



# Alpha Epsilon Delta

The Health Preprofessional Honor Society

## CONSTITUTION AND BY-LAWS

### ARTICLE I – NAME, OBJECT, MOTTO, INSIGNIA

- Section 1** This organization shall be called Alpha Epsilon Delta. It shall function as a Health Preprofessional Honor Society.
- Section 2** The object of this society shall be:
- To encourage excellence in scholarship.
  - To stimulate an appreciation of the importance of health preprofessional education.
  - To promote cooperation and contact between professional and preprofessional students and educators.
  - To bind together students with similar interests.
  - To use its knowledge for the benefit of health organizations, charities, and the community.
- Section 3** The motto is incorporated in the name: *Alpha Epsilon Delta – Truth I Pursue.*
- Section 4** The insignia of this Society consists of the following trademarked components:
- A hexagon key or pin, on the face of which shall be inscribed *AED* in longitudinal column. The shape, reminiscent of the benzene ring, indicates the marked learning of this order toward the study of organic chemistry.
  - A Coat of Arms consisting of the: *Crest:* An open book debriused by a death's head above a wreath of the colors. *Arms:* A silver shield bearing a black caduceus below a red Greek cross. The shield is surmounted by an esquire's helmet and draped with a mantling of scroll work. *Motto:* *Alpha Epsilon Delta* in upper- and lower-case Greek letters.
  - A seal consisting of an outlined benzene ring surrounded by a paneled border, containing the words: "Alpha Epsilon Delta Founded 1926"
  - A cloth patch bearing the Coat-of-Arms of this Society.
- Section 5** The colors of *Alpha Epsilon Delta* shall be red and violet, representing the ends of the visible light spectrum.
- Section 6** The flower of Alpha Epsilon Delta shall be the red rose.

### ARTICLE II – MEMBERSHIP

- Section 1** This society shall consist of four categories of membership:
- Student members shall be those students currently enrolled in a health preprofessional curriculum and who meet the membership requirements of Article II, Section 2. A student becomes an alumnus member upon graduation.

- (b) Affiliate members shall be those students currently enrolled in a health preprofessional curriculum who are currently working toward meeting the requirements for national membership.
- (c) Active alumnus members are AED alumni who continue to be involved in the activities of the Society, particularly of a local chapter.
- (d) Honorary members are those educational and/or professional practitioners whom the chapter wishes to honor with AED membership for their services and contribution to AED and health preprofessional education.
- (e) The title of emeritus may be awarded to Chapter Advisors, Regional Directors, and National Officers upon retirement from their respective office(s) provided their period of active service to Alpha Epsilon Delta is 20 years or more. Emeritus members have full membership benefits including AED publications upon request.

**Section 2** The requirements for student membership shall be:

- (a) The student shall be engaged in courses leading to the study of a health profession.<sup>1</sup>
- (b) The student shall have completed at least three semesters or five quarters of health preprofessional studies work with an overall cumulative grade point average of at least 3.30 on a 4.00 scale) and also with at least a cumulative average of 3.30 in the sciences - biology, chemistry, physics, and mathematics (BCPM). GPAs shall not be rounded up.
- (c) Any student with an overall science (BCPM) and overall cumulative grade point average of 3.30 on a 4.00 scale (A = 4.00) for at least two semesters or three quarters transferring from one school to one with an active chapter will be eligible for membership after the completion of one semester or two quarters at the new school. The grade point averages used to determine scholastic eligibility at the new school will be determined by averaging the grades from both schools.
- (d) The student shall engage in service activities regularly.
- (e) A student meeting all eligibility requirements for membership of their sponsoring institution as approved by the national office cannot be denied membership by the sponsoring institution.
- (f) Neither AED National nor its local chapters shall discriminate on the basis of race, gender, sexual orientation, religion, creed, or national origin in the selection of its national members.

<sup>1</sup>*Chosen health professions include careers in medicine (allopathic and osteopathic), dentistry, optometry, podiatry, veterinary medicine and other health care professions requiring post baccalaureate study leading to an advanced degree.*

**Section 3** The Membership Record Form and national membership fee for each initiate must be remitted to and acknowledged by the National Office.

