretary, Treasurer, and members of the Board of Directors shall be elected for two-year terms, except for the Student Member which is a one-year term.
- Section 3. The terms of the President, President-Elect, Secretary, and the Treasurer shall begin at the close of the Scheduled Meeting at which they are elected and continue until the close of the meeting at which time their successors shall have been duly elected and qualified. The office of the President and President-Elect shall be filled initially by electing two members. The two-year term of Immediate Past-President becomes occupied by the previously-elected retiring current President as he/she leaves their Presidency.
- Section 4. The treasurer shall be responsible for the duties assigned to that position, as per the Bylaws.
- Section 5. Two of the other members of the Board of Directors shall be elected each year as Directors at a Scheduled Meeting and their term will run for two years, their term starting at the conclusion of the Scheduled Meeting at which they were elected. The membership of these Board Members/Directors shall be filled initially by electing two two-year-term members.
- Section 6. A vacancy in the office of the President shall be filled by the President-Elect. A vacancy in any office other than the President shall be filled by appointment by

the Board of Directors. Such appointee shall not serve beyond the next Scheduled Meeting unless then elected to fill the remainder of the unexpired term.

- Section 7. The 11th member of the Board of Directors shall be a non-voting student member. This person must be a Student Member of Pi Chi Omega in good standing and must attend the designated Pi Chi Omega meeting for which they are appointed. They shall be appointed by the Executive Director at least 60 days prior to the designated meeting they are to attend.

ARTICLE V – EXECUTIVE DIRECTOR

- Section 1. The Board of Directors shall appoint an Executive Director by majority vote. The executive Director shall administer the affairs of the Fraternity in accordance with the guidelines and duties outlined by the Board in a written job description of this position. The job description may be changed periodically by the Board as the duties and responsibilities of this position dictate. The Executive Director shall follow the policies formulated by the Board of Directors. He/she shall submit an annual budget governing the operation of the Fraternity to the Board for approval, in a timely manner, based on the close of the fiscal year of the Fraternity.
- Section 2. The Executive Director shall receive, on a monthly basis, a sum stipulated by the Board of Directors as payment of a management fee for office space which is used to transact the business of this fraternity. He/she shall also be allowed reimbursement of all reasonable out-of-pocket expenses for travel, food, and lodging in the performance of the official duties of such position.
- Section 3. The Executive Director may also serve as the duly appointed agent of the Secretary and/or Treasurer of the Fraternity.
- Section 4. The Executive Director shall appoint the non-voting Student Member of the Board of Directors as provided by these Bylaws.

ARTICLE VI – AND ELECTION OF OFFICERS

- Section 1. Not less than three months prior to the date of the meeting at the time of the National Pest Management Association convention, the President shall appoint a Nomination and Election Committee, of which no members shall be Officers or members of the Board of Directors, except for the current Immediate Past-President who shall chair this committee.

This committee shall be composed of three persons having Active Membership in good standing, and shall be appointed for the purpose of proposing the names of candidates for the Board of Directors and the various Fraternity Officers for presentation to the Fraternity, as provided for in the Constitution and Bylaws.

No member of the Nomination and Election Committee shall be eligible for reappointment on that committee more often than once every three years, except for the current Immediate Past-President.

- Section 2. The Nomination and Election Committee shall nominate one eligible member for each office to be filled, and the list of nominees shall be sent to the Executive Director at least one month prior to the date of the Scheduled Meeting. Any vacancy that may occur in the list of nominees before election day shall be filled by the Board of Directors.
- Section 3. At the Scheduled Meeting, the Nomination and Election Committee shall present its nominations for the Board of Directors including all offices to be filled in the succeeding year, after which nominations for the offices and/or the Board may be made from the floor.
- Section 4. The election of the Officers and other members of the Board of Directors shall be by ballot by those present and qualified to vote; the person receiving a minority of the votes on each succeeding ballot shall be dropped. If no nominations have been made from the floor, candidates proposed by the Nomination and Election Committee may be elected by acclamation.

