

Constitution  
of the

**NAAACP**®

**National Association for the Advancement of  
Colored People**  
at The Ohio State University  
Est. 1909

Last Updated: September 19th, 2023

## **Article I: Name and Purpose**

The following statement of objectives is found on the first page of the NAACP Constitution - the principal objectives of the Association shall be:

- To ensure the political, educational, social, and economic equality of all citizens
- To achieve equality of rights and eliminate race prejudice among the citizens of the United States
- To remove all barriers of racial discrimination through democratic processes
- To seek enactment and enforcement of federal, state, and local laws securing civil rights
- To inform the public of the adverse effects of racial discrimination and to seek its elimination
- To educate persons as to their constitutional rights and to take all lawful action to secure the exercise thereof, and to take any other lawful action in furtherance of these objectives, consistent with the NAACP's Articles of Incorporation and this Constitution.

## **Article II: Non-Discrimination Policy**

The vision of the National Association for the Advancement of Colored People is to ensure a society in which all individuals have equal rights and there is no racial hatred or racial discrimination.

The mission of the National Association for the Advancement of Colored People is to ensure the political, educational, social, and economic equality of rights of all persons and to eliminate racial hatred and racial discrimination.

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, or veteran status.

## **Article III: Membership**

Membership is open to anyone interested in social equality who attends The Ohio State University. Members can choose to participate at their leisure. Removal of a member is determined by either verbal communication with the Chapter President or a formal email from said figure.

### **Why become a member:**

When you become a member of one the oldest and boldest civil rights organizations; your generosity as a member ensures the NAACP's independence. Also, with a paid membership you will receive a CRISIS magazine; which is a publication affiliated with the NAACP. This is a quarterly magazine of civil rights, history, politics, and culture that seeks to educate and challenge readers/members about issues that continue to plague African Americans and other communities of color. Paid members may also be eligible to attend membership required events, including State and National Conventions and some NAACP signature events.

The Membership Committee shall:

1. Work throughout the year to maintain and increase the membership of the Association
2. Be responsible for planning and organizing the annual membership campaign
3. Be responsible on a continuous basis for soliciting new members and for securing renewals
4. Initiate all possible means to obtain Life Members and sponsor a continuing program towards this end

#### **Article IV: Committee Chairs and The Executive Committee**

E-committee members are chosen through a selective process of application and interview.

Eligibility includes an Ohio State University student who has completed at least 1 semester at the university. The oncoming e-committee members are chosen by the standing e-committee. Those chosen to serve on the Executive Committee will be notified via email.

#### **President**

The standing president **MUST** show and/or explain to the incoming president the expected duties.

Duties:

- Facilitating General Body meetings
- Having talking points for each meeting
- Chairs Executive Committee Meetings
- Delegating tasks to appropriate members
- Maintaining a consistent relationship with the organizations advisor
- Being the first line of communication for OSU NAACP to campus partners and community partners.
- Being aware of all expected requirements for chapter
- Being aware of all deadlines
- Staying in constant communication of all E-Committee members
- Making sure a place (either online or in person) and time is secured for meetings for the duration of the academic year
- Oversees the outreach of other E-Committee members to other student-led organizations and off campus groups.
- Receive checks if the Treasurer is unable to. In this circumstance, the President must immediately give the check(s) to the Treasurer to deposit.

#### **Vice President (and/or Co-Vice President)**

The standing Vice President **MUST** show and/or explain to the incoming vice president the expected duties.

- The Vice President is the Secondary Leader of the organization, and works closely with the President and Executive Committee.

Duties include and are not limited to:

- Setting goals and a unified vision for the organization alongside the Primary leader.
- Effectively representing the organization to the community.
- Providing motivation and support to other e-board members as well as the General Body.
- Conduct an educational program for new members, to effectively relay the organization's objectives and purpose as an entity on campus as stated in Article I of the constitution.
- The VP shall perform all duties of the President if they are not present.
- They shall immediately assume the position of the President should a vacancy occur in the duration of the school year.
- Assisting in completion of the annual registration requirements of the E-Committee and General Body.
- Maintain a consistent relationship with the organization's Advisor.
- Be responsible for managing the organization email. This includes answering and responding to emails in a timely manner, and referring to the president when there are any concerns or discrepancies.

