

ACTIVE MINDS

at University of Arkansas at Pine Bluff

Constitution/Bylaws

Article I – Name

This organization is to be known as ACTIVE MINDS at University of Arkansas at Pine Bluff

Article II – Purpose

The purpose of this project is to promote behavioral health and offer students, faculty and staff an on-campus prevention resource to assist with emotional and behavioral problems experienced on the HBCU campuses.

In addition:

- Educate and to increase awareness about mental health and mental health issues
- Provide support to students that are a part of the college campus
- Provide information and resources
- Promote early detection and intervention and to encourage students who are experiencing mental health problems
- Combat the stigmas that surrounds mental illness
- End isolation of students
- Promote existing mental health services at University of Arkansas at Pine Bluff and to serve as liaisons between student and MH services
- Advocacy for enhanced support services

Article III – Officers

<u>Name</u>	<u>Email</u>	<u>Position</u>
Antoinette L. Oliver	olivera@uapb.edu	President
Ailehsea Hill	hilla9535@uapb.edu	Vice-President
Lonnie Waller	wallerl@uapb.edu	Outreach
Keyana Morehead	morehek6061@uapb.edu	Secretary/Treasurer
Diamond Gardner	gardned7143@uapb.edu	Parliamentarian

A. The officers (Peer Educators) of the organization shall be:

B. The collection of these officers shall be known as the Executive Board.

C. Those seeking positions must plan on being student officers during the entire term of office (academic year) and available to facilitate meetings, as well as to be trainers for the bi-monthly campus-wide activities (subject to change due to planning process).

D. The process of appointments shall be: 1. Applications are submitted by established deadline (due to time schedule time may have to be adjusted to find suitable candidates according to the grant requirements).

2. Grades will be checked. Any candidate for an officer position must have an UAPB cumulative GPA of at least a 2.25.

3. Candidates must also be pre-registered for the Spring semester.

4. Officers are appointed by the Project Director/Program Coordinator.

Article IV – Membership

A. To be eligible for membership, candidates must be regularly enrolled, full or part-time student at UAPB.

B. There is no GPA requirements; however, it is preferred that interested students have an overall average of a 2.00.

C. Members must attend one of the two required student information dissemination meetings each month.

Article V – Meetings

A. There will be a minimum of one meeting every week for planning.

B. Meetings shall be governed by Roberts Rules of Order.

C. Decisions affecting the membership will be voted on by the membership.

D. Three-fourth (3/4) of active membership shall constitute a quorum. Simple majority of the active membership is needed to pass any motion, not an amendment to the Constitution or Bylaws. The President votes only in a tie.

E. The Executive Board can call a Special or Emergency meeting, if the membership is given a minimum of 48 hours notice. A member may appeal to the Executive Board to schedule an emergency meeting.

Article VI – Finances

A. UAPB Behavioral Health Initiative is partially financed through a grant from the HBCU Center for Excellence in Behavioral Health which will cover the cost of membership fees for each student member. No T-shirts or food items may be purchased with grant funds. Student officers will seek the student organization allowance if applicable for additional expenses. Students may collectively seek approval for on-campus (only) activities.

Article VII – Governance

The organization and all its members agree to abide by all policies and all federal, state, local laws.

Article VIII – Amendments

This constitution and its bylaws can be amended by the Project Director/Program Coordinator) Coordinator, and Peer Educators.

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at University of Arkansas at Pine Bluff

Bylaws

Section I – Executive Board Duties

- A. The entire Executive Board duties and power of control: 1. The Executive Board can set procedures for the organization that do not infringe upon the rights of the members.
2. The Executive Board shall meet with the project coordinator and project director prior to every meeting of the organization to set the agenda and discuss any issues.
3. At the Executive Board meetings, a quorum of 3/5 is necessary to conduct business.
- B. President: 1. Active involvement in planning campus activities, meeting with Project Director/Program Coordinator and potential service providers, developing clear and attainable goals and other student led tasks.
- C. Vice President: 1. Assisting the Project Director/Program Coordinator with program planning, training and for the development of a student led mental health awareness organization.
2. Will collaborate with the project coordinator to track a qualitative and quantitative collection of ACTIVE MINDS at University of Arkansas at Pine Bluff progression at required benchmarks.
- D. Secretary: 1. Maintains minutes of the executive board meetings and general meetings
2. Takes roll at all meetings
3. Creates all official correspondence
- E. Treasurer: 1. Reports monthly to the executive board all transactions – including the cost of expenses.

Section II – Committees

- A. Standing Committees 1. Recruitment Committee a. Consists of the project coordinator, per educators, and the project director.

Section III – Advisor

- A. The project director/program coordinator will be present during every organization meeting.

B. An alumni or community member advisor can be obtained in addition to the faculty or staff advisor. Their election and tenure would run the same schedule as the officers, as outlined in Article III.