**Section 4** The National Office shall issue certificates at the time of registration.

**Section 5** Any member of one chapter may become affiliated with another chapter.

## **ARTICLE III – NATIONAL ADMINISTRATION**

**Section 1** The units of Alpha Epsilon Delta shall be the National Officers, Regional Directors, and the local chapters.

**Section 2** The government of the Society shall be vested in the National Convention and in the National Officers. The National Officers shall be the ruling body during the period between conventions. The National Officers, acting as the Board of Directors, may hold meetings as necessary upon the call of the National President

**Section 3** The National Officers shall consist of 9 officers as described in Article IV. Alumni and honorary members are eligible for election or appointment to this body.

- (a) The terms of the President, Vice President, Secretary, Councilor, and Member-at-Large shall be for two years or until the duly elected successors take office. Elections shall be held at the National Convention. Electors shall be the chapter delegates of each chapter in attendance.
- (b) The National Treasurer shall be a member of the Board of Directors. The National Treasurer shall be appointed by the Board of Directors and serve at the discretion of the Board.
- (c) The Director of Communications shall be a member of the Board of Directors. The Director of Communications shall be appointed by the Board of Directors and serve at the discretion of the Board.
- (d) The Immediate Past-President shall be a member of the Board of Directors and shall serve until a successor to the current National President is selected.
- (e) The Liaison to the National Office shall be a member of the Board of Directors. The Liaison shall be appointed by the Board of Directors and serve at the discretion of the Board.

**Section 4** Regional Directors shall consist of one in each region. The terms of office shall be two years or until the duly elected successor shall take office. Elections shall be held at the National Convention during Regional Meetings.

**Section 5** The charter of each Chapter shall read as follows:

*ALPHA EPSILON DELTA  
THE PREMEDICAL HONOR SOCIETY*

*We, the NATIONAL OFFICERS governing the Society by reason of our belief in the worth and merit of: \_\_\_\_\_do hereby incorporate and establish them into a Chapter under the name and title of \_\_\_\_\_.*

*We hereby commit to this Chapter, the honor, integrity, and ideals of this Society. Given under our hand and seal this the \_\_\_\_\_day of , 20\_, the year of the Society.*

<i>_____ National President</i>	<i>_____ National Secretary</i>
<i>_____ National Vice-President</i>	<i>_____ National Treasurer</i>
<i>(Ribbon &amp; Seal)</i>	<i>_____ National Councilor</i>

**Section 6** A National Officer may be removed from office by a three-fifths majority vote of the National Officers.

**Section 7** In case of a vacancy of a National Office due to removal, resignation, death or any other cause, the National Officers shall appoint a member to fill the vacancy.

**Section 8** Upon dissolution of the Society for any reason whatsoever and the discharge of its debts and the settlement of its affairs, any funds and property of the Society thereafter shall be conveyed to a not-for-profit organization, for use in the advancement of medical education in the area covered by this Society.

**ARTICLE IV – NATIONAL OFFICERS**

**Section 1** The National Officers shall consist of the following:

- National President
- National Vice President
- National Secretary

National Treasurer  
National Councilor  
Immediate Past President  
Director of Communications  
Member-at-Large  
Liaison to the National Office

