

National Residence Hall Honorary Constitution Winona State University

Article I: Name

Section I: The name of this organization shall be the Winona State University IPPI Chapter of the National Residence Hall Honorary which shall hereinafter be referred to as NRHH.

Article II: Purpose

Section I: Through promotion, development, and recognition, the NRHH chapters of the Midwest Affiliate of College and University Residence Halls (MACURH) value scholarships, service, and leadership in an on-campus living environment while upholding the four core concepts of dedication, participation, caring, and recognition.

Article III: Nomination and Selection Procedures

Section I: Each Residence Hall Council Member, any Residence Life Staff Member, and any active NRHH member may nominate a number of candidates determined by the NRHH Executive Board.

Clause: Self nomination is also acceptable.

- 1) Anyone nominating will distribute an application to their respective nominee.
- 2) Unlimited number of applicants may apply; the NRHH Executive Board will determine the number accepted in respect to the NRHH quota guidelines of the region.

Section II: The selection committee shall be composed of the NRHH Executive Board, NRHH IPPI chapter members and the NRHH advisor(s). If the committee is composed of an even number of members, the NRHH president cannot vote.

- 1) All membership nominations will be discussed by the selection committee who will select members by a simple majority vote.
- 2) At no time shall the active membership total exceed one percent of the residence hall population.
- 3) Each candidate shall have contributed outstanding service, demonstrated leadership, and have been involved in the advancement of the residence hall system.

Section III: Nominations and selection may be held at any time throughout the year as positions become vacant.

Article IV: Induction

Section I: Newly selected members must be formally inducted before they gain active membership status.

Section II: An induction ceremony will occur once per semester.

Section III: The ceremony will be hosted by the president and vice president, with the chapter advisor(s) presenting the membership certificates.

Article V: Membership

Section I: The NRHH membership shall consist of students presently living in the Winona State University housing consisting of: Prentiss-Lucas, Sheehan, The Quad (Morey-Shepard, Richards,

and Conway), The Residential College (Lourdes, Maria, and Tau), and East Lake Apartments or be of alumni or lifetime honorary status.

Section II: NRHH shall not discriminate on the basis of race, creed, national origin, ancestry, sex, gender, age, religion, disability, or sexual orientation.

Section III: The organization shall consist of four types of members: active, early alumni, alumni, and lifetime honorary.

1) Active Member:

- a) An active member of an NRHH chapter is one that has been inducted into the chapter and is currently living in university housing.
- b) All events are mandatory unless extenuating circumstances arise.
- c) Attendance is mandatory. Two absences per semester, whether excused or unexcused, will result in that individual becoming an early alumni member.
- d) NRHH members shall have completed a minimum of twelve semester hours and be a student in good academic standing with the university and shall have and maintain a minimum cumulative Grade Point Average (GPA) of 2.5 on a 4.0 scale. These members shall have demonstrated outstanding service and leadership in residence housing at Winona State University.
- e) Active members are the only members with voting privileges.

2) Early Alumni:

- a) Early alumni members shall be defined as those members who are at the undergraduate level, currently living in WSU provided housing, that fall below mandatory attendance requirements or GPA requirements and have lost their voting privilege. Candidates for Early Alumni status must follow guidelines outlined in the national NRHH policy. Applicant, chapter advisor(s), and chapter president will all take part in filling out an application for Early Alumni Status.
- b) These members do not count in the 1% cap.

3) Alumni:

- a) An alumni member is an NRHH member that has moved off campus or is no longer a student. These members do not count in the 1% cap.

4) Lifetime Honorary:

- a) Lifetime honorary membership is offered to others who have shown outstanding service and devotion to the interests of the residence hall program. Lifetime honorary membership shall be a form of local recognition extended to a faculty member, a staff member, or a fellow student. Honorary members shall not have voting privileges nor be counted as a member of NRHH but may participate within the organization.
- b) The number of honorary members a chapter shall be able to induct per year is 10% of the chapters membership cap. The members do not count in the 1% cap.
- c) Individuals who qualify for general membership, with the exception of graduating seniors, cannot be inducted as a lifetime honorary member. Anyone can nominate a lifetime honorary member.

Article VI: Election and Term of Office

Section I: Election of officers shall be held before April 1st following the selection of members.

Section II: Members must be present or excused to be nominated for an office. The officers shall be elected by a simple majority of active members.

Section III: The term of office shall be one year. The term shall start at the close of NACURH each year.

Section IV: In the event of an open officer position, an election will be held to fill the vacancy as soon as possible.

Article VII: Officers

Section I: NRHH officers shall consist of president, vice president, treasurer, historian, and OTM manager.

- 1) Officer candidates for the chapter must be students in good standing with the university and be active members or members-elect of NRHH.
- 2) Officers shall meet all of the requirements as stated in the members section of this constitution.

