

The Constitution of National Alliance for the Mentally Ill on Campus (NOC)

PREAMBLE

We, the students of North Carolina State University, Raleigh, NC, believing that students have the right as well as the responsibility to identify and represent student interests; to promote student quality of life for those affected with mental illnesses, and to play a significant role in guiding our university to incorporate the values and the concerns of its students affected by mental illness, in an effort to educate students, faculty, and staff about the effects of mental illness; and believing that a representative student organization is the best means by which this goal can and will be met, we do hereby establish this constitution of the National Alliance for the Mentally Ill on October 26, 2007.

ARTICLE I - NAME

The name of this organization shall be National Alliance for the Mentally Ill on Campus, henceforth referred to as NAMI on Campus or NOC.

ARTICLE II - MISSION

The purpose of NAMI on Campus (NOC) shall be to coordinate activities campus-wide which promote advocacy and educational efforts, to promote available services of NCSU's Counseling Center by encouraging the use of its resources, to serve as a mental illness information collection and dissemination center, to foster public education on the issue of mental illness by promoting community support programs, and to de-stigmatize and enhance the experience of those on campus affected by mental illnesses.

ARTICLE III – BASIC POLICIES

The following items shall be basic policies of NAMI on Campus (NOC):

Section 1. NAMI on Campus (NOC) shall be non-commercial.

Section 2. The name NAMI on Campus (NOC) or the names of any members in their official capacities shall not be used in connection with a commercial concern.

Section 3. NAMI on Campus (NOC) shall cooperate with North Carolina State University to support the improvement of education in ways that will not interfere with administration of the University.

Section 4. NAMI on Campus (NOC) may cooperate with other organizations and agencies, but persons representing the organization in such matters shall make no commitments that bind the organization.

ARTICLE IV - UNIVERSITY COMPLIANCE

This organization shall comply with all North Carolina State University regulations and local, state, and federal laws.

ARTICLE V - MEMBERSHIP

Section 1. Any individual who subscribes to the purpose and basic policies of NAMI on Campus (NOC) may become a member of this organization, subject only to compliance within the provisions of the constitution. PARTICIPATION IN THE PROPOSED ORGANIZATION MUST BE WITHOUT REGARD TO ARBITRARY CONSIDERATION OF SUCH CHARACTERISTICS AS AGE, COLOR, DISABILITY, ETHNICITY, GENDER, MARITAL STATUS, NATIONAL ORIGIN, RACE, RELIGION, SEXUAL ORIENTATION, OR VETERAN STATUS.

Section 2. Active membership is restricted to NCSU undergraduate and graduate students. Associate membership is restricted to NCSU faculty and staff.

Section 3. NAMI on Campus (NOC) shall conduct an enrollment of members each Fall and Spring semester, but persons may be admitted to membership at any time.

Section 4. Only financially active members in good standing with the University shall be eligible to vote in NAMI on Campus (NOC) business meetings.

Section 5. Each member of the organization shall be requested to pay membership fees of \$3.

Section 6. In the event this organization becomes inactive, all monies left in the treasury after all outstanding debts and claims have been paid shall be donated: a) 50% to NAMI National in Arlington, VA and b) 50% to NAMI-North Carolina.

ARTICLE VI - ADVISORS

Section 1. NAMI on Campus (NOC) may have as many as two advisors. At least one advisor must be faculty or staff of NCSU. The second advisor may be faculty/staff of NCSU or a mental health professional (preferably a NCSU graduate).

Section 2. Advisors can be appointed or removed to the position by a 2/3 majority vote from the Executive Board.

Section 3. Advisors can serve indefinitely for NAMI on Campus (NOC).

ARTICLE VII - OFFICERS AND THEIR ELECTION

Section 1. To be eligible to be elected to, appointed to, or to hold an office or be a standing committee chairperson, a student must:

- A. Be enrolled as a registered student at NCSU, as defined by the University;
- B. Maintain at least a 2.0 cumulative GPA;

C. Not be on University disciplinary or scholastic probation;

Section 2. The officers of NAMI on Campus (NOC) shall be the President, Vice-President, Secretary, and Treasurer.

Section 3. Officers shall be elected by ballot annually at the last regular business meeting of NAMI on Campus (NOC) in the Spring semester.

Section 4. Officers shall assume their official duties at the close of the last regular business meeting of the academic year and shall serve for a term of one year and/or until their successors are elected.

Section 5. A person shall not be eligible to serve more than two consecutive academic years in the same elected office.

Section 6. The business meeting designated for officer nominations will take place no later than April 1st. At this meeting, candidate nominations will be submitted to the Executive Board. Candidates may self-nominate.

