National Residence Hall Honorary
The University of Arizona
Omega Eta Lambda Chapter Constitution

Article One: Name

The name of this honorary shall be the National Residence Hall Honorary, Omega Eta Lambda Chapter of the University of Arizona, and shall henceforth be referred to as NRHH.

Article Two: Purpose

As the top one percent of leaders living on campus, the purpose of this leadership honorary shall be to recognize individuals who have provided important leadership in the advancement of the residence hall community at the University of Arizona and local community, and to contribute through service projects. This honorary shall be focused upon the values of leadership, service, recognition, and a strong emphasis on academic achievement.

Article Three: Affiliation

I. This honorary shall maintain a strong and positive relationship with the University of Arizona Residence Hall Association, henceforth be referred to as RHA, and the University of Arizona department of Residence Life.

II. As an affiliate of the National Residence Hall Honorary this chapter shall
   a. Maintain good standing with the National Association of College and University Residence Halls, henceforth be referred to as NACURH,
   b. Submit current chapter contact information including but not limited to the chapter’s NRHH representative(s) and NRHH Advisor(s) to the NACURH Information Center, henceforth be referred to as NIC,
   c. Submit a list of current chapter members to the NIC,
   d. Submit an updated copy of the chapter constitution in accordance with the national NRHH Constitution Checklist.

Article Four: Membership
I. Any student at the University of Arizona, who lives in the residence halls, is eligible to be an active member and may hold office.

II. Non-members, Alumni members, and Honorary members may not vote or hold office.

III. The membership of NRHH shall not exceed one percent (1%) of the total number of resident capacity in the residence halls on the University of Arizona campus.

IV. Potential Member Qualifications
   a. The potential member shall have a minimum cumulative Grade Point Average of 2.5 on a 4.0 scale.
   b. The potential member shall have lived in a residence hall for at least one full academic semester prior to being inducted and live in a residence hall for at least one full semester following induction.
   c. The potential member shall attend at least one (1) meeting and attend three (3) activities planned by the Executive Board. These shall include service projects, recognition projects, socials, and/or training and development opportunities in the semester of application.
   d. The potential member shall be in good standing with the University of Arizona as defined by both Residence Life and the Dean of Students.

V. Active Member Qualifications
   a. Active members shall be defined as those who are enrolled at the University of Arizona, currently live in a residence hall, and have been initiated to acknowledge their meritorious service to the residence hall community, understanding that participation in chapter events is expected.
      i. Temporary leaves from on-campus housing such as, but not limited to, co-ops, internships, or study abroad, will not affect the individual’s active status of NRHH.
   b. An active member shall meet the following requirements within an academic year:
      i. Maintain a cumulative Grade Point Average of 2.5 on a 4.0 scale,
      ii. Attend NRHH meetings consistently,
         1. Members are responsible for communicating, in writing, to the NRHH Executive Board if they have a conflict with meeting times,
      iii. Write two (2) Of The Months, henceforth be referred to as OTMs,
      iv. Attend a combination of ten (10) activities planned by the Executive Board, including service projects, recognition projects, socials, and training and development opportunities,
         1. Members may be able to meet up to five (5) of these qualifications outside of NRHH activities by submitting an appeal, in writing, to the Executive Board for verification, no more than one (1) month after the activity.
   c. An active member shall be in good standing with the University of Arizona as defined by both Residence Life and the Dean of Students.

VI. Early Alumni Membership Qualifications
a. An Early Alumni member is an individual still living on campus but can no longer meet the chapter membership expectations. These members do not count toward the one percent (1%) membership cap of the chapter.
b. The following guidelines apply to the procedure of applying for early alumni membership status:
   i. The member and/or chapter must complete the early alumni membership application which shall include the signatures of the chapter President, chapter Advisor, and chapter member for whom the form is being completed,
   ii. The completed early alumni membership application shall be submitted to the Regional Associate Director for NRHH, henceforth AD-NRHH for approval,
   iii. The number of early alumni members a chapter shall be granted per academic year will not exceed ten percent of the chapter’s membership cap (i.e.: if a chapter has a membership cap of 50, it will not be allowed more than 5 early alumni members approved per year),
   iv. It is the right of the Regional AD-NRHH to deny requests for reasons including, but not limited to:
      1. The application form is incomplete,
      2. The Regional AD-NRHH does not believe that sufficient measure were taken by the chapter to address the member’s inactivity with chapter business before submitting the application,
      3. The chapter has exceeded its allotted early alumni membership approvals for the year.
   v. If the member and/or chapter wish to appeal the decision of the Regional AD-NRHH they may appeal to the entire AD-NRHH board, consisting of an AD-NRHH from each NACURH region. The decision of the AD-NRHH board shall be final.
      1. Each AD-NRHH shall have one vote,
      2. A simple majority shall be necessary, with the NRHH Chair casting the tiebreaking vote if necessary.

