

CONSTITUTION CHARLESTON CHAPTER OF SIGMA XI

ARTICLE 1. NAME

This Chapter is a constituent member of Sigma Xi, The Scientific Research Society, an unincorporated association (hereinafter, "the Society") or its successor-in-interest, and shall be known as the Charleston Chapter of Sigma Xi (hereinafter, "the Chapter"). This Chapter is under the general supervision and control of the Society. The objectives and activities of this Chapter shall be those stated in the current National Constitution and Bylaws of the Society, i.e., "to encourage original investigation in science, pure and applied." (See Appendix)

ARTICLE 2. PURPOSE

This Chapter, located in the Charleston area of South Carolina, defined to include the following counties: Charleston, Berkeley, Colleton, Dorchester, Florence, Georgetown, Horry, Marion, Williamsburg, Beaufort, Hampton, Jasper, Orangeburg, and Bamberg. The Chapter is made up of scientists from many professional areas, including, but not limited to, those at the College of Charleston, The Citadel, the Medical University of South Carolina, the Department of Natural Resources Marine Resources Research Institute, the Hollings Marine Laboratory, the NOAA National Ocean Service (NOS), the US Vegetable Laboratory, NIST, Boeing, Charleston Southern University, Trident Technical College, MeadWestvaco, South Carolina State University, Claflin College, Francis Marion University, Coastal Carolina University, USC-Beaufort, and USC-Salkehatchie.

ARTICLE 3. MEMBERS

Every active or inactive member of the Society who meets the residency or affiliation criteria listed in Article 2 of Chapter's Constitution shall be regarded as eligible for membership in this Chapter.

ARTICLE 4. MEETINGS

At least one meeting of the Chapter shall be held each year.

ARTICLE 5. THE DELEGATE

The Chapter shall elect one to a maximum of three Delegates, according to Article III, Section 2C of the Constitution of the Society (see Appendix). The Delegate(s) shall represent the Chapter at the annual Assembly of Delegates of the Society as finances permit.

ARTICLE 6. DUES

All local dues shall be collected in agreement with Article IV, Section 1 of the Constitution of the Society (see Appendix). Accordingly, the Chapter sets local dues for active members and collects them through the Treasurer of the Society.

ARTICLE 7. NONPROFIT STATUS

The Chapter is organized and is to be operated for charitable and educational purposes within the meaning of Internal Revenue Code Section 501(c)(3) (reference herein to the Internal Revenue Code, hereinafter "IRC", include the corresponding section(s) of any United States tax code).

No part of the net earnings of the Chapter shall be used to the benefit of, or be distributed to its officers, members, or otherwise private persons, except that the Chapter shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No activities of the Chapter shall be carried on in an attempt to influence legislation, and the Chapter shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of or in opposition of any candidate for public office.

Notwithstanding any other provision herein, the chapter shall not carry on any activities not permitted to be carried on (a) by an organization exempt from federal income tax under IRC Section 501(c)(3) or (b) by an organization, contributions to which are deductible under IRC Section 170(c)(2), 2055(a)(2) or 2522(a)(2).

If the Chapter goes inactive and remains dormant over 5 years or dissolves, any funds the chapter possesses which were the direct result of local dues and chapter support will go back to the Sigma Xi, The Scientific Research Society.

After paying or making provision for the payment of all other lawful debts and liabilities of the Chapter, the assets shall be distributed to one or more of the following categories or recipients, as the Chapter shall determine:

1. A nonprofit organization or organizations which may have been created to succeed the Society, as long as such organization(s) shall qualify as an organization described in IRC Section 501(c)(3); and/or
2. A nonprofit organization or organizations having similar aims and objectives as the Society and which may be selected as an appropriate recipient of such assets, as long as such organization (s) shall qualify as an organization described in IRC Section 501(c)(3); and/or
3. The federal government, a state or local government, but only if such assets will be used for a public purpose and "to encourage original investigation in science, pure and applied."