ARTICLE VII – OFFICERS AND BOARD OF DIRECTORS AND THEIR DUTIES

- Section 1. PRESIDENT: He/she shall be the chief executive of the Fraternity, presiding at all meetings of the Fraternity, and shall exercise general supervision over the activities of the Fraternity. His/her other duties shall be as follows:
- a. Appoint all committees as near as possible in accordance with the organization plan of the Fraternity.
 - b. Act as ex-officio member of all committees.
 - c. See that all committees function and cooperate with the committee chair toward that end.
 - d. Call for regular committee reports.
 - e. See that regular elections are held in accordance with Article VI of these Bylaws.
 - f. Have full power to enforce the provisions of the Fraternity Constitution and Bylaws and to initiate moves for changes and improvements.
 - g. Be responsible for details he/she shall deem advisable or may found necessary for the proper administration of the business and activities of the Fraternity, not otherwise provided for by the Constitution and Bylaws.
 - h. Perform other such duties as ordinarily pertain to his/her office or which may be imposed upon him/her by the Fraternity.
 - i. If, for any reason, the president is unable to perform his/her duties, the President-Elect, next in rank, shall occupy his/her position and perform his/her duties, having the same authority as the President.

Section 2. PRESIDENT-ELECT: He/she shall succeed the President in office and substitute for the President in case of absence. He/she shall, under the direction of the President perform such duties as may be assigned to him/her by the President, including the overseeing of such committees as the President may designate.

Section 3. SECRETARY AND TREASURER: They shall be under the supervision and direction of the President. They or their duly appointed agent or agents shall perform the following duties as well as such other duties as shall be recommended. Their duties in general shall be:

a. The secretary shall submit to the Fraternity membership:

- (1) A correct and up-to-date membership list annually showing category and addresses.
- (2) Copies of resolutions adopted.
- (3) Lists of Officers and committee appointments.
- (4) Such other information and data concerning the activities of the Fraternity as may be called for by the membership.

b. The secretary shall keep the general Fraternity records and perform the following other duties:

- (1) Keep an accurate record of the minutes of Fraternity meetings.
- (2) Keep attendance records.
- (3) Send out all notices of meetings.
- (4) Attend to all correspondence and sign all documents issued by the Fraternity.

c. The Treasurer shall perform the following other duties:

- (1) Collect from members and others all money due the Fraternity, issuing proper receipts, therefore.
- (2) Receive all monies and deposit same in a bank or banks as may be recommended.
- (3) Keep accurate record of receipts and disbursements.
- (4) Pay out money only on authority of the President.
- (5) Sign all checks and vouchers.
- (6) Issue annual statements to each member for his/her dues or other financial obligations to the Fraternity.

- (7) Keep the Fraternity Account of each member.
- (8) Prepare and submit financial reports annually to the Fraternity, and as called upon to do so by the President.
- (9) Keep accounts available and open at all times to the inspection of the President, and any auditors named by the President.
- (10) Perform such other duties as may ordinarily pertain to his/her office or as are imposed upon him/her by the President.

Section 4. BOARD OF DIRECTORS. They shall be the policy-making body of the Fraternity, establishing policy by majority vote of the members of the Board. These policies may be subject to review by the membership at a Scheduled or Special Meeting. They shall meet at least once year in conjunction with a Scheduled meeting. The President shall preside at the Board of Directors meeting and cooperate with the Secretary in keeping of adequate records.

