

# BYLAWS

## NATIONAL RESIDENCE HALL HONORARY

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### PREAMBLE

We, the members of the National Residence Hall Honorary, as an integral component of the National Association of College and University Residence Halls, Incorporated (NACURH), in order to recognize individuals who contribute outstanding service and who provide important leadership in the advancement of residence hall systems; and to maintain a commitment to scholastic achievement; do hereby ordain and establish these by-laws.

### ARTICLE I

#### NAME

The name of this organization shall be the National Residence Hall Honorary, hereinafter referred to as the NRHH.

### ARTICLE II

#### CHAPTER AFFILIATION

1. Membership of NRHH shall consist of chapters from colleges and universities, which remain active in this association by:
  - a. Having NACURH affiliation fees on record
  - b. Submitting a Chapter Affiliation Form
  - c. Submitting a Membership List
  - d. Remaining financially solvent with NACURH
2. Affiliated chapters of NRHH shall be entitled to one (1) vote at any special or regular meeting, election or on any question that may arise.
3. Institutions interested in creating an NRHH chapter must submit an affiliation form, membership list, and a copy of the chapter's proposed constitution to the NACURH Information Center (NIC).
  - a. Chapter constitutions shall meet all criteria set forth by the NRHH Constitution Checklist, as defined in the NRHH Policy Book.
  - b. Chapter constitutions shall be subject to the approval and provisions of the Associate Directors for NRHH (ADs-NRHH).

### ARTICLE III

#### RE-AFFILIATION AND STANDING

1. Chapters may re-affiliate by completing a NRHH Chapter Affiliation Form, submitting a current Membership list, and a current chapter constitution to the NIC, contingent on approval of institutional affiliation materials and receipt of fees.
2. Chapters will be considered in good standing according to the following requirements:
  - a. Affiliation with the NRHH
  - b. Submission of and approval of an updated constitution and a current membership list to the NIC.
  - c. Institution in good standing with NACURH
  - d. No outstanding debt with NACURH
3. Chapters considered to be in good standing shall have voting rights.

### ARTICLE IV

#### CHAPTER MEMBERSHIP

1. The total active membership of a chapter may include up to, but not more than, 1% of the total residence hall population that year, or 20 members, whichever is larger. The total 1% membership does not include alumni, early alumni or honorary members.
  - a. Residence halls being defined as any college and university housing unit.
  - b. The 1% membership cap is defined as a proportion of the total housing census of the residence halls.
  - c. Upon request, the NACURH Associate for NRHH (NAN) may exempt a chapter from this requirement, allowing the chapter to exceed the membership cap. Such an exemption is limited to the time period between the request being made and the chapter's next induction ceremony at which time they must return to their membership cap.

- d. To be inducted as an active member of an NRHH Chapter, the following minimum requirements must be met:
  - i. On-campus resident at the time of nomination
  - ii. Have exhibited outstanding leadership and service to the residence life community
  - iii. Possess at least a 2.5 GPA on a 4.0 scale, or its equivalency.
- 2. Individual membership in chapters outside of active and early alumni shall be defined and operate as follows:
  - a. An active member of a chapter, who does not live in the residence hall system, or is no longer a student, shall be defined as an alumni member.
    - i. Exceptions include temporary leaves such as, but not limited to, co-ops, internships, or study abroad.
    - ii. When members leave the residence halls, they must submit a letter to the chapter stating whether the leave is temporary or permanent. When members submit a notice of temporary leave, they must indicate the duration of their leave to the chapter.
    - iii. If a member who has submitted a notice of permanent leave returns to the residence halls and the chapter membership cap has been reached, the chapter shall contact the NAN to request a temporary increase in their capacity until the next induction, at which time the chapter size must return to its correct membership capacity.
  - b. An individual who is inducted into a NRHH chapter and is not a student but offers support to the on-campus community and the student affairs profession, including but not limited to, housing personnel, instructors, and college or university staff shall be defined as an honorary member.
    - i. Individuals who could qualify for active membership, with the exception of student who will be graduating in the

current term, cannot be inducted as an “honorary member.”

- ii. The number of honorary members a chapter shall be able to induct per academic year will not exceed ten percent of the chapter’s membership cap.

- 3. Membership selection procedures shall be prescribed in chapter constitutions.
- 4. Once an individual has shown dedication and commitment to NRHH according to their chapter’s standards, they will become an NRHH member for life.

## **ARTICLE V**

### **NRHH BUSINESS MEETINGS**

- 1. Organization-wide meetings of the NRHH shall take place at the Annual NACURH Conference and shall include at least one business meeting.
- 2. The meeting shall be conducted in accordance with the NACURH Governing Documents.

## **ARTICLE VI**

### **GOVERNANCE**

- 1. The authority of the NRHH shall be vested in the NRHH National Board (NNB).

