

**National Residence Hall Honorary  
Indiana University of Pennsylvania  
IUP Great Oak Chapter**

***Article I***

**Section 1. Name**

- a) **The name of the organization shall be the Great Oak Chapter of the National Residence Hall Honorary at Indiana University of Pennsylvania Chapter. Herein, the organization shall be referred to as the Great Oak NRHH, or IUP-NRHH.**

**Section 2. Affiliation**

- a) **As an affiliate of the Central Atlantic Affiliate of the National Association of College and University Residence Halls, Inc. (NACURH), NRHH will operate in accordance with the articles of incorporation and the NACURH by-laws**

***Article II***

**Section 1. Purpose**

- a) **The Great Oak Chapter of the National Residence Hall Honorary is an organization dedicated to providing service by giving to the community, providing positive role models for leaders-in-training, and assisting in the diversification of future leaders.**
- b) **IUP-NRHH is an organization devoted to promoting increased student participation by providing recognition to those individuals who have gone "above and beyond" in community involvement and academic excellence to contribute outstanding service and leadership to the residence hall system at IUP. The organization has four purposes: to provide recognition in the residence halls; to encourage continual personal and professional development in its membership; to offer leadership, academic, and service opportunities to other residence hall students; and to provide guidance to future leaders through philanthropic means. By applying to the**

**NRHH membership, you are giving consent to the advisors to check your grades for NRHH appliance.**

### ***Article III***

#### **Section 1. Membership Qualification**

- a) All prospective members must have lived within IUP's Residence Hall community for no less than one full semester prior to the semester of selection.**
- b) All prospective members must currently be living within IUP's Residence Hall community for the semester of selection.**
- c) All prospective members must be in good standing with the university and currently possess a minimum of a 2.5 cumulative Grade Point Average on a 4.0 scale. By nature of membership, you are consenting for the advisor(s) to access and check your academic record to ensure compliance with this NRHH Standard.**
- d) All prospective members must demonstrate outstanding service and leadership within the Residence Hall Community of IUP of outstanding service and leadership by participation in meetings, quality of programs, and a sense of presence in the residence halls.**
- e) Transfer students from other colleges and universities who were members of the NRHH chapter at their previous school are eligible for membership upon providing verification of the previous membership in NRHH and if space exists within membership limits.**

#### **Section 2. Membership Types**

- a) The organization will consist of four (4) types of members. These types include: Active, Alumni, Honorary and Early Alumni Status.**
- i) Active Members**
  - a) Shall be defined as undergraduate level students inducted while living in the residence halls. Shall be the only members with voting privileges.**

- b) Shall not exceed one percent (1%) of residents of the IUP Residence Hall community.**

**ii) Alumni Members**

- a) Status achieved by graduating from an undergraduate course of study.**
- b) May remain active within the Great Oak NRHH by attending meetings and other events.**
- c) Shall possess no voting privileges.**
- d) Shall not count towards the membership cap.**

**iii) Honorary Members**

- a) Shall be a form of recognition extended to a faculty member, a staff member, or graduate students.**
- b) Undergraduate students cannot serve as an honorary member.**
- c) Shall not exceed ten percent (10%) of the active membership cap for that academic year.**
- d) Shall be defined as someone who is offered membership because they have shown outstanding service and devotion to the interests of the residence hall program**
- e) Shall possess no voting privileges.**

**iv) Early Alumni Status**

- a) Shall be defined as an active member who is not in good standing with the organization, and lives within an IUP owned and/or operated residential community.**
  - a) Not in Good Standing- Unable to fulfill the requirements laid out by Section 1 of Article III.**
- b) A 2/3 majority's vote must take place in order for the early alumni status process to commence.**
- c) Before the process to move an active member to Early Alumni Status can begin, the member must fail to meet active member requirements for two weeks, in which time they must be**

**informed and placed on probation.**

- d) Any member for which the process has commenced does have a chance appeal to the entire Great Oak Chapter before the process is complete to stay an active member. Guidelines will be provided by the current NRHH executive board.**
- e) These members have no voting rights and do not count towards the active membership cap.**

### **Section 3. Non-discrimination Clause**

- a) NRHH shall not discriminate in regards to race, ethnicity, religion, creed, national origin, ancestry, gender, physical and/or mental ability, sexual orientation, age, socioeconomic status, or marital status.**

## ***Article IV***

### **Section 1. Nomination**

**Nominations will be accepted in two forms:**

- i) Self Nomination. At the beginning of the selection process, applications shall be distributed to those interested in obtaining membership within IUP-NRHH**
- ii) Nomination by Resident Life Staff or current IUP-NRHH member. At the beginning of the selection process, Resident Life Staff members shall have the opportunity to nominate individuals they believe deserving of membership in IUP-NRHH.**

### **Section 2. Selection**

- a) At least one (1) week prior to the induction ceremony, a selection committee consisting of current active IUP-NRHH members shall select prospective members from those nominated through a process chosen by the selection**

committee. From that selection process, the committee will extend an invitation to join.

