

## **CONSTITUTION OF THE NORTH CAROLINA CRIMINAL JUSTICE ASSOCIATION**

**I. NAME OF THE ORGANIZATION:** The name of this organization is the North Carolina Criminal Justice Association, Inc.

### **II. STATEMENT OF MISSION**

**A. To pursue truth, understanding, and the development of a body of knowledge about criminal justice through scientific inquiry.**

**B. To provide the criminal justice system with effective, efficient, and responsive human resources, operating within the constraints of a democratic society.**

**C. To provide basic and applied research, skill development and educational services consistent with the needs of a dynamic criminal justice system, and broad problem solving techniques concerned with social control and justice.**

### **III. PURPOSES AND OBJECTIVES**

**A. To promote education and research in the administration of criminal justice in North Carolina.**

**B. To bring together persons actively engaged in teaching criminal justice with those who work in the criminal justice field.**

**C. To serve as a clearing house for the collection and dissemination of criminal justice research and information.**

**D. To encourage cooperation and understanding among those engaged in teaching and research in criminal justice and practitioners in the criminal justice field.**

**E. To promote the expansion of professional criminal justice education.**

**F. Criminal justice education programs are units in a university, college, junior college, community college, technical institute, or a civil or military agency offering education and training in the criminal justice system. Criminal justice is both a career field and an academic discipline incorporating several fields of inquiry and practice which involves the scientific study of all matters concerning crime and delinquency. The fields of criminal justice include, but are not limited to:**

**1. The police function.**

**2. The function of the prosecutor.**

**3. The function of the defense counsel.**

**4. The function of the courts.**

**5. Corrections.**

**6. The study of the psychological, cultural, political, economic and social causes of criminal behavior.**

**7. The analysis of the system of institutions designed to prevent and control crime and delinquency.**

8. The examination of interactions between offenders and those institutions which seek to identify, apprehend, prosecute, adjudicate, and rehabilitate the offenders.

9. The search for improved means of meeting the goals of justice and social control.

#### **IV. BOARD OF DIRECTORS**

**A. The Board of Directors shall administer the affairs of the organization. It shall consist of the following officers as voting members:**

**1. The elected officers:**

**a. President**

**b. President-Elect**

**c. Immediate Past President**

**d. Vice President**

**e. Two Directors who may succeed themselves twice.**

**2. The appointed officers:**

**a. Secretary-Treasurer**

**b. Editor(s) of the Association's publications**

**c. Secretariat**

**B. Committee Chairpersons: Chairpersons of Association committees who are not members of the Board of Directors may attend its meetings without having voting rights. Such other persons as the President and Board deem appropriate may also attend upon invitation, without voting rights.**

**C. The Board of Directors shall:**

**1. Form the policies of the Association in accordance with the Law of North Carolina, The Charter, and Constitution.**

**2. Determine the date and place of the regularly scheduled meetings and outline the program for these meetings.**

**3. Instruct the Secretary-Treasurer on criteria for acceptance of all applications for membership in the Association.**

**4. Instruct the Secretariat to retain the archival records of the Association, provide the mailings for the Association, to provide parliamentary procedures at all scheduled meetings of the Board and regular membership, and to perform other such duties as deemed necessary.**

**5. Ratify the Budget for the Association.**

**6. Audit the accounts and disbursements of the Association.**

**7. Ratify the appointment of the editor of the Association's publications, and any other committees of the Association.**

8. Fill vacancies on the Board by a majority vote of the Board.
9. Deal with specific issues which, in the Board's opinion, should be acted upon by the Association prior to the next regular meeting, or request advice from the voting membership through the mail service.
10. Nominate or appoint the NCCJA representatives to other organizations and state boards.

## **V. OFFICERS**

### **A. The President**

1. Shall be the Chief Executive of the Association, shall represent the organization at formal gatherings, shall preside over the meetings of the Board of Directors, shall preside over the regular meetings, and shall appoint such committees as deemed necessary for the furtherance of the business of the Association.
2. As Chief Executive, the President shall be responsible for the day-to-day operations of the Association in accordance with the General Statutes of North Carolina, the Constitution and the policies adopted by the Board of Directors.