Section 7. Voting shall take place by secret ballot at the meeting following the business meeting of nominations.

Section 8. Ballots will be collected and counted by the Secretary.

Section 9. If only one candidate files for an office in NAMI on Campus (NOC), that candidate shall be declared the winner of the election for that office by acclamation.

Section 10. In the case that a majority of votes is not achieved by any candidate, a run-off election will be conducted between the top two candidates receiving the most votes. No new names will be added to the list of candidates indicated on the original ballot for the office in consideration. The election will be conducted by the same voters present and no new votes will be allowed. In the run-off election, the candidate that receives the simple majority of votes cast shall be designated for that office.

Section 11. An officer or committee chairperson shall be removed from office for the following reasons: malfeasance, nonfeasance, and/or misfeasance. Any officer of NAMI on Campus (NOC) in violation of the organization's purpose and/or constitution may be removed from office by the following process:

- A. A written request by at least three non-Executive Board active members of NAMI on Campus (NOC).
- B. Written notification, from the Executive Board, to the officer of the request, asking the officer to be present at the next meeting and prepared to speak.
- C. A two-thirds (2/3) majority vote is necessary to remove the officer.

Section 12. The officer or committee chairperson who has been charged shall be suspended from office until such time as the Executive Board can dispose of the charges.

Section 13. The officer or committee chairperson found guilty of the charges shall be declared expelled from office, and the normal procedures shall be utilized to fill the resulting vacancy. An officer or committee chairperson found innocent of the charges shall resume his office immediately.

ARTICLE VIII - VACANCIES

Section 1. If a vacancy occurs in the office of President, the Vice-President shall ascend to the office of President for the duration of the un-expired term.

Section 2. If a vacancy occurs at the same time in both the office of President and vice-President, the Executive Board shall, by a two-thirds vote of the remaining Executive Board members, elect persons to complete the un-expired terms of the officers.

Section 3. If a vacancy occurs in the office of Vice-President, or any other office, the President shall appoint a person to finish out the un-expired term, subject to the approval of the Executive Board.

ARTICLE IX – EXECUTIVE BOARD

Section 1. When the membership is not in session, all powers of NAMI on Campus (NOC) shall be vested in the Executive Board; all decisions of the Executive Board shall be proactive until the next regular business meeting.

Section 2. The Executive Board shall consist of the officers of the organization, the chairperson of each standing committee, special appointments, and any ad hoc committee chairperson(s) for the duration of the existence of the ad hoc committee.

Section 3. The duties of the Executive Board shall be to:

- A. Transact necessary business between organization meetings;
- B. Transact such business as may be referred to it by the organization;
- C. To approve the plans of work of each standing and/or ad hoc committee chairperson;
and
- D. To present a report at the regular meeting of the organization.

Section 4. Regular meetings of the Executive Board shall be held monthly during the academic year, the time to be fixed by the Board at its first meeting of the academic year. A majority of the Executive Board may be called by the President or by a majority of the Board with sufficient prior notification.

ARTICLE X - DUTIES OF OFFICERS

Section 1. The President shall have the authority and responsibility to:

- A. Execute the laws and policies enacted by the general body;
- B. Call and preside over meetings of the general body;
- C. Call and preside over meetings of the Executive Board;
- D. Serve as ex-officio member of each of the committees provided for in the constitution and/or bylaws;
- E. Appoint ad hoc committees and their chairpersons to carry out specific tasks;
- F. Perform such other duties as may be prescribed in the constitution and/or bylaws or that are assigned by the membership or the Executive Board; and
- G. Coordinate the work of the officers and committee, in order that projects are promoted.

Section 2. The Vice-President shall have the authority and responsibility to:

- A. Act as an aide to the President;
- B. In the absence of the President, preside over meetings of the general body and/or the Executive Board; and
- C. Oversee all the standing committees of NAMI on Campus (NOC).

Section 3. The Secretary shall have the authority and responsibility to:

- A. Keep the record of all meetings of the general body and the Executive Board;
- B. Handle all official correspondence to and from NAMI on Campus (NOC);
- C. Tabulate ballots for annual election;
- D. Reserve meeting places for Executive Board and/or general body meetings;
- E. Ensure that the registration and officer renewal form is submitted to the Student Activities Office (SAO) at the beginning of the Fall semester; and
- F. Attend the SAO Orientation at the start of the Fall semester.

Section 4. The Treasurer shall have the authority and responsibility to:

- A. Attend Student Organization Accounts (SOA) orientation;
- B. Report and collect annual contributions;
- C. Be accountable for all NAMI on Campus (NOC) funds;
- D. Create and maintain an annual and/or semester budget;
- E. Keep an accurate record of receipts and expenditures;
- F. Pay out local funds in accordance with approved budget as authorized by the organization;
- G. Present a financial statement at every business meeting of the organization and at other times when requested by the Executive Board and/or Advisory Board.

