

The Constitution and By-laws
of
THE NATIVE AMERICAN STUDENT ASSOCIATION
of
North Carolina State University, Raleigh NC

Preamble

We, the members of the Native American Student Association, as concerned citizens and American Indians, recognize that we live in a society composed of many diverse cultural groups. In order to retain our own unique identity as American Indians and insure the preservation of our cultural heritage, the goals of our organization shall be to undertake projects and activities to increase our cultural pride and knowledge by sharing our culture with ourselves and others.

History

Effective March 1, 1999, the three Native American organizations on the campus of North Carolina State University – The American Indian Science and Engineering Society, The Native American Student Association, and The Society of Native American Culture—merged as one unified organization under the all-inclusive name of THE NATIVE AMERICAN STUDENT ASSOCIATION. Two subordinate committees of The Native American Student Association were established with the primary purposes of serving the special interests of the American Indian Science and Engineering Society and The Society of Native American Culture, respectively.

ARTICLE I: NAME AND PURPOSE

Section 1: Name

This organization shall be known as THE NATIVE AMERICAN STUDENT ASSOCIATION of NORTH CAROLINA STATE UNIVERSITY at Raleigh, referred to hereafter as NASA.

Section 2: Purpose

- a. To promote the recruitment, admission, and retention of American Indian students for all degree programs at NCSU at all levels----undergraduate, graduate, professional, and special degree programs----as well as other reasonable efforts which will support such a purpose including, but not limited to appropriate counseling and financial, academic, educations, and social programs.

- b. To provide maximum education advancement and personal fulfillment for all American Indian students at NCSU.
- c. To promote awareness of the richness of Native American cultures by sponsoring appropriate activities and programs.

ARTICLE II: MEMBERSHIP

Section 1: Regular Membership

The members of this organization may be any student enrolled at NCSU who maintains tribal affiliation in a community-based group, or any state or federally recognized tribal group. At the close of each meeting the membership rolls shall be held open to accept any new members.

Section 2: Membership Fees

The membership must pay semester membership dues at the beginning of each academic semester. The amount of dues shall be determined by the Executive Board at an amount deemed necessary.

Section 3: Honorary Membership

Honorary membership can be given to alumni and community leaders. Membership requires a motion by NASA member and a majority approval by the membership.

Section 3; Secondary Membership

Secondary members must support and share the interest, purpose, and objectives of NASA and abide by the by-laws. Secondary members may be any student enrolled at NCSU regardless of race, sex, creed, or national origin.

ARTICLE III: OFFICERS

Section 1: Election of Officers

- a. All officers shall be elected during April of the Spring Semester;
- b. Candidates for officers shall be nominated by the membership and elected by the following process:
 - 1. Nomination of absent persons shall not be accepted, unless deemed differently by the membership;
 - 2. Each members with the exception of the President shall have one vote;
 - 3. Election shall be by secret ballot;

4. Ballots shall be counted by the President and/or advisors;
 5. The recipient of the majority vote shall be named the winner;
 6. In the event of a tie, a runoff election shall be held for the candidates with the two highest vote totals. The recipient of the majority vote of the runoff shall then be named the winner.
- c. Members shall have the right to contest elections within five (5) days of any election by an appeal to the Executive Board. The Executive Board shall hear from all parties involved before making their decision. Upon hearing the appeal and statements from all parties involved, the Executive Board, acting in the best interests of NASA, shall issue a written decision to the parties involved and the membership of NASA stating their findings and decision as to whether the election stands or is overturned.
1. If the election stands, the parties involved should be issued a written statement from the Executive Board stating the election stands and a winner confirmed. This written statement shall be the final decision.
 2. Election results may only be contested once through appeal, the decision of the Executive Board is final and binding.
 3. If an election is overturned, the membership of NASA in its entirety shall be notified that another election shall take place. It is then the responsibility of the President to arrange a second election no later than ten (10) days after a decision has been handed down.
 4. If the President is one of the parties involved in the contested election, responsibility for conducting a second election shall be the responsibility of the Vice-President.
 5. All elections shall be conducted according to ARTICLE III, Section 1, Part B of the Constitution and By-laws of NASA.
- d. All officers shall serve a term of one academic year beginning in April;
- e. All officers shall have the opportunity to run for re-election at the end of their terms.

