NATIONAL ORGANIZATION OF MINORITY ARCHITECTURE STUDENTS

The Southern Polytechnic Student Chapter of the National Organization of Minority Architects

CONSTITUTION

PREAMBLE

We, the students of Southern Polytechnic State University, have come together to form the National Organization of Minority Architecture Students "NOMAS," a student chapter of the National Organization of Minority Architects "NOMA." As members of our organization, we strive to enhance our education, network with professionals, and begin to define solutions which will ensure a healthy living and working environment for the total community.

We find, as minorities studying architecture, a community of purpose and cultural experience that warrants our combined efforts in the advancement of our future profession, our respective activities in it, and the needs of the communities we will serve. Minorities in architecture are qualified to provide professional services in all areas of our environment, but because of his/her particular sensitivity to the minority community; he/she has a unique qualification to provide services and solve problems therein.

By consolidating our thinking, economic power, political power and other resources, our ability to achieve these goals is greatly enhanced. To these ends, we establish this organization which is built on the bonds of the common professional interests that brings us together; and equally, on the bonds of friendship and fraternity that will sustain and enrich our association.

We have organized to build our knowledge and expertise, and join hands with other organized disciplines to prepare to address issues confronting our communities.

AFFILIATIONS: NOMA, NOMAtlanta, AIAS

Article I- General

- Section 1: Officially this organization shall be identified as the National Organization of Minority Architecture Students for Southern Polytechnic State University; hereafter referred as NOMASPSU.
- Section 2: NOMASPSU will operate as a non-profit organization.
- Section 3: NOMASPSU will abide by the applicable rules and policies of Southern Polytechnic State University.

Article II- Purpose

This association has been organized to operate exclusively for charitable, scientific, social and educational purposes, including, but not limited to the following:

1. To foster communication, cooperation, solidarity and fellowship among minority students of architecture. The organization will not restrict membership and/or activity by reason of age, citizenship, color, disability, gender, race, religion, national origin, political affiliation, sexual orientation, or status as a disabled veteran or veteran of the Vietnam eras. Whereas the activities are geared towards minority groups, membership and activities are open to anyone who believes in and supports the goals, by-laws, and spirit of NOMAS.
2. To collectively represent the students in all matters relative to the curriculum, the faculty and the administration of Southern Polytechnic State University.
3. To act as an advisory board to the dean of the school upon approval of Dean Cole.
4. To recommend policies within the school provided that such policies do not conflict with the school's policies and programs determined by the institution's Senate.
5. To collectively represent students of the school to other campus organizations, their representatives and the community.
6. To encourage, originate and implement projects and processes of interest and value to students of the school.
7. To act as a clearinghouse for information on and for minority students.
8. To maintain liaisons with professionals and technicians whose work affects the physical environment.
9. To form an effective source of motivation and inspiration for students and to maintain an active role in the education of up and coming architects.
10. To act for the common good of minority architecture students on political matters, and to press on the local and national level on issues affecting the physical development of communities.
11. To act as a common public voice for all minority architecture students as they speak out on matters affecting their work, and the communities in which they do their work.
12. To promote the design and development of a living, working and recreational environment of the highest quality for all people.

Article III- Membership

- Section 1: Only members of NOMASPSU will have voting rights.
- Section 2: Membership for NOMASPSU is open to students and alumni of Southern Polytechnic State University.
- Section 3: The organization will not restrict membership and/or activity by reason of age, citizenship, color, disability, gender, race, religion, national origin, political affiliation, sexual orientation, or status as a disabled veteran or veteran of the Vietnam eras. Membership shall be students in the School of Architecture and Construction Management or students in approved architectural curricula in a school offering a first professional degree in architecture.
- Section 4: Requirements for maintaining membership: Minimum of 2 meetings each semester for a total minimum of 4 meeting for the academic year. Attend at least two volunteer event, where one specifically for NOMASPSU, and one fundraising event each semester. Annual dues are required of all members.

Article IV- Impeachment

- Section 1: An officer may be impeached for the following reasons: incompetence failure to fulfill requirements of office; and frequently absent from executive board meetings and general body meetings
- Section 2: Any active member may call for the impeachment of an officer if substantial evidence is presented.
- Section 3: Two-thirds of the general body must vote on the impeachment of an officer.
- Section 4: A quorum of active members must be established to deliberate on these accusations.
- Section 5: The impeached officer will be given an opportunity to defend him/herself to the general body.