Section 5. The Treasurer's accounts shall be examined annually by Student Organization Accounts.

ARTICLE XI – STANDING AND SPECIAL COMMITTEES

Section 1. Such standing committees shall be created by the Executive Board as may be required to promote the objectives and interests of the organization. The chairperson of the standing

committee shall be appointed by the President, subject to the majority approval of the Executive Board. Their terms in office shall be one year.

Section 2. The chairperson of each standing committee shall present plans of work to the Executive Board and no work shall be undertaken without the approval of the Executive Board. Any vacancies occurring in the chairpersonship of a standing committee shall be filled by the President, subject to the approval of the Executive Board.

Section 3. The President shall be an ex-officio member of all committees except the nominating committee.

Section 4. The chairperson of the committee will be responsible for finding members to serve on that committee.

Section 5. All committees shall meet outside of the regular general body and/or Executive Board meetings.

ARTICLE XII – MEETINGS

Section 1. Regular meetings of NAMI on Campus (NOC) shall be determined at the first business meeting of the Fall semester.

Section 2. Twenty-five percent of active members, eligible to vote and present at the meeting, shall constitute a quorum for the transaction of business in any meeting of the organization.

Section 3. The privilege of holding office, introducing motions and voting shall be limited to active members.

ARTICLE XIII - AMENDMENTS

Section 1. This constitution may be amended at any regular business meeting of the NAMI on Campus (NOC) by a two-thirds vote of the active members present and voting, provided that notice of the proposed amendment shall have been given at the previous business meeting and that the proposed amendment shall be subject to approval of the Student Activities Office.

Section 2. A committee may be appointed to submit a revised constitution in place of the existing constitution only by a majority vote at a regular business meeting of NAMI on Campus (NOC), or by a two-thirds vote of the Executive Board. The requirements for adoption of a revised constitution shall be the same as in the case of an amendment.

ARTICLE XIV - REGISTRATION RENEWAL

NAMI on Campus (NOC) will apply to the Student Activities Office for registration to retain active status on an annual basis within the first month of the Fall semester.

ARTICLE XV - STANDING COMMITTEES

Section 1. The standing committees of NAMI on Campus (NOC) are: Education and Advocacy, Fundraising, Membership and Recruiting, Marketing, and Social Events and Programming.

Section 2. All committees shall be composed of members selected by the appointed chairperson of the respective committee.

Section 3. All committees shall hold regular committee meetings outside the general body or Executive Board meetings of the NAMI on Campus (NOC).

Section 4. The term of the committee appointments does not extend the duration of the President. Should the President leave office for any reason other than expiration of term, all chairpersons shall maintain their positions.

ARTICLE XVI - DUTIES OF STANDING COMMITTEES

Section 1. The Marketing chairperson shall be responsible for:

- A. Creating and maintaining a NAMI on Campus (NOC) website;
- B. Creating and maintaining a NAMI on Campus (NOC) bulletin and,
- C. Disseminating pertinent NAMI on Campus (NOC) information to the general membership.
- D. Advertising all events and programs of NAMI on Campus (NOC) to the student body and general community;
- E. Soliciting media coverage of NAMI on Campus (NOC) events and/or activities.

Section 2. The Education and Advocacy chairperson shall be responsible for:

- A. Organizing and maintaining information, including, but not limited to, pamphlets, booklets, and flyers for table sits, programs, business meetings, the website or newsletters, and any other advocacy events; and
- B. Implementing programming to raise educational awareness for those affected by mental illness.

Section 3. The Fundraising chairperson shall be responsible for:

- A. Implementing programming in order to secure funds for additional programming, scholarships, copying, and office supply needs;

- B. Maintaining accurate records of all monies raised through events in order to report to the Treasurer; and
- C. Finding alternate means of funding for NAMI on Campus (NOC) that include, but are not limited to, grants and donations.

Section 4. The Membership and Recruiting chairperson shall be responsible for:

- A. Implementing programming that will increase membership and knowledge of NAMI on Campus (NOC);
- B. Helping in the recruitment initiatives for incoming freshmen and transfer students; and
- C. Insuring participation in the annual Student Organizational fair(s).

Section 5. The Social Events and Programming chairperson shall be responsible for:

- A. Coordinating all NAMI on Campus (NOC) sponsored and/or cosponsored events;
- B. Helping establish a semester calendar of events for NAMI on Campus (NOC); and
- C. Implementing programs to better relations between students, faculty, and staff to foster a better understanding of those affected by mental illness.