Section 2: Officers

- a. NASA shall have the following officers who shall serve also as the Executive Board:
- President
 - Vice-President
 - Secretary
 - Historian
 - Treasurer
 - AISES President
- b. President

1. Secures a time and place for meeting and presides over meetings of NASA and the Executive Board. He/She is a non-voting member unless a vote is evenly divided at which time he/she shall cast the deciding vote.
2. Acts as a spokesperson and representative of NASA in all affairs with NCSU.
3. Is available to act as an advisor to the membership.
4. Facilitates maximum member participation in order to ensure a strong organization.
5. Has an agenda at each meeting and proceeds in an appropriate manner.
6. Calls special meetings when deemed necessary
7. Appoints any special boards and committees necessary for expedience in carrying out the purposes of NASA.

c. Vice-President

1. As Vice-President to the President, assists the president in performing his/her duties and presides over all meetings in the absence of the President.
2. Is a voting member of the Executive Board.
3. Is responsible for all constitutionally established subcommittees, unless deemed differently.

d. Secretary

1. Records the proceedings of all meetings of NASA.
2. Coordinates all NASA correspondence and mailings.
3. Notifies all members of time and place of NASA meetings.
4. Maintains and updates the following lists: a roll of the NASA membership, an address listing of Native Americans currently enrolled at NCSU, a list of community resource persons, and an address listing of all Native American Organizations at post-secondary institutions in North Carolina.

e. Historian

1. Promotes and preserves NASA traditions, artifacts, and historical records.
2. Assembles and maintains a scrapbook containing photographs, souvenirs, newspaper clippings, etc. covering the events of NASA.

f. Treasurer

1. Coordinates all activities to increase the treasury.
2. Receives all monies of NASA and AISES and keeps separate and accurate records.
3. Maintains the NASA checking and savings accounts.

4. Collects dues.
5. Stays abreast of any university funds or accounts to which the chapter may have access.
6. Presents a financial report to the membership/Executive Board of NASA upon request.

g. Society of Native American Culture Committee President

1. Ensures that the following distinctive purposes of SNAC are maintained.
 - i. To serve as an informative society for Native Americans and non-Native Americans about Native American culture, issues and events, through lectures, field trips, films, service projects, and other activities.
 - ii. To work in conjunction with NASA and the AISES subcommittee to promote Native American culture, issues, and advancement.
 - iii. To improve the relationship/communication between Native Americans and non-Natives at NCSU.
 - iv. TO KEEP THE NATIVE AMERICAN SPIRIT ALIVE!
2. Presides over committee meetings.
3. Reports activities and/or project proposals to the Vice-President.
4. Presents project proposals approved by the Vice-President to the membership.

h. American Indian Science and Engineering Society Committee Chairperson

1. Ensures that the following distinctive purposes of AISES are maintained:
 - i. To promote the recruitment, admission, and retention of American Indian students mainly in the science and engineering disciplines and to support American Indian students in all degree programs at NCSU at the undergraduate and graduate levels, as well as other reasonable efforts which support such a purpose including, but not limited to, counseling, financial, academic, educational, and social programs.
 - ii. To stimulate and develop American Indian student interest in science and engineering.
 - iii. To support the development of leaders in the scientific and Indian community.
 - iv. To promote the advancement of the American Indian professional scientists and engineers while preserving their rich cultural heritage;

- v. To strive in promoting participation at all levels of responsibility in the fields of science and engineering by American Indian communities.
 - vi. To promote maximum educational advancement and personal fulfillment of American Indian students mainly in the science and engineering programs and to support maximum education advancement of American Indians students in all degree programs at NCSU.
2. Understands that the committee operates under the obligations provided for in the Mother Society's by-laws and codes
 3. Uses the Official American Indian Science and Engineering Society logo and chapter name as representative of the committee.
 4. Must be a member of AISES at the National level.
 5. Presides over committee meetings.
 6. Reports activities and/or proposals to the Vice-President
 7. Presents project proposals approved by the Vice-President to the membership.