Section II: Officer Responsibilities:

- 1) The president shall:
 - a) Preside over called meetings.
 - b) Appoint ad hoc committees and the chairpersons of these committees.
 - c) Act as official spokes person for the organization.
 - d) Submit an end of the year progress report with one copy sent to the National Honorary Office and one filed in the permanent files of the chapter.
 - e) Renew the chapter's membership as a registered campus organization with the National Office through Residence Housing Association.
 - f) Shall act as the NRHH representative to all NACURH and MACURH recognized event meetings. If they cannot attend a substitute may be chosen at the discretion of the chapter.
 - g) Announce the officers newly elected for the next academic year.
- 2) The vice president shall:
 - a) Preside over called meetings in the absence of the president.
 - b) Responsible for planning and implementing the Floor Government Banquet and the Dean's List Banquet.
 - c) Hold a minimum requirement of two social activities per semester for members.
- 3) The treasurer shall:
 - a) Formulate a budget at the beginning of the year with the NRHH Executive Board, approved by NRHH, and revise it as necessary.
 - b) Provide itemized account for all transactions upon request.
 - c) Provide balance of account for the minutes.
 - d) Submit all financial records to the chapter advisor(s) at the end of the year.
 - e) Be the NRHH liaison to Collegiate Marketing (loft service).
- 4) The historian shall:
 - a) Take minutes at called meetings; distribute the minutes and agendas to members.
 - b) Record membership of the WSU NRHH.
 - c) Create all necessary publicity/public relations for meetings and events.
 - d) Responsible for publishing at least one newsletter per semester that will be distributed to all members and all students living in on campus housing.

- 5) The OTM manager shall:
- a) Promote and collect OTM's for the WSU NRHH chapter.
 - b) Chair the OTM committee and submit OTM's to the regional office.
 - c) Be responsible for preparation and distribution of Campus and Regional certificates for OTM nominees.
 - d) Run campus OTM meetings.

Article VIII: Advisor(s)

Section I: The chapter advisor(s) shall consist of at least one or more faculty/staff advisors, the appointment shall be voted on by the active members. The results of this vote will be handed over to the current executive board for its approval or disapproval. In the event of disapproval, a new vote will be taken within the membership. This process will continue until the advisor(s) have been approved.

Section II: Advisor(s) shall meet with the executive board at least twice per semester.

Section III: The advisor(s) shall be the liaison between NRHH and the Department of Housing and Residence Life.

- a) The presentation of honor cords to graduates and all outgoing NRHH members, and other awards will be presented at the induction ceremony.

Article IX: Meetings

Section I: Chapter meetings will be held at least once a month. The committee chairs may call special committee meetings, if needed. Committees are established for one year.

Section II: Attendance is mandatory at all meetings and community service unless approved by the president.

Section III: Ballot vote on money allocations over \$100.

Section IV: Rule of Order: All meetings, excluding committee meetings, shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

Article X: Non-Campus Affiliation

Section I: This chapter is a university affiliate of National Association of College and University Residence Halls (NACURH), Inc.

Section II: In order to remain an affiliated chapter of NACURH, this chapter must follow the rules and bylaws of the constitution of NACURH.

Article XI: Dues

Section I: RHA will pay required dues determined each year to the NACURH Information Center by October 15th in order to retain the chapter's membership.

Article XII: Amendments to the Constitution

Section I: Amendments to this constitution may be adopted or amended by the quorum vote 2/3 majority at any time.

Section II: This constitution will be reviewed annually by April 1st.

Section III: After the annual review, a copy shall be given to RHA.

Article XIII: University Records

Section I: NRHH shall maintain a list of current officers, their addresses, the name(s) of advisor(s), and the most recently amended constitution with RHA in order to have dues paid.

Article XIV: Impeachment

Section I: Failure to comply with the duties in this constitution may be grounds for impeachment.

Section II: Any active member may write a grievance. When a grievance is filed, the member in question will be notified in writing and a meeting will be scheduled between the executive board, the advisor(s) and the member to see if the problem can be resolved.

Section III: In the situation where all parties have reached no resolution, the member making the grievance will proceed to recommend an investigation of the member in question to the chapter advisor(s). The advisor(s) and executive board will conduct an investigation. During this time, the advisor(s) and executive board will allow the member in question a hearing to learn the details leading to the situation. After the investigation, the executive board will state the findings of the investigation to the entire group. A 2/3 roll call vote is needed to impeach the member in question. If a 2/3 vote is reached, the member is immediately dismissed from active member status and is now considered alumni status.

Clause: In the case where the member in question is an executive board member, the member is immediately dismissed from his/her position. He or she remains an active member and an election will follow to fill that position.

Section IV: At any time during the grievance or impeachment process, the member in question will have the right to resign, whereupon ending all further investigation.

Article XV: Resignation

Section I: Any NRHH officer may resign at any time by submitting a letter of resignation to the NRHH chapter advisor(s) who will in return notify all officers of NRHH in the NRHH executive board meeting. Resignation is effective when the letter is submitted to the chapter advisor(s) unless otherwise stated.

Revised: November 8, 2009

Early-Alumni Application
NRHH New member Application