Amending Your Charter to Add a Practice Setting

DeShawn Easley
Jenny Hoffman
Amy Wall
Faculty Disclosure

- Faculty Name: DeShawn Easley
  - Conflicts of Interest: None
  - Employer: Sigma Theta Tau International
  - Sponsorship/Commercial Support: None

- Faculty Name: Jenny Hoffman
  - Conflicts of Interest: None
  - Employer: Sigma Theta Tau International
  - Sponsorship/Commercial Support: None

- Faculty Name: Amy Wall
  - Conflicts of Interest: None
  - Employer: Sigma Theta Tau International
  - Sponsorship/Commercial Support: None
This session is not eligible for continuing nursing education credits
Objectives

• Understand the recent change to the STTI international bylaws regarding chapter structure

• Learn the process of amending your chapter’s charter to add interested groups, such as a practice setting
Changes to STTI Chapter Bylaws

• Prior to 2015 Convention House of Delegates, chapters could only be established in Institutions of Higher Education

• Changes made at 2015 Convention House of Delegates:
  o At-Large Chapters can be made up of Institutions of Higher Education and Practice Settings
  o Chapters must have at least one Institution of Higher Education
Different Ways to Start a Chapter or Amend an Existing Chapter

- **Start a New Chapter**
  - 1 school (Institute of Higher Education)
  - 2 or more schools
  - 1 or more schools and 1 or more practice settings

- **Amend or Join an Existing Chapter**
  - Chapter + 1 or more schools
  - Chapter + 1 or more practice settings
  - Chapter + 1 or more schools + 1 or more practice settings
Amending a School vs. Amending a Practice Setting

Chapters Adding a School(s)
• Joining schools must be accredited
• Offers a minimum of a BSN degree or higher
• Has own Dean
• Support from university and SON administration

Chapters Adding a Practice Setting(s)
• Joining practice setting must be accredited
• Employs professional nurses with at least BSN or higher
• Has own CNO
• Support from practice setting administration and CNO
Contact with STTI HQ

- Initially
- Regularly
- Request application
- Application review process
- Chartering or Charter Amendment Ceremony process
Timeline for Amending an Existing Chapter

- Partnership and Collaboration
- Minimum of 6 months
- Application review: 4-5 months
- Ceremony planning: 12-16 weeks (North America)
  
  20+ weeks (Outside of North America)
Chapter Considerations

• Why does the chapter want to partner with the practice setting?
• How will it benefit both parties?
• How will members benefit?
• Types of collaborations?
Practice Setting Considerations

- Why does the practice setting want to join?
- How will it benefit both parties?
- What contributions can practice setting add?
- How will Nurse Leaders members or candidates benefit?
- Barriers?
Small Group Break Out

- Faculty
- Practice Setting Employee
- General Membership
- Student
Leadership Inclusion

• Representatives from practice setting(s)
• Minimum requirement per the bylaws
• Recommended representation
• Equal representation
• Leadership Succession
Logistics and Operations

- Physical Distance
- Where, When, How
- Finances
- Elections and Chapter Leadership
- Member’s Perceptions
- Serving Members With Odd Shifts
Chapter Board and Membership Vote

• Chapter Board Vote
  o Majority
  o Document in meeting minutes

• Membership Vote
  o All Active Members
  o 30 Days notice of vote or voting window
  o $\frac{3}{4}$ Returned votes (if 30 day notice given)
Changes to Bylaws, Policies and Procedures

- Draft proposed at-Large Chapter Bylaws using current template
- Discuss which Policies and Procedures need updated
- Document
- Reviewer expectations
Communication With Members

- Informational Meetings
- Promote Collaboration
- Chapter Members already employed at Practice Setting
Questions?

• Consultation Request Form
  • [www.nursingsociety.org](http://www.nursingsociety.org) (Start a Chapter section)
  • The Circle
• Email [developinghs@stti.org](mailto:developinghs@stti.org)
• 888.634.7575 (US/Canada toll-free)
• +1.317.634.8171 (International)