Should Sigma Xi, The Scientific Research Society become inactive prior to dissolution of the Chapter, then after paying or making provision for the payment of all lawful debts and liabilities of the Chapter, the assets shall be distributed to one or more of the categories or recipients listed in items 1-3 of this section above, as determined by the Chapter.

ARTICLE 8. BYLAWS

The Chapter's bylaws shall contain nothing inconsistent with the Constitution and the Bylaws of the Society, and they and all later amendments shall not become effective until

approved by the Chapter's members and the appropriate regulatory body of the Society.

ARTICLE 9. RATIFICATION AND AMENDMENTS

The Constitution and any amendments to it shall be considered by the Niche Committee. If the Niche Committee agrees by 2/3 vote to accept the amendments, then the document will be presented to the active membership for ratification. The amendments to the Constitution will then be accepted if ratified by the affirmative vote of two-thirds of the active members of the Chapter present at any regular or special meeting of the Chapter, provided that copies of the proposed Constitution or any Amendment thereto, are sent to all active members of the Chapter at least fifteen (15) days in advance of the meeting and that such constitution or any amendment(s) be forwarded to the Society for approval by such body of the Society as may be required by the Society.

Upon approval, copies of the Constitution or amendment(s) shall be distributed to all members of the Chapter.

Forwarded to Sigma Xi Society for approval by appropriate body on _____
Approval by Sigma Xi Society, effective _____ was received on

This Constitution was duly approved by vote of two-thirds of the active members of Charleston Chapter of Sigma Xi present at Chapter's meeting on _____

Copy of approved Constitution provided to members of Charleston Chapter of Sigma Xi on _____

BYLAWS CHARLESTON CHAPTER OF SIGMA XI

ARTICLE 1. ACTIVITIES OF THE CHAPTER.

Activities of this Chapter aim at fulfilling the object of the Society which include in accordance with Article I of the Bylaws of the Society: the election to membership and associate membership in the Society those who meet the requirements for membership set forth in Article II, Sections 3 A and 3 B of the Constitution of the Society (see Appendix); the holding of meetings for the discussion of scientific subjects, dissemination of scientific information, the encouragement of scientific research, the presentation of awards for excellence in research and the maintenance of the lectureship programs.

ARTICLE 2. MEMBERSHIP OF THE CHAPTER.

Section 1. The membership to this Chapter is subject to the requirements of Article IV, Section 1 of the Constitution and Article II, Section 1 of the Bylaws of the Society (see Appendix). Every member who is recorded as such with the Headquarters of the Society and fulfills either the residency or affiliation requirement listed in Article 2 of Chapter's Constitution is eligible for membership with this Chapter.

Section 2. Active (dues-paying) members of the Society as described by Article II of the Constitution of the Society may be affiliated with this Chapter, at their request, if they fulfill the residency or affiliation requirement listed in Article 2 of Chapter's Constitution.

Section 3. Inactive members of the Society who fulfill the residency or affiliation requirement listed in Article 2 of Chapter's Constitution can still participate in all activities of this Chapter provided they support financially and logistically its mission. Such Local Supporters of the Chapter cannot hold any official office in the Chapter, cannot be nominated for any committee, cannot neither propose nor vote on any amendments to the Constitution and Bylaws of the Chapter or Society, cannot receive grants or awards or other discounts available to active members, and will not receive a subscription to the American Scientist. All proceeds received by the Treasurer of the Chapter as gifts and donations from the Local Supporters of the Chapter will be used to finance Chapter-sponsored graduate and undergraduate research awards.

ARTICLE 3. THE OFFICERS OF THE CHAPTER.

Section 1. The offices of the Chapter shall mirror the structure established by the Society in Article III of the Bylaws of the Society. The elected officers of this Chapter shall be a President, a President-Elect, a Secretary, a Treasurer, and a Counselor. In addition, a Counselor shall be appointed by the Niche Committee for a three-year term to represent the Chapter during the Assembly of Delegates of the Society, and may succeed himself/herself in uninterrupted sequential terms. All new terms start at the conclusion of the Annual Membership and Initiation Banquet, which is traditionally held in April. Any active member of the Chapter can hold only one elected office simultaneously. The President and the President-Elect must be from different institutions. The Presidential-Elect term is for one year after which this officer will become the President for the following year. The Presidential term

is for one year. The Treasurer and Secretary are two-year staggered terms, and each officer may succeed himself/herself in uninterrupted sequential terms.