## **ARTICLE V – DUTIES OF THE NATIONAL OFFICERS**

- Section 1** The National Officers oversee national activities, supervise employees of the National Office, plan and execute the biennial conventions, oversee scholarship applications and selections, and exercise general supervision of all chapters.
- Section 2** The National President shall preside at all National Conventions, sign all deeds, bonds, and other legal instruments for the Society. The President shall sign all membership certificates and charters. The President shall keep well informed of the activities of the various chapters, and be the chief director of all expansion.
- Section 3** The National Vice-President shall assume the duties of the National President in the absence of the latter. The National Vice-President shall assist the National President in making official visits to the chapters and aid in the expansion of the Society. The National Vice-President shall oversee the development of programs and assist in securing funding for National Conventions.
- Section 4** The National Secretary shall keep an accurate record of each convention. The National Secretary shall sign all membership certificates. The National Secretary shall provide all records of the Society to the National Office. The National Secretary shall keep the history of the Society. The National Secretary shall place Minutes of all Board Meetings on file in the National Office.
- Section 5** The National Treasurer shall be responsible for all funds of the Society. The Treasurer shall be under bond of sufficient amount to insure the funds of the Society, as determined by the National Officers. The records of the National Treasurer shall undergo an annual audit or compilation by a certified public accountant.
- Section 6** The National Councilor shall act as an advisor to the Society and assist in the expansion of the Society. The Councilor will represent AED at the annual meeting of the Association of Honor Societies and keep AED informed of any policy changes.
- Section 7** The Immediate Past-President shall assist and advise the President. The Past-President shall be kept informed of the activities of the various chapters and assist the President with expansion and growth of the Society.
- Section 8** The Director of Communications shall be responsible for overseeing preparation and publication of the Society's journal, "The Scalpel", the website, and other means of communication with chapters as deemed effective.
- Section 9** The Member-at-Large shall assist all officers in the discharge of their duties as needed, coordinate activities of the Regional Directors, and assist chapters as needed and appropriate.
- Section 10** The Liaison to the National Office reports directly to the National President of the Society. The primary responsibility of the Liaison to the National Office is to carry out duties involved in administering the business and limited financial operations of the AED National Office. These duties include supervising the maintenance of all membership, publicity, publication, editorial, annual meeting, general correspondence, and financial records of the Society under the direct supervision of the Board of Directors. The Liaison to the National Office can delegate routine administrative responsibilities to the National Office Coordinator.

## **ARTICLE VI – DUTIES OF THE REGIONAL DIRECTORS**

- Section 1** Each regional director serves as a liaison and point of contact to individual chapter advisors and members in his or her region. Beyond that, regional directors have the following responsibilities:
- (a) Conduct the regional meetings at the biennial convention and provide a report of the meeting proceedings to the membership before lunch on the same day.
  - (b) Participate in the installation of new chapters in his/her region as well as other regions if available. This ideally occurs alongside at least one member of the Board of Directors.
  - (c) Assist the Board of Directors in selecting scholarship recipients.
  - (d) Maintain occasional contact via email with the chapter advisors in his or her region.  
Some topics for such emails:
    - Encouraging scholarship nominees.
    - Encouraging attendance at biennial conventions.
    - Reminding chapter advisors that the chapter advisor and chapter delegate will obtain a subsidy that defrays their convention attendance expenses.

## **ARTICLE VII – CONVENTION**

- Section 1** A National Convention shall be held at least biennially.
- Section 2** The National Officers shall determine the time and location of the convention.
- Section 3** Each chapter shall be represented at the convention by one official delegate to be elected by the chapter. A delegate may be any active, active alumnus, or honorary member officially registered in the National Society. In the absence of the Chapter delegate, the Chapter advisor may vote at the convention.
- Section 4** Actions taken at convention are subject to approval by the National Officers in the event that the change is in violation of ACHS requirements or the Society's Articles of Incorporation.
- Section 5** Two or more National Officers and one-half of the chapter delegates present at the convention shall constitute a quorum for conduction of business.

## **ARTICLE VIII – CHAPTER ORGANIZATION & GOVERNMENT**

- Section 1** A health preprofessional group of high scholastic standing in a four-year degree-granting college or university accredited by an appropriate regional accrediting agency may request permission to establish an AED chapter. This request must be accompanied by letters of recommendation from the prospective chapter advisor and the college/university administrator who oversees student organizations.
- Section 2** Upon approval of the request the group shall receive permission to submit a formal petition according to guidelines provided by the National Office. Three (3) National Officers and three (3) Regional Directors must approve the petition. If a petitioning group does not receive the necessary approval, they may request reconsideration.
- Section 3** The members of the petitioning chapter shall pay the regular fees for student and honorary members, and a charter fee. The National Treasury shall pay the expenses of the officer(s) assigned to install the chapter.
- Section 4** The National President shall determine procedure of installation.

**Section 5** Each chapter shall be governed by a Constitution and a set of By-laws, which will abide by the Constitution of the Society and contain no laws in contravention of the By-laws of the National Society.

The officers of the chapter shall be President, Vice-President, Secretary, Treasurer, Historian, Scalpel Reporter and Chapter Advisor. A chapter may combine the Reporter position with another elected position if desired.