Section 3: Advisors

a. Advisors

1. Are selected from NCSU faculty and staff, and/or NCSU graduate Students
2. Assist in the planning and carrying out of the NASA purpose, in addition to meetings and activities.
3. Attends all NASA meetings and Executive Board meetings as a non-voting member

b. Election of Advisors

1. Nominations for advisors shall be made by the NASA membership.
2. A two-thirds majority vote of the membership shall be required for the election of an advisor.
3. The number of advisors shall be determined by the membership.

Section 4: The Executive Board

The above-mentioned officers, Chapter advisor(s) and committee chairpersons shall comprise the Executive Board of NASA, It shall be the responsibility of the Executive Board to:

1. Make policy decisions for NASA during such times when the membership cannot be practically assembled.
2. Coordinate programs to help incoming and continuing students adjust or cope with college life socially, academically, and emotionally.
3. Prepare a budget for the organization.
4. Represent the interests of NASA or any member in any dispute, grievance, or misunderstanding which may arise between NASA or any member and NCSU.

5. Create and implement projects to discourage discrimination against Native Americans in legal matters at NCSU.
6. Resolve any internal disputes that may arise within NASA.
7. Update and review NASA's charter if necessary each year.
8. Review and vote upon all proposed amendments.
9. Insure that the provisions of the charter are faithfully executed.
10. Coordinate cultural events using various resources; speakers, films, publications, recordings, etc.
11. Develop a program to maximize and coordinate the availability of the various resources for the entire benefit of the NCSU community.
12. Coordinate all publicity related to NASA activities, including radio, newspaper, and television coverage.
13. Conduct an end-of-semester review of NASA meetings and activities each semester.

Section 5: Removing Officers

When the membership becomes dissatisfied with the actions, policies, or progress of any officer, that officer shall be removed from office by the following process:

1. A motion shall be made by a NASA member calling for the removal of the officer;
2. A two-thirds majority vote by the membership to adopt the motion.

Section 6: Replacing Officers

In the case of resignation, illness, or other cause, officers shall be replaced by the following process:

1. President – The Vice President shall assume the duties of this office.
2. Other Offices- To replace any other office, the President shall have the authority to appoint a temporary replacement until an official election can be held.

ARTICLE IV: MEETINGS

Section 1: Membership Meetings

- a. The membership shall at the beginning of each semester/academic year decide upon a time and place of membership meetings.
- b. NASA membership meetings shall adhere to the following agenda, which may be restructured to accommodate changes in the meetings agenda;

1. The President shall call the meeting to order
 2. The roll shall be taken by the Secretary of NASA to establish that a quorum is present
 3. Any speaker and/or special presentation shall be heard, unless deemed differently.
 4. All NASA committees shall give reports.
 5. Any unfinished business from previous meetings shall be considered.
 6. Any new business shall be considered.
 7. Necessary voting shall take place.
 8. Announcements of NCSU and/or community activities shall be heard.
 9. The President shall adjourn the meeting.
- c. All meetings shall be run in accordance with Robert's Rules of Order

Section 2: Special Meetings

- a. The membership shall be notified of the time and place of any special meetings.
- b. The agenda for special meetings shall be determined by the Executive Board and/or the membership with the only guideline for special meetings agendas being that the purpose of the special meeting shall be given at the beginning of the special meeting.
- c. All meetings of NASA shall be run in accordance with Robert's Rules of Order

