NATIONAL RESIDENCE HALL HONORARY

SCARLET & CREAM CHAPTER

Bylaws

**Article 1 – The Term of Executive Office**

The term of each executive office shall be one year, starting at the conclusion of the

NRHH/RHA Spring Recognition Banquet to the conclusion of the banquet the following year.

**Article 2 - The Duties of the Executive Board**

Section 1 – President

The Duties of the Chapter President shall be to:

A. Preside over all executive and chapter meetings

B. Prepare an agenda for all meetings

C. Oversee the duties of the executive board

D. Keep an updated list of all Chapter members

E. Represent the chapter at all regional and national meetings

F. Be responsible for chapter re-affiliation

G. Delegate additional responsibilities as needed

H. Serve as a liaison between the Chapter and the University of Nebraska - Lincoln RHA Senate

Section 2 – Vice President

The Duties of the Chapter Vice President shall be to:

A. Attend all executive and chapter meetings unless excused by the Chapter president or advisor

B. Preside over executive and chapter meetings in the absence of the Chapter president

C. Plan at least one service project an academic semester

D. Organize the NRHH/RHA spring recognition banquet

E. Take attendance at all NRHH chapter meetings and keep an updated point total for each member

F. Perform any other duties assigned by the Chapter president

Section 3 – Treasurer

The Duties of the Chapter Treasurer shall be to:

A. Attend all executive and Chapter meetings unless excused by the Chapter president or advisor

B. Keep an up-to-date budget of the Chapter’s expenditures

C. Maintain control of the Chapter’s funds

D. Organize and maintain the terms of the Chapter’s book scholarship

E. Perform any other duties as assigned by the chapter president

Section 4 – OTM (Of The Month) Coordinator

The Duties of the Chapter OTM Coordinator shall be to:

A. Attend all executive and Chapter meetings unless excused by the Chapter president or advisor.

B. Submit OTMs from the University of Nebraska – Lincoln to the Regional Associate of NRHH by the 10th of every month.

C. Provide OTM guides to aid Residence Hall student leaders and Professional Staff in writing Of the Months.

D. Coordinate awards and recognition of campus, regional, and NACURH level OTM winners.

**Article 3 – Chapter Committees**

Section 1 – Selections Committee

The structure and duties of the Selections Committee is outlined in Article 7 of the bylaws.

Section 2 – Service Committee

A. It is the responsibility of the Service Committee to plan and organize the service programs of the Chapter.

B. The Service Committee Chair shall be the Vice President of the Chapter.

Section 3 – Recognition Committee

A. It is the responsibility of the Recognition Committee to assist the Chapter with all its recognition programs throughout the year.

B. The Recognition Committee Chair shall be the Secretary of the Chapter.

Section 4 – Finance Committee

A. It is the responsibility of the Finance Committee to assist the Chapter Treasurer in planning and evaluating the guidelines of the Chapter Book Scholarship and assisting with all fundraising activities.

B. The Finance Committee Chair shall be the Treasurer of the Chapter.

Section 5 – OTM Committee

A. It is the responsibility of the OTM Committee to assist in the submissions of OTMs at the University of Nebraska – Lincoln.

B. The Committee will assist in the recognition of OTM recipients on campus.

C. The OTM Committee Chair shall be the OTM Coordinator of the Chapter.

**Article 4: Removal of Officers/Impeachment**

Section 1

If an officer is not performing their designated duties or they do not meet all requirements in the constitution they may be removed from office.

Section 2: Removal Procedures

A. Any NRHH member must make a written complaint and turn it in to the NRHH advisor.

B. The NRHH advisor will let the officer know of the formal complaint and allow the officer to file his or her own rebuttal.

C. The NRHH advisor will then select a committee of 2 officers and 3 members to review the case.

D. If there is not a majority vote from the committee to remove the officer, then the officer is excused of the charges and maintains their position.

E. If there is a majority vote from the committee to remove the officer, then the

NRHH chapter will be presented the situation by the committee.

F. This presentation will take place at the next scheduled NRHH chapter meeting.

The presentation will be five minutes followed by the officer making their presentation for five minutes.

G. A three-minute question and answer period for both shall follow with no discussion afterwards.

H. An officer shall be removed for office if two thirds of members present with voting rights vote in favor of removal.

**Article 5: Election Code**

Section 1: Requirements for Candidacy

A. All candidates must have been an Active member with voting rights for the semester prior to which they will hold office. B. All candidates must be an Active member for the year in which they intend to hold office.

