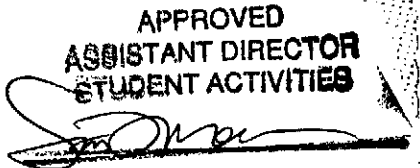
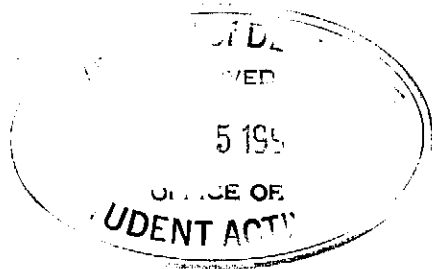


**The Constitution
of the
National Society of Minority Hoteliers**

**Ratified March 1, 1992
Amended February 26, 1994**



Constitution of the National Society of Minority Hoteliers

PREAMBLE

The National Society of Minority Hoteliers is a student-run organization which promotes the professional success of persons of African, Asian, Latino, Native American, and Pacific Island descent in the hospitality industry, through recruitment, retention, and developmental programs.

Article I-NAME AND TYPE

This organization shall be called the National Society of Minority Hoteliers; it is a national student and professional organization. This organization will be a non-profit and student-run organization. Hereafter, it will be referred to as NSMH. A minority is defined as an individual of African, Asian, Latino, Native-American, or Pacific Island descent.

Article II-OBJECTIVES

The objectives of NSMH shall be:

1. To aid in the recruitment, retention and support of minority students in hospitality education.
2. To build and maintain a working relationship between hospitality professionals and minority students.
3. To prepare minority students for advancement within the hospitality industry.

Article III-MEMBERSHIP

The types of membership in NSMH shall be designated as member, alumni member, affiliate member, or honorary member.

1. Qualifications for general members are as follows:

- a. An undergraduate enrolled in an accredited, four or two year, educational institution or program that offers a degree in the field of hospitality (hotel administration, food service, travel or tourism), or
- b. A graduate student who has received an undergraduate degree in one of the above areas or who is currently enrolled in one of the following areas and has received a membership card through the payment of annual membership fees.
- c. Under special circumstances, the National Executive Board (NEB) will consider membership for non-hospitality individuals.
- d. Minority status is not a requirement for membership.
- e. Hereafter, anytime the term "member" is used, it is referring to general members unless otherwise stated.

2. Qualifications for alumni members is as follows:

- a. An alumni member shall be a person who has received an Associates, a Bachelors,

or an advanced degree in the field of hospitality, was a member of NSMH as an undergraduate or graduate student, and has registered as an alumni member through the annual payment of membership fees to NSMH.

- b. A graduate student who qualifies for membership to NSMH may participate as a member or alumni member, but not as both.
 - c. Alumni members shall vote only in alumni meetings and only on alumni matters.
 - d. Minority status is not a requirement for alumni membership.
3. Qualifications for affiliate members are as follows:
- a. Any person who does not qualify for member or alumni member status and has a membership card through the payment of annual membership dues.
 - b. The limitations of affiliate member status are that:
 1. affiliate members can not form chapters
 2. affiliate members can not be voting delegates
 3. affiliate members can not become an officer in national or regional affairs
 - c. Minority status is not a requirement for affiliate membership.
4. Qualification for honorary members are as follows:
- a. Any person who has supported and contributed to the goals of NSMH in outstanding ways and has been nominated by a chapter or a National Board member and is approved by the National Board.
 - b. Nominees must have been previously committed to the organization for a minimum of three years.
 - c. A maximum of two honorary members can be inducted each year.
 - d. A honorary member is exempt from membership fees.
 - e. Minority status is not a requirement for honorary membership.

Article IV-CHAPTERS

Chapters shall serve as the primary program vehicle for the members and all chapter programs and activities should be in accordance with the objectives of NSMH.

1. Chapters shall be defined as ten or more members who attend the same educational institution, and who have been established by charter as a chapter of NSMH.
2. Members may petition the NEB to allow a chapter to have less than ten members.
3. Each chapter shall draft bylaws to be reviewed and filed as an official document of NSMH; the National Parliamentarian shall provide the guidelines for the drafting of these bylaws. In addition, any changes to chapter bylaws must be reviewed and approved by the National Board.
4. Chapters must register annually with NSMH, and follow the programs set forth annually by the National Board, in order to be officially recognized.
5. All special circumstances must be petitioned and presented to the National Board for special consideration.

