­­­­The National Environmental Health Association (NEHA)
UW-Stout Student Chapter (Pre-professional Organization) Constitution

Article I: Name

Section 1: The name of the Organization shall be ­­­­National Environmental Health Association. The organization may also be referred to as NEHA while conducting: meetings, promotional events, and special events.

Article II: Purpose

Section 1: The purpose of this organization shall be to help students further their education through seeking credentials and accreditation in the field(s) of environmental health. Opportunities to further a student’s education may include job shadowing, research and internship opportunities as well as continuing education through NEHA after graduation. The organization will also seek to further public understanding of how the environment and humans interact.

Article III: Membership

Section 1: Membership is open to all registered students in good standing at the University of Wisconsin-Stout. All student organization members must maintain, at minimum, a 2.0 grade-point average (on a 4.0 scale) to be eligible for participation in a Recognized Student Organization.

Section 2: NEHA will not discriminate against membership of any individual based upon race, gender, religion, ancestry, age, veteran status, marital status, sexual orientation, income, physical ability or political ideology, unless specified in the governing document of the organization or pursuant to an exception recognized by University, local, state or federal laws / ordinances.

Article IV: Officers

Section 1: Officer Duties:

Each position of the executive board is to be filled for two semesters before reassignment happens. No member may hold office for more than 4 semesters.

**President**: Shall lead meetings, organize organization events and activities, and monitor meeting activities.

**Vice-President:** Shall fill in for the president when he/she is unable to attend an event, and help with other president duties. The Vice-President will also run all organization fundraising.

**Secretary:** Shall record event/meeting proceedings, reserve rooms for meetings and events, and advertise events for students and members.

**Treasurer**: Shall keep financial records as well as appropriate funding through the SSA and other fund raising events.

**Recruitment Officer:** Shall advertise the organization at-large through posters and other advertising venues and will help organize recruitment events at campus-wide functions.

Section 2: Only members in good standing (as explained in Article II: Section 2) may nominate, be nominated and vote; elections shall be by secret ballot and require a simple majority of members present.

Section 3: Officers that are no longer in good standing status may be removed through a majority (Over 50%) vote.

Article V: Removal of Officers

Section 1: If an officer fails to fulfill their duties as stated in the description above, they can be removed by a vote from the active members. A ¾ majority vote by the executive board is required to remove any officer of the executive board.

Section 2: Both active members and executive board officers may vote or abstain from voting when removing officers.

Article VI: Replacement of Officers

Section 1: In the case where the Presidential Office is vacant, the Vice-President will immediately fill the position.

Section 2: In the case of an officer being removed, The President will take up the role of the removed member. An election will be held as promptly as possible to fill the officer position.

Article VII: Advisor

Section 1: The advisor of the National Environmental Health Association must be a faculty or staff member of the University of Wisconsin – Stout.

Section 2: The student organization advisor serves in voluntary or assigned capacity to the recognized student organization and provides guidance, direction, advice, and continuity to the members of the organization.

Section 3: The advisor will be selected by the executive board, which will act as a standing advisor assignment committee.

Article VIII: Meetings

Section 1: A regular scheduled general meeting shall be held at least 3 times a semester. The officers may call additional meetings when the need arises.

Section 2: A quorum shall consist of 50% of regular members.

Section 3: A quorum shall be present in order for any official business to be conducted. Official business shall include elections of officers, setting of dues and any other major decisions affecting the organization.

Section 4: Parliamentary Authority (e.g. Robert’s Rules of Order) will be utilized at all meetings.

Article IX: Committees

Section 1: The officers of the Organization shall have the authority to create any committees, standing or special, that will further the purpose of the organization.

Section 2: Committees are led by an officer and staffed with active members.

Article X: Finance

Section 1: No dues will be collected from members, officers, or others allied with the chapter.

Section 2: Treasurer shall keep financial records as well as appropriate funding through the SSA and other fund raising events.

Section 3: SSA Budget: All student organizations awarded a budget through the SSA must comply with all policies and procedures set forth by the Financial Affairs Committee of the SSA.

Section 4: Fundraising will be chaired by the Vice-President. Officers will be required to help with fundraising. Members will be encouraged to help out, but participation is not required to remain as an active member.

Article XI: Affiliation

Section 1: The National Environmental Health Association UW-Stout Chapter is a member affiliate of the National Environmental Health Association.

Article XII: Amendments

Section 1: All amendments to this constitution require notice of one general meeting period before a vote can be taken. Before a vote occurs, members shall be allowed an open discussion about the proposed amendment.

Section 2: All amendments require a 2/3 vote of a quorum for adoption.