VII. Alumni Member Qualifications
   a. Alumni members shall be defined as a former active member who no longer lives in a residence hall,
      i. When a member leaves the on-campus community, 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,
      ii. If a member who has submitted a notice of permanent leave returns to the residence hall and the chapter membership cap has been reached, the chapter shall contact the National Associate for NRHH to request a temporary increase in their capacity until the next membership drive, at which time the chapter size must return to its correct membership capacity. In this case the returning member will not receive voting rights until a position becomes available within the chapter.
b. Alumni members may also be alumni of the University of Arizona who are no longer attending the institution,
c. Alumni members do not receive voting privileges,
d. Alumni members do not count in the one percent (1%) cap.

VIII. Honorary Member Qualifications
a. Honorary members shall be defined as people who are not qualified to be members of NRHH but the NRHH members wish to formally invite them to be part of the honorary. This membership is designed to recognize people including but not limited to, housing personnel, instructors, college or university staff, and those who have demonstrated outstanding support and service to the residence hall students,
   i. Honorary members do not receive voting privileges,
   ii. Individuals who could qualify for active membership, with the exception of students who will be graduating in the active term, cannot be inducted as an Honorary Member,
   iii. The number of Honorary Members a chapter shall be able to induct per academic year will not exceed ten percent (10%) of the chapter’s membership cap,
   iv. These members do not count in the one percent (1%) cap.

IX. Member Removal Policy
a. The Removal Policy may be enacted if an active member can no longer meet with chapter membership expectations.
b. If an active member is removed, they no longer count toward the one percent (1%) membership cap,
c. The following guidelines apply to the procedure for the removal of an active member:
   i. The member and/or chapter must complete the NRHH Member Removal Application,
   ii. This form can be obtained from the region’s AD-NRHH,
   iii. The form must be submitted electronically,
   iv. The completed Member Removal application shall be submitted to the region’s AD-NRHH for approval,
   v. The amount of members for removal is up to the discretion of the chapter,
   vi. It is the right of the region’s AD-NRHH to deny requests for reasons including, but not limited to:
      1. Submission of an incomplete application form,
      2. The region’s AD-NRHH does not believe that sufficient measures have been taken by the chapter to address the member’s inactivity or eligibility within the chapter prior to submission of the application,
   vii. If the member and/or chapter wish to appeal the decision, they may appeal to the Regional AD-NRHH through written request as to why the candidate deserves to continue as a member of NRHH.

Article Five: Selection of Members
I. Selection of new members will be made by the Executive Board, or their designees, through an application and interview process,

II. Potential Members must apply through the process laid out by the Executive Board.

Article Six: Executive Board

I. The NRHH Executive Board shall consist of the President, Director of Campus Communication Director of Membership, Director of Recognition, and Director of Leadership and Service.

II. Executive Board Qualifications
   a. To run for an Executive Board position members must:
      i. Be an active member during the semester of elections,
      ii. Maintain active member status for the duration of their elected term,
      iii. Maintain a cumulative Grade Point Average of 2.75 on a 4.0 scale.

III. Election of Executive Board
   a. Executive Board members shall be elected by a ballot vote overseen by the Advisor(s),
   b. Candidates must receive majority support by all active members with voting rights in attendance of the meeting,
   c. Candidates for each position shall
      i. Submit an intent to run,
         1. Intents to run for President shall be sent to the Advisor(s),
         2. Intents to run for all other positions shall be sent to the President and Advisor(s),
      ii. Be nominated by an active member,
      iii. Deliver a two (2) minute speech to the general body,
      iv. Participate in a five (5) minute Question and Answer session, followed by a ten (10) minute discussion on all candidates for that position,
   d. Candidates have the option of bidding down for other positions,
      i. Candidates must submit an intent to bid down prior to elections,
   e. In the event that no members intend to run for a position, all active members present at the meeting who meet Executive Board Qualifications have the option of running off the floor.

