

NAMI ON CAMPUS RUTGERS CONSTITUTION

PREAMBLE

We, the members of NAMI on Campus Rutgers, do hereby establish this constitution on April 16, 2006. NAMI, the National Alliance on Mental Illness, is the nation's largest grassroots mental health organization dedicated to building better lives for the millions of Americans affected by mental illness. NAMI advocates for access to services, treatment, supports and research and is steadfast in its commitment to raising awareness and building a community of hope for all those in need; NAMI New Jersey is the State Organization of NAMI. This Constitution governs the activities of the organization specific to Rutgers University.

ARTICLE I - Mission

The purpose of NAMI on Campus Rutgers shall be to:

- Improve the lives of those who live with mental health conditions.
- Educate members of the campus community and community at large about mental health.
- Promote early detection and intervention.
- Encourage students who are experiencing mental health problems to get help.
- Provide support programs for students on campus who are experiencing mental health issues.
- Reach out to family members and friends of those who have mental health conditions.
- Combat the stigma that surrounds these conditions by breaking the silence, shame, secrecy, myths and ignorance that create barriers to seeking help.
- End the seclusion students feel when faced with a mental health condition.
- Collaborate with and promote existing mental health services on campus, and assist students in receiving these services.
- Advocate for improved conditions for those suffering from mental health conditions.
- Participate in community outreach efforts.
- Raise funds on campus in support of club programs and events.

NAMI on Campus Rutgers shall endeavor to sponsor and conduct programs and activities that further the purposes and objectives of NAMI, and shall use its best efforts to ensure that such programs and activities are consistent with NAMI's stated values and mission.

ARTICLE II - Membership

Section I

Membership shall be open to all Rutgers University students and must comply with federal laws prohibiting discrimination on the basis of race, creed, color, religion, national origin, ancestry, age, sex, disability, marital status, familial status, affectional or sexual orientation or veteran status.

Section II

Membership status is based on a membership incentive point system, which uses point tiers to determine member voting privileges, eligibility to run for executive board positions, and end of the year awards. The membership incentive point system attaches a point value to each opportunity members have to become involved in the club. Assignment of points and point tier categories are determined by the incoming executive board members and are based on plans for that particular academic year.

Section III

In order to officially become a member, the student must submit all membership registration forms, accrue a minimum of five (5) membership incentive points and pay an annual membership fee of \$5 (\$3 of which is to be sent to NAMI-NJ). The remaining \$2 will be used for NAMI on Campus Rutgers membership and will serve as a source of funding for programs and/or items not funded by the RCGA Allocations Committee, NAMI or other outside organizations. If the student cannot afford this fee, exemptions may be granted at the discretion of the President. This fee will then be absorbed by NAMI on Campus Rutgers itself.

Section IV

Membership with NAMI on Campus Rutgers automatically includes membership with NAMI New Jersey and NAMI.

Section V

Membership registration will be accepted at any time during the academic year, so long as students meet the requirements necessary for such membership.

ARTICLE III – Executive Board

The officers of the executive board shall be the following: President, Vice President, Treasurer, Fundraising Coordinator, Secretary, Program Coordinator and Public Relations Coordinator.

Section I

The PRESIDENT will oversee all club activities, assist in program planning and development and ensure that NAMI on Campus Rutgers is meeting its stated mission. The President will work closely with the Faculty Advisor and serve as a liaison between

the on-campus club and NAMI New Jersey. The President is expected to delegate responsibilities to the other members of the executive board appropriately.

Section II

The VICE-PRESIDENT will run meetings in the President's absence. The Vice-President will assist other officers in their duties, as well as assume additional responsibilities as they may arise. The Vice-President is also responsible for facilitating the collaboration of NAMI on Campus Rutgers activities with other established services and organizations at Rutgers and in the greater community.

Section III

The TREASURER is responsible for all financial transactions of the club, including collection of membership dues. The Treasurer will maintain current and accurate records and reports of the club's financial matters, make budgetary recommendations and receive written approval by either the President or Vice-President for all financial transactions.

