



UConn Residence Hall Association Constitution

Revised December 2005

Article I – Name and Affiliation

- I. This organization will be officially known as the UConn Residence Hall Association, also known as the UConn RHA.
- II. RHA shall be a student advisory board to the Department of Residential Life and Dining Services at the University of Connecticut, Storrs Campus.
- III. RHA shall be affiliated with the National Association of College and University Residence Halls (NACURH) and the North East Affiliation of College and University Residence Halls (NEACURH).

Article II - Purpose

The purpose of this organization is; to build community in the residence hall system; to represent residents by gathering feedback and acting as a liaison between the students and the Department of Residential Life and Dining Services; to encourage students to be actively involved in Residence Hall activities and events; to organize campus-wide programs for residence hall students; to support Area Councils and provide them with Leadership training; to serve as a financial source for campus-wide programming as well as Area Council programming efforts; to represent UConn at regional and national conferences.

Article III - Membership

- I. Membership of this organization consists of all registered University of Connecticut students who are currently living in university owned and operated housing.
- II. General Board and Standing Committee meetings are open to all members.

Article IV – Executive Board

- I. Executive Board Members must serve as active members of the Executive Board, attending all Executive and General Board meetings and all retreats. The President must excuse all absences.
- II. Executive Board Members must serve as leaders and role models in the University and the RHA
- III. All Executive Board Members shall uphold and enforce the current Constitution.
- IV. Executive Board Members must perform all position-specific duties listed in the constitution and in the by-laws.
 - A. President
 1. plan and preside over all General and Executive Board meetings
 2. preside over meetings in a non-biased manner, voting only in the case of a tie, impeachment, or constitutional vote.
 3. organize retreats and elections with the assistance of the advisor(s) and Executive Board
 4. act as a spokesperson for the organization
 5. serve as the RHA liaison with NRHH
 - B. Vice-President of Administration
 1. assume the duties of the President in case of an absence or a vacancy of that office
 2. coordinate organizational record keeping
 3. generate an agenda for each General Board meeting, in consultation with the Executive Board.
 4. take and distribute weekly General Board minutes in a professional and timely manner
 5. keep the RHA office organized and stocked with supplies
 6. responsible for the current up-keeping of the RHA website
 - C. Vice-President of Communication
 1. serve as the liaison with the Area Councils, holding a monthly meeting with the Area Council Presidents
 2. shall attend a minimum of one area council meeting a week
 3. serve as a liaison with Dining Service and Reslife
 4. organizes and plans the RHA Leadership Conference
 5. assumes the responsibilities of the NCC in the case of an absence of that position
 - D. National Communication Coordinator
 1. chairperson of the Delegation committee
 2. ensure that all conference registration forms and fees are submitted on time
 3. attend all conferences RHA decides to send a delegation to

4. serve as a liaison to other schools and organizations, share information with the General Board and coordinate the production of a National Information Center (NIC) report; ensure that national affiliation material and dues are submitted on time.
- E. Vice-President of Programming
 1. chairperson of the Programming committee
 2. plans and runs RHA events
 3. in charge of planning and running RHA community service
- F. Vice-President of Finance
 1. chairperson of the Financial Committee
 2. serves as the contact person for all funding requests
 3. responsible for presenting a budget at the beginning and end of the school year
 4. keep financial records of all RHA accounts and transactions
- G. Vice-President of Promotion
 1. chairperson of the Promotion Committee
 2. responsible for all RHA advertising
 3. appoints the Correspondent with 2/3 approval of the promotion committee
 4. responsible for RHA recruitment

Article V – General Board

- I. All members of RHA are members of the General Board
- II. Any member may speak at meetings and suggest legislation.
- III. Voting rights:
 - A. are only given only to active members.
 - