

NAMI at James Madison University Constitution

Preamble: We, the members of NAMI-JMU on Campus Club, at James Madison University, do hereby establish this constitution on July 20th, 2017. 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. This constitution governs the activities of the chapter specific to James Madison University.

Article I. Name

NAMI-JMU On Campus Club: National Alliance on Mental Illness (On campus club at James Madison University)

Article II. Mission

The purpose of NAMI on the campus of James Madison University shall be to:

- Educate students, faculty, administrators, and other members of the campus community about mental illness
- Bring awareness to, and combat the stigmas that are associated with mental health and marginalized groups
- Advocate for improved mental health services at JMU for students, with emphasis on members of marginalized groups
- Provide information to students about services and supports on and off campus
- Provide resources for support programs for students on campus who are living with mental illness
- Collaborate with campus staff, faculty and administrators on projects
- Perform fundraising activities on campus to support the club
- Implement mental health awareness activities on campus

NAMI on Campus James Madison University shall conduct programs and activities that further the purpose and mission 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 III. Membership

Section 1: Eligibility

Membership is open to all James Madison University full-time, part-time, undergraduate and graduate students. All organization officers must be students at James Madison University. This organization does not discriminate against any person or persons on the basis of race, color, disability, gender, sexual orientation, religion, national origin, marital status, familial status, veteran status, or age.

Section 2: Membership Registration

To become an official member, an individual must submit a membership registration form on or before their fourth meeting to a member of the NAMI executive board (a copy of which will be sent to the local affiliate). Any persons who have not submitted a registration form by this deadline will not be permitted to attend closed meetings, unless approved by a member of the executive board. The student will be permitted another opportunity to register on or before their fourth meeting the following semester.

A member is classified as an individual that pays dues, and accepts the mission of NAMI-JMU. Dues will be waived if an individual is in good standing with the local NAMI affiliate.

Dues are \$5 for each member, including members of the executive board. This is an annual fee. \$1 will be sent to NAMI, while the other \$4 will go towards necessary monetary funds to run NAMI-JMU. If a member cannot afford this fee, exemptions may be granted at the discretion of the president. This fee will then be taken care of by NAMI-JMU.

Membership with NAMI-JMU automatically includes membership with NAMI.

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

Article IV: Executive Board

Section 1: All officers must pay dues upon the start of the new academic year after being elected (elections will be held in April). Each officer must be in good standing with the local NAMI affiliate while holding a position in office.

Section 2: Organization members in good standing with the university are allowed to run for, and hold a position in office. This includes having a cumulative grade point average of at least 2.0. Only members who are pursuing undergraduate degrees may run for office, whether full-time or part-time.

Section 3: An officers' regular term of office is one year. An annual election will be held every April, to determine the officers for the next academic year. Election of an officer who will only assume office for one semester is allowed for all positions, except president. Re-election of an officer is allowed, but he or she may not run for the same position for more than two consecutive years.

Section 4: The offices of NAMI-JMU shall include, President, Vice-President, Secretary, Treasurer, and Public relations officer.

Section 5: The **President** shall oversee all club activities, and ensure that NAMI-JMU is meeting its stated mission. The president shall work closely with the faculty advisor, and act as a liaison between NAMI-JMU and NAMI. The president is expected to delegate responsibilities to the other members of the executive board appropriately.

Section 6: The **Vice-President** shall assume the position as president, if the president is absent. The duties of the Vice-President shall include assisting other officers in their duties, and assuming additional

responsibilities as they may arise. The Vice-President is also responsible for facilitating collaborations with other organizations on campus, as well as overseeing recruitment and treasury activities.

Section 7: The **Secretary** shall handle correspondence between the organization and outside sources. This shall be done in the form of emails, phone calls, letters, etc. The secretary is responsible for recording the minutes of each general body, and executive board meetings, and distributing these minutes to NAMI-JMU members and executive board members with 96 hours of said meeting. The secretary is next in line to assume the duties and responsibilities of the president, if the president and vice-president are absent.

Section 8: The **Treasurer** shall be responsible for all financial transactions of the club, including the collection of membership dues. The treasurer shall keep and maintain a record of all monetary transactions, create a budget at the beginning of every academic year, and provide a summary report of the current monetary funds at each executive board meeting. The treasurer is next in line to assume the duties and responsibilities of the president, should the president, vice-president, and secretary be unavailable.

Section 9: The **Public Relations** officer shall be responsible for the publicity of the club. This includes, but is not limited to, managing the social media accounts of NAMI-JMU, recruitment and attainment of all members, and ensuring that NAMI-JMU's club activities and resources (e.g., website, logo, etc.) are in accordance with NAMI rules and regulations as permitted for on campus chapters.

