

## **Article I- Name**

The name of this organization shall be the National Alliance on Mental Illness at Christopher Newport University. The organization will also be known by the acronym NAMI or NAMI at CNU

## **Article II- Purpose**

The purpose of the NAMI at Christopher Newport University is to educate and promote awareness about mental illness and provide support and resources for the CNU student body.

## **Article III- Membership**

Section 1. Any student regularly enrolled at Christopher Newport University and in good social and academic standing (at least a 2.0 cumulative GPA) may become a either an active or general member of NAMI at CNU.

Section 2. Dues, shall be paid each year by members of NAMI at CNU. The amount of dues shall be set by the executive committee each year.

Section 3. NAMI at CNU shall not support, condone, or participate in the hazing of any prospective member for the purpose of admission into or affiliation with the organization. Members of NAMI at CNU are free to leave or dissociate without fear of retribution or harassment. NAMI at CNU shall not discriminate on the basis of race, creed, color, sex, age, national origin, disability or sexual orientation.

Section 4. Any active member of NAMI at CNU will lose their active membership and become general members if they do not attend at least three membership meetings. Any member of NAMI at CNU will lose their membership if they do not meet any requirements as spelled out in Article III sections one, two, and three of the NAMI at CNU constitution.

## **Article IV- Executive Officers**

Section 1. The executive officers of NAMI at CNU shall be as follows: President, Club Vice President, Vice President of Membership, Vice President of Programming, Historian, Secretary, and Treasurer. The aforementioned officers shall constitute the Executive Committee.

Section 2. Any executive officer of NAMI at CNU may be removed from office if it is determined that they are not fulfilling the obligations of that office as spelled out in Article V of the constitution.

- i. Any executive officer may be voted out of office with a 2/3 vote by the executive committee.

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ii. A member of NAMI at CNU believes an officer is not fulfilling his or her obligations as spelled out in Article V of the constitution, is to schedule a private meeting with the Vice President of Membership. If it is the Vice President of Membership not fulfilling his or her obligations, the member will schedule a private meeting with the President.

iii. Following the private meeting the Vice President of Membership will decide whether or not to bring the matter to a vote.

iv. If an executive officer is voted out of office, the remaining officers will vote in the replacement.

## **Article V- Duties of the Executive Officers**

### **Section 1. The President will**

- i. create meeting agendas
- ii. maintain outside contacts
- iii. understand and enforce the rules and regulations of the constitution of NAMI at CNU
- iv. oversee other executive positions
- v. preside over membership meeting

### **Section 2. The Club Vice President will**

- i. write the constitution
- ii. assist the President in their roles
- iii. preside over membership meetings in the President's absence
- iv. accept applications for an executive office
- v. preside over voting matters

### **Section 3. The Vice President of Membership will**

- i. be in charge of recruitment
- ii. maintain a list of members and their contact information as well as the member's active or general member status.

- iii. advertise for the club membership
- iv. share the responsibility of fundraising with the VP of Programming
- v. decide whether or not the executive officers will vote out a member of the executive committee

Section 4. The Vice President of Programming will be in charge of

- i. advertising events
- ii. contacting sponsors
- iii. finding and keeping information for volunteers to help with events
- iv. share the responsibility of fundraising with the VP of Membership

Section 5. The Historian will be in charge of

- i. documenting events
- ii. taking pictures and maintaining a scrapbook
- iii. maintaining record of successes and challenges within the club
- iv. taking meeting minutes in the secretary's absence

Section 6. The Secretary will

- i. take minutes of all executive and membership meetings
- ii. update members on what occurred at meetings or events
- iii. maintain the resources NAMI-CNU has gathered
- iv. maintain paperwork on the resources

Section 7. The Treasurer will

- i. apply for grants
- ii. collect dues
- iii. record funds
- iv. create and maintain of record of the club's budget

- v. keep the advisor aware of the club's financial status

## **Article VI- Meetings**

### Section 1. Officers shall meet bi-weekly

- i. Officers cannot miss more than 3 executive meetings per semester

### Section 2. Membership meetings are held monthly.

- i. Active members must attend at least 3 meetings per semester

### Section 3. The President has the right to call emergency meetings if necessary

### Section 4. All executive officers may hold additional meetings on/for events

### Section 5. To be elected to office, a nominee must receive at least 51% of the vote

## **Article VII- Events**

Section 1. Executive Officers must participate in at least 50% of events through either assisting with or attending the event

Section 2. The VP of Programming will decide whether or not an officer has met the minimum amount of required events

## **Article VIII- Running for Office**

To run for office you must have been an active member for the entire academic year of the elections. At the February membership meeting, applications will be handed out to those wishing to run for executive office. This application must be submitted prior to the deadline stated on the application. The executive committee will then check the applications to ensure that all requirements are met. If any member loses their active status during the year they may not run in that year's election. Only full-time students (12 semester hours) may serve as officers.

## **Article IX- Elections**

### Section 1. Elections will be held during the general member meeting in March

i. The period between the election and the next general meeting of the club will be a transition period for the organization. During this time it is expected that incoming and outgoing officers will meet to discuss the roles and responsibilities of the offices

### Section 2. All members who have been active for the entire year may run for office

Section 3. Any member who has been active for at least one semester of the academic year of the elections may vote in the election regardless of membership status at the time of the election.

#### **Article X- Amending the Constitution**

Section 1. The constitution can be amended with a 2/3 vote of the entire NAMI at CNU club

Section 2. Any member wishing to amend the constitution must present the proposed amendment at a membership meeting. The Amendment will be voted on at the following meeting.

Section 3 The Club VP will write the amendment into the constitution.

Section 4. Any revisions to the constitution and/or by-laws must be reviewed by the Office of Student Activities.

#### **Article XI-Role of the Advisor**

A CNU faculty or staff member shall serve as advisor. The advisor of the organization shall provide support, counseling, and guidance in all situations. The advisor is expected to offer advice. The advisor shall work closely with the organization in coordinating activities to ensure that they are conducted in compliance with CNU's policies and federal, state, and local laws.

#### **Article XII-Responsibilities**

NAMI at CNU shall adhere to University policies and all city, state, and federal laws.

#### **Article XIII- NAMI Name and Logo**

Section 1. This organization acknowledges that NAMI controls the use of the name, acronym, and logo of NAMI and AMI, that their use by this club shall be in accordance with NAMI policy.

Section 2 Upon termination of affiliation with or charter by NAMI, the uses of these names, acronyms, and logos by this affiliate member will cease.

#### **Article XIV-Ratification**

This constitution shall become effective upon ratification by a majority of the organization's membership and Office of Student Activities

Signed,

*Jamir B. Robert*  
Club President

Date

11/1/10