Article V- Advisor(s)

- Section 1: Expected to maintain and actively promote a vision of beneficial growth for the chapter and its members.
- Section 2: The faculty/staff advisor to NOMASPSU shall be nominated by the President and approved by majority of the executive board.
- Section 3: The faculty/staff advisor must be selected from full-time faculty or administrative staff members at Southern Polytechnic State University.
- Section 4: The advisor is encouraged to attend national NOMA conferences and shall serve as a liaison with Southern Polytechnic, NOMASPSU, and the community.
- Section 5: He/she will also help with the transition period between officers.
- Section 6: The advisor will be invited to and notified of all NOMASPSU meetings and activities, and must attend at least one meeting per semester.
- Section 7: Promotes and participates in the recruitment of minority students into the School of Architecture and Construction Management.
- Section 8: He/she is required to attend any meeting that may result in the dismissal of an officer.
- Section 9: He or she is expected to network with minority architects and attempt to establish both academic and professional connections when requested.

Article VI- Officers

- Section 1: OFFICERS:
    - The officers of NOMASPSU shall be President, Vice President, Secretary, Treasurer, Educational Affairs Chair, Public Relations and Community Service Chair, all of whom shall be elected by the membership. One member of the board shall be a Freshman student expecting to return the following year, if possible.
- Section 2: TERM OF OFFICE:
    - All officers shall hold office for one year. Each officer shall hold office until a successor is duly elected or until they shall resign or shall have been removed in

the manner herein provided. All officers must be currently enrolled students at Southern Polytechnic State University and registered for at least six credits.

- Section 3: RESIGNATION OF OFFICERS:
    - Any officer may resign at any time by giving written notice to the President.
- Section 4: General Duties of Core Officers:
    - Attend executive board meetings.
    - Document and record all activities.
    - Contribute to the year end report.
    - Be responsible for the administration and supervision of the organization.
    - Create committees to assist each core officer in fulfilling duties for this organization.
    - Induct elected members and facilitate transition.
- Section 5: VACANCIES: Vacancies may be filled by majority vote at any regular meeting.
- Section 6: Responsibilities of Core Officers
    - President: Shall be the prime spokesperson of NOMASPSU; Shall lead/regulate general body meetings and discussions; Shall assist officers of the executive board; Shall actively communicate with NOMASPSU and the Office of Minority Student Affairs (OMSA); Shall network with other organizations; Shall attend all required events; Shall communicate effectively with Southern Polytechnic State University faculty; Shall set and organize agendas for executive board meetings; Shall be responsible for the duties of the Vice-President if the position is vacant.
    - Vice President: Shall resume the duties of the President if he/she is absent; Shall assist President and other Coordinators; Shall maintain interpersonal communication; Shall network with other organizations; Shall relay messages and assist members; Shall oversee all committees within the organization; Shall provide members with academic resources available; Shall be responsible for reserving rooms/space for all activities of the club; Shall remain aware of all committee work, and when necessary report to the Executive Board on the status of the committees.
    - Treasurer: Shall assist in applying and finding grants; Shall coordinate fundraisers; Shall be responsible for planning and implementing at least two fundraisers per semester; Shall keep detail record of transactions; Shall actively communicate with NOMA liaisons to raise money for national and regional conferences; Shall give updates at every meeting; Shall prepare an annual budget; Shall be responsible for collecting dues and disbursing funds Shall; inform the Secretary within one (1) week of any member paying dues.
    - Secretary: Shall record and archive the minutes of every Executive Board meeting; Shall set and organize agendas for general body meetings and prepare transparencies and or PowerPoint Presentations; Shall communicate effectively with members; Shall provide updates and follow-ups on important information; Shall work with the Vice- President to organize meeting times and dates; Shall gather contact information of all members; Shall network with other organizations; Shall provide any member/prospective member the requirements for membership and voting; Shall maintain the club archives, which may include, but are not limited to, membership and officer lists, club budgets, constitution,

bylaws, minutes, event information, awards, club policies and procedures; Shall be responsible for, but not limited to, the following: recruiting new members, and working with the Public Relations/Community Service Chair to advertise.

