

# **NORWICH UNIVERSITY HARMON WALL**

## **By-Laws of the Memorial Wall Association**

(Revised January 2021)

### **ARTICLE I: NAME**

The name of this organization shall be the Norwich University Memorial Wall Association (the "Association").

### **ARTICLE II: PURPOSE**

The purpose of this organization is to commemorate the death of those alumni, faculty, staff, and friends of the University who have made a Significant Contribution to the University (*see Memorial Wall Association Rules and Regulations*).

### **ARTICLE III: MEMBERSHIP CRITERIA**

Those persons meeting the following criteria are eligible for consideration to have their names inscribed on the wall.

1. Any alumnus/alumnae of Norwich University, including VC (after its merger with Norwich University in 1972), and the College of Continuing and Graduate Studies upon application to and recommendation by the selection committee (the "Alumnus Category");
2. Any person who served as a member of the faculty or on the staff of the University, upon application to and recommendation by the selection committee (The "Faculty and Staff Category")
3. Any Friend of the University defined as an individual who has served the University on one or more of the University boards or organizations in a voluntary capacity, or has met the financial contributions as defined in the Rules and Regulations (the "Friend Category").

### **ARTICLE IV: ELIGIBILITY CRITERIA**

1. Completion of half of the Norwich University degree requirements by a candidate in the Alumnus Category.
2. Typically, ten years of service at the University by a candidate in the Faculty and Staff Category.
3. Substantial volunteer service to the benefit of the University by a candidate, typically a minimum of ten years upon application to and recommendation by an office or department of the University.

4. The approved candidate is expected to make a minimum contribution of \$2,500 to the Memorial Wall Association in to provide perpetual care for the site and to endow a scholarship for qualified students.

### **ARTICLE V: MEMORIAL WALL COMMITTEE**

The Memorial Wall Committee (the "Committee") will consist of the following five persons or their representatives:

- A member of the Planned Giving staff
- Two Directors on the NUAA Board
- One representative of the Alumni Office
- One member of the faculty, as appointed by the Provost and Dean of the Faculty, who will serve a three-year term

A simple majority vote of those members participating is needed for an adoption of a motion by the committee.

### **ARTICLE VI: INCLUSION ON THE MEMORIAL WALL**

1. Application may be made by the friends or family at any time following the death of the candidate.
2. Application may be made at any time by the candidate.
3. Dedication of the names could take place no sooner than the Homecoming ceremonies of the calendar year of the candidate's death.
4. Alumni, faculty, Staff, and friends who have predeceased this project are eligible for inclusion.

### **ARTICLE VII**

Funds raised by the Association will be used for the maintenance and landscaping of the Harmon Statue and Memorial Wall, and the Ernest Harmon Memorial Scholarship for qualified students.

### **ARTICLE VIII: AMENDMENTS TO THE BY-LAWS**

The By-Laws and Rules and Regulations may be amended by a majority affirmative vote of the Review Committee members. Changes will be available on the Harmon Wall website.

### **ARTICLE IX: QUOROM**

Three of the five members of the Committee present will constitute a quorum.