

Constitution:

THE KRISTEN HARRELL CHAPTER OF THE NATIONAL RESIDENCE HALL HONARY CONSTITUTION

ARTICLE 1 – Name

This organization shall be entitled the Kristen Harrell Chapter of the National Residence Hall Honorary (NRHH) of the National Association of College and University Residence Halls (NACURH) Incorporated. Kristen Harrell has shown endless dedication to residential life and the leadership programs at the University of Washington and therefore embodies the values of NRHH.

ARTICLE II – Purpose

The purpose of this organization is to enthusiastically unite to lead by example in order to promote leadership through recognition of achievements and by providing service and support to the members of the entire residence hall community.

ARTICLE III – Membership

Section 1 – Qualifications of Induction

- A. Shall have a minimum cumulative GPA of 3.0 at the end of at least two quarters at the University of Washington.
- B. Shall have resided in the residence halls two quarters prior to induction.
- C. Shall have exhibited outstanding leadership and service in the residence hall system.

Section 2 – Selection

- A. The Selection Committee will consist of the NRHH Director, the Associate Director of Membership, and at least two active members of NRHH who can be members of the Executive Board.
- B. The process for evaluating the nomination and application forms of prospective members will be left to the discretion of the Selection Committee.
- C. At no time shall the active membership of the chapter exceed one percent of the total residence hall population.
- D. The Selection Committee, with the consent of two thirds of the active NRHH membership, may induct honorary members.
- E. Induction ceremonies shall occur during Fall and Spring quarter.

Section 3 – Types of Membership

- A. Active members shall be defined as those who are enrolled at the University of Washington, live in a residence hall, and have been chosen by the Selection Committee

to acknowledge their commendable service to the residence hall system and currently fulfill the active membership requirements outlined in Section 4, Part A..

B. Alumni members shall be defined as former active members that no longer reside in the University of Washington Residence Halls.

C. Early alumni members shall be defined as a member who is currently living in the halls but is no longer able to meet chapter expectations and has submitted an early alumni status application that has been approved by the Pacific Affiliate of College and University Residence Halls (PACURH) Associate Director of NRHH and Recognition. The number of early alumni members shall not exceed ten percent of the membership cap in a given academic year.

D. Honorary members shall be defined as individuals who do not qualify for active membership yet have been exemplary in their support of the residence halls.

E. Once a member is inducted, they are a member of NRHH for life.

Section 4 – Active Membership Requirements

A. To remain an active member in good standing, NRHH members shall:

- i. Submit at least one OTM per quarter.
- ii. Maintain a minimum 2.5 cumulative GPA.
- iii. Attend one program each quarter put on by the Associate Director of Events.
- iv. Reside within the residence halls as outlined by the Residence Hall Student Association (RHSA).

B. Members not fulfilling the membership requirements outlined in Section 4, A., i. through iii. shall forfeit their voting rights for the following quarter.

C. Members not fulfilling membership requirement outlined in Section 4 A. iv. shall be deemed alumni members unless they submit a letter to the NRHH Director stating that they intend to return to the Residence Halls after a period of no longer than 1 year.

i. Members not residing in the Residence Halls during summer quarter are exempt.

Section 5 – Inactive Membership

A. An “inactive member” shall be defined as someone who does not fulfill one or more of the membership requirements outlined in Section 4, A., i. through iii. but still fulfills the membership requirement outlined in Section 4, A., iv.

B. An inactive member shall forfeit their voting rights and their rights to membership gifts (including anything subsidized by NRHH) until they fulfill the requirements outlined in Section 5, C.

C. In order for an inactive member to become active again, the member must make up a quarter’s worth of the requirement which they did not fulfill. Once a member has

made up the requirement not fulfilled from the previous quarter, they will be considered active again, but must still complete their requirements for the current quarter.

- i. If a member misses the required OTM or Event for the quarter, they must write/attend two for the next quarter; one to make up for the previous quarter, and one to remain active for the current quarter.
- ii. If the member falls below the required GPA, the member will become active again when the GPA is above the minimum.

ARTICLE IV – Executive Structure

Section 1 – Election of the NRHH Executive Board

- A. Only active members of NRHH shall be NRHH Executive Board members.
- B. Only members with two quarters active status or more may be eligible to run for NRHH Director or Associate Director of Membership.
- C. The NRHH Executive Board shall be elected by a majority vote of all active members.
- D. An election of the NRHH Executive Board shall be held by the end of Spring Quarter.
- E. If a majority of the NRHH membership so deems, two individuals may be co-executives of the same position, if they run together during the election, except for the position of NRHH Director.
- F. The NRHH Executive Board shall be elected for a one-year term, from the last day of Spring Quarter of the current year to the last day of Spring Quarter of the following year.

Section 2 – The NRHH Executive Board

- A. The NRHH Executive Board shall:
 - i. Maintain consistent records throughout their term to be compiled in an end of the year executive board transition binder.
 - ii. Participate in a transitional meeting at the beginning and end of the term in office.
 - iii. Send the Director and one other executive board member to attend RHSA meetings each week unless prior approval of absence has been granted by the other members of the Executive Board.
 - a. Any Executive Board member not attending the meeting shall forward their report to another Executive Board member to be given at RHSA.
 - iv. Organize retreats and any other large scale events deemed necessary by the membership.
- B. The Director of the NRHH shall:

- i. Serve as the official representative and voice of NRHH.
- ii. Call meetings at the discretion of the NRHH Executive Board.
- iii. Conduct and preside over meetings of NRHH.
- iv. Attend or designate an attendee to vote at all PACURH/NACURH Conferences where NRHH meetings will be held.
- v. Affiliate the UW Chapter with NACURH, Inc. annually.
- vi. Meet weekly with the NRHH Advisor.
- vii. Hold bi-weekly one on ones with each member of the NRHH Executive Board
- viii. Maintain an accurate record of the membership statuses.
- ix. Maintain the NRHH email account.
- x. Oversee the chapter budget and report the current financial status of NRHH to the Executive Board upon request.
- xi. Plan all aspects of all membership meetings.
- xii. Act as a liaison to RHSA, SEED, and other on-campus organizations as needed.
- xiii. Hold at least five scheduled office hours weekly, not including meetings and one on ones.