IV. Duties of the President shall be to:
   a. Conduct bi-weekly Executive Board meetings and bi-weekly General Body meetings,
      i. Notify membership of all meeting dates and times by the first day of class each semester,
   b. Oversee the Early Alumni and Member Removal processes,
   c. Responsible for all revenues and expenditures of NRHH,
   d. Hold one on one meetings once a semester with members of the NRHH Executive Board,
e. Hold one on one meetings bi-weekly with the Advisor(s),

f. Fall under the RHA Appointed Staff regulations,
   i. The only exception shall be that the President is elected by the NRHH general body,
   ii. The NRHH President may be a Resident Assistant during their tenure in office,
   iii. Uphold all responsibilities as outlined in the RHA Constitution and Bylaws,

 g. Facilitate the NRHH chapter NACURH affiliation process in coordination with the RHA National Communications Coordinator,

h. Coordinate with the Director of Campus Communication to ensure all updates are sent over the NRHH listserv,

i. Must submit at least four (4) OTMs per semester,

j. Must participate in at least one (1) service project, one (1) recognition project, one (1) social, and one (1) training and development opportunities.

V. The duties of the Director of Campus Communication shall be to:

   a. Attend all NRHH meetings,
   b. Promote leadership opportunities on and off campus,
   c. Update and maintain the NRHH website, listserv, and social media in coordination with the RHA Director of Public Relations,
   d. Keep accurate minutes for all General Body and Executive Board meetings,
   e. Coordinate with the President to ensure all updates and minutes are sent over the respective NRHH listservs,
      i. Minutes should be sent out within 48 hours of each meeting,
   f. Develop and coordinate initiatives to engage and retain members,
      i. Must plan and execute at least four (4) scholastic events per academic year in conjunction with the Director of Service and Leadership,
   g. Assist in the regional bid writing process as needed,
   h. Must submit at least four (4) OTMs per semester,
   i. Must participate in at least one (1) service project, one (1) recognition project, one (1) social, and one (1) training and development opportunities.

VI. The duties of the Director of Membership shall be to:

   a. Attend all NRHH meetings,
   b. Keep up to date and accurate attendance records of active, early alumni, alumni and honorary membership,
      i. Coordinate with the advisor(s) to keep an up to date list of members living on campus,
   c. Send an Active Member Progress Report to each member at the end of the fall semester,
   d. Oversee the application and selection process by:
      i. Advertising the application process,
      ii. Advertising the application deadlines,
      iii. Recruiting potential members,
      iv. Coordinating all information and recruitment activities for potential members,
v. Monitoring the progress of the online application process,
e. Plan and execute an induction ceremony that is in line with National and Chapter NRHH traditions,
f. Develop and coordinate initiatives to engage and retain members,
   i. Must plan and execute at least four (4) social events per academic year,
g. Assist the President in the regional bid writing process as needed,
h. Must submit at least four (4) OTMs per semester,
i. Must participate in at least one (1) service project, one (1) recognition project, one (1) social, and one (1) training and development opportunities.

VII. The duties of the Director of Recognition shall be to:
a. Attend all NRHH meetings,
b. Plan and execute at least four (4) recognition projects for the General Body per academic year,
c. Work with the Director of Membership to create recognition for inductees and members at the end of the year,
d. Coordinate the campus OTM submission process by:
   i. Advising and training all members on the OTM process,
   ii. Actively seeking OTM nominations by students outside of NRHH,
   iii. Submitting all OTMs to the regional level,
   iv. Creating campus level recognition for Regional and National level winners,
      1. Notify nominators and nominees of OTM award winners,
e. Apply for the regional OTM selection committee as soon as the application is available,
f. Coordinate with the Direction of Membership to track chapter OTM submissions,
g. Assist in the regional bid writing process as needed,
h. Must submit at least four (4) OTMs per semester,
i. Must participate in at least one (1) service project, one (1) recognition project, one (1) social, and one (1) training and development opportunities.

VIII. The duties of the Director of Leadership and Service
a. Attend all NRHH meetings,
b. Promote leadership opportunities on and off campus,
c. Develop and coordinate initiatives to engage and retain members,
   i. Must plan and execute at least four (4) Service events per academic year
   ii. Must plan and execute at least four (4) Scholastic events per academic year in conjunction with the Director of Campus Communication,
d. Assist in the regional bid writing process as needed,
e. Must submit at least four (4) OTMs per semester,
f. Must participate in at least one (1) service project, one (1) recognition project, one (1) social, and one (1) training and development opportunities.
Article Seven: Removal of Officers

I. Grounds for Removal
   a. 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.
   b. Officers not maintaining the minimum GPA requirement for induction can be subject to removal from office.
   c. Officers not abiding by Residence Life and Dean of Students policies and procedures are subject to removal from office.

