Residence Hall Association Constitution

ARTICLE I. THE MISSION OF THE RESIDENCE HALL ASSOCIATION

The Residence Hall Association (RHA), the voice of the residents, relays ideas and feedback as a way of communication with University Housing; advocates for residence hall students; stimulates an environment of growth, learning, and development in the residence hall through programming and submits recommendations and ideas regarding policy to University Housing.

RHA has an expectation that all members will actively participate and create welcoming communities that value all other members without regard to race, color, sex, sexual orientation, national origin, age, religion, marital status, or veteran status.

ARTICLE II. MEMBERSHIP OF THE RESIDENCE HALL ASSOCIATION

Section 1. All University of Oregon students who reside in the university residence halls shall be members of RHA.

Section 2. General Council Membership.
   A. The RHA General Council shall be composed of five elected officers of the RHA, all appointed cabinet members, Complaints and Evaluations Assessors, and one professional University Housing staff members, serve as an advisor. The General Council shall also consist of two residents and one student staff member from each of the associated halls to serve as voting representatives.
   B. Representatives from each hall must live in the hall that they represent.
   C. All RHA voting members are responsible for attending all General Council meetings and all meetings of their constituent groups, advising these groups as to the actions and issues before their representative bodies. Members shall serve as a liaison between the two bodies, and carry out any other duties set forth by the RHA.

Section 3. Voting.
   A. On policy and monetary matters before the RHA, each of the two resident representatives (Finance Representative and RHA Representative) from each of the respective halls and one student staff member, shall have one vote. This shall constitute the voting body of the RHA.
   B. Quorum is defined as 50% + 1, of the voting members at an RHA meeting.
   C. Only members present at an RHA meeting may vote in any capacity, with the exception of written proxy votes.
   D. Members must vote in one of the three following ways:
      1. In Favor. If the voting member agrees with the proposal.
      2. Oppose. If the voting member disagrees with the proposal.
      3. Abstain. If the voting member has a personal conflict of interest concerning the proposal.
   E. There may be proxy votes in the absence of a RHA voting member, only if it is with the expressed permission of that voting member.
   F. An individual may only hold one vote during a meeting and may not be an RHA representative.
   G. Student held positions may only be proxied to other students, likewise the student staff positions may only be proxied to other student staff members.
ARTICLE III. OFFICERS OF THE RESIDENCE HALL ASSOCIATION

Section 1. Positions.
A. The RHA shall have the elected Officers of: President, Vice President of Internal Affairs (VP), National Communications Coordinator (NCC), Administration Coordinator (ADC), and Events and Activities Coordinator (EAC).
B. RHA Officers are required to follow duties defined in their respective job descriptions as written in "Constitutional Addendum A - RHA Job Descriptions."

Section 2. Elections.
A. Any member of the RHA, except advisors, is eligible to be elected to an officer position. However, only a member of the General Council may fill the position of President.
B. Executive officers of the RHA cannot hold a representative position during their term of office.
C. All positions, President, VP, NCC, ADC, and EAC will be elected in a spring election and their time in office will begin at the end of the last meeting of the academic year. In the event that a position cannot be filled during the spring election, the vacant positions shall be elected during the fall of the next academic year and is to follow Special Elections Guidelines. 1. The President shall determine how nominations will be accepted, whether it is by open nomination or by electronic mail. Nominations will open at least one week before elections and will remain open until the election begins, at which point the incumbent president will close nominations.
D. All officers must be elected from among the members of RHA at the time of election. All officers must be residents of the residence halls during the entire duration of their term of office, not including the summer term.

Section 3. Removal of officers of RHA can be accomplished by a 2/3rds vote of General Council.
A. Any vote concerning impeachment shall occur one week following the suggested removal.
B. Discussion is to occur within Hall Governments to determine voting.
C. The voting process will occur by secret ballot in RHA General Council.
D. The RHA Advisor shall facilitate the voting process.

ARTICLE IV. COMMITTEES OF THE RESIDENCE HALL ASSOCIATION

Section 1. Standing Committees.
A. Finance Committee.
1. Shall be chaired by the Administration Coordinator (ADC) and consist of student representatives, one from each Hall Government, elected by their respective Hall Governments. Student staff members shall not hold these positions. 50% + 1 of the total representatives shall be considered quorum for this committee.
2. Shall review all eligible funding requests in the time allotted.
3. Shall approve a slate of funding requests that will be voted on during General Council meetings.
4. Shall meet prior to the General Council meeting at 5:00pm every Monday night that the General Council meeting occurs, unless otherwise specified by the Administration Coordinator (ADC).
B. Events and Leadership Committee.
1. Shall be chaired by the Events and Activities Coordinator (EAC) and consist of the Vice President (VP) and Events and Leadership representatives, one from each Hall Government, elected by their respective Hall Governments.

2. Shall be responsible for planning system-wide programming that promotes leadership, builds community, and fosters diversity.

3. Shall meet weekly at the discretion of the Events and Activities Coordinator.

4. Shall oversee the use of the RHA line-items, if the General Council chooses to utilize line-items.

C. Complaints and Evaluations Committee.

1. Shall consist of three assessors to be appointed by the RHA President, and approved with a 50% +1 by General Council, include no more than one student staff member.

2. Shall be responsible for reviewing all complaints, including those complaining Complaints and Evaluations Committee Assessors, and determining their validity within 7 days of receipt of the complaint.

3. Shall determine validity by majority vote.

4. Shall present all valid Constitutional complaint to General Council at the first meeting following determined validity.

5. Shall issue a written ruling on the validity of a constitutional complaint. This written Ruling shall include a description of the complaint, validity, reasoning, and suggested remedy.