Section 2: Election Procedure

A. Elections shall be held each spring at a regularly scheduled meeting before the selection of new members.

B. Each candidate must declare intentions two weeks prior to elections by submitting a letter of intent to the President. If the President wishes to run for an office, they must submit their letter of intent to the Advisor.

C. The day of elections, each candidate will receive five minutes in which to speak to the chapter.

D. A three-minute question and answer period will follow each candidate’s speech.

E. Winners will receive 50% plus one of the votes cast in the election of the office.

F. In the event of a tie, and immediate run-off election shall be held between the top two vote receivers.

G. Each officer shall be elected to a one-year term.

H. Officers shall take office immediately after induction.

Section 3: Officer Oath

A. The Officer Oath is as follows:

“I, (state your name), pledge to uphold and honor all the principles, values, and beliefs, of the Scarlet and Cream Chapter of the National Residence Hall Honorary at the University of Nebraska-Lincoln. I solemnly swear, as an executive officer, to serve the Scarlet and Cream Chapter to the best of my ability, to serve and protect all the guidelines and status of the constitution, NACURH, NRHH, as well as, the well-being of the chapter.”

**Article 6: Vacancy of Office**

Section 1

Should the office of President become vacant, the Vice-President shall assume the office of the President.

Section 2: Presidential Appointments

A. In the event that an Officer leaves office, the President shall appoint an Active member with voting rights to finish that office’s term.

B. This appointment shall be made at the meeting following the office’s vacancy.

C. Approval of this appointment shall be made by the membership, with a vote of

50% plus one of the members present with voting rights.

D. In the event that the approval is not granted, the floor shall be opened for nominations, and an election shall be held. E. This election shall be governed by the election code in Article IV.

**Article 7 – Member Selections/Induction**

Section 1-Selection Committee

A. The Chapter selection committee shall be composed of a minimum of four active members of the Chapter. The committee shall be composed of volunteers from the chapter.

B. The committee shall be chaired by the President of the Chapter.

Section 2

The Selection Committee shall meet and distribute nomination forms in the spring semester of the school year. If it is necessary, the Selection Committee may choose to distribute nomination forms in the fall semester. The Selection Committee will allow a minimum of two (2) weeks for nomination forms to be completed and returned.

Section 3

The Selection Committee will be responsible for distributing membership applications to those individuals who were nominated. The committee will allow a minimum of two (2) weeks for membership applications to be completed and returned.

Section 4-Nominations

Nominations for membership may be made by the Chapter, the advisor of the Chapter, the Residence Hall Association (RHA), or the RHA Advisor. The Director of Housing, Complex Program Directors, and Residence Directors may also nominate individuals to the Chapter. Individuals may not nominate themselves.

Section 5-Nominee Requirements

To qualify for membership, new active members must reside in a residence hall at the time of selection, contributed to the residence hall program, and demonstrated leadership and service therein; have lived two (2) semesters in the residence halls at the University of Nebraska – Lincoln. They must also have a minimum GPA of 2.5 on the 4.0 scale.

Section 6-Voting Procedures

The process of evaluation of the membership applications will be left to the discretion of the Selection Committee. All applicants must receive a two-thirds (2/3) majority vote of the Selection Committee to be inducted. Section 7

The active membership of the Chapter shall not exceed one (1) percent of the total number of residents in the residence halls on the University of Nebraska – Lincoln. The Selection Committee is not compelled, however, to fill that quota.

Section 8-Non Discrimination Clause

The Chapter shall not discriminate in the selection of members when discrimination is defined as denying individuals membership on the basis of a person’s age, race, national origin, color, creed, handicap, or sexual orientation. The Chapter shall further not discriminate in the selection of members on the basis of hall residency.

Section 9: Induction Oath

The Induction Oath is as follows:

“I, (state your name), agree to uphold and honor all the principles, values, and beliefs of the Scarlet and Cream Chapter of the National Residence Hall Honorary at the University of Nebraska-Lincoln. I promise to continue the tradition of recognition and service. In my efforts to serve this chapter, I will uphold the NRHH constitution to the best of my abilities.”

**Article 8 – Amendments to the Bylaws**

Amendments to these bylaws must be presented in written form at a regularly scheduled meeting of the Chapter. An amendment shall be adopted after passage by a simple majority of active voting members present at the meeting the amendment was brought to the floor of the Scarlet & Cream Chapter of NRHH. Upon passage, bylaws immediately take effect.