### **B. Vice President**

1. The Vice President shall become the President-Elect when the predecessor's term of office ends.
2. The Vice President shall preside over the meetings of the Association in the absence of the President and shall conduct all necessary business of the Association in the event a temporary vacancy exists in the office of the President, or upon the temporary disability of the President.
3. The Vice President shall direct and coordinate the membership recruiting activities of the Association.

### **C. President-Elect**

1. The President-Elect shall become the President at the end of the predecessor's Presidential term of office or upon the permanent disability of the President or a permanent vacancy in the office of President.
2. The President-Elect shall plan, organize and implement the programs of meetings of the Association in accord with the desires and recommendations of the President, the Board of Directors and the members.

### **D. Secretary-Treasurer**

1. Shall be appointed by the Board of Directors upon recommendation of the President for a period of three years. This term is renewable at the discretion of the Board of Directors for a term of three years.
  - a. The Board of Directors, upon recommendation of the President, may remove the Secretary-Treasurer from office.
  - b. The Secretary-Treasurer shall be bonded.
2. Shall oversee the retention of the archives, records and minutes of the organization.

3. Shall, following each meeting of the Association or of the Board of Directors, compile accurate minutes and proceedings of those meetings and forward a copy thereof to each member of the Board of Directors.

4. Shall serve as the recording Secretary of the Association, and of the Board at its meetings.

5. Shall keep an accurate set of membership rolls, indicating whether each member has paid his membership dues, and be responsible for the collection of said dues from the members of the Association.

6. Shall invoice, receive, and keep all monies due the Association and be prepared at all times to render an account of its income and disbursements upon request of the President or the Board of Directors.

7. Shall draw all warrants of the Association and sign them for payment of the Association's expenses.

8. Shall perform such other duties as may be required by the President.

**E. Immediate Past President:** The Immediate Past President shall serve as the chair of the Nominating Committee.

#### **F. Qualification of Officers**

1. Any active member of the Association in good standing shall be eligible to hold office after membership of at least one year's duration.

2. Any officer of the Association other than the Secretary-Treasurer may be removed during his or her term by a membership referendum initiated either by three-quarters (3/4) vote of the Board of Directors or by a petition of one-half (1/2) of the membership. Fifty-one percent of the membership shall be required to vote affirmatively for removal to occur.

### **VI. ELECTIONS**

**A.** The Immediate Past President with the approval of the Board of Directors shall appoint a Nominating Committee of not less than five (5) individuals to develop a slate composed of at least two nominees for each office.

**B.** The election shall be held at the announced annual meeting. Candidates receiving a majority of all votes cast shall be elected. Only active members shall have voting privileges. All officers shall be elected to serve for one year terms except the two Directors whose terms shall be two years. Directors' terms shall expire on alternate years.

**C.** Newly elected persons shall take office at the close of the annual meeting following their election.

### **VII. MEMBERSHIP**

**A.** Active Members shall be: Those engaged in the fields of criminal justice as defined in Article III above. There shall be two classes of Active Members:

(1) Annual Members, and

(2) Life Members.

1. The Board of Directors shall establish the criteria for Life Memberships, and propose and receive nominations.

2. Life Membership shall be approved by a unanimous vote of the Board of Directors.

**B. Associate Members shall be:** Those persons committed to the highest ideals and purposes of the NCCJA and not otherwise eligible for active membership as approved by the Board of Directors.

**C. Student Members shall be:** Those persons studying full time or part time in colleges or universities whose programs or disciplines taught are consistent with the purposes and objectives of this Association, or training programs of criminal justice agencies as defined in Article III above. There shall be two classes of student members:

(1) Individual Student Members, and

(2) Affiliated Student Members.

1. Individual Student Members shall pay annual dues to the Association and be listed on the official rolls of the Association as non-voting Student members.

2. Affiliated Student Members are students who are carried on the rolls of student organizations which have been chartered as Affiliated Student Chapters of the NCCJA and which have paid their annual assessments to the Association. These students shall be exempt from payment of annual dues to the NCCJA so long as they are members in good standing of their Affiliated Student Chapter.