Section 10: Executive Board Elections

Only members who have paid dues, are in good standing with the university and the local NAMI affiliate, and attend meetings regularly may run for a position in office. Elections will be held during the second week of March, from Monday at 12:00 p.m., to Friday at 12:00 p.m., via the club's BeInvolved page. If all positions are not filled by the end of the week, an email will be sent out notifying the general body members of the vacant spot. If a member or members come forth showing interest, the newly elected executive board shall vote on who is best for the position.

The nominating process shall be held at the meeting prior to the second week of March. Once the meeting is finished, the names will be added to the club's BeInvolved page, so voting may begin the second week.

Section 11: Removal of an Officer

NAMI-JMU club officers may be removed from their position by majority rule of the NAMI-JMU executive board, due to lack of fulfillment of the responsibilities outlined in this constitution. This vote can be called by any member of the NAMI-JMU club executive board. If such a vote is requested, the officer in question must be informed immediately, and given the following options:

1. An opportunity to resign
2. A 2-week probationary period to improve his or her actions related to their respective roles. This option may be put into effect only if the executive board agrees by majority vote.

Should an officer be removed from his or her position following one of these options, the expulsion of duties is effective immediately and the vice-president (or president, if the vice-president is removed), shall assume the role of the vacant position until it can be filled. General body members must be notified of the newly vacant position, and an election must be held.

Article V: Advisors

Section 1: NAMI-JMU shall be advised by a faculty advisor.

Section 2: The Advisor shall be a full or part time faculty member at James Madison University. The advisor will assume those responsibilities as outlined in this constitution and/or found in University Policy No. 3103 entitles "Faculty Advisors to Student Organizations."

Section 2: The **Faculty Advisor** shall maintain open lines of communication with NAMI-JMU, assisting in the planning of the group's activities when needed, transition of executive board members each year, and collaboration of the club's activities with mental health services provided by the JMU counseling center and the JMU Health center as needed.

Section 3: Any faculty advisor in violation of the club's purpose or constitution may be removed from office by the following process:

- A) A written request by a member of the Executive Board shall be submitted to the full Executive Board, excluding the faculty advisor in question, stating the reasons for removal.
- B) Written notification of the removal request shall be submitted by the Executive Board to the faculty advisor asking the faculty advisor to be present at the next Executive Board meeting and prepared to speak in his or her own defense.
- C) After due deliberation, the Executive Board, excluding the faculty advisor in question, will present its recommendation at a meeting called for this purpose, for which a three-fourths majority vote is necessary to remove the faculty advisor.
- D) The Executive Board will nominate and instate a new faculty advisor after receiving three-fourths majority vote.

Article VI: Meetings

Section 1: NAMI-JMU meetings shall convene at least one meeting a month, and possibly more at regularly scheduled times, as determined by members of general body.

Section 2: The announcement of the newly elected officers, will be held at the last meeting of the spring semester. The Newly elected officer will official begin their terms, beginning in the fall semester.

Section 3: Attendance and membership status will be monitored through the use of a sign-in sheet at each monthly meeting.

Section 4: The executive board shall meet at least twice monthly. The faculty advisor may attend the meetings if they should choose to do so.

Article VII: Committees

Section 1: The Executive Board shall vote to establish committees as needs arise.

Section 2: Committees are overseen by the President, but answer directly to the Vice-President.

Section 3: As each committee is established, an officer will be chosen by the Executive Board to run a specific committee. The officer will be responsible for running the committee, and delegating responsibilities to each member of the committee.

Article VIII: Relationships

Section 1: This organization is a NAMI on Campus club sponsored by a non-profit organization.

Section 2: This organization is endorsed by NAMI--the National Alliance on Mental Illness—a national grassroots, non-profit organization that advocates policies at the local state, and national levels to improve the lives of those affected by mental illness.

Section 3: The club shall be independent of other organizations and advocacy groups not affiliated with NAMI, and shall not share bylaws, articles of incorporation, or boards or directors with such other groups.

Article IX: Finances

Section 1: The fiscal year begins October 1st and ends September 30th.

Section 2: Club members pay annual dues of \$5.00 as established by the Executive Board, local affiliate, and state chartered organization. Of these dues, \$1.00 will be sent to NAMI (submitted to the local affiliate by the treasurer at the end of every semester), and NAMI-JMU keeps \$4.00. The Executive Board may waive dues for individual students upon a three-fourths majority vote by the Executive Board members.

Section 3: The club will not provide monetary gain, incidentally or otherwise, to its officers or members.

Section 4: In the event that this club dissolves, or is terminated by NAMI, the residual funds shall be allocated to NAMI local affiliate or state organization.

Article X: Confidentiality

Section 1: To ensure confidentiality, membership lists exist only as documentation for the club, and for Student Activities and Involvement records. These lists will not be made public without permission at any point.

Section 2: 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 3: 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.