C. The Associate Director of Membership of the NRHH shall:

- i. Coordinate all Induction Ceremonies of NRHH.
- ii. Plan and implement a quarterly recognition and induction reception/banquet to recognize students active in the residence halls, as needed.
- iii. Act as chair of the Selection Committee.
- iv. Coordinate and maintain regular membership benefits program.
- v. Plan and implement programs/activities to celebrate members as needed.
- vi. Send weekly membership notes and bi-weekly membership gifts to our active members, excluding the first and final weeks of the quarter.
- vii. Hold at least three office hours per week.

D. The Associate Director of OTMs and Recognition of the NRHH shall:

- vi. Ensure that OTMs submitted at the school level are evaluated and that school winners are forwarded on to the PACURH Regional Associate Director of NRHH/Recognition before the deadline.
- vii. Determine the criteria for evaluating school winners based on National Guidelines.
- viii. Promote the OTM program on campus by visiting all hall council and RA staff meetings at least once during Autumn Quarter and as needed thereafter.
- ix. Publicly announce School, Regional, and National OTM winners.

- x. Work with the NRHH Associate Director of Publicity to post all school OTM submissions to the NRHH webpage.
- xi. Work with the RNSA National Communications Coordinator to promote and act as a resource for all regional and national bids.
- xii. Coordinate at least one activity a month aimed at recognizing outstanding contributions to the residence halls made by students, faculty, staff, and employees.
- xiii. Coordinate and maintain an ongoing, regular recognition program for the year.
- xiv. Hold at least three office hours per week.

E. The Associate Director of Publicity of the NRHH shall:

- i. Maintain the official NRHH webpage with current information once weekly, or as needed.
- ii. Register annually with the Student Activities Office to keep the NRHH email and webpage accounts.
- iii. Work with the Associate Director of OTMs to post all UW school, regional, and national winners to the official NRHH webpage.
- iv. Promote awareness of the NRHH in the Residence Halls.
- v. Assist the Associate Director of Events in advertising for programs.
- vi. Hold at least three office hours per week.

F. The Associate Director of Events of the NRHH shall:

- i. Plan and implement one social program per quarter for NRHH members.
- ii. Plan and implement two community service programs for the Residence Halls per quarter.
- iii. Plan and implement one academic program for the Residence Halls per quarter.
- iv. Work with the AD of Publicity to promote awareness of NRHH during NRHH sponsored programs.
- v. Work with the RNSA Programming Director to coordinate programming between RNSA and NRHH.
- vi. Assist the Associate Director of Publicity in advertising programs.
- vii. Hold at least three office hours per week.

G. Other Officers:

- i. The Director may appoint Committee Chairs to facilitate other activities not addressed above.
- ii. These Chairs may be invited to participate in NRHH Executive Board meetings at the discretion of the NRHH Director.

Section 3 – Removal of NRHH Executive Board

Members of the NRHH Executive Board can be removed from office by a two-thirds vote of the active membership.

Section 4 – Vacancies

A. If the position of NRHH Director becomes vacant, the Associate Director of Membership shall assume that office.

B. If a vacancy appears in the office of Associated Director of OTMs and Recognition, Associate Director of Membership, the Associate Director of Events, and/or Associate Director of Publicity, then the Director shall appoint a replacement or hold an election.

Section 5 – Advisors & Liaisons

A. The NRHH will be advised by an appropriate member of the Residential Life Team and shall be an ex-officio member of the NRHH and all its committees without vote.

B. The RNSA National Communications Coordinator (NCC) shall be the RNSA liaison to the NRHH. As such, they shall be an ex-officio member, without vote within the University of Washington chapter, unless the NCC is an active member of NRHH.

ARTICLE V – Fees and Dues

The NRHH will pay an annual fee to NACURH, Inc. in order to retain chapter affiliation.

ARTICLE VI – Meetings

The NRHH will hold bi-weekly Membership Meetings. These meetings will serve the purpose of keeping our members up-to-date on NRHH business, connecting them with other members, and providing them support in their busy lives.

ARTICLE VII – Chapter Reports

Section 1 – At the beginning of each academic year, chapter reports necessary for affiliation shall be prepared by the Director and submitted to NACURH, Inc.

Section 2 – Quarterly chapter reports shall be sent to the National NRHH chairperson and to the PACURH Associate Director of NRHH and Recognition to keep them informed of Chapter activities.

Section 3 – All Executive Board members shall submit a year-end report to the NRHH Director. These reports will be compiled at the end of the academic year and added to each Executive Board transition binder.

ARTICLE VIII – Amendments

Amendments to this Constitution may be adopted by a two-thirds vote of the active membership.

ARTICLE IX – Enactment

This Constitution will go into effect after a two-thirds vote of the NRHH membership.
This Constitution shall supersede all previous NRHH Constitutions.

LAST REVISED: January, 2011