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ΣΤΔ  
**SIGMA TAU DELTA**  
Removal of Board Members Procedures

**[Adopted by the Board of Directors March 25, 2009, Minneapolis, MN]**

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In accordance with Article II, Section III of the ΣΤΔ Constitution, which states: "Any Board member may be removed for cause by a two-thirds vote of the other Board members, provided that the President or the Vice President shall have notified such Board member in writing at least thirty days prior to the hearing preceding such vote, specifying cause(s), or charge(s), or both," the following clarifications shall ensure that sufficient, fair, and reasonable procedures shall be followed:

**PROCEDURES:**

1. Any member of the Board of Directors, voting or non-voting, may be removed for cause. Sufficient causes for removal include, but are not limited to: neglect of duties specified in the ΣΤΔ Constitution; insufficient participation in the work of the Board; abuse of powers; actions contrary to the aims of ΣΤΔ; direct violation of the ΣΤΔ Constitution, Bylaws, Policies and Procedures; irresponsible behavior; and/or flagrant violation of civic laws. The matter of removal shall be handled entirely by the Board of Directors, which may solicit information from others concerning the cause(s) for removal.
2. In considering removal of a Board member, the Society president shall follow these procedures:
  - A. The full Board of Directors, with any concerned parties, shall hold a formal hearing to determine if there is sufficient cause to proceed; the hearing may be held in person or by any other means most convenient for the majority of the Board. At least 30 days prior to the hearing, the president or vice-president shall send by registered mail to the Board member whose removal is being considered, a statement of the charge(s) and notice of the time, date, and means of the hearing at which the charge(s) will be considered.
  - B. The Board member shall have the opportunity to respond, prior to the hearing, to the charge(s) in writing and/or in person (if the Board is meeting in person).
  - C. The voting members of the Board, on the basis of a 2/3rds majority vote, shall recommend, or not recommend, removal.
  - D. If removal is recommended, the removed person will vacate his/her Board position immediately and the Board will seek a replacement to complete the term of office of the removed Board member.