The individual cannot take care of himself or herself as a result of mental illness.

Section 4: In the event that confidentiality needs to be broken, members of the executive board will seek out campus police and certified therapists at the JMU counseling center.

Article XI: Conflict Resolution

Section 1: In the event of a dispute among members of NAMI-JMU, the involved parties shall present their case to the Executive Board. After hearing each side, the Executive Board shall make a binding decision.

Article XII: NAMI Name, Acronym, and Logo

Section 1: NAMI-JMU 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 2: In the event that NAMI disbands this organization, the former club members will stop using the NAMI name, acronym, and logo.

Section 3: The Public Relations officer is responsible for acting in accordance with NAMI regulations of the campus club name and logo.

Article XIII: Independence

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

Article XIV: Continuation and Termination

Section 1: Failure of NAMI-JMU to comply with local, state, and national NAMI bylaws, as well as JMU Student Activities and Involvement criteria, may result in termination of affiliation with NAMI or James Madison University.

Article XV: Bylaws

NAMI-JMU adopts the NAMI Virginia bylaws as approved by NAMI Virginia and NAMI national standards.

Article XVI: Amendments to the Constitution

Section 1: 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 2: Amendments must be voted on by all members at the indicated meeting, whereby $\frac{3}{4}$ majority vote, will pass the amendment.

Article XVII: Ratification

Section 1: Ratification of proposed amendments and changes requires a $\frac{3}{4}$ 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. Ratified constitutions must be submitted to the Student Activities and Involvement office within 10 days for final approval.

Article XVIII: Hazing

Section 1: "NAMI-JMU On Campus Club", in keeping with JMU's expectations for a positive academic and social environment, unconditionally opposes hazing. No individual member of our group or the group itself may engage in or plan any activity that may be defined as hazing.

Section 2: "NAMI-JMU On Campus Club" opposes any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment or ridicule to its members or potential members. In addition, no individual nor recognized organization may by physical or mental stress or by subtle or covert technique, impair, make captive, or destroy an individuals' freedom of thought and choice.

Section 3: J17-100 Hazing "The University prohibits any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment or ridicule in connection with or the purpose of initiation, admission into, or affiliation with or as a condition for continued membership in a club, organization, or association, regardless of whether the students participated voluntarily in the relevant activity. Students directing, engaging in, aiding, or participating in, actively or passively, the forcing, compelling, requiring, encouraging, expecting, whether direct or implied, of individuals to participate in hazing activities shall be considered in violation of this policy." It is impossible to anticipate every situation that could involve hazing. Behavior listed below does not, and cannot encompass every circumstance that can be categorized as hazing. Further, this policy is not intended to prohibit customary athletic events, contests, and competitions that are sponsored by the institution or the organized and supervised practices associated with such events or activity or conduct that furthers the goals of a legitimate educational curriculum, extracurricular program, or military training program as approved by the University.

Section 4: Hazing activities include but are not limited to; physical abuse; kidnapping, blindfolding, confinement, or binding and/or restricting movement; calisthenics or other strenuous physical activity used to harass, punish, or harm an individual; excursions; spraying, painting, or pelting with any substance; burying in any substance; nudity; servitude; exposure to uncomfortable elements; verbal abuse or harassment; wearing of apparel which is conspicuous or indecent; forcing consumption of any legal or illegal substance (e.g. food, liquid, beverage, alcohol, drug, or other substance); depriving of sufficient sleep; burning, branding, or tattooing; interrogation in an intimidating or threatening manner; misleading members in an effort to convince them that they will not become or remain members unless they complete tasks, follow instructions, or act in a certain way; misleading members into believing that they will be hurt during induction or initiation; carrying items that serve no constructive purpose or that are designed to punish or embarrass the carrier; requiring or suggesting obtaining, possessing items or completing tasks in an unlawful manner (i.e. scavenger hunts); any act that is designed to or likely to compromise the dignity of a member or prospective member, cause embarrassment or shame to a member or prospective member, cause a member or prospective member to be the object of malicious amusement, ridicule, or emotional strain, or cause psychological harm or substantial emotional strain; or any other activity which may result in physical injury or endanger the health or life of the individual being hazed.

Section 5: An individual cannot consent to being hazed; a victim's voluntary or willful participation in hazing activities will not be considered evidence that a violation of this policy did not occur. ^[1]Section 18.2-56 of the Code of Virginia declares hazing illegal, establishes conditions for civil and criminal liability, and outlines the duties of the university when a student has been found guilty of hazing in civil or criminal court.

Section 6: It is hereby incorporated as part of this constitution and will serve as a guide for action by the university and "NAMI-JMU On Campus Club" if there is an instance of hazing by this organization or any of the members of this organization. It will be the duty of the officers of "NAMI-JMU On Campus Club" to educate the membership of this policy.