Section 2. Vacancies of any offices shall follow the procedure highlighted in Article III, Section 3D of the Bylaws of the Society. Specifically, the President-elect shall assume the office of the President for the remainder of the unexpired term should the Presidency become vacant before the end of the prescribed period. Shall the President-Elect office become vacant before the end of the prescribed period, the President shall assume this office until the Niche Committee elects a successor. The President may appoint a replacement for other vacancies subject to confirmation of the Niche Committee.

Section 3. The duties of the Chapter's officers and the Counselor shall be those that usually pertain to the respective offices as stated by the Constitution and Bylaws of the Society.

A. In particular, the duties of the President shall include the following: presiding at all meetings of the Chapter; representing the Chapter at all official functions in which the Chapter is involved; collaborate with the Secretary by contributing to the brief annual report concerning the Chapter and its activities; and performing such other tasks as may be appropriate for this Office.

B. In particular, the duties of the President-Elect shall include the following: serving as the deputy for the President and acting for the President in the President's absence on any official occasion; organize Chapter's visits to institutions/organizations approved by the Niche Committee; and performing such other tasks as may be appropriate for this Office.

C. The Immediate Past-President shall be responsible for encouraging current members to nominate appropriate individuals for membership in Sigma Xi and collaborate with the President and the Secretary by contributing to the annual report of the Chapter. In addition, he/she may be assigned specific tasks as determined by the Niche Committee.

D. The duties of the Secretary shall include: the keeping of minutes, attending to correspondence and to the several duties relating to the nomination, election and initiation of members. The Secretary will also arrange for Certificates of Membership; keep the record of past and present officers and committee members; keep a current list of active members eligible for election to the various committees of the Chapter; verify the eligibility of the nominees to serve on the various committees; secure their consent to serve if elected; and prepare the ballot for the election of these nominees. The office of the Secretary will assist with the publication of the newsletters detailing the calendar of activities of the Chapter; prepare printed programs for the Annual Initiation Banquet. The Secretary will supply National Headquarters of the Society with the names of newly elected officers. The Secretary of the Chapter will work with the President and Immediate Past-President to assemble the annual report required by the Society, which will be submitted in a timely manner by the Secretary.

E. The office of the Treasurer will make arrangements for the payment of all bills for activities authorized by the Niche Committee; will prepare and present financial reports

regarding the budget of the Chapter at the Annual Banquet and at meetings of the Niche Committee; fill out each year the required documents with the Internal Revenue Service in order to maintain the tax exempt 501(c)(3) status of the Chapter.

F. The office of the Counselor represents the Chapter during the Assembly of Delegates of the Society. If the Chapter sends more than one Delegate, the Counselor is the leader of the team representing the Chapter during the Assembly of Delegates of the Society.

ARTICLE 4. THE COMMITTEES OF THE CHAPTER.

The committees of the Chapter shall mirror the structure established by the Society in Article III of the Bylaws of the Society. The Niche Committee shall establish other committees, or merge existing committees, wherever the need exists. Some committees may have only one member, who will be the Coordinator of the entire activity of that committee.

Section 1. The Niche Committee

- A. Duties. The Niche Committee is responsible for reviewing and approving, planning, arranging, conducting, and publicizing all meetings and other events, activities, and functions of the Chapter. The Niche Committee calls and organizes regular and special meetings of the Chapter.
- B. Members. The members of the Niche Committee are: the President, President-Elect, Secretary, Treasurer, current Chairpersons of the Chapter's Committees, and all Past-Presidents of the Chapter. On behalf of and with the approval of the Niche Committee, the President of the Chapter can invite additional active members of the Chapter to join the Niche Committee.
- C. Meetings. There shall be at least two meetings of the Niche Committee each year. The Niche Committee meetings shall be open to the full membership except when there is a need for confidentiality. The Niche Committee meetings shall be called at such times as the Chapter's President and Executive Committee may determine.