Section 3: Executive Board Meetings

- a. The Executive Board shall meet at a predetermined place and time.
- b. The agenda for the Executive Board meetings shall be determined by the Executive Board.
- c. All meetings of the Executive Board shall be run in accordance with Robert's Rules of Order

ARTICLE V: General Provisions

Section 1: Quorums

A quorum exists when a sufficient numbers are present to conduct voting at a meeting. This quorum exists when two-fifths of the enrolled membership and 2/3 the Executive Board members are present. All necessary voting at any NASA meetings shall be by majority vote provided that a quorum exists.

Section 2: Vetoing

The President may veto any decision made by the Executive Board. The Executive Board may then appeal to the membership at large if necessary to have the decision approved. Three-fourths vote of all members at any meeting provided a quorum exists is required to overturn a veto.

Section 3: Ratification

The NASA constitution shall be ratified upon two-thirds majority approval by the membership and upon approval of the NCSU Department of Student Development.

Section 4: Amendments

- a. Amendments to the NASA constitution shall be submitted by any member to the Executive Board where the suggested amendment shall be reviewed and voted upon before being presented to the membership for a final vote.
- b. The NASA constitution shall be amended by a three-fourths vote of the membership assembled at any NASA meeting.
- c. The last page of the NASA constitution shall carry the date of the latest revision two lines below the end of the document on the right margin.

August 24, 2005

The Constitution and By-laws

of

THE NATIVE AMERICAN STUDENT ASSOCIATION

of

North Carolina State University
at
Raleigh, N.C.

PREAMBLE

We, the members of the NATIVE AMERICAN STUDENT ASSOCIATION, as concerned citizens and American Indians, recognize that we live in a society composed of many diverse cultural groups. In order to retain our own unique identity as American Indians and insure the preservation of our cultural heritage, the goals of our organization shall be to undertake projects and activities to increase our cultural pride and knowledge by sharing our culture with ourselves and others.

Article I Name and Purpose

Section 1 Name

This organization shall be known as the Native American Student Association of North Carolina State University at Raleigh, referred here after as NASA.

Section 2 Purpose

- a. To promote the recruitment, admission, and retention of American Indian students for all degree programs at NCSU at all levels---- undergraduate, graduate, professional, and special degree programs---- as well as other reasonable efforts which will support such a purpose including, but not limited to appropriate counseling, financial, academic, educational, and social programs.
- b. To promote maximum educational advancement and personal fulfillment for all American Indian students at NCSU.
- c. To promote awareness of the richness of Native American cultures by sponsoring appropriate activities and programs.

Article II. Membership

Section 1. Regular Membership

The members of this organization may be any student enrolled at NCSU who maintains tribal affiliation in a community based group, or any state or federally recognized tribal group. At the close of each meeting the membership rolls shall be held open to accept new members.

Section 2. Membership Fees

All regular and new members must pay annual (yearly) membership dues at the beginning of the school term.

Section 3. Honorary Membership

Honorary membership can be given to alumni and community leaders.

Article III. Organization

Section 1. Officers

a. Executive Director

1. Presides over meetings of NASA and the Executive Council. He is a non-voting member of the Executive Council unless a vote is evenly divided at which time he shall cast the deciding vote.

2. Acts as spokesperson and representative of NASA in all affairs with NCSU.
 3. Be available to act as an advisor to the membership.
- b. Chairman of Executive Council
1. Acting as the Vice-President to the Executive Director, he/she shall assist the Executive Director in performing his duties and presiding over meetings in the absence of the Executive Director.
 2. He/she shall be a voting member of the Executive Council.
- c. Secretary/Treasurer
1. Records the proceedings of all meetings of NASA.
 2. Coordinate all NASA correspondence and mailings.
 3. Coordinate all activities to increase the treasury.
 4. Notify all members of time and place of NASA meetings.
 5. Keep accurate records of all NASA financial matters.
 6. Maintain and update the following lists: membership rolls, an address list of all American Indian students attending NCSU, and an address list of resource persons.

