**GENERAL STATEMENT CONCERNING STUDENT ORGANIZATIONS' CONSTITUTIONS AND BYLAWS**

**Men for Mental Health**

**The purpose of a constitution is to establish the structure by which the organization can function in a smooth and orderly fashion. Topics such as membership, discipline, purpose, officers, etc. must be included, but it is up to each organization to structure itself in these areas. The following is only a sample constitution to be used as a guide. Information or statements that are underlined are explanations, instructions, or options your student organization may want to take into consideration.**

**CONSTITUTION OF THE UNIVERSITY OF CINCINNATI**

**Men for Mental Health**

**ARTICLE I- NAME**

**The name of the organization shall he the University of Cincinnati Men for Mental Health**

**ARTICLE II- PURPOSE**

**2.1 Defeating the stigma of mental health in the male community**

**2.2 Creating a safe place/ network to share struggles, thoughts, and ideas**

**2.3 Equipping men with a set of tools/ tricks battle the everyday stress of life**

**2.4 Being a welcoming environment for all students on campus**

**ARTICLE III -MEMBERSHIP**

**3.1 There shall be three (3) classes of members; voting, non-voting, and honorary.**

**3.2 Voting membership shall be open to any full/part-time graduate, faculty, and undergraduate students who has attended at least 4 meetings.**

**3.3 This organization shall not discriminate on the basis of race, color, ethnicity, national origin, age, gender, disability or handicap, religion, sexual orientation, disabled veteran's status or Vietnam era veteran's status 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**

**3.3 Non-voting membership shall be open to any student, and any member of the University faculty or administrative staff that has not attended 4 meetings**

**3.4 Honorary membership shall be open to any person desiring such membership, elected to such membership by a majority of the voting members.**

**3.5 There shall be NO LIMIT ON THE SIZE OF THE MEMBERSHIP of Men for Mental Health, provided, however, that the number of the non-voting and honorary members together, shall not exceed the number of voting members.**

**ARTICLE IV- OFFICERS**

**4.1 The officers of Men for Mental Health shall be a PRESIDENT, VICE- PRESIDENT, CHAIRPERSON, OUTREACH DIRECTOR AND SECRETARY AND TREASURER.**

**4.2 (1) In order to run for office in your respective organization you must be an active voting member.**

**(2) While in office the officer must maintain an active voting membership and must not have below 2.3 for more than one semester.**

**(3) Officer must be a matriculated student and be in good standing with his or her college.**

**4.3 All officers serve for a term of ONE (I) YEAR or until their successors shall be duly elected and qualified.**

**4.4 Any officer who, during the term of his/her office, ceases to be a voting member, or fails to maintain his/ her status as a matriculating undergraduate/graduate (exception University organizations) student maintaining an active voting membership, in good academic and disciplinary standing with their respective college, shall be removed from his/her office and a replacement shall he elected.**

**ARTICLE V- MEETINGS**

**5.1 Regular meetings of Men for Mental Health shall he held at least seven times a semester, the time for such meetings shall be determined by the Executive Board, with the approval of the voting members.**

**5.2 Special meetings of Men for Mental Health may be called at any time by the Executive Board upon one week's notice to each member or by a petition of a majority of the membership, submitted one week before the scheduled meeting.**

**ARTICLE VI- UNIVERSITY ADVISOR**

**T'HE ORGANIZATION MUST HAVE AN ADVISOR AND A PROCESS OF SELECTION. Men for Mental Health shall have a University Advisor who shall be a full- or part-time member of the University faculty, staff, or administration. The University Advisor shall be selected by THE EXECUTIVE BOARD.**

**ARTICLE VII- AMENDMENTS**

**7.1 Amendments to this Constitution may be proposed by a member and shall be voted upon at the next meeting of Men for Mental Health following notice of such proposed amendment to the voting members, SUCH NOTICE SHALL BE GIVEN WITHIN ONE WEEK OF THE TIME ANY SUCH AMENDMENT IS PROPOSED.**

**7.2 Amendments to this Constitution shall be the affirmative vote of two- thirds (2/3) of all voting members and with the approval of the appropriate governing board.**

**ARTICLE VIII- RATIFICATION**

**Ratification by two-thirds (2/3) of the charter members of Men for Mental Health shall be sufficient to establish this constitution between said members so ratifying and with the approval of the appropriate governing board.**

**BYLAWS OF THE UNIVERSITY MEN FOR MENTAL HEALTH STUDENT ORGANIZATION**

**SECTION 1 - STUDENT OFFICERS**

**1(1) The President shall be the Executive Officer of Men for Mental Health and shall preside over all meetings of MEN FOR MENTAL HEALTH AND THE EXECUTIVE BOARD. He/she shall be an ex-officio member of all standing committees.**

**1(2) The Vice-President, in the absence of the President shall PRESIDE AT ALL MEETINGS OF MEN FOR MENTAL HEALTH AND OF THE EXECUTIVE BOARD. The Vice-Presidents hall ALSO PERFORM SUCH OTHER DUTIES AS ARE ASSIGNED HIM/HER BY THE PRESIDENT OF THE EXECUTIVE BOARD.**