Officers shall be selected during the spring at some specific time established by each chapter. All officers must be registered national AED members by the time they assume their positions (generally at the beginning of the school year). The chapter advisor's term of office will be consistent with the policies of the university where the chapter is located and the term of the other officers shall be for one year. The chapter may elect additional officers.

**Section 6** A charter may be revoked by a two-thirds majority vote of the National Officers. Chapters that do not discharge responsibilities as defined by the Constitution and By-laws of the Society may be placed on probation. Upon resolution of the problem probation will be rescinded. The National Officers may declare inactive any chapter that has held no election, initiation of new members, nor reported such initiations to the National Office for a period of three years.

**Section 7** Each chapter shall submit an Annual Report that shall include a statement of finances and the exact number of persons initiated. The report shall be signed by the Chapter Advisor and submitted to the National Office. The annual report must be submitted no later than October 1.

Prior to each convention, a comprehensive Biennial Report shall be submitted to the National Office in a format provided by the National Office.

**Section 8** Upon dissolution of any chapter for any reason whatsoever, after the discharge of its debts and settlement of its affairs, all assets and property of the chapter shall be conveyed to the Society for use in the promotion of the objectives of the Society.

## **ARTICLE IX – AMENDMENTS**

**Section 1** Any National Officer or chapter may propose an amendment. The proposed amendment must be submitted in writing to the National Office at least 60 days prior to convention. The proposed amendment will be circulated to chapters 30 days before convention. To become part of the Constitution the amendment must pass by a three- fourths majority vote at a convention and be ratified by a simple majority of the National Board.

# **BY-LAWS**

## **CHAPTER ONE**

### **Fees**

#### **By-Law 1.1:**

A life-time National Membership fee shall be assessed of all new members. The amount of the membership fee shall be set by the National Officers.

#### **By-Law 1.2:**

Each chapter shall pay a life-time National Membership fee for honorary members. The national membership fee for honorary members shall be set by the National Officers.

#### **By-Law 1.3:**

A New Chapter Establishment Fee shall be assessed all petitioning groups. The amount shall be set by the National Officers.

#### **By-Law 1.4:**

A re-establishment fee shall be assessed chapters that have been inactive for 3 years, had their Charter revoked by the National Executive Board, and/or do not have a copy of their original charter. The amount shall be set by the National Officers.

## **CHAPTER TWO**

### **Publications**

#### **By-Law 2.1:**

The official publication of the Society shall be THE SCALPEL, an educational journal for the members. At least two issues shall be published each year on the website. A limited number of paper copies will be provided to chapters.

## **CHAPTER THREE**

### **Election and Initiation of Members**

#### **By-Law 3.1:**

Upon election to membership, each member-elect should be sent a letter by the Secretary of the chapter. This letter should contain information on the following points:

- (a) Notification of election to membership in Alpha Epsilon Delta
- (b) Objectives of the Society
- (c) Membership Record Form and instructions for completing the Membership Record Form
- (d) Fees
- (e) Date and time of initiation
- (f) Address of chapter President, Secretary, and Chapter Advisor in case the member-elect wishes further information concerning the Society

**By-Law 3.2:**

Initiation Ceremony. At the time and place specified for the initiation, the candidates shall be assembled and initiated into Alpha Epsilon Delta as prescribed in The Ritual, which shall be up to the discretion of the individual chapter to implement.

**CHAPTER FOUR****Chapter Meetings and Activities****By-Law 4.1:**

Chapter meetings shall be held not less than once a month.

**By-Law 4.2:**

Chapter constitution and by-laws must include a requirement for a minimum number of hours of service each semester.

**CHAPTER FIVE****Amendments****By-Law 5.1:**

Any National Officer or chapter may propose an amendment. The proposed amendment must be submitted in writing to the National Office at least 60 days prior to convention. The proposed amendment will be circulated to chapters 30 days before convention. The amendment must pass by a three fourths majority vote at a convention and be ratified by a simple majority of the National Board to become part of the By-laws.