Section 2. The Executive Council

The Executive Council shall be composed of five students. Two ^{students} students shall be appointed or elected from among the freshman class. They shall serve as councilors to their fellow freshman as well as serve as their representatives on the Council. Three students shall be appointed or elected from the upperclass men to serve as representatives for and councilors to the Sophmores, Juniors and Seniors club members.

1. These five councilors shall have full voting power on the Executive Council.
2. Duties of the Executive Council
 - a. Make policy decisions for NASA during such times as when the membership cannot be practically assembled.
 - b. Identify and interview prospective NASA members.
 - c. Coordinate programs to help incoming and continuing students adjust and cope with college life socially, academically, and emotionally.
 - d. Preparation of a budget for the organization.
 - e. Representation of the interests of NASA or any member in any dispute, grievance, or misunderstanding which may arise between NASA or any member and NCSU.

- f. Create and implement projects to discourage discrimination against Native Americans in legal matters at NCSU.
- g. The resolution of any internal disputes that may arise.
- h. Update and review NASA's charter if necessary each year.
- i. Reviews and votes upon all proposed amendments.
- j. Insures that the provisions of the charter are faithfully executed.
- k. Coordinate cultural events using various resources: speakers, films, publications, recording, etc.
- l. The development of a program to maximize and coordinate the availability of the various resources for the benefit of the entire NCSU community.
- m. Coordinate all publicity related to NASA activities, including radio, newspaper, and television coverage.

Article IV. Meetings

Section 1. Meetings

At the beginning of each semester a time and place for weekly or bi-weekly meetings shall be decided upon by the membership.

Section 2. Special Meetings

All members will be notified of the time and place of any special called meetings.

Section 3. Agenda

The following agenda shall be loosely adhered to at all NASA meetings:

- a. Meeting shall be called to order, At special called meetings, the purpose shall be announced.
- b. Roll call of officers.
- c. Minutes from the previous meeting read (Secretary/Treasurer's report also).
- d. Any unfinished business from the previous meeting shall be considered first.
- e. Minutes from the previous are put before the floor by motion to be either revised or adopted. Someone will say, "I move that the minutes be revised or corrected (which ever be the case)." Someone seconds the motion.
- f. The Executive Director announces that, "It has been moved and seconded that the minutes from the previous meeting be adopted or revised".
- g. Members then vote on the motion. A majority vote rules. The minutes are then adopted or revised. If revised the necessary corrections must be completed by the next meeting.

- h. Any new business shall be considered.
- i. Necessary voting shall take place.
- j. Any there is a speaker or presentations (film, etc.), the membership shall then go into that phrase of the meeting.
- k. If not, The meeting shall be adjourned.

Article V. General Provisions

Section 1. Quorums

A quorum exists when a sufficient number of members are present to conduct voting at a voting. This quorum exists when two-fifths of the enrolled membership and all the Executive Council members are present.

Section 2.

All necessary voting at any NASA meeting shall be by majority vote provided that a quorum exists.

Section 3. Vetoing

The Executive Director may veto any decision made by the Executive Council. The Executive Council may then appeal to the membership at large if necessary to have the decision approved. Three-fourths vote of all members at any meeting provided that a quorum exists, is required to overturn the veto.

Section 4. Elections

Officers shall be elected at the end of the spring semester of each year. They will serve a term of one year with the opportunity to be re-elected the following spring.

Section 5. Vacancies

Vacancies in all offices shall be filled as they occur by the Executive Director with the approval of the membership.

Section 6. Amendments

A proposed amendment may be submitted by any member to the Executive Council were it shall be reviewed and voted on before being submitted to the membership for a final vote. This charter may be amended by three-fourths vote of the membership assembled at any NASA meeting.