- a. The management of the affairs of the Fraternity shall be vested in the Board of Directors, which shall consist of 11 members, elected or appointed by the membership, the Board, or the Executive Director as provided by these Bylaws. The Board shall consist of the President, President-Elect, Secretary, Treasurer, Executive Director (no vote), the immediate Past-President, four Directors, and one student member (no vote).
- b. The President, the President-Elect, the Secretary, and members of the Board of Directors shall be elected for two-year terms.
- c. The terms of the President, President-Elect, Secretary, and the Treasurer shall begin at the close of the Scheduled Meeting at which they are elected and continue until the close of the meeting at which time their successors shall have been duly elected and qualified. The office of the President and President-Elect shall be filled initially by electing two members.
- d. The Treasurer shall be responsible for the duties assigned to that position, as per the Bylaws.
- e. Two of the other members (Directors) of the Board of Directors shall be elected each year at a scheduled Meeting and their term will run for two years, their term starting at the conclusion of the Scheduled Meeting at which they were elected. The membership of these Board Members shall be filled initially by electing two two-year-term Directors.
- f. A vacancy in the office of the President shall be filled by the President-Elect. A vacancy in any office other than the President shall be filled by appointment by the Board of Directors. Such appointee shall not serve beyond the next Scheduled Meeting unless then elected to fill the remainder of the unexpired term.
- g. The 11th member of the Board of Directors shall be a non-voting student member. This person must be a student member of Pi Chi Omega in good standing and must attend the designated Pi Chi Omega meeting for which they

are appointed. They shall be appointed by the Executive Director at least 60 days prior to the designated meeting they are to attend.

ARTICLE VIII – MEETINGS

- Section 1. Regular Meetings: The Fraternity shall meet regularly in a Scheduled Meeting once each year at the place of and during the time of the Annual National Pest Management Association Convention, except as provided for in Section 2 of this Article.
- Section 2. In cases of extreme necessity where the interests and welfare of the Fraternity may be affected or where good policy reasons dictate such action, the date for holding a Scheduled Meeting may be shifted upon the action of the Officers. Should a different meeting place be deemed necessary, the President shall designate the new meeting place after the wishes of the membership have been duly expressed.
- Section 3. Special Meetings: Special meetings may be held as may be decided upon by the Officers; however, such special meetings shall not be held in lieu of a Scheduled Meeting, except that they may constitute make-up meetings for any Scheduled Meetings cancelled in accordance with Section 2 of this Article.
- Section 4. Quorum: The number of members required to constitute a quorum for the transaction of business in any meeting of the Fraternity shall be those in attendance at properly called meetings of which the Secretary has notified all members, excepting in those matters where a larger vote is required under the Bylaws than is furnished by those in attendance.
- Section 5. Voting eligibility. Active, Retired, Legacy, and Life Members in good standing shall be eligible to vote on all matters brought to a vote.
- Section 6. Honorary and Retired Members. They shall be invited to attend all meetings of the Fraternity and to participate in the discussion of any item of business. They will not, however, have the right to vote or hold office, but can, at the discretion of the President and with the consent of the Honorary or Retired Member involved, serve as a committee member in any capacity other than chairperson.
- Section 7. Proxy. Any member in good standing can ask a qualified Fraternity member to act as his/her proxy at a meeting and vote for him/her provided he/she furnishes such proxy a written statement to that effect for presentation to the President.
- Section 8. Parliamentary authority. Robert's Rules of Order shall be the parliamentary authority in all matters of procedure not specifically covered by the Constitution and Bylaws of this Fraternity.

ARTICLE IX – FINANCE AND ACCOUNTING

- Section 1. The fiscal year of the Fraternity shall begin on the first day of July of each year.

- Section 2. The Officers shall determine, install, and maintain the proper system of accounts in keeping with the needs of the Fraternity.
- Section 3. The Treasurer shall prepare and submit semi-annually (In January and July), reports to the President of delinquent dues or other indebtedness due the Fraternity by members. Such reports shall contain the name of the member and the itemized amounts owed.
- Section 4. The Treasurer shall submit his/her books and records for annual audit or whenever requested by the President.