**1(3) The Treasurer shall be responsible in conjunction with the University advisor, to all fiscal matters of Men for Mental Health.**

**(a) The Treasurer shall collect and receive all funds paid to Men for Mental Health and shall deposit them in the official depository.**

**(b) The Treasurer, in conjunction with the University Advisor, will have final approval of all student organization expenditures. The Treasurer will co-sign all checks with the University Advisor in payment of bills.**

**(c) The Treasurer will abide by all Policies and Guidelines set down by their respective Funding Board (Undergraduate Funding Board, Graduate Student Association, Medical Student Association, or Student Bar Association).**

**(d) The Treasurer is responsible for educating his/her successor on the obligations of this position.**

**(e) The Treasurer will keep the accounts and books which, at all times, must be open to**

**Inspection by the President, Executive Board, Funding Board, or any authorized auditor.**

**(f) The Treasurer will make reports a report at Men for Mental Health meetings and at other such times as the President or Executive Board may direct.**

**(g) Failure to abide by these aforesaid policies will result in Financial Probation of the**

**Student Organization as defined by their respective Funding Board.**

**1(4) The Secretary shall keep the records of the membership and the minutes of the meetings of Men for Mental Health and the Executive Board. He/she shall make a report at the annual meeting of Men for Mental Health and at such time as the President or the Executive Board may direct.**

**1(5) The Outreach Director shall oversee campus and off- campus distribution of marketing materials and organizational awareness. He/She will promote growth and membership of the organization.**

**SECTION 2 - ELECTIONS**

**2(1) Elections will be held AT THE FIRST MEETING IN February**

**2(2) All officers shall be elected by a majority vote of those persons casting ballots.**

**2(3) Officers will take office IMMEDIATELY FOLLOWING THEIR ELECTION.**

**SECTION 3 - EXECUTIVE BOARD**

**3(1) The Executive Board shall be composed of THE ELECTED OFFICERS OF MEN FOR MENTAL HEALTH AND THE UNIVERSITY ADVISOR.**

**3(2) The Executive Board shall DETERMINE THE POLICIES AND THE ACTIVITIES OF MEN FOR MENTAL HEALTH, DISCIPLINE MEMBERS, APPROVE THE BUDGET AND HAVE GENERAL MANAGEMENT OF MEN FOR MENTAL HEALTH.**

**3(3) THE EXECUTIVE BOARD SHALL MEET REGULARLY AT LEAST ONCE EACH**

**MONTH AND AT THE CALL OF THE PRESIDENT.**

**3(4) THE IMMEDIATE PAST PRESIDENT, TO BE A VOTING MEMBER OF THE EXECUTIVE BOARD, MUST BE AT THE PRESENT TIME A FULL/PART-TIME STUDENT ENROLLED IN ANY OF THE COLLEGES, SCHOOLS OR DIVISIONS OF THEUNIVERSITY, AND MAINTAINING A 2.3 SEMESTER GPA, AND IN GOOD**

**ACADEMIC AND DISCIPLINARY STANDING IN HIS/HER RESPECTIVE COLLEGE,**

**SCHOOL OR DIVISION. (UNIVERSITY ORGANIZATIONS MUST HAVE AN**

**AFFILIATION WITH THE UNIVERSITY)**

**SECTION 4 - UNIVERSITY ADVISOR**

**4(1) The University Advisor shall consult with Men for Mental Health and ensure that the activities of Men for Mental Health are consistent with the stated purposes of the organization**

**4(2) The University Advisor is required to attend an Advisor Training sponsored by the Office of Student Activities and Leadership Development every two years.**

**4(3) The University Advisor has an obligation to know the rules and regulations governing the handling of all funds and to assist and advise the treasurer in all financial matters and to co-sign checks.**

**SECTION 5 - SPECIAL COMMITTEES**

**5(1) Special Committees may be established by the Executive Board and shall perform such duties as defined in their establishment.**

**5(2) The Executive Board shall appoint, and may remove, committee members and a Chairperson for each committee.**

**SECTION 6 – MEETINGS**

**6(1) Meetings shall be held AT SUCH PLACES AS DETERMINED BY THE EXECUTIVE**

**BOARD.**

**6(2) The meetings of Men for Mental Health shall be given AT LEAST TWO (2) WEEKS NOTICE OF THE PLACE OF THE MEETINGS.**

**6(3) At all meetings, a quorum shall be ONE-HALF (1/2) OF THE VOTING MEMBERS OF MEN FOR MENTAL HEALTH. A quorum is necessary for the organization to conduct official business.**

**6(4) All matters coming before Men for Mental Health which require the approval of the membership, and the election of officers, shall be carried by the majority vote of the voting members present, providing that a quorum is present, except for business specified in the constitution or bylaws which require a specific number, i.e., ratification, etc.**

**SECTION 7 – REVENUE**

**7(1) A membership fee of $**

**This amount is $0 and shall be paid to Treasurer of Men for Mental Health upon application for membership.**

**7 (2) Registered student organizations can generate revenue from sources (fundraisers, bake sales)other than those defined in this section as determined by Men for Mental Health’s Advisor, Executive Board and approved by the general body of Men for Mental Health. The funds generated through fundraising must be used to further the student group’s mission, programmatic efforts, or their support of philanthropic efforts (i.e., Relay for Life).**