## RECORD OF NATIONAL CONVENTIONS

1930	Alabama Alpha, University of Alabama, Tuscaloosa, AL
1932	Alabama Beta, Samford University, Birmingham, AL
1934	Florida Alpha, University of Florida, Gainesville, FL
1936	Texas Beta, Baylor University, Waco, TX
1938	North Carolina Beta, University of North Carolina-Chapel Hill, NC
1940	Oklahoma Alpha, University of Oklahoma, Norman, OK
1942	West Virginia Alpha, West Virginia University, Morgantown, WV
1948	Colorado Alpha, University of Colorado, Boulder, CO
1951	Alabama Alpha, University of Alabama, Tuscaloosa, AL (25th Anniversary)
1954	Indiana Alpha, Indiana University, Bloomington, IN
1956	Mississippi Alpha, Millsaps College, Jackson, MS
1958	Arkansas Alpha, University of Arkansas, Fayetteville, AR
1960	Kentucky Alpha, University of Louisville, Louisville, KY
1962	Ohio Beta, University of Toledo, Toledo, OH
1964	Divided Sessions - North Carolina Beta, Texas Beta, Kentucky Beta, Pennsylvania Alpha and Nevada Alpha
1966	Georgia Beta, Emory University, Atlanta, GA
1968	Divided Sessions - Louisiana Delta, Alabama Beta, Utah Beta, Ohio Alpha and Pennsylvania Beta
1970	Colorado Beta, University of Denver, Denver, CO
1972	Divided Sessions - Arizona Beta, Virginia Gamma, Indiana Alpha and Beta
1974	Divided Sessions - Louisiana Delta and Beta, Pennsylvania Gamma and Nevada Alpha
1976	Alabama Alpha, University of Alabama, Tuscaloosa, AL (50th Anniversary)
1978	Divided Sessions - South Carolina Alpha, Texas Gamma, Rhode Island Alpha and Ohio Theta
1980	Kentucky Beta, University of Kentucky, Lexington, KY
1982	Divided Sessions - Louisiana Delta and Eta, Pennsylvania Zeta, Indiana Gamma and Utah Beta
1984	Alabama Delta, University of Alabama in Birmingham, AL
1986	Divided Sessions - Texas Zeta, North Carolina Beta and Ohio Alpha
1988	Tennessee Delta, Memphis State University, Memphis, TN
1990	Divided Sessions - Pennsylvania Delta, Georgia Alpha and Beta, Arizona Alpha and Beta
1992	Missouri Beta, Saint Louis University, St. Louis, MO
1994	Divided Sessions - Florida Delta, Tampa, FL and Texas Delta University of Houston and Epsilon, Houston Baptist
1996	Alabama Delta, University of Alabama, Birmingham
1998	Texas Zeta, Texas Christian University, Fort Worth
2000	Tennessee Delta, University of Memphis, Memphis, TN
2002	No sponsoring Chapter, Orlando, FL
2004	No sponsoring Chapter, Crystal City, VA (Washington, D.C.)
2006	Missouri Beta, Saint Louis University, St. Louis, MO
2008	Texas Nu, University of Texas at Dallas, Dallas, TX
2010	Florida Delta and Florida Eta, Tampa, FL
2012	Ohio Lambda, University of Cincinnati, Cincinnati, OH
2014	Tennessee Zeta, Vanderbilt University
2016	No sponsoring chapter. Houston, TX
2018	No sponsoring chapter. Washington DC
2020	No sponsoring chapter. Tampa, FL
2022	No sponsoring chapter. Nashville, TN
2024	No sponsoring chapter. Dallas, TX

Approved at Convention, Crystal City, VA (Washington, D.C.), March 2004 and accepted by AED Board of Directors. Amended at Convention, Dallas, TX, March 2008 and accepted by AED Board of Directors as amended; Amended at Convention Tampa, FL, March 2010 and accepted by AED Board of Directors as

amended. Amended at Convention in Nashville, TN, March 2014 and accepted by AED Board of Directors as amended. Amended at Convention in Tampa, FL, March 2020 and accepted by AED Board of Directors as amended. Amended at Convention in Dallas, TX, March 2024 and accepted by the AED Board of Directors as amended.

Copies of the Constitution may be obtained by writing to:  
Alpha Epsilon Delta Texas Christian University  
P. O. Box 298810  
Fort Worth, TX 76129