Section IV

The FUNDRAISING COORDINATOR is responsible for identifying appropriate sources of funding, arranging donations of materials with local businesses, completing grant applications and organizing internal fundraising activities.

Section V

The SECRETARY is responsible for recording all activities and events of the club (with the exception of private exchanges during support group meetings), attending and taking minutes during executive board meetings, maintaining membership information and related paperwork and contacting members about NAMI on Campus Rutgers updates and meeting information.

Section VI

The PROGRAM COORDINATOR shall assist in the development and execution of ongoing programs, which includes making necessary contacts on behalf of the club and arranging for meeting room space, materials and catering.

Section VII

The PUBLIC RELATIONS COORDINATOR is responsible for publicity of the club's mission, meetings, programs, and events. They shall also assist in the recruitment of members and maintain contact with the membership throughout the year.

ARTICLE IV - Advisors

NAMI on Campus Rutgers shall be advised by the following: Faculty Advisor and a NAMI on Campus Rutgers Advisory Board

Section I

The FACULTY ADVISOR shall maintain open lines of communication with NAMI on Campus Rutgers, assisting in the planning of the group's activities, collaboration of the club's activities with already-established mental health services at Rutgers University, and transition of executive board members each year. The Faculty Advisor is also responsible for the NAMI on Campus Rutgers Advisory Board meetings.

Section II

The NAMI ON CAMPUS RUTGERS ADVISORY BOARD shall consist of a group of professionals in fields related to NAMI on Campus Rutgers activities and shall provide feedback and advice regarding current and future NAMI on Campus Rutgers activities. The executive board selects and appoints all advisory board members. A representative from NAMI New Jersey may be a part of the advisory board. If a member is not upholding his or her duties, he or she will be relieved from the position. If an advisory board member wishes to retire his or her position, he or she may notify the executive board in writing. The NAMI on Campus Rutgers Advisory Board shall meet at least once every semester; advisory board members should welcome consultation by the NAMI on Campus Rutgers Executive Board as needed throughout the year. NAMI on Campus Rutgers maintains the rights to make its decisions independently based on the needs of the student body.

ARTICLE V – Committees

Section I

The executive board shall provide for the creation of suitable standing committees as needs arise.

Section II

Special committees must be approved by the President, but are overseen by designated officers.

Section III

Appointments of members to these committees are made by the officer in charge of the established committee. The officer in charge is also responsible for organizing meetings and delegating responsibilities to members of their particular committee(s).

ARTICLE VI – Officer Election Process

Section I

The election will be held by the general body on an annual basis no later than March of each academic year.

Section II

During a pre-determined general NAMI on Campus Rutgers meeting, the officers will accept nominations from the floor. Nominations shall be made either by members or by self-nomination. All nominees will have the opportunity to speak for up to 5 minutes in order to state why they feel they are the best candidates for the future executive board.

Section III

The elections will be conducted by secret ballot.

Section IV

Candidates do not run for specific positions; instead, they rank-order the officer positions they would like to assume. From a listing of all the candidates, members select their top choices. The candidate with the greatest number of votes is offered his or her top choice of positions; the candidate with the second greatest number of votes is offered the highest available position on his or her list, and so on—until the entire executive board has been filled.

Section V

Votes shall be tabulated by the current executive board, unless an incumbent officer is a candidate, in which case he or she shall not partake in the tabulation of the results.

Section VI

Any student may only hold one office on the executive board at a time. Executive board members may serve more than one term (one year) of office if and only if they are re-elected.

Section VII

In the event of a sudden vacancy in any executive office, the remaining executive board members shall appoint an interim officer until such a time when a proper official election may be held for the office. If the office vacancy is a result of illness or extenuating circumstances, the officer may return to the position after the issue has been resolved; this applies to vacancies lasting up to 2 months.