Section 2. The Executive Committee

- A. Duties. The Executive Committee shall have the power to act between the Niche Committee meetings with respect to matters: (a) when action is required and the exigencies of the situation will not permit a delay until the next meeting of the Niche Chapter or until an (e-)mail ballot can be taken; or (b) when the degree of confidentiality is so great as to require consideration by a smaller group; or (c) when the President requires an advise-and-consent service. It shall be the duty of this Committee to assist the President by giving preliminary consideration to matters which do not come within the purview of other committees or where time does not permit referral to the otherwise appropriate committee.
- B. Members. The members of this Committee are: the President, President-Elect, and the Immediate Past-President. Additional active members of the Chapter can be invited by the Chapter's President to join this Committee.
- C. Meetings. The Executive Committee meetings shall be called at such times as the Chapter's President may determine.

Section 3. The Membership Committee is responsible for soliciting nominations for election of new Members and Associate Members in agreement with the procedure established in Article II of the Constitution and Article II, Section 1, of the Bylaws of the Society (see Appendix). This Committee shall review and update the Chapter active membership list, contact inactive members and entice them to become active members, and seek to increase membership from the non-academic community. The Chairperson, or Coordinator, of this Committee shall conduct the Initiation Ceremony during the Annual Membership and Initiation Banquet.

Section 4. The Grants and Awards Committee shall work closely with the President of the South Carolina Academy of Science in order to identify the students who received awards and invite them together with their research mentor to the Annual Membership and Initiation Banquet of the Chapter. This Committee sets the judging criteria for poster/talk presentations, organizes judging panels, collects results from judges and recommends presentations for awards to the Niche Committee. This Committee collects grant applications, reviews and recommends them for funding to the Niche Committee. This Committee shall also publicize the grants and awards given by the Chapter. The Chairperson, or Coordinator, of this Committee shall present the awards funded by the Chapter during the Annual Membership and Initiation Banquet.

Section 5. The Annual Membership and Initiation Banquet Committee shall determine the best date for the Annual Banquet, which shall be no earlier than the conclusion of the South Carolina Academy of Science but no later than the end of the Spring semester. This Committee shall make room reservation(s) with the institution that will host the Banquet, select the menu, and communicate the arrangements to the Niche Committee. The Chairperson, or Coordinator, of this Committee shall ensure that the audio and video facilities of the reserved room meet the expectation of the invited lecturer for the Annual Banquet.

Section 6. The Public Relations Committee shall be responsible for (a) maintaining the list serve of the Chapter, (b) compiling, editing, and disseminating the Chapter Newsletter, and (c) maintaining the Chapter web page. This committee shall also ensure adequate and proper publicity in the institutional, local and national media.

Section 7. The Committee on Chapter Archives and History shall receive, collect, and catalog written and photographic documents that are generated and received by the Chapter officers and members and that pertain to the Chapter business. The Committee shall also be responsible for the proper storage of the catalogued documents.

ARTICLE 5. CHAPTER-SPONSORED AWARDS.

Based on budget estimates presented by the Treasurer of the Chapter, the Niche Committee shall decide at the beginning of each academic year which of the following graduate and undergraduate research awards will be funded, establish new awards, or merge existing awards.

Section 1. Charleston Chapter of Sigma Xi and South Carolina Academy of Science

(SCAS) Awards honor undergraduate students who received awards during SCAS Annual Meeting.

Section 2. Charleston Chapter of Sigma Xi and Grice Graduate Marine Biology Student Award honor graduate students who presented the results of their research projects during the Annual Colloquium at Grice Graduate Marine Biology Laboratory.

Section 3. Student Research Day at the MUSC. The Chapter instituted two awards: one for the best poster and the other for the best talk presented during the Annual Student Research Day organized at the Medical University of South Carolina (MUSC). In order to qualify for these awards, the student or the student's research adviser must be an active member of the Chapter.