3. Affiliated Student Members are not carried on the rolls of the NCCJA individually, but otherwise shall have all the same rights and privileges afforded Individual Student Members.

**D. Membership Dues:** The amount of annual dues for Active, Associate and Student Members shall be determined by the Board of Directors, with the discretion to submit a mail ballot to the voting membership on the proposed schedule of dues.

1. Life Members are forever exempt from paying annual dues.

2. Student Affiliate Members are exempt from payment of individual dues so long as their Affiliated Student Chapter has paid its annual assessment.

## **VIII. PROCEDURES**

**A.** Chapter 55a, General Statutes of North Carolina, more specifically known as the Non-Profit Corporation Act, controls the authority and function of this association, and Robert's Rules of Order shall govern the procedures during all meetings, whether general, special, or committee, unless otherwise designated by the Non-Profit Corporation Act and Constitution.

**B.** A parliamentarian may be appointed by the President to serve and will rule during the meeting in accordance with Robert's Rules of Order.

## **IX. AMENDMENTS TO THE CONSTITUTION**

**A.** Proposals to amend the Constitution may arise from:

1. The membership at a regularly scheduled meeting.

2. The Board of Directors between meetings.

**3. A duly named Constitutional Revisions Committee named by the President with the approval of the membership.**

**B. Amendments from the floor must be voted upon twice; once for consideration at the meeting when first introduced, and then again for adoption at the next regularly scheduled meeting.**

**C. Amendments recommended by the Board of Directors or a duly named Constitutional Revisions Committee shall be circulated to the voting membership by mail ten business days prior to a regularly scheduled meeting and may be adopted at the next scheduled meeting after such a mailing.**

**D. Adoption of an amendment requires an affirmative vote of a majority of the membership present at a regularly scheduled meeting of the Association.**

**E. The Secretary shall inform the membership of any proposed Constitutional change or changes proposed by the Board of Directors or a duly named Constitutional Revisions Committee to be offered at an upcoming regularly scheduled meeting and shall advise the membership of the results.**

#### **X. SUSPENSION AND RESIGNATIONS**

**A. Any member may be suspended or expelled from membership for cause by any affirmative vote of 75% of the members of the Association. At least sixty (60) days before such action is taken, the Secretary-Treasurer shall send to the member written notice of charges preferred against the member. The member shall be offered the opportunity of making a reply to the charges.**

**B. Resignations of membership shall be sent to the Secretary-Treasurer in writing and shall be submitted to the Board of Directors.**

#### **XI. DISTRIBUTION OF ASSETS ON DISSOLUTION**

**A. No part of the net earnings of this Association shall insure to the benefit of the officers, directors, members, or any private Individual.**

**B. The assets of the Association remaining on hand during dissolution process shall be distributed as follows:**

**1. All liabilities and obligations of the association shall be paid, satisfied and discharged, or adequate provision shall be made therefore.**

**2. Assets held by the association upon condition requiring return, transfer or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred or conveyed in accordance with such requirement.**

**3. Assets received and held by the Association subject to limitations permitting their use only for limited purposes, but not held upon a condition, requiring return, transfer or conveyance by reason of the dissolution, shall be transferred or conveyed to the Academy of Criminal Justice Sciences.**

#### **XII. AWARDS**

**The North Carolina Criminal Justice Association is committed to the encouragement and recognition of excellence in the cause of criminal justice in North Carolina. In furtherance of this aim, the Association is committed to and actively sponsors an awards program.**

**A. The awards of the Association are these:**

**1. The Perry Powell Outstanding Criminal Justice Professional Award, named in honor of the late J. Perry Powell, a long-time supporter of the Association and of criminal justice education within North Carolina state government, former legal advisor to the Charlotte Police Department, past director of the North Carolina Justice Academy and named the 1982 North Carolina Criminal Justice Association Practitioner of the Year, the award subsequently renamed in his honor after his death in 1987. The award given for contributions to criminal justice as a professional endeavor in North Carolina.**