ARTICLE VII – Officer Removal

Section I

An officer can be removed from office through the process of impeachment. Grounds for impeachment include negligence or abandonment of duty to the club, severe infraction of university policy, or any action which intentionally and maliciously harms the club and/or any of its members.

Section II

An officer may be removed from office by the following process:

1. A written request by at least 5 members of the club to the executive board stating the reasons for removal.
2. Written notification by the executive board to the officer about the request, asking the officer to be present at the next meeting and prepared to speak in his or her own defense.
3. Written notification to the membership by the executive board.
4. After due deliberation, the executive board, minus the officer in question, will present its recommendation to the general body. A simple majority vote of all members present at the meeting is necessary to remove an officer. If a member wishes to vote but cannot attend the meeting, an absentee ballot may be submitted prior to the meeting.

ARTICLE VII-Confidentiality

Section I

In order to ensure confidentiality, membership lists exist only as documentation for the club itself and for Student Activities Center records. These lists will never be made public.

Section II

As part of the membership registration process, all members will fill out documentation indicating whether or not they permit NAMI on Campus Rutgers to publicly use their name, photo, or other identifying means. In each instance where someone might be identified, their current wishes regarding confidentiality will be verified. Students may update their confidentiality status in writing at any time.

Section III

Participants of support groups are permitted to share information gleaned from support group conversations; however, at no time may they disclose the source of that information. There will be no mention of names or other identifying information outside the support group setting.

Section IV

Confidentiality may be broken in the following circumstances:

1. The individual is believed to be a danger to himself or herself.
2. The individual has expressed intentions of harming a particular person or property.
3. It is believed that the individual is currently involved in an abusive situation.
4. The individual cannot take care of himself or herself as a result of mental illness.

ARTICLE IX – Conflict Resolution

In the event of a dispute amongst members of NAMI on Campus Rutgers, the involved parties shall present their case to the executive board. After hearing each side, the board shall issue a binding decision.

ARTICLE X – Financial Matters

Section I

The fiscal year begins May 1st and ends April 30th.

Section II

The club will not provide monetary gain, incidentally or otherwise, to its officers or membership.

Section III

In the event that this club dissolves, residual funds shall be allocated to mental health programs and services at Rutgers University.

ARTICLE XI – Right to Use the NAMI Name, Acronym and Logo

Section I

NAMI on Campus Rutgers acknowledges that the NAMI name, acronym and logo and other NAMI trademarks, service marks, trade names and logos identified by NAMI from time to time are the intellectual property of NAMI. NAMI controls the use of the name, acronym and logo of NAMI and the club is granted a limited, revocable, non-exclusive, non-divisible, non-transferable right to use the NAMI name, acronym and logo and other NAMI trademarks, service marks, trade names and logos identified by NAMI from time to time for as long as the club shall exist.

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

Section II

Upon termination of NAMI on Campus Rutgers, the former club members and officers will discontinue use of the NAMI name, acronym and logo.

ARTICLE XII – Independence

This club shall be independent of other organizations and advocacy groups not affiliated with NAMI and shall not share bylaws, articles of incorporation or boards of directors with such other groups.

ARTICLE XIII – Legal Compliance

Section I

This club shall abide by all applicable laws of the State of New Jersey and the United States.

Section II

This club shall abide by all applicable rules and regulations of the University and under the privileges as granted by the Office of Student Development and College Affairs, Deans, and Dean of Students where chartered. This club shall also abide by the rules and regulations of the Board of Governors, the University, and the colleges as provided by the Board of Governors and the Deans of the Colleges.

ARTICLE XIV – Amendments to the Constitution

Section I

Any proposed amendment to the club bylaws or constitution is to be presented in writing to the entire club membership at least one meeting before the meeting at which it is to be voted on.

Section II

Ratification of proposed amendments and changes requires a majority vote of all members present at the indicated meeting. If a member wishes to vote but cannot attend the meeting, an absentee ballot may be submitted prior to the meeting.