Section 4. Undergraduate Student Research Conference at The Citadel. The Chapter instituted two awards for the best poster(s) and/or talk(s) presented during the Undergraduate Student Research Conference organized at The Citadel.

For all Chapter-sponsored awards, the Chapter will present certificates of achievement and a check, in the amount decided by the Niche Committee, to each student who received an award. A certificate of achievement will also be presented to the corresponding faculty advisor. The Chapter will invite the students who received a Chapter-sponsored research awards to join the Society at the Associate Member level. The nomination shall be submitted by the student's research adviser, if (s)he is an active member, otherwise the Chair of Awards Committee will send the nomination to the Membership Committee. The Chapter will also invite the faculty advisers of students receiving awards to join the Society, provided (s)he meets the eligibility criteria. The awards will be presented during the Annual Banquet.

ARTICLE 6. AMENDMENTS

The bylaws and any amendments to it shall be considered by the Niche Committee. If the Niche Committee agrees by 2/3 vote to accept the amendments, then the document will be presented to the active membership for ratification. The amendments to the bylaws will then be accepted if ratified by the affirmative vote of two-thirds of the active members of the Chapter present at any regular or special meeting of the Chapter, provided that copies of the proposed bylaws or any Amendment thereto, are sent to all active members of the Chapter at least fifteen (15) days in advance of the meeting and that such bylaws or any amendment(s) be forwarded to the Society for approval by such body of the Society as may be required by the Society.

Upon adoption and approval by the Chapter, the amendment(s) shall be sent to the appropriate office of the Society for final approval. Copies of the amended bylaws shall be distributed to all members of the Chapter.

These bylaws were duly approved by vote of two-thirds of the active members of Charleston Chapter of Sigma Xi present at Chapter's meeting on _____

Forwarded to Sigma Xi Society for approval by appropriate body on _____

Approval by Sigma Xi Society, effective _____ was received on _____

Copy of approved bylaws provided to members of Charleston Chapter of Sigma Xi on

APPENDIX

Relevant excerpts from the Constitution of **SIGMA XI, THE SCIENTIFIC RESEARCH SOCIETY**

ARTICLE I. Name, Object and Activities of the Society “[...] The fields of activity of the Society are the pure and applied natural sciences. In general, these include the physical sciences, the life and agricultural sciences, the earth sciences, the medical sciences, mathematics and engineering. The activities of the Society shall be those appropriate to the object of the Society and particularly those set forth in the Bylaws. [...]”

ARTICLE II. Membership in the Society Section 3. **Requirements for Election or Promotion to Membership** . “**A. Member**. Any individual who has shown noteworthy achievement as an original investigator in a field of pure or applied science is eligible for election or promotion to full membership in the Society.

B. Associate Member. Any individual who has through initial research achievement in a field of pure or applied science shown aptitude for research which is expected in due course to lead to the fulfillment of the requirements for full membership, is eligible for election to associate membership in the Society.”

ARTICLE III. Organization of the Society Section 2. **The Assembly of Delegates**. **A. Governance**. The governance of the Society rests in an Assembly of Delegates at which the chapters and the membership-at-large are entitled to representation as hereinafter provided.

ARTICLE IV. Dues and Expenses of the Society Section 1. **Dues and Fees**. Annual dues and any associated fees shall be set as described in the bylaws. Chapters may set additional local dues and collect them directly or through the Treasurer of the Society. Further provisions with regard to dues and fees are set forth in the Bylaws.

Relevant excerpts from the Bylaws of **SIGMA XI, THE SCIENTIFIC RESEARCH SOCIETY**

BYLAW II. Membership in the Society Section 1. **Membership of Chapters**. **A. Chapters**. The membership of a chapter, subject to the requirements of Article IV, Section 1 of the Constitution, shall consist of the active Members and the active Associate Members who present satisfactory credentials showing election to membership in the Society, who request affiliation with the chapter and who are accepted by the chapter. They shall be recorded as such in the Headquarters of the Society.