

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

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, ethnicity, sex, gender identity, gender expression, sexual orientation, national origin, age, religion, spirituality, disability, political affiliation, socioeconomic status, marital status, parental status, or veteran status.

RHA will comply with the Americans with Disabilities Act (ADA). The Americans with Disabilities Act prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.

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, and one professional University Housing staff member to 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, unless a student staff member position has voided their voting rights via the guidelines in the RHA Addenda B, Subsection G.
- 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 shall have one vote. Each hall may have one student staff member with voting rights, unless these rights have been voided as

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

defined in the RHA Addenda B, Subsection G. 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 an 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.
- 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, National Communications Coordinator (NCC), Leadership Coordinator (LC), Events and Activities Coordinator (EAC), and Administration Coordinator (ADC),).
- 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 members of the General Council or Hall Government may fill the position of President and National Communications Coordinator.
- B. Executive officers of the RHA cannot hold a Hall Government or Cabinet position during their term of office.
- C. All positions, President, NCC, LC, EAC, and ADC 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.
 - 1. The President shall determine how bids will be accepted, whether it is by open nomination or by electronic mail. Nominations will open at least two weeks before elections and will remain open until one week before 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.

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

- A. The suggested removal of any officer must be based on an unfulfilled constitutional duty or based on a behavioral complaint brought forth by the RHA Advisor.
- B. Shall be sent to the RHA Advisor via email explaining the reasoning why that officer should be removed.
- C. The RHA Advisor will then present these reasons in an unbiased manner to the RHA General Council within two weeks of receiving the complaint.
- D. Any Executive Board member allegedly not fulfilling these duties has a right to present to General Council a rebuttal of the claims. As such, the advisor must send the reasoning behind the complaint to the officer no later than 48 hours in advance.
- E. Any vote concerning impeachment shall occur one meeting following the suggested removal.
- F. All impeachment votes are to be tabled so that discussion can occur within Hall Governments to determine voting.
- G. The voting process will occur by secret ballot in RHA General Council.
- H. 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 vote on 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 Wednesday night that the General Council meeting occurs, unless otherwise specified by the Administration Coordinator (ADC).
- B. Events and Activities Committee.
 - 1. Shall be chaired by the Events and Activities Coordinator (EAC) and consist of Events and Activities Representatives (EARs), one from each Hall Government, elected by their respective Hall Governments.
 - 2. Shall be responsible for planning system-wide programming that promotes community building and fosters diversity.
 - 3. Shall meet weekly at the discretion of the Events and Activities Coordinator.
 - 4. Shall oversee the use of the RHA budgetary line-items, if the General Council chooses to utilize line-items.

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

- C. Leadership Committee.
 - 1. Shall be chaired by the Leadership Coordinator.
 - 2. Shall be comprised of one Leadership Representative from each Hall Government.
 - 3. Shall be responsible for planning three RHA Leadership in-services per term.
 - 4. Shall plan at least one Leadership Retreat to be held off campus and one Leadership Conference to be held on campus that is accessible to all residents.
 - 5. Shall meet weekly at the discretion of the Leadership Coordinator.

- D. National Communications Committee
 - 1. Shall be chaired by the National Communications Coordinator
 - 2. Shall be comprised of one RHA Representative from each Hall Government.
 - 3. Shall be responsible for relaying PACURH and NACURH related information to Hall Government.
 - 4. Shall be responsible for helping the NCC craft an RHA Newsletter that will be sent to all Housing Residents.
 - 5. Shall meet every two weeks at the discretion of the National Communications Coordinator.

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 Vice President 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.

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

- 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 or equal to \$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. 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.
- G. If a Hall Government is not able to consider a tabled request, RHA may proceed with action upon the request, providing that at least 2/3^{rds} 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.
- H. The Finance Committee shall determine the approval or disapproval of all requests by majority vote.
- I. The Finance Committee alone has the power to amend a funding request, this will also be done with a majority vote.
- J. General Council can either approve or disapprove of the funding slate as a whole, but does not have the power to amend or address any one request.
- K. Should a funding slate be denied all of the matters on the slate go back to the Finance Committee for their next meeting to be rediscussed, assessed, and voted on.
- L. All funding requests must be submitted through the RHA website by 5:00pm on the Sunday prior to the meeting at which the funds are being requested.
- M. 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.
- N. 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 set by the Finance Committee and approved by General Council.

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

- O. 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.
 - a. Funding cannot be approved until the Index number is provided from the group requesting funds.
 - 3. After Action Report Guidelines are not followed.
 - 4. The program does not abide by the RHA Publicity Guidelines as outlined in Article VI of the RHA Constitution.
 - 5. The program fails to comply with the stipulation of General Council.

- P. Publicity Guidelines.
 - 1. All groups not affiliated with University Housing that receive funding from RHA for an event must follow any advertising stipulations as provided by RHA General Council, the Finance Committee, or the RHA Executive Board, including but not limited to, poster dissemination, using an RHA banner, and acknowledgement of sponsorship.
 - 3. All advertisements for the sponsored event must be posted at least 7 days before the sponsored event.

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 considered by the Hall Governments.

Section 2. Amendments shall be passed by a 2/3^{rds} 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 2/3^{rds} 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.

Amended: November 8, 1996, February 24, 1997, May 5, 1997, February 9, 1998, April 27, 1998, October 12, 1999, October 5, 2000, February 19, 2003, April 30, 2006, and, June 1, 2009, November 2, 2009, November 16, 2009, January 4, 2010, February 1, 2010, February 8, 2010, February 15, 2010, February 22, 2010, March 1, 2010, March

University of Oregon Residence Hall Association - Constitution
Last Amended: Spring 2015

8, 2010, April 5, 2010, April 12, 2010, April 19, 2010, April 26, 2010, May 10, 2010, January 23, 2012, May 28, 2012, June 4, 2012, April 22, 2013, May 13, 2013, June 3, 2013. February 12, 2014, February 19, 2014, February 26, 2014, March 5, 2014, May 7, 2014, November 5, 2014, December 3, 2014, January 14, 2015, January 28, 2015, February, 11, 2015, February 18, 2015, May 13, 2015, May 27, 2015, May 18, 2016