ARTICLE X – DEFINITIONS

- Section 1. “Pest management curriculum.” A pest management curriculum is a curriculum established in an accredited university or college for the sole purpose of training persons for professional and/or commercial pest management.
- Section 2. “Entomology graduate.” An entomology graduate is one who is a graduate of a two-year or four-year accredited university or college with a major in entomology.
- Section 3. “Good standing.” A member shall be considered in good standing provided his/her dues have been paid in full for the current year, and he/she is not otherwise financially indebted to the Fraternity and that no written charges have been preferred against him/her and found to have merit by a majority of the Board of Directors.
- Section 4. “Pest management.” The business of controlling insects, other arthropods, and vertebrate pests in homes, business establishments, industrial plants, and other structures, as well as in outdoor areas frequented by humans.

ARTICLE XI – COMMITTEES: THEIR FORMATION AND DUTIES

- Section 1. Committees as needed shall be appointed by the President, subject to suggestions by members of the Board of Directors, within 60 days of he/she taking office. The duties of any such appointed committees shall be defined in writing at the time of their initial appointment. Such committee duties may be changed or augmented at a later date by the Officers acting according to the wishes of the Fraternity.

Standing committees: Typically, eight committees are created with chairpersons appointed by the President. These are: Awards, Bylaws, Finance, Marketing and Website, Membership, Nomination and Election, Scholarship, and the Strategic Planning committees.

- Section 2. All committees shall consist of a chairperson appointed by the President of the Fraternity and as many members as shall be considered necessary by the President, but at no time shall the number of committee members be less than three.

Section 3. Each committee, through its chairperson, shall report either verbally or in writing semi-annually to the President and annually to the Fraternity, and it shall be the duty of each committee chairperson to keep the Secretary informed of the activities of his/her committee.

Section 4. The formation of a committee both as to membership and duties shall be on a two-year basis coinciding with the President's term of office. The personnel composition of each committee shall be reviewed annually to determine the wishes of all persons on the committee to continue acting on the committee.

ARTICLE XII – AMENDMENTS TO THE CONSTITUTION OR BYLAWS

Section 1. Proposed amendments to the Constitution or to the Bylaws must be offered in writing, signed by at least ten (10) Active members, and sent to the Executive Director not less than sixty days (60) prior to the next Scheduled Meeting.

The Executive Director will send copies to the Board of Directors and the Constitution & Bylaws committee for their evaluation and recommendation.

The Executive Director will then arrange to get a copy posted on the Pi Chi Webpage at least thirty (30) days prior to the Scheduled Meeting.

Section 2. Such proposed amendments shall be in order for discussion at the Scheduled Meeting. A two-thirds vote of the Active, Legacy, and Life Members in good standing in attendance or represented by proxy at a Scheduled Meeting is required to amend the Constitution or Bylaws.

ARTICLE XIII – ESTABLISHMENT OF CHAPTERS

Section 1. A group of members of this Fraternity living in a community or area may form a Chapter of this Fraternity upon authorization of the Officers of the Fraternity. Subsequent to formation of the Chapter, a formal application for a charter shall be submitted by the Chapter to the Officers of the Fraternity together with a copy of the Chapter's Constitution and Bylaws. The *Officers* of the Fraternity shall then proceed in accordance with Article XIII, Section 2, of the Bylaws.

Section 2. The Officers of the Fraternity may, at their discretion and subject to ratification by a majority vote of members assembled in a Scheduled or Special Meeting, authorize the organization of and grant charters to the Chapters for purposes that are in harmony with the aims of the Fraternity. The rules of operation and procedure of such Chapters shall be in accord with the Constitution and Bylaws of the Fraternity.

Section 3. If and when Chapters are formed, they shall be in sequence and named for the letters of the Greek alphabet, starting with the Alpha Chapter. The earliest date of an official request for Chapter formation as recorded by the President of Pi Chi Omega shall be used to determine the Chapter designation.

Section 4. It shall be required that the President of each Chapter present a written report relative to the activities of that Chapter at each Scheduled Meeting of the Fraternity.

ARTICLE XIV – DISPOSITION OF FUNDS UPON DISSOLUTION

Section 1. Should the Fraternity be dissolved, the monies then remaining in its treasury will be distributed equally between the Entomology Department of Purdue University and The National Pest Management Association for use in educational projects for the furtherance of the professional pest management industry.