Article V-REGIONS

1. NSMH shall consist of all chapters in five regions.
2. A region shall be defined as all the chapters in the following geographical locations:
 - a. **Midwestern Region-** defined as: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin
 - b. **Northeastern Region-** defined as: Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont
 - c. **Southeastern Region-** defined as: Delaware, District of Columbia, Maryland, North Carolina, South Carolina, Virginia, and West Virginia
 - d. **Southern Region-** defined as: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, Oklahoma, Tennessee, and Texas
 - e. **Western Region-** defined as: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming

Article VI-ADMINISTRATION

The purpose of the National Board shall be to determine all questions of policy, coordinate the activities of NSMH, make recommendations to the general body, and administer the affairs of NSMH under the Constitution, Bylaws, and general provisions of the law under which it is incorporated.

The National Board shall consist of the following positions:

- National Chairperson
- National Vice-Chairperson
- National Secretary
- National Treasurer
- National Parliamentarian
- Regional Chairpersons (5)
- Committee Directors
- Chair-Emeritus (a non-voting member)

Duties of the National Board shall be to:

1. Administer the affairs of NSMH
2. Coordinate the activities of NSMH
3. Determine all questions of policy for NSMH
4. Make recommendations to the general body
5. Set the hour, agenda, and place of all national meetings

The members of the National Board shall:

1. Be subject to the orders of the membership and none of its acts shall conflict with the decisions made by the vote of the general body or the goals and objectives of the organization
2. Not receive any salary for services

3. Serve as representatives, but the chairperson is the only spokesperson (or someone that the chairperson designates)

Article VII-OFFICES

1. All elected offices will be held by members in good standing.
 - a. the National Chairperson has the right and privilege of dismissing any board member who is not in good standing.

2. The elected offices of the National Board are:
 - National Chairperson
 - National Vice-Chairperson
 - National Secretary
 - National Treasurer
 - National Parliamentarian
 - Regional Chairpersons
 - Committee Directors

3. All positions not filled are appointed by the National Board.

4. The National Executive officers are: National Chairperson, National Vice-Chairperson, National Secretary, and National Treasurer.

5. Any member of NSMH is eligible for a national office (with the exception of the Chair-Emeritus) who is:
 - a. has a minimum classification of sophomore undergraduate status for the elected term and has been registered as a full-time student for the majority of the elected term, or
 - b. for executive officer positions, has a minimum classification of junior undergraduate status for the elected term and has been registered as a full-time student for the majority of the elected term, or
 - c. is a graduate student who has fulfilled member status and will remain a full-time student for the majority of the elected term.

6. The National Board-elects shall be in transition office as of the election and shall hold their offices from May 30 of each year and remain in office until May 29 of the following year.

7. National office elections shall be conducted in the following manner:
 - a. Elections of national offices will take place at the annual national conference.
 - b. The National Parliamentarian shall compile and disseminate documents and procedures to members seeking office. An elections committee will be appointed by the National Parliamentarian to coordinate the election at the annual conference if necessary.

8. The previous National Chairperson shall serve as Chair-Emeritus, as part of the Advisory Board.
 - a. The Chair-Emeritus shall serve as an advisor to the National Board and shall

not have a vote.

b. The term will be one year and the Chair-Emeritus shall not serve in any other position on the National Board.

9. Should a vacancy occur in the office of National Chairperson, the unexpired term shall be filled by the National Vice-Chairperson. Should a vacancy occur in the office of a Regional Chairperson, a new Regional Chairperson will be appointed by the NEB or the National Chairperson. Should a vacancy occur in any other office, the unexpired term shall be filled by appointment by the National Chairperson and approved by the National Board.

10. Regional offices and the respective duties shall be appointed by the Regional Chairpersons and approved by the National Vice-Chairperson.

11. All positions not filled at the annual conference are appointed by the National Chairperson or the National Executive Board.

Article VIII-DUTIES OF ELECTED OFFICERS

The National Chairperson shall:

1. Preside over all official meetings of NSMH.
2. Serve as the spokesperson of NSMH.
3. Appoint chairpersons of all special committees, with advice and consent of the NEB, except where otherwise provided for in this document.

The National Vice-Chairperson shall:

1. Preside in the absence or the inability of the National Chairperson.
2. Lead in the development of programs of interest for NSMH meetings in cooperation with the National Board.
3. Perform activities, duties, and responsibilities as designated by the National Chairperson.
4. Report the minutes of the previous meetings at the present meeting of the National Board.
5. Oversee the activities of standing committees.

The National Secretary shall:

1. Fill out and countersign all certificates issued and make proper entries into the record books of NSMH.
2. Serve all notices required by law, or by the bylaws of NSMH.
3. Accurately record the minutes of the National Board meetings and make the minutes available to all members upon request.
4. Require from the National Board, standing committees, and special committees of NSMH, a record of the activities of all said bodies to be kept in the files of the headquarters.

