RESIDENCE HALL ASSOCIATION CONSTITUTION

Article I: Name and Goals

Section 1 The name of this organization shall be the Lawrence Technological University Residence Hall Association, referred hereafter as RHA

Section 2 To provide quality programs to the residents

Section 3 To improve the quality of life experienced by the residents

Section 4 Serve as liaison between the residents and the administration

Section 5 To develop leadership skills and opportunities for residents

Article II: Membership

Section 1 All students residing in the residence halls on campus shall by virtue of their residence be represented by this organization and are invited to attend as nonvoting members

Section 2 Members of RHA shall be composed of:

1. The Executive Board

   1. One voting representative from each floor/wing

   1. The Director of Residence Life or their designee who serves as a nonvoting advisor

Article III: The Executive Board

Section 1 The members of the Executive Board shall be:

1. President for UH-North
2. President for UH-South
3. Secretary
4. Communications Coordinator
5. Liaison to Student Government
6. Liaison to UH-North student staff
7. Liaison to UH-South student staff

Section 2 The duties of the Executive Board as a whole shall be:

1. Advise the President of RHA
2. Act as a link of communication between the Legislative branches.
3. Meet weekly as a board
4. Convene when an emergency arises when the RHA cannot be assembled
5. Motivate members and promote ideas within RHA
6. Uphold the RHA constitution and Robert’s Rules of Order, Revised
7. Help keep people motivated
8. Have voting rights in general assembly meetings
9. Uphold the RHA constitution
10. Submit an end of the year report summarizing the responsibilities and duties of their position

Section 3 The duties of each President shall be:

1. Attend and run the Executive Board meetings
2. Attend and run the General Assembly meetings
3. Meet with the Advisor weekly
4. Maintain contact with all the floor representatives from their respective building
5. Meet with all the floor representatives from their respective building once a month
6. Meet with the RHC of their respective building as necessary
7. In conjunction with the other President break any tie vote
8. Perform the duties of any office vacant

Section 3 The duties of the Secretary shall be:

1. Attend the Executive Board meetings
2. Attend the General Assembly meetings
3. Meet with the Advisor as needed
4. Record, type, and distribute the minutes and agendas for all meetings
5. Keep an attendance record of the floor representatives at the general council meetings
6. Keep a voting privilege record of the floor representatives

Section 4 The duties of the Communications Coordinator shall be:

1. Attend the Executive Board meetings
2. Attend the General Assembly meetings
3. Meet with the Advisor as needed
4. Fulfill all NCC and MOCC responsibilities as defined by NACURH, GLACURH, and MORHA
5. Oversee the affiliation process on behalf of LTU to NACURH, GLACURH and MORHA
6. Assist the advisor in preparing the LTU delegation to attend all national, regional, and state conferences
7. Confer with RHA as necessary prior to voting on any NACURH, GLACURH, and MORHA matters

Section 5
The duties of the Liaison to Student Government shall be:

1. Attend the Executive Board meetings
2. Attend the General Assembly meetings
3. Attend all Student Government meetings
4. Fulfill all Student Government member responsibilities
5. Inform both RHA and Student Government as to the happenings in each organization
6. Meet with the Advisor as needed

Section 6
The duties of the Liaisons to the UH-North and UH-South student staff shall be:

1. Attend the Executive Board meetings
2. Attend the General Assembly meetings
3. Inform both RHA and their building staff as to the happenings in each organization and staff
4. Follow-up with the Community Leader if their floor representative is not fulfilling their responsibilities
5. Meet with the Advisor as needed

Article IV: Legislative Branch

Section 1
The Legislative Branch shall consist of one floor representative from each floor/wing in the residence halls

Section 2
All members of RHA shall be responsible to the President of their respective building

Section 3
Policies of RHA

1. All acts and decisions made by RHA shall be considered representative of the entire residential body
2. Biweekly meetings shall be called at the time and place designated by the presiding officers
3. A quorum shall consist of at least a majority (51%) of the total voting members of RHA and also a majority of the Executive Board and the advisor
Section 4  The duties of the floor representatives shall be:

1. Attend all general assembly meetings
2. Meet with the President of their respective building once a month
3. call floor meetings in conjunction with the Community Leader
4. represent their floor as a voting member of RHA
5. report to their floor the happenings within RHA and the campus community
6. Uphold the RHA constitution and Robert’s Rules of Order, Revised

Article V: Advisor

Section 1  The advisor shall be the Director of Residence Life or their designee

Section 2  The advisor shall serve in a guidance, resource, and informational capacity

Article VI: Elections of the Executive Board

Section 1  Qualifications

1. Maintain a cumulative 2.5 G.P.A.
2. Lived in the residence halls at LTU for at least one semester
3. Be in good academic and judicial standing with the University
4. If no one is running for a position, any resident may run regardless of how long they have lived in the residence halls

Section 2  The members of the executive board shall be elected by all voting members of RHA

Section 3  Elections Procedure

1. Nominations for all positions shall occur by the end of the second week of April
2. Elections for all positions shall occur by the end of the third week of April
3. Winners will be determined by a majority vote taken at a general assembly meeting
4. Terms of the new officers will begin on the last general assembly meeting of the second semester

Section 4  Election Procedure

1. Each candidate must give a speech
2. After all candidates for each position have given their speech, a discussion on the candidates will follow
3. The winner of the election shall be the person with the majority of the votes as determined by the advisor and the members of the executive board

**Article VII: Elections of the floor representatives**

**Section 1 Qualifications**

1. Maintain a cumulative 2.5 G.P.A.
2. Live on the floor that they are representing
3. Be in good academic and judicial standing with the University

**Section 2 Process**

a. If one individual is interested on the floor/wing he/she may be appointed by their Community Leader
b. If two or more individuals are interested they must be elected by a floor vote

**Section 3 Election Procedure**

1. Each candidate must give a speech
2. After all candidates for each position have given their speech, a discussion on the candidates will follow
3. The winner of the election shall be the person with the majority of the votes as determined by Community Leader

**Article VIII: Attendance**

**Section 1** If a floor representative is absent without being excused by the advisor of their designee for more than two consecutive meetings he/she will lose their voting privileges until they have attended two consecutive meetings

**Section 2** 3 or more unexcused absences by any voting member per academic year shall be considered grounds for automatic removal from their position

**Article IX: Removal from Office**
Section 1  The procedure for removing a member of the executive board or a representative from office will be as follows:

1. Charges must first be brought to the executive board
2. The executive board by simply majority may remove someone from office
3. Should the vote from the executive board be tied the Presidents can refer this matter to the general assembly for a vote.

Section 2  Vote in front of the general assembly

1. The person accused has the right to address the assembly
2. The general assembly may ask questions of the accused
3. The vote must be by secret ballot
4. The officer is removed from office by a simple majority vote

Section 3  Vacancy of office resulting from removal or resignation

1. Vacancies on the executive board will be filled in accordance with the procedure in article VI
2. Vacancies of a floor representative will be filled in accordance with the procedure in article VII

Article 10: Amendments

Section 1  Amendments may be proposed by any member of RHA in writing to the executive board

Section 3  Amendments must be passed by a two-thirds vote in a general assembly meeting

Section 4  All amendments approved are effective upon approval of the Director of Residence Life