- Public Relations/Community Service Chair: Shall plan and organize events; Shall actively promote the organization through marketing and networking; Shall serve as the liaison for communicating with architectural professionals and institutions; Shall maintain and coordinate all annual events; Shall be in charge of all advertisements, including flyers, and signs; Shall inform the community and Southern Polytechnic of all NOMASPSU events; Shall be responsible for researching, planning, implementing, and executing at least two (2) volunteer opportunities for NOMASPSU members per semester; Shall maintain a log of all volunteer activities and hours of members and give a copy to the secretary before two (2) weeks after the event.

Article VII- Elections

- Section 1: A candidate may nominate him/herself or may be nominated by other members.
- Section 2: A member has the right to refuse a nomination.
- Section 3: Voting will be tallied with confidential ballots.
- Section 4: If there is a tie another vote shall be taken, and if there is still a tie, a coin shall be flipped.
- Section 5: Voting members who will not be present for elections may submit to the executive board their ballots for each office in a sealed and signed envelope or via email prior to the election.
- Section 6: Elections shall be held annually in March of the academic school year and officers will serve for a one year term. The term shall begin the following academic year but can prepare in the summer preceding with the guidance of the past Executive Board.
- Section 7: If a core officer position becomes vacant, a special election meeting will be held to fill the position.

Article VIII-Committees

- Section 1: Upon necessity, the board members will decide if a special committee shall be established. There will be the following committees: Academic Chair. More can be added as seen fit by the President.

    - Academic Chair: Shall assist the Educational Affairs Chair in all matters Shall be responsible for researching and providing NOMASPSU members with information about scholarship, internships, research, post-baccalaureate opportunities, shadowing opportunities, and any other academic affairs; Shall inform NOMASPSU members about the Advising and Learning Center, Darrin Communication Center's Drop in tutoring, and the Office of Minority Student Affairs tutoring; Shall conduct "Study Hours" once a week for members to have a place to work on various

subjects and receive peer help; Shall maintain a log of all study hours and the number of hours of each member and give a copy to the secretary before one week after the event

Article IX- Meetings

- Section 1: REGULAR MEETINGS: The Board of Directors shall call the first regular meeting of each year within the first two weeks of the beginning of each school year, at the time and place as may be determined by the President or the faculty advisor. The Executive Board will decide the regular meeting dates and times, which shall be held at least once a month during the school year. The Executive Board is also required to meet at least thirty minutes prior to every scheduled meeting.
- Section 2: ORGANIZATION OF MEETINGS: The President who shall also serve as Chairman of the Board shall convene meeting of the chapter. In the absence of the Secretary the chairman shall appoint an acting secretary for the meeting. Decisions of the organization shall be enacted by a majority vote of the voting membership plus one.
- Section 3: QUOROM, MANNER OF ACTING AND ADJOURNMENT: At meetings of the Board of Directors, the presence of a simple majority of the Directors then serving shall constitute a quorum for the transaction of business and the actions of a majority of the Directors voting shall be the acts of the Board,
- Section 4: SPECIAL MEETINGS: The President shall, at his or her discretion call a special meeting to consider important matter requiring immediate attention. Members must be notified at least 48 hours prior to the meeting.
- Section 5: ATTENDANCE: All members are expected to attend regularly scheduled meetings.

Article X – Financial Matters

- Section 1: No individual member of NOMASPSU shall accept or render monetary gain.
- Section 2: In the case of dissolution, NOMASPSU will distribute remaining funds to chosen charity voted on by members.
- Section 3: All executive board members are required to pay a $35 membership fee to become an associate member of NOMA and is due one month after induction for each member.
- Section 4: General membership is encouraged but not required to pay a $35 membership fee to become an associated member of NOMA.
- Section 5: There is a membership requirement of $15 for chapter dues.

Article XI- By-Laws

- Section 1: A By-Law can be proposed by any voting member and voted for at the general meeting with the quorum present

Article XII- Amendments

- Section 1: PROCEDURES FOR AMENDMENTS: An amendment to the constitution and/or bylaws must be initially submitted to the Vice President in the forms of a petition containing signed names of 2/3 active members. The proposed amendments are then formally submitted to the general body for the debate at a general body meeting. A majority vote is then required at the general body meeting for ratification pending National NOMA approval. The proposed amendments must be submitted to the National NOMA for final approval.