



**PROJECT MANAGEMENT INSTITUTE
QUEENSLAND CHAPTER
INCORPORATED**

CHAPTER BYLAWS

In accordance with Article V section 3 of the Rules.

Version 2 – APPROVED 8th October 2019

Contents

Bylaw 1	Bylaws.....	3
Bylaw 2	Interpretation and Glossary.....	3
Section 1	Interpretation	3
Section 2	Glossary	3
Bylaw 3	Placeholder.	3
Bylaw 4	Placeholder.	3
Bylaw 5	Placeholder.	3
Bylaw 6	Chapter Nominations and Elections.....	3
Section 1	The nomination process	3
Section 2	Candidate eligibility criteria.....	3
Section 3	Nominee eligibility and elections.....	4
Section 4	Eligibility criteria for all nominees.....	4
Section 5	Additional eligibility criteria for President or Vice President	4
Section 6	Additional eligibility criteria for Secretary or Treasurer.....	5
Section 7	Election of candidates	5
Section 8	Nominating Committee.....	5

Bylaw 1 Bylaws

These Bylaws are made and amended in accordance with Article V of the Rules.

Bylaw 2 Interpretation and Glossary.

Section 1 Interpretation

Capitalised terms used in these Bylaws have the meaning given in the Act or the Rules (as applicable) unless otherwise defined in the Glossary.

Section 2 Glossary

In these Bylaws, the following terms have the meaning shown opposite:

PMI Code of Ethics & Professional Conduct	means the PMI Code of Ethics & Professional Conduct as published by PMI from time to time at https://www.pmi.org/about/ethics/code which applies to all PMI members, volunteers, certification holders and certification applicants and defines the standards of behaviour and conduct for all PMI members
PMI Conflict Resolution Program	is a PMI policy document, dated 2016, which defines a process which aims to resolve disputes within the PMI quickly and fairly

Bylaw 3 Placeholder.

Currently blank

Bylaw 4 Placeholder.

Currently blank

Bylaw 5 Placeholder.

Currently blank

Bylaw 6 Chapter Nominations and Elections.

Section 1 The nomination process

The eligibility of candidates and process to nominate and be selected as nominees for election as an officer of the Chapter shall be determined in accordance with this Bylaw 6

Section 2 Candidate eligibility criteria

- A. A candidate wishing to stand as a nominee for election must deliver to the Nominating Committee a completed nomination form signed by two Chapter members in good standing (other than the candidate) who signify they support the candidate's nomination for election and are willing to be contacted as referees by the Nominating Committee.
- B. A candidate must address the mandatory and preferred criteria for the role being sought by completing and submitting the Nominations form.

Section 3 Nominee eligibility and elections.

- A. The Nominating Committee will assess each candidate's eligibility to stand as a nominee for election, based on the eligibility criteria in this Bylaw, the information provided by the candidate on their nomination form, interview with the candidate, and after contacting the two PMI Qld members who have supported the candidate's nomination.
- B. The Nominating Committee shall prepare a slate containing nominees for each Board position and shall determine the eligibility and willingness of each nominee to stand for election.
- C. The Nominating Committee may exclude from the slate of nominees any candidate found to be ineligible or not qualified unsuitable.
- D. Candidates for Board positions may also be nominated by petition process established by the Nominating Committee or the Board.
- E. The Nominating Committee shall set and publish the criteria for the evaluation of candidates. The criteria must be approved in advance by the Board.

Section 4 Eligibility criteria for all nominees

- A. Subject to the Act, the following are mandatory eligibility criteria for all nominees for election to the Board –
 - 1. Entitled to vote at a general meeting of the Chapter;
 - 2. A member in good standing of the Chapter for the period of 12 months ending on the day the candidate's nomination is filed;
 - 3. As at the date the candidate's nomination is filed and the date for election, the candidate is not the subject of any unresolved PMI or PMIQ ethics complaint; and
 - 4. As at the date the candidate's nomination is filed and the date for election, the candidate is not disqualified from managing a corporation under Part 2D.6 of the *Corporations Act 2001* (Cth) or otherwise disqualified from holding a corporate directorship.
- B. Additional preferred criteria for a nominee for election to the Board includes –
 - 1. More than 50 hours volunteer experience in a PMI Chapter, or able to show equivalent volunteering experience in a comparable member-based professional organisation

Section 5 Additional eligibility criteria for President or Vice President

- A. Additional mandatory criteria for a nominee for election to the position of President or Vice President includes –
 - 1. 12 months of prior board or executive (AD) level experience within a PMI chapter.
- B. Additional preferred criteria for nominees for election to the role of President or Vice President includes –
 - 1. GAICD qualification or similar board qualification; and
 - 2. More than 1 year of prior board or executive (AD) level experience within a PMI chapter or member-based professional organisation.

Section 6 Additional eligibility criteria for Secretary or Treasurer

- A. Additional mandatory criteria for election to the role of Secretary or Treasurer includes –
1. 50 hours volunteering within a PMI chapter or other member-based professional organisation OR a minimum of 3 months equivalent relevant professional or volunteer work experience for the role being sought.

(For example, a nominee for Secretary may have held a governance or regulatory role professionally or with another member-based professional organisation similar to the Chapter; a nominee for Treasurer may have financial management or accounting professional experience or held the role of treasurer or financial manager with another member-based professional organisation similar to the Chapter).
- B. Additional preferred criteria for election to the role of Secretary or Treasurer includes –
1. GAICD qualification or similar qualification; and
 2. More than 1 year of prior board or executive (AD) level experience within a PMI chapter or member-based professional association.

Section 7 Election of candidates

- A. Balloting for the election of candidates will be carried out in accordance with the Rules.
- B. Subject to the Rules, if the slate of candidates for election to a Board role consists of a single candidate, the candidate is elected unopposed.
- C. Subject to the Rules, if there are no eligible candidates for election to a particular role in the present election, the Board may, by ordinary resolution passed after the AGM at which election results are announced to the members, appoint a Chapter member who satisfies the mandatory and preferred eligibility criteria and any additional factors that the Board reasonably considers relevant, to fill the unelected position for a period not to exceed the balance of the ordinary term if the position had otherwise been filled by election.

Section 8 Nominating Committee.

- A. The Board will appoint a Nominating Committee from among the Chapter's members.
- B. The minimum number of Nominating Committee members is three.
- C. The Nominating Committee must include at least 2 ordinary members in good standing, with preference given to members having several years tenure in the Chapter and having volunteering experience in the Chapter or another PMI Chapter. The Nominating Committee may include Board members not standing as candidates for election, provided always that the number of Board members appointed to serve on the Nominating Committee must not exceed the number of ordinary members appointed to the Nominating Committee.
- D. The Nominating Committee will be chaired by the Immediate Past President (IPP), or if the IPP is unavailable or unwilling to serve as chairperson, the Board may appoint one or more members of the Nominating Committee to serve as chairperson.
- E. The Nominating Committee will keep written minutes of their decisions providing the basis for any selections or exclusion of candidates.
- F. The Nominating Committee may by ordinary resolution determine how a tied vote on a motion is to be resolved. In the absence of such determination, the chair will determine by a casting vote.