## **ARTICLE VII**

### **EXECUTIVE OFFICERS**

- 1. The officers of NRHH shall be the NACURH Associate for NRHH and the NACURH Advisor.
- 2. Duties of the NACURH Associate for NRHH:
  - a. The Associate for NRHH shall administer the affairs of the NRHH.
  - b. The Associate for NRHH shall assist and advise the NBD.
  - c. The Associate for NRHH shall vote in the case of a tie in NRHH business meetings.
  - d. The Associate for NRHH shall determine if a chapter is in good standing.
  - e. The Associate for NRHH shall preside at the meetings of the NRHH and NRHH National Board (NNB).

- f. The Associate for NRHH shall oversee the workings of the Associate Directors for NRHH.
  - g. The Associate for NRHH shall have the authority to call meetings of the NRHH and the NNB.
  - h. The Associate for NRHH shall have the power to create and appoint members to NRHH standing and ad-hoc committees.
  - i. The Associate for NRHH shall be responsible for the implementation of any policies and measures of the NNB.
3. Duties of the NACURH Advisor
- a. The Advisor shall be responsible for ensuring the policies of the NNB are carried out.
  - b. The Advisor shall be available for consultation on NACURH matters at NNB meetings and by request.

## **ARTICLE VIII**

### **NRHH NATIONAL BOARD**

1. The NNB shall consist of the NAN, NACURH Advisor and the Associate Directors for NRHH.
2. The NNB shall be empowered to determine general policies of the NRHH.

## **ARTICLE IX**

### **ASSOCIATE DIRECTORS FOR NRHH**

1. To remain eligible for the NRHH National Board, a student must:
  - a. Be an active member of an affiliated NRHH chapter.
  - b. Shall be selected by their respective regions before the Annual NACURH Conference.
  - c. Currently be living in an "on campus" living unit. This requirement may be temporarily waived by the NACURH Chairperson if the NNB member's academic program requires off campus living or if the NNB member graduates within three (3) months of the conclusion of his/her term of office.
  - d. Be duly elected or appointed by these bylaws and/or each regional charter.
  - e. Read, sign and have notarized a copy of the "Corporate Liability Form," which is to be

turned in to the NACURH Associate for Administration within thirty (30) days of the NACURH annual conference; signature indicates that he/she is aware of the material contained therein.

- f. Remain enrolled in an institution that is currently a member of good standing of NACURH, unless otherwise stipulated.
2. Responsibilities of the NRHH National Board
- a. Set goals for the NRHH.
  - b. Be responsible for the recruitment and retention of chapters.
  - c. Approve chapter constitutions for the purpose of affiliations.
  - d. Maintain NRHH Bylaws and Policy Book.
  - e. Be responsible for maintaining, updating, and creating NRHH resources.
  - f. Assist National Board of Directors (NBD) in the election of the NAN.
  - g. Shall perform duties assigned to them by the NACURH Executives.
  - h. Maintain regular communication with:
    - i. All regional member schools
    - ii. NNB
    - iii. NAN

## **ARTICLE X**

### **GOVERNING DOCUMENTS**

1. The Policy Book of the NRHH shall be established to further define policies and procedures pertaining to the NRHH.
2. Any additions or changes to the Policy Book shall be approved by a majority vote of the NNB.
3. The NAN shall prepare and distribute e-mail legislation to the voting members of the NNB for their consideration and disposition in accordance with the NRHH Policy Book.
4. All changes to the Policy Book shall be reported at the Annual NRHH Business Meeting to the NRHH representatives and the NBD and reported in the NACURH Corporate Newsletter.

# ARTICLE XI

## NRHH REPRESENTATIVES

1. Affiliated chapters shall select an NRHH Representative who shall serve as a liaison between NRHH on the NACURH, Regional, and Campus levels.
2. The NRHH Representative shall be responsible for submitting materials required for affiliations purposes.
3. The NRHH Representative shall have the right to vote on NRHH business as prescribed by governing documents during regional and annual NACURH business meetings.

# ARTICLE XII

## AMENDMENTS & RATIFICATIONS

1. No changes in the bylaws may occur by phone, electronic, or mail ballots.
2. Proposed bylaw changes must be presented in writing to the NRHH Representatives at least 24 hours before the NACURH Corporate Business Meeting.
3. Bylaws may be amended by the NNB upon a two-thirds (2/3) approving vote of those present and voting; such changes taking effect upon the same concurrence by the NRHH Representatives at the NACURH Corporate Business Meeting. All bylaw changes approved by the NNB must be brought to the floor, discussed and voted on by the NRHH Representatives at the NACURH Corporate Business Meeting.
4. These bylaws may also be amended by an approving vote of two-thirds (2/3) of a quorum of NRHH Representatives at a regular or special meeting.
5. Amendments to these bylaws will become effective immediately upon adoption.
6. Ratification of these bylaws will become effective immediately after a three-fourths (3/4) vote by the NNB, and majority vote by NRHH Representatives.

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