### **Treasurer:**

The standing treasurer **MUST** show and/or explain to the incoming treasurer the expected duties.

- Have access to the business bank account, as well as have access to a debit card
- File the annual financial report in December and pay annual fee of \$75 by the deadline
- Request funding and apply for scholarships and/or grants
- Understand and learn the different vendors and organizations NAACP OSU is allowed to buy from and use under the university discretion
- The Treasurer is the ONLY position that can handle all finances within the student org including venmo, cash app, paypal, receiving checks depositing checks
- Be aware of deadlines for turning in paperwork and payments
- Keep other members up to date with event plans and payments required

### **Secretary:**

The standing secretary **MUST** show and/or explain to the incoming secretary the expected duties.

- Manage the daily/weekly/monthly agenda and arrange new meetings and appointments.
- File and update contact information of E-Committee and Committee Chairs, general body members, and external partners
- Support and facilitate the completion of regular programming

- Organizing documents and paperwork and maintaining a filing system. Maintain note taking documents on all E-Board meetings.

**Social Media/Marketing Committee:**

Current SMMC **MUST** have an orientation with the upcoming SMMC.

Duties include:

- Increase brand awareness, improve Marketing efforts and increase membership.
- Implements marketing and advertising campaigns.
- Preparing marketing and advertising strategies, plans, and objectives.
- Planning and organizing promotional presentations; and updating calendars.
- Responsible for developing and maintaining the public images of NAACP
- Issuing press releases, promoting press releases, maintaining a social media presence and arranging public appearances.
- Designing social media strategies to achieve marketing targets.
- Managing, creating and publishing original, high quality content on social platforms.
- Administering all social media accounts to ensure up-to-date content.

**Co-Outreach Chairs:**

The Standing CO-Outreach Chairs **MUST** show and/or explain to the incoming OC's the expected duties.

The OC's stands as a liaison for collaboration of the NAACP with other student-led organizations to widen the level of student body involvement as well as recognition of the NAACP across campus.

- To create and pass on resources to the organization's following body, to encourage community engagement and participation.
- To gain feedback from the General Body on a weekly basis on social issues affecting the campus/communal environment/ recommendations for the organization, through the use of polling and discussion-based techniques/events.
- Work closely with the Vice President on tasks delegated for the purpose of outreach. \*
- Create and disperse a calendar of service projects for the organization. \*

**Volunteer Chair:**

- Actively search for volunteer opportunities for the NAACP following body, but most importantly the Executive Board.
- Update organization calendar with volunteer events.
- Maintain at least 4 events per semester.

- Relay to the General Body members where and when these opportunities are available via communication with the Secretary to place the information in the Newsletter.

### **Programming Chair:**

The programming chair is responsible for planning ideas for programs for the organization, and collaborating with the executive committee members, including the Treasurer and Outreach chair, to ensure a detailed list of logistics for the event. Other responsibilities include;

- Attending and leading spearheading organization programs
- Contacting members of the organization with an active space use agreement to reserve space
- Proposing an itemized budget of each program to the treasurer

### **Committee Director:**

- Be a paid member of the NAACP national organization.
- Leading the communication structure of the committee
- Facilitating the brainstorming and planning process of your committee during.
- Communicating committee initiatives and plan via a committee report submitted to the secretary at the end of each meeting.
- Attending E-Committee and NAACP state chapter meetings (Directors only).

### **Officer Removal Process**

Meeting one or more points of the following officer removal criteria would result in a final evaluation and decision by the unit's advisor and elected president to potentially remove the officer in question. Criteria for removal include:

- Neglecting or failing to fulfill officer responsibilities as stated in the constitution
- Misuse, theft, bribery, or embezzlement of organization funds
- A continuous cycle of unapproved or non-communicated absences to executive committee and general body meetings.
- Discriminatory and/or anti-semitic actions in violation of Article II (Non-Discrimination Policy).
- Enacting any form of intentional harm and harassment to another individual.

If an officer wishes to resign, they must consult with the elected president after providing notice at least 2 weeks prior along with a rationale of why they're resigning. Upon a successful resignation, an election of a replacement officer must occur immediately after.