**7(3) The disbursement of said revenue shall be determined by the Executive Board with the approval of Men for Mental Health and in accordance with university policies.**

**7(4) The Treasurer shall be responsible for the accountability of Men for Mental Health's monies, and shall report to the Executive Board and Men for Mental Health.**

**7(5) In case of dissolution of the Chapter and liquidation of its affairs, any money or other assets remaining after the payment of all obligations shall be distributed in accordance with the provisions of disbursement statement of these By-Laws.**

**SECTION 8 - DISCIPLINE**

**8 (1) Any member charged with conduct not in accord with the purposes of Men for Mental Health and against who such charges are sustained after due and proper hearing before the Executive Board, may be expelled from membership by a two-thirds (2/3) vote of the entire Executive Board**

**8(2) Any student whose membership in Men for Mental Health has been terminated in any manner shall forfeit all interest in any funds or other property belonging to Men for Mental Health and may not use the organization's name in connection with any further activities.**

**8(3) Appeal process: Any member whose membership in Men for Mental Health has been terminated by action of the Executive Board of the organization may appeal his/her expulsion, in writing, and within two weeks of the Executive Board's action to Men for Mental Health's respective governing board If the expulsion is upheld by the governing board, the student may appeal to Men for Mental Healths and Activities Office in writing, and within two weeks of the governing board's action**

**SECTION 9 – IMPEACHMENT**

**9(1) Petition Executive Board with signatures of 1/3 of all voting members petition should state reason for removal.**

**9(2) Executive Board shall then notify officers and call for removal vote within fourteen days of the filing of the petition.**

**9(3) Memberships shall be notified at least one week prior to removal vote meeting.**

**9(4) At the meeting for removal, the petition's stated grievances shall be made public and the officer charged shall be allowed to respond to the charges of the petition.**

**9(5) Removal from office shall require a vote of 2/3 of all voting members.**

**SECTION 10 - VACANCY OF OFFICE**

**10(1) In case of resignation or removal of any officer, an interim acting officer shall be appointed by the Executive Board.**

**10(2) The President shall call for an election within fourteen days after vacancy of any office.**

**10(3) Election shall be conducted as stated in the bylaws.**

**10(4) Should the office of President become vacant, the Vice-President should complete the President's unexpired term and call for an election for Vice-President consistent with the provisions of Section 10(2).**

**SECTION 11 - RULES OF ORDER**

**"Robert's Rules of Order, Revised'' shall be the parliamentary authority for all matters of procedure not specifically covered by these by-laws.**

**SECTION 12 - AMENDMENTS OF BYLAWS**

**12 (1) Amendments to these Bylaws may be proposed by any member and shall be voted upon at the next meeting of Men for Mental Health following notice of such proposed amendment to the voting members, SUCH NOTICE SHALL BE GIVEN WITHIN ONE WEEK OF THE TIME ANY SUCH AMENDMENT IS PROPOSED.**

**12 (2) Amendments to these Bylaws shall be by the affirmative vote of one-half (l/2) of all voting members and with the approval of the appropriate governing board.**

**Section 13-DISSOLUTION**

**13(1) Upon the dissolution of (student organization) for any reason, all work, funds, and property controlled by the organization will be transferred to the University of Cincinnati or to an organization that models the organization’s purpose.**

**13 (2) The Advisor and executive officers of Men for Mental Health will oversee the dissolution process.**

**Section 14-NON-HAZING CLAUSE**

**14 (1) The laws of the state of Ohio and the University of Cincinnati policies concerning hazing shall be observed.**

**14 (2) Hazing shall be defined as participating in or allowing any act or coercing another, including the victim, to do any act that creates a substantial risk of causing mental or physical harm to any person. A forced or coerced activity shall also be considered hazing when the initiation or administration into, or continued affiliation with, a university organization is directly or indirectly conditional upon performing the activity. In no event shall the willingness of an individual to participate in such an activity serve as defense in cases of hazing.**

**14 (3) Actions and activities, which are explicitly prohibited, include, but shall not be limited to the following:**

**a. Any activity that creates a substantial risk of physical or mental harm.**

**b. Paddling, beating, or hitting individuals.**

**c. Wearing anything designed to be degrading or to cause discomfort.**

**d. Depriving individuals of the opportunity to obtain a minimum of six hours of sleep per day, proper and adequate means, or access to means, of maintaining body cleanliness.**

**e. Activities that interfere with an individual’s academic efforts by causing exhaustion of loss of reasonable study time.**

### **Section 15 - Anti-Discrimination Statement**

**15 (1) The University of Cincinnati does not discriminate on the basis of disability, race, color, religion, except for religious qualifications which may be required by organizations whose aims are primarily sectarian, national origin, ancestry, medical condition, genetic information, marital status, parental status (including status as a foster parent), sex, age, sexual orientation, military status (past, present, or future), or gender identity and expression in its programs and activities.**