

Constitution & Bylaws of the Nonprofit & Public Sector Club at UNC-CH

Article I: Name

The name of this organization will be “Nonprofit & Public Sector Club at UNC-CH.” This title may be shortened to “NPS.” We are a Registered Student Organization at the University of North Carolina at Chapel Hill. This name does not imply University sponsorship or endorsement.

Article II: Purpose

Section I – Mission Statement:

Our mission is to empower students interested in the nonprofit and public sectors through valuable experiential, educational, networking, and exploration opportunities within and beyond the university environment. Specifically, we seek:

- To provide opportunity: Explore the experiences available in the public sector through both volunteer and professional events
- To educate: Introduce club members to the public realm of business via educational events and informational resources to dispel myths and expand knowledge about how this sector operates.
- To network: Connect club members with alumni and professionals in the field to enhance members’ understanding of this field and to help them build their professional network.
- To explore: Find and showcase ways that the public, private, and non-profit sectors can come together and how they are interconnected through guest speaker, professional, and volunteer events

Article III: Membership

Section I – Active Members

Active membership is open to all currently enrolled UNC-CH students with the right to vote and hold office. Only currently enrolled UNC-CH students can be active members with the right to vote and hold office. An active member is someone who has paid potential dues and other fees, if applicable, for the current semester and attends a minimum number of events per semester. The executive board reserves the right to select when dues must be paid.

Section II – Associate Members

Associate membership is open to faculty and interested community partners outside the University community. Associate members may not vote or hold office.

Section III – Alumni Members

Alumni membership is open to former UNC-CH students who were members of the

organization. Alumni members may not vote or hold office.

Section IV – Membership Rules of Order

Active members are expected to be respectful of the rules set forth by the club's executive board. Members should be open-minded and excited to participate in club events and to explore the nonprofit and public sectors.

Section V – Non-Discrimination Statement

The Nonprofit and Public Sector Club at UNC-CH abides by the University of North Carolina at Chapel Hill's Non-Discrimination Policy for Student Organizations, which states the following:

(A) Membership and participation in the organization must be open to all students without regard to age, race, color, national origin, disability, religious status or historic religious affiliation, veteran status, sexual orientation, gender identity, or gender expression.

Membership and participation in the organization must also be open without regard to gender, unless exempt under Title IX.

(B) Student organizations that select their members on the basis of commitment to a set of beliefs (e.g., religious or political beliefs) may limit membership and participation in the organization to students who, upon individual inquiry, affirm that they support the organization's goals and agree with its beliefs, so long as no student is excluded from membership or participation on the basis of his or her age, race, color, national origin, disability, religious status or historic religious affiliation, veteran status, sexual orientation, gender identity, gender expression, or, unless exempt under Title IX, sex.*

Section VI – Duties of Members

The executive board is empowered to determine the minimum attendance required to qualify as an active member.

Section VII – Dues

Dues will be determined each semester (after first semester of operation) by the executive board based on anticipated event costs and other financial needs.

Section V – Removal of Members

To remove a member or officer, adequate written notice to that person (7 days minimum) is required before officially removing them from the organization. Due process must be allowed, including the right to speak on one's behalf and the right to an appeal. Members can be removed from the organization for disciplinary or non-attendance reasons, as determined by the executive board. Following a due process meeting, the executive board will vote on the removal of the member, which requires a simple majority to pass. This due process meeting and the associated vote can take place at a regular meeting. The removed member may submit an appeal to the executive board within seven (7) days of the removal decision. The executive board's decision on the appeal is final.

Article IV: Elected Officers

Section I – Officers

The members of the organization's executive board shall consist of the following positions: Two Co-Presidents, Director of Finance, Director of Engagement,, Director of Communications, and Two Directors of Professional Development. Let it be known that more than one person can hold any given position at any time, if deemed appropriate and necessary by the executive board.

Section II – Duties of Officers

Co-President: The Co-President's duties shall include, but are not limited to:

- Overseeing organization meetings
- Representing the organization
- Finalizing all decisions of the organization
- Organizing new initiatives
- Directing and supervising the executive board
- Managing Google Drive account, responding to emails as necessary
- Planning logistics of events to achieve successful project outcomes

Director of Finance: The Director of Finance's duties shall include, but are not limited to:

- Managing the organization's finances
- Keeping official financial records
- Disbursing funds as directed by the President
- Overseeing and accounting for the collection of dues
- Applying for university funding when applicable
- Organizing fundraisers

Director of Communications: The Director of Communications's duties shall include, but are not limited to,

- Managing club social media accounts
- Creating and distributing graphics promoting club events
- Designing club branding and other marketing-related items

Director of Engagement: The Director of Engagement's duties shall include, but are not limited to:

- Organizing social events to engage club members
- Organizing and keeping track of the club members list and attendance
- Sending listserv emails and GroupMe reminders regarding club activities

Director of Professional Development: The Director of Professional Development's duties shall include, but are not limited to:

- Compiling and distributing a database of professional opportunities related to the Nonprofit & Public sectors
- Maintaining club relations with campus recruiters and employers

- Reaching out to UNC and NPSalumni currently working in the public realm
- Fostering club connection with community organizations and nonprofits
- Organizing volunteer opportunities for members
- Initiating the event planning process
- Serving as a liaison to speakers, panelists, etc

Section III – Election of Officers

All Executive Board offices will be selected by a subset of the Executive Board, who is in charge of establishing an application process and voting procedures among this board. The terms of the officers will last for one (1) academic year. An individual may serve more than one term.

Section IV – Eligibility of Officers

All major officers of the organization must be full-time, registered students of The University of North Carolina at Chapel Hill with a minimum of a 2.5 cumulative GPA both during elections and while holding office. For graduate students, you must be a full-time, student activity fee paying student who is in good academic standing both during elections and while holding office.

Article V: Meetings

Section I – Business Meetings

Business meetings will be held as determined by the executive board during the Fall and Spring semesters when classes are in session. The organization shall meet at least once a month. Our executive board will arrange the meeting time and location.

Section II – Executive Board Meetings

Executive board meetings will be held when the President decides that one is needed.

Article VI: Advisor

Section I – Qualifications:

The advisor must be a full-time faculty or staff member of UNC-Chapel Hill, UNC Hospitals, or an affiliated department; an emeritus UNC-Chapel Hill faculty or staff member; a UNC-CH retiree with affiliate status; or a campus minister. The advisor does not have the right to vote. Our advisor has been selected.

Section II – Duties:

The advisor has the following responsibilities, included but not limited to, registering our organization each year and providing input to ensure the longevity of the organization.

Article VIII: Financial Structure

Section I – Financial Record Keeping

The Director of Finance is responsible for maintaining accurate and transparent financial records of all transactions.

Section II – Signature Authorization

All financial disbursements require approval from the Director of Finance and at least one Co-President.

Section III – Compliance

The organization will adhere to all UNC-Chapel Hill financial policies and applicable North Carolina state laws for fund use.

Section IV – Allocation of Funds

Funds from dues, fundraising, and university allocations will support the club's mission and activities.

Section V – Dissolution of Financial Assets

Upon official dissolution, any remaining assets will be disbursed according to UNC-Chapel Hill policies for student organizations. If permitted, funds will be donated to a non-profit or university department aligned with the club's mission, as determined by active members' vote.

Article IX: Ratification

The bylaws must be approved by a majority of active members.

Article X: Amendments

An amendment may be presented by any active member to the executive board and all other active members. The constitution may be amended at any regular business meeting of the organization by a two-thirds vote of active membership, provided the amendment has been submitted to members in writing at least one week prior to the business meeting.