6. The written ruling shall be posted in the RHA Complaints and Evaluation’s Committee Resource Binder that shall be kept by the Advisor of the RHA.

7. Shall present all valid behavioral complaints to the RHA Advisor within 48 hours of determined validity.

8. Shall convene at their own discretion so long as decisions are reached within 7 days of receipt of the complaint.

ARTICLE V. POLICY PROCEDURES OF THE RESIDENCE HALL ASSOCIATION

Section 1. The RHA shall serve as a recommending body to University Housing, other University of Oregon organizations and any other body RHA deems necessary. It will recommend, in writing, new University Housing policies that will be considered by the Director of Housing or Director of Residence Life. If the proposal is rejected or otherwise modified in a way of which the RHA does not approve, the President will meet or otherwise communicate with the Director of University Housing or Director of Residence Life. If, after such contact, the RHA body does not come to a solution that it finds satisfactory and the RHA body wishes to appeal the decision of the Director of University Housing or Director of Residence Life, an appeal can be made with the VP for Student Affairs of the University of Oregon.

Section 2. A majority vote of present voting members shall be required to pass any RHA policy matter, whether internal or external.

Section 3. All policies, except for RHA procedural policy, shall be tabled for one week before being voted upon by the body. The tabled policy proposals will be taken back to the Hall Governments for review.

ARTICLE VI. FINANCE PROCEDURES OF THE RESIDENCE HALL ASSOCIATION
Section 1. Residence Hall Association Finance Committee.

A. RHA shall handle all funding requests through the RHA Finance Committee.

B. The RHA Finance Committee shall determine the priority of expenditures for use of the current year’s funds each new academic year.

C. Any RHA funding request of over $300 shall be tabled for one week before being voted on by the RHA Finance Committee. Tabled funding requests will be taken back to the Hall Governments for review. Any proposal less than $300 may be tabled to discuss with the Hall Governments at the discretion of the RHA Finance Committee.

D. Funding Requests exceeding $200 from groups not affiliated with University Housing shall be tabled for one week before being voted on by the RHA Finance Committee. Tabled funding requests will be taken back to the Hall Governments for review.

E. No one event may request more than $300 in a 31-day period without being tabled for one week for consideration of Hall Governments.

F. If a Hall Government is not able to consider a tabled request, RHA may proceed with action upon the request, providing that at least 2/3rd’s of Hall Governments did consider the action. A Hall Government may submit a written statement on the request. The statement will be a part of the RHA record.

G. The Finance Committee voting body shall consist of 1 vote from each Hall Government. Over 50% of representatives is considered quorum for the Finance Committee. Results will be measured by votes cast rather than votes present.
   1. All votes resulting in more than a 1/3rd vote of approval shall be submitted to General Council for discussion and voting.
   2. All votes resulting in less than or equal to a 1/3rd vote of approval will be returned to the responsible individual with proper explanation as to why funding was denied.
   3. Any vote that does not fall under either of the two listed above shall be considered a split decision and shall be discussed by General Council.
   4. Any Funding Request amount that is amended during the Finance Committee shall be presented to General Council as that amended amount. General Council can choose to amend the amount further and raise it up to the initial asking number should they so choose.

I. All funding requests must be submitted through the RHA website by 5:00pm on the Friday prior to the meeting at which the funds are being requested.

J. RHA shall require an after action report from any group that receives funding from RHA. The report shall be electronically submitted to the Finance Committee, via the RHA website, no later than 1 week after the project’s completion. Additional reports may be required if the project is to take place over an extended period of time.
   1. If such reports are not received in a timely manner, the Finance Committee will use such information when considering future funding requests from that group.

K. The RHA Finance Committee reserves the right to limit funding or amend any funding request in the course of the meeting. Reception of RHA funds requires the recipient(s) to abide by any amendment or other stipulation approved by General Council.

L. General Council and/or the Administration Coordinator and/or the RHA Advisor may withhold or withdraw funding if:
   1. The funding request form was not filled out completely or was filled out with incorrect information.
   2. The Index number is not provided.
      b. Funding cannot be approved until the Index number is provided from the group requesting funds.
   3. After Action Report Guidelines are not followed.
   4. Procedures concerning checkout/checkout of the RHA banner are not properly followed.
   5. The program fails to comply with the stipulation of General Council.
M. Publicity Guidelines.
   1. All groups not affiliated with University Housing that receive funding from RHA must check out a banner from RHA to display at their event.
   2. The RHA Banner must be returned back to the Administrative Coordinator prior to any other events requiring the banner, or RHA General Council meeting, whichever occurs first.
      a. Failure to return the RHA banner, including loss of banner, will require the responsible party to fund a replacement banner.
   3. All advertisements for the sponsored event must be posted at least 7 days before the sponsored event.

N. All groups requesting funding for outside programs/events may only request at most 50% of their total budget from RHA. This encourages outside groups to go to multiple organizations when requesting funding.

ARTICLE VII. AMENDMENT PROCEDURES OF THE RESIDENCE HALL ASSOCIATION

Section 1. All amendments to the RHA Constitution shall be tabled for one week to be voted on by the Hall Governments.

Section 2. Amendments shall be passed by a 2/3rsd vote of General Council.

ARTICLE VIII. BYLAWS OF THE RESIDENCE HALL ASSOCIATION

Section 1. RHA shall reserve the right to create bylaws to this Constitution.

Section 2. No bylaw shall abridge the provisions of this Constitution or any other codes, contract, or law.

Section 3. The bylaws shall be amended by a 2/3rd vote of General Council.

We, the undersigned members of RHA do approve this constitution in the hope that it will effectively provide a basis for promoting self-government in the residence halls and improve the quality of life for all those who live therein.

Approved, June 3, 1996.