- b) Those accepting an invitation will then be inducted into IUP-NRHH at the induction ceremony.

## **Article V**

### **Section 1. Executive Board**

- a) Officer positions shall consist of: President, Vice President, Treasurer, Secretary, and Public Relations.
- b) Candidates for officer positions must be active members in good standing with the Great Oak Chapter of NRHH.
- c) Candidates shall be appointed to their position after receiving a simple majority vote from all current IUP- Active NRHH members.
- d) The NRHH Executive Board shall operate within the confines of the constitution and the IUP student handbook.
- e) The NRHH Executive Board with the exception of the President shall be voting members of the Executive Board. The President will vote only in the case of a tie.
  - i. In case of a tie covering the election of the position of presidency, the tie-breaking vote will go to participating nonnative members.
- f) The NRHH Executive Board shall confer with the Treasurer of NRHH and/or RHA and the Advisor as to major implications to the annual budget.
- g) Excluding the President, no more than two (2) IUP-NRHH members may also serve on the IUP-RHA board, with exception to be made on a case by case situation approved by simple majority vote by active IUP NRHH members.
- h) Elections shall be held each semester. Terms are September 15<sup>th</sup>- February 1<sup>st</sup>, and February 1<sup>st</sup>-September 15<sup>th</sup>.

### **Section 2. Executive Board Officers**

- i. President

## **The President shall**

- a. Preside over all meetings,**
- b. Prepare an agenda for all meetings.**
- c. Coordinate with the Executive Board and Committee Chairs.**
- d. Call emergency and/or special meetings as necessary.**
- e. Serve as official liaison to NACURH, inc. and CAACURH.**
- f. Be in charge of re-affiliation with the NRHH National Office each year.**
- g. Supervise the responsibilities of committee chairs.**
- h. Delegate additional responsibilities as needed.**

### **ii. Vice President**

## **The Vice President Shall**

- a) Act in the absence of the President.**
- b) Serve as election commissioner or appoint a proxy.**
- c) Perform duties as assigned by the President.**
- d) Coordinate induction ceremony.**

### **iii. Secretary**

## **The Secretary Shall**

- a) Maintain a file of all current minutes.**
- b) Maintain a record of members' meeting attendance.**
- c) Perform duties as assigned by the President.**
- d) Maintain membership roster.**
- e) Update the membership database for active/ non active members.**

### **iv. Treasurer**

## **The Treasurer Shall**

- a) Be responsible for drafting a budget to be approved by the general body.**
- b) Maintain control of funds.**
- c) Perform duties as assigned by the President.**

### **v. Public Relations**

## **The Public Relations Shall**

- a) **Keep a visual record of IUP-NRHH by taking photographs and/or delegating the responsibility.**
- b) **Overseeing advertisement efforts**
- c) **Contacting all communication lines for NRHH.**
- d) **Keeping a log of assigned duties for President.**

## ***Article VI***

### **Section 1. Meetings**

- a) **IUP-NRHH will hold a general meeting no less than once a month.**
- b) **At the first meeting of each semester, the majority of active IUP-NRHH members will determine the time and date for all general meetings during the current semester.**
- c) **Emergency, and/or special meetings may be convened by the discretion of the president, and shall be held at a time when the majority of current IUP-NRHH members may be present.**

## ***Article VII***

### **Section 1. Removal from Office**

**Any member of the IUP-NRHH Executive Board may be removed from office for failure to fulfill the obligations of their office. (Removal of Active Members is located in the 'Early Alumni' section of Article III) In the event that an Executive Board member has violated the constitution, an IUP policy or procedure as outlined in Choices and Changes Guide to Residence Hall Living or the Student Behavior Regulations, a letter must be sent to the violator by the organization and must be signed by the advisor and one member of the executive board or by the advisor depending on the situation. For the second violation the removal process takes place.**

#### **For non-IUP policy violations:**

- a) **The member must be notified in writing of the charges against them at least one week before the removal vote is taken.**
- b) **In this time, they can either resign, or they can prepare their defense.**
- c) **At the General Assembly meeting after the week has passed**

**the charges shall be read, the defense shall be presented and the voting members shall vote. At least a two thirds (2/3) majority of voting members present is required for the removal of a member.**

**For IUP Policy Violations:**

**If a NRHH member is found "in violation" of an IUP policy they may be immediately expelled from office and/or the organization without a membership vote. The decision to expel a member, when a policy violation has occurred, is decided by the advisor in conjunction with the Assistant Director of Residence Life, and the Director of the Office of Housing and Residence Life based on the confidential information discussed at the Judicial Hearing. However, when at all possible, the officers should be asked to vote on the removal.**

***Article VIII***

**Section 1. Amendments**

- a) Amendments to this constitution may be suggested by any member of IUP-NRHH.**
- b) Amendments must receive at least a two thirds majority vote in order to pass.**

***Article IX***

**Section 1. Enactments**

- a) This constitution will go into effect after receiving a two-thirds majority vote from all current IUP-NRHH members in good standing with the organization present at the meeting.**

(Last updated Spring 2011)