**2. The Margaret Lang Willis Criminal Justice Educator Award, named in honor of the late Professor Willis, a courageous woman who overcame polio, was a student of criminal justice at Davidson Community College and Guilford College, become a sworn law enforcement officer in North Carolina, and went on to teach criminal justice at McDowell Technical Institute, before passing away in 1984. The award is given for contributions to criminal justice education via teaching and related academic endeavors in North Carolina.**

**3. The Founders Criminal Justice Scholar Award, given for scholastic excellence and scholarly contributions to criminal justice, named in honor of the original founders of the Association in 1971 and their high goals for criminal justice education, recognizes research, publication and scholarship as academic endeavors in North Carolina.**

**4. The Carolyn and Richter Moore Citizenship Award, named in honor of the married couple who were founding participants and life members of the Association. Richter Moore was a co-founder and past president both of the North Carolina Criminal Justice Association and the Southern Criminal Justice Association, a lawyer, an Air Force Reserve colonel and Staff Judge Advocate, and professor at Appalachian State University prior to his death in 1996. Mrs. Moore was at his side for a quarter century of North Carolina Criminal Justice Association and Southern Association events, actively supporting both Associations. The award is given for outstanding contributions to criminal justice and the justice system of North Carolina by a private citizen not employed in the North Carolina justice system nor in criminal justice education.**

**5. The President's Awards, given in recognition for distinguished service to the Association upon the recommendation of and in the name of the President of the Association.**

**6. Life Membership Awards, conferred by the Board of Directors to recognize long and distinguished service to the Association, granting persons so recognized exemption from payment of future membership dues and assessments.**

**7. The James B. Merritt Student Excellence Awards, named in honor of Professor Merritt, co-founder and past-president of the Association, a life member of the Association, and executive with the Police Benevolent Association. The awards are given for character, citizenship, and academic excellence while a college student in North Carolina, with separate awards at the two-year college, baccalaureate and graduate levels.**

**8. The John C. McCollister Student Paper Awards, named in honor of the late Dr. Jay McCollister, a co-founder and past president of the Association, and professor emeritus at Pfeiffer College who passed away in 1987. The awards are given for the best of original papers submitted by college students in North Carolina, with separate awards at the two-year college, baccalaureate and graduate levels.**

**B. Donors may sponsor awards financially, and will be acknowledged for their contributions; however, awards will not be named on their behalf and donors may not establish conditions for the awards they propose to sponsor.**

**C. The Board of Directors shall establish the specific criteria for these awards within the guidelines established within this Article.**

**1. There will be an annual awards cycle. Awards will be presented at the annual meeting of the association.**

**2. Multiple recipients may be recognized for the same award within the same year.**

**3. Each award need not be conferred within each year's award cycle.**

**4. Awards may be conferred upon both individuals and groups.**

**5. Award nominees and recipients do not need to be members of the Association.**

**6. Only individual members in good standing of the Association may submit award nominations.**

**D. No additional awards shall be established, named or conferred without amendment to this Article.**

**E. A standing Awards Committee shall be formed to administer the awards program for the Association. That Committee shall report its recommendations to the Board of Directors. Awards will be conferred on behalf of the Association after the approval of the Board.**

### **XIII. ETHICAL STANDARDS:**

**A member shall be guided by the NCCJA Code of Ethics.**

#### **Code of Ethics**

**I shall, without compromise, embrace the highest ideals and standards incumbent upon the position entrusted to me, ensuring the continuation of trust, respect and acceptance of our professions.**

**I shall remain forever warned to invest myself of conduct which will convey honor upon my profession, and be evermore prepared to cause the same in others.**

**Exacting my professional abilities for the betterment of humankind and the criminal justice system, I shall, with and through the educational process, maintain and support the continuation of freedom for a just and lawful society.**

**To education and the criminal justice system, my colleagues and students, I do so affirm.**

### **XIV. VERIFICATION AND EFFECTIVE DATE**

**Once verified and signed below, this version is effective on the 2nd of November 2001, superseding all previous and undated copies.**