

HALE AND ELLSWORTH AREA COUNCIL CONSTITUTION
LAST REVISED OCTOBER 7TH, 2005

Article I.

Section 1: Name

The name of this organization shall be the Hale/Ellsworth Area Council.

Section 2: Definition

The Area Council will be recognized as the governing body for the inter-residence hall functions.

Sections 3: Objectives

- A. To provide an effective means of cooperation and coordination among all residents of this residence hall.
- B. To provide an effective means of communication:
 - a. Among residents
 - b. With administration and university faculty
 - c. With other campus organizations
- C. To promote greater interest and sense of responsibility among all residents through participation in student government.
- D. To promote the general welfare of the residents of Hale and Ellsworth
- E. The operations of the Area Council shall not limit the authority of each separate floor within the residence halls except as provided within.

Article II.

Section 1: Membership

- A. Qualifications- The membership of this council will consist of the appointed representatives of each floor (or an alternate), the elected officers, and active Hale and Ellsworth participants.
- B. Duties- The duties of a member are to represent one's floor at Hall Council meetings, to report to one's floor the activities of the council, and to serve on various committees of the council.

Article III.

Section 1: Officers

- A. Presidents
- B. Vice President
- C. Secretary
- D. Treasurer
- E. Publicity Chair
- F. RHA

**All officers have a vote as a representative of their floor. No floor shall have more than one council member cast a vote concerning residence hall business. The president may only vote to break a tie.

Section 2: Duties

- A. President
 - a. Facilitate meetings
 - b. Take charge of important residence hall matters
 - c. Assign duties to other officers
 - d. Sign important documents
 - e. Act as a liaison between the Community Assistants and the Hale/Ellsworth Council
 - f. Attend important campus meetings
 - g. Appoint chairpersons (ex: social, marketing, website, etc).
- B. Vice President
 - a. Facilitate meetings in the President's absence
 - b. Review and update the constitution
 - c. Organize feedback on programming and council effectiveness

- d. Assist with the duties of the President
- e. Handle insurance and other documents
- C. Secretary
 - a. Take notes at all meetings
 - b. Distribute notes to council meetings
 - c. Handle correspondence
 - d. Keep office (should there be one) stocked with supplies
- D. Treasurer
 - a. Collect and refund money
 - b. Pay bills
 - c. Inform council of its financial status
 - d. Work with USG on any issues of funding for the council
- E. Publicity Chair
 - a. Maintain Area Council publicity
 - b. Advertise meeting dates and times to area
 - c. Distribute/delegate publicity for various events

Section 3: Election of Officers

- A. Officers shall be elected at large by Hale and Ellsworth Residents. Any student may put his or her name on the ballot to run for office. The term of office shall be two semesters. Elections shall be held at the beginning of the Fall Term by secret ballot.
- B. In the event that an officer resigns, leaves Hale/Ellsworth Area Council, or is removed through impeachment, new elections for the vacated office will be held at the next regular council meeting. During the interim the remaining officers will fill the responsibilities of the vacated office.
- C. Impeachment
 - a. Any officer, voting member or an alternate may be suggested for removal from office by 2/3 vote of the council at a regular council meeting.
 - b. Reason for removal will involve misuse of one's office and/or failure to fulfill one's obligations as determined by the remaining council members.
 - c. Impeachment process will proceed according to Robert's Rules of Order Revised.

Article IV.

Section 1: Meetings

- A. There will be a minimum of two "weekly" meetings per month.
- B. Additional meetings may be called by the President along with four other members of the council.
- C. Quorum will consist of 50% of the members of the council.
- D. Meetings will be run according to Robert's Rules of Order Revisited.
- E. Any Hale and Ellsworth resident may attend meetings and participate in discussion of issues but only floor representatives (or an alternate) may vote on issues.

Article V.

Section 1: Constitution Ramifications

This constitution becomes effective upon ratification by a majority of voting council members.

Section 2: Constitution Revisions

This constitution shall be examined each year and revised by the executive board and optional constitution review committee members if necessary.

Section 3: Amendments

All amendments of the Constitution must be approved by 2/3 of the council at a regular meeting after having been read and discussed at the previous meeting.