

Buckley Area Council Constitution

We, the residents of Buckley Hall, feeling that cooperation and participation in group living are essential to secure many of the benefits of college life. We desire to form a democratic government which will act as the representative body of Buckley Hall in matters relating to social, cultural, grievance and general student concerns. Therefore, we, the residents of Buckley Hall, established the Buckley Area Council (referred to in this document as BAC).

Article I: Objectives

The BAC shall serve the following objectives:

- To provide programs and special events for the residents,
- To represent the residents in relations with other area councils and with university organizations,
- To improve community relations for betterment of the area.
- And to promote community spirit and campus pride among Buckley residents through programming and oversight of campus issues.

Article II: Council Constituency

The constituency of the BAC shall be all residents of Buckley Hall.

Article III: Membership

Section I: Establishment of Executive Board

The BAC shall have an executive board made up of President, Vice-President, Treasurer, Secretary, Social Chair, and RHA Representative.

Section II: Election of the Executive Board

- Elections shall take place in the beginning of September. Elected officers shall serve for two semesters. Officers shall take their positions immediately after their election to office.
- Each candidate for office shall be nominated during the meeting in which the election is to take place. At this meeting, each prospective candidate has the opportunity to make a short speech on his or her own behalf.
- Voting will be considered by secret ballot. Any open positions will be voted upon at the time of election. A candidate may not run for multiple positions in the same election.
- A period for campaigning for office will be allowed after nominations are accepted. The elected executive board reserves the right to appoint new positions as deemed necessary.

Section III: Establishment of Floor Representatives

1. The BAC shall have 11 floors represented, with an unlimited number of members representing each floor.
2. An Executive Member may also hold a Floor Representatives seat if the seat is vacant. Once a floor representative for the same floor as the executive member the member shall no longer be a floor representative.

Section IV: Duties of the Officers

1. President: The duties of the President shall be as follows:
 - A. To preside over meetings
 - B. To provide good public relations
 - C. To be the Council's spokesperson
 - D. To delegate tasks
 - E. To be ultimately responsible in state and university regulations
 - F. To be familiar with the BAC Constitution
2. Vice President: The duties of the Vice President shall be as follows:
 - A. To take over meetings if the acting President is not present
 - B. To provide public relations
 - C. To be the Council's spokesperson
 - D. To be familiar with the BAC Constitution
 - E. To assist the President by any means
3. Treasurer: The duties of the Treasurer shall be as follows:
 - A. To maintain a complete and accurate record of the income and expenditures of the BAC
 - B. To keep receipts of all payments
 - C. To give a report of all payments
 - D. To give a report indicating the status of the treasury at each meeting
 - E. To seek all University funds available to the BAC and applying for such funds by necessary deadlines and regulations
 - F. To work with all committees in forming budgets, setting limits on expenditures and handling disbursements of funds
4. Secretary: The duties of the Secretary shall be as follows:
 - A. To keep accurate account of organization and executive board proceedings
 - B. To keep an accurate account of membership records
 - C. To distribute meeting minutes
 - D. To notify officers, members of all relevant information
 - E. To keep a record of the constitution, minutes, letters received, letters sent out, and other various reports
5. Social Chairperson: The duties of the Social Chairperson shall be as follows:
 - A. To be responsible for coordinating all advertising for all BAC sponsored events. This includes posters, fliers, newspapers, and radio advertising and any other advertising deemed necessary by the BAC
6. RHA Representative: The duties of the RHA Representative shall be as follows:
 - A. To be present at all RHA meetings
 - B. To act as liaison between the BAC and RHA
 - C. To be an official voting member to the RHA
7. Floor Representative: The duties of the floor representatives shall be as follows:
 - A. To attend all meetings and to report all relevant details of those meetings back to their appropriate floors.
 - B. Act as a liaison between the student body and the Council

Section V: Non-voting members

- USG Senators: The USG Senators shall have those responsibilities stated in the

USG Constitution and shall function as a non-voting member of the BAC, serving in an advisory capacity.

- Advisor: The Advisor of the BAC shall be the Buckley Hall Director. He or she shall attend meetings and provide guidance and assistance to the BAC when requested to do so and he/she shall confer with the BAC in order to help it abide by University regulations and policies.
- The BAC reserves the right to introduce non-voting representatives of the University Programs to the council. Said persons shall handle outside affairs with other University organizations as needed.

Article VI: Voting and Meetings

Section I: Voting Powers

All officers shall have one vote, except in the case of electing new Executive Board members. Here, everyone present shall have one vote for each executive position. Each floor shall also have up to two votes. A floor or Executive Board Member who is unable to attend a scheduled BAC meeting and wishes to vote on a particular issue may submit his/her vote and signature to the Secretary before said vote has been taken.

Section II: Quorum

A quorum shall have 75% of the executive board and at least six floor representatives. However, if floor representatives do not attend, the floor will lose a vote. A quorum is used to get into a vote on a specific topic. Any person can call for a quorum but a quorum. If no quorum is brought about before a vote is called the vote still can continue.

Section III: Voting Procedure

All voting will begin with a voice vote. If a voice vote fails to have a clear winner then it will go to a roll call vote with majority deciding the vote. Any member of the BAC can call for the roll call vote. A tie vote is considered a lost vote because majority was not obtained. The President may break the tie but is not by any means compelled to do so.

Section IV: Meetings

There shall be at least one BAC meeting a week while class is in session. The Executive Board shall also meet once a week to prepare the agenda for the general meeting.

Article VII: General Information

Section I: Emergency Powers

The BAC Executive Officers may grant permission to any organization to use any Buckley common area if the BAC will not have a regularly scheduled meeting before that time.

Section II: Dues

The BAC shall not under any situation ask the Buckley Residents to pay dues. If the BAC needs the money they shall do it through fundraising.

Section III: Resignation

- If any member of the BAC is to graduate, move out of Buckley Hall, or is unable to otherwise perform the duties of their office before or after the set election time, that member's resignation from office is required at their last possible meeting.
- An officer who is to resign must submit a letter of resignation to each Executive Board member and the BAC Advisor. The election to fill that office shall take place at the next meeting after the acceptance of the resignation.

Section IV: Impeachment

- All members of the BAC will be elected with an understanding of their responsibilities regarding the BAC. In view of this, any member who misses more than three BAC meetings in one semester shall be subject to impeachment and removal from the BAC.
- Absences excused by a majority of the Executive Board will not be counted towards these three absences.
- Procedures to begin impeachment and removal will be by two-thirds vote of the BAC.
- Such impeachment procedure may also be brought against BAC members who consistently fail to assist with or attend BAC programs.
- Any impeachment or removal of an officer is to be registered with the Advisor. However, it is the responsibility of the BAC to enforce the removal of an officer who has not fulfilled the responsibilities of office.

Section V: Adoption and Amendment

This Constitution is to be ratified by a unanimous vote of all attending constituents at the meeting in which it is presented. At the beginning of each semester, one copy of this Constitution (which is to be filed in the office of the Hall Director) shall be given to each member of the Council. Other copies may be made available upon the request of constituents.