The National Treasurer shall:

1. Keep financial accounts and deposit organizational funds into the NSMH treasury.
2. Use NSMH funds for NSMH business under approval by the National Board.

3. Maintain the membership roll and collect annual dues of NSMH under a plan developed with the National Board.
4. Establish the fiscal year for the organization and prepare quarterly and yearly financial reports, to be provided upon request by any of the members.

The Regional Chairpersons shall:

1. Act as directors of region activities, including communication among local chapters about NSMH affairs.
2. Represent the issues and concerns of the region in National Board meetings, and in some instances, at annual conference meetings.

In case of the inability, for any limited time, of any executive officer to fulfill his or her duties (with the exception of the National Chairperson), the duties may be performed temporarily by any person appointed by the National Board.

Article IX-COMMITTEES

The five standing committees of NSMH shall be:

1. Charter/Membership
2. Finance
3. Planning
4. Public Relations
5. Programs

Standing committees shall have the following duties:

Charter/Membership

1. Maintain a status listing of all chapters and handle problems in the process of establishing new chapters.
2. Review chapter applications of those members proposing membership and forward reviewed charters to the National Board for approval.

Finance

1. Identify and develop national funding sources for the National Conference, the National Board, and the organization as a whole.
2. Initiate fund-raising programs.

Planning

1. Oversee all functions of the Annual Conference planning committees.
2. Oversee all functions of the National Leadership Conference planning committees.
3. Oversee all functions of the National Board Meetings.

Public Relations

1. Identify other educational and professional organizations for publicity and/or support. The committee should also specifically identify minority educational and professional organizations for support.
2. Establish communication with the above mentioned organizations as needed.

3. Establish a network between NSMH and the hospitality industry.

In addition to the above duties, the committees will carry out assignments deemed necessary by the National Board.

The Committee Directors shall be held accountable for the goals and objectives of the committees as determined by the National Board.

The National Board will create and appoint chairs for any special committees as necessary.

Article X-ALUMNI EXTENSION

1. An alumni extension to NSMH consisting of alumni members will be organized to enhance NSMH's ability to achieve its goals and objectives.
2. The alumni extension shall have an executive board and shall establish operational guidelines approved by the National Board and filed as a document of NSMH.

Article XI-VOTING

1. Each Chapter in good standing shall be entitled to two votes during the national conference.
 - a. Good standing is defined as:
 1. having paid chapter dues
 2. continuously working to fulfill the goals and objectives of NSMH through implementation of the annual programs and activities.
2. Each chapter shall select two members in good standing to be delegates to represent the chapter in national business (at the national conference) . If a chapter does not have two members in good standing, then one member has two votes which represents their chapter.
3. Only chapter delegates can vote at the national conference.

Article XII-DUES

Annual membership fees shall be reviewed annually by the National Board and can be changed by a two-thirds vote of the delegates attending the national conference, upon recommendation of the National Board.

1. Payment of membership dues warrants recognition as a member of NSMH.
2. Individual national membership dues are paid to the chapters and are then forwarded to the Charter/Membership Director.

3. Payment of membership dues, for all members of a specific chapter, warrants recognition as a chapter of NSMH, so long as all other requirements are met.

Article XIII-MEETINGS

1. An annual conference shall be held each year during the spring. This conference shall:
 - a. serve as a vehicle to incorporate business and professional growth
 - b. allow for national focus and networking
 - c. review the past fiscal year of NSMH
2. A conference planning organizer shall be appointed by the National Board to work with the Conference Planning Committee.
3. There shall be at least two regional meetings prior to the National Conference to update chapters on organizational matters and give opinions and ideas on a regular basis.
4. Chapter meetings shall be determined by each chapter.

Article XIV-BYLAWS

The bylaws of NSMH shall be amended by a two-thirds vote of the delegates attending the annual National Conference, or by a two-thirds vote of the National Board.

Article XV-AMENDMENTS

1. Amendments to this constitution may be proposed by:
 - a. a two-thirds vote of the National Board
 - b. a one-third vote of all non-chapter members
 - c. a one-third vote of the delegates at a national conference
 - d. a two-thirds vote of delegates at a regional meeting
2. Proposed amendments must be submitted in writing to the National Board to be reviewed. The proposal must be clearly stated and justified.
3. Ratification of any amendments to this constitution shall be subject to a three-fourths affirmative vote of the delegates present at an annual conference of NSMH.