II. Removal Procedures
   a. Any NRHH member must make a written complaint and turn it in to the NRHH Advisor(s).
   b. The NRHH Advisor(s) will let the officer know of the formal complaint and allow the officer to file their own rebuttal within five (5) days.
   c. The NRHH Advisor(s) will then bring the issue to the entire NRHH general body.
   d. The NRHH member who wrote the complaint will present the complaint at the next scheduled NRHH chapter meeting. The presentation will be five (5) minutes followed by the officer making their presentation for five (5) minutes.
   e. A three (3) minute question and answer period for both shall follow with a five (5) minute discussion afterwards.
   f. An officer shall be removed from office if majority of members present with voting rights vote in favor of removal.
   g. If there is not a majority vote from the general body to remove the officer, then the officer is excused of the charges and maintains their position.

Article Eight: Vacancy of Office

I. Should the office of President become vacant, the Advisor shall oversee the elections process within two (2) NRHH general body meetings.

II. Presidential Appointments
   a. In the event that an Officer leaves office, the general body will hold elections to fill the vacant executive board position or 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.

Article Nine: Advisor
The NRHH Advisor(s) shall be appointed by the Department of Residence Life, with input from active members, if possible.

**Article Ten: Meeting Structure**

I. General Body Meetings will occur every other Wednesday from 5-7pm. Dates will be determined by the Executive Board at the beginning of each academic semester,

II. The President will create the agenda for each meeting, leaving time for each Executive Board member to give updates,

III. Minutes will be taken by the Director of Campus Communication and distributed over the NRHH listserv within 48 hours of the meeting,

IV. Time will be provided during each meeting for projects revolving around the values of NRHH, such as a recognition or service project.

**Article Eleven: Annual Membership Recognition**

I. New Member Recognition Jars
   a. This is a personal recognition jar given to our new members when they are inducted as an active member by the Director of Membership at their induction ceremony and filled with praises for that individual,

II. New Member NRHH Pins
   a. This pin is a membership pin given to our new members when they are inducted as an active member by the Director of Membership at their induction ceremony and purchased from NSRO,

III. ΩΗΛ Chapter Pins
   a. This pin is an honor awarded annually to our members who have completed one semester of active membership by the Director of Membership,

IV. Outstanding Leadership Service Pin
   a. This pin is the highest individual honor a member can receive and shall be awarded annually to NRHH Members (active, alumni, early alumni or honorary) that have provided outstanding leadership and service to our NRHH Chapter by each Executive Board member,

V. Annual OTM Awards
   a. Awarded to OTM nominees & nominators for the most successful OTM in each category annually under the direction of the Director of Recognition,

VI. Honor Cords
   a. This cord is an honor awarded annually to distinguished graduating seniors who have completed two semesters of active membership by the Director of Recognition,

VII. Distinguished Senior Recognition Paddles
   a. This paddle is an honor awarded annually to distinguished graduating seniors who have complete four semesters of active membership by the Director of Recognition,
   b. Graduating seniors who do not meet the semester requirements may petition the NRHH Executive Board in writing to have the missing semesters waived.
Article Twelve: Funding and Financial Obligations

I. This honorary shall be funded through the Residence Hall Association of the University of Arizona, with an amount determined by the voting body of RHA.

II. A majority of voting members of this honorary may determine reasonable dues and fees assessed to each member at the beginning of each semester, a specific member or members, designated by this organization shall be responsible for payment in full of all debts accumulated by the organization not covered by bunds on deposit.

Article Thirteen: Statements of Compliance

I. This organization shall not discriminate on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetic information in any of its policies, procedures, and practices. This policy will include, but is not limited to recruiting, membership, organization activities, or opportunity to hold office.

II. This organization will not conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm or personal degradation, or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

III. This organization shall comply with all University and campus policies and regulations, in addition to all local, state, and federal laws.

IV. This organization is a not-for-profit honorary.

Article Fourteen: Ratification and Amendment

I. Ratification of the constitution shall be done by a two thirds (2/3) majority roll call vote by the members present at the general body meeting.

II. Any amendments to this constitution must be approved by a two-thirds (2/3) majority of the members present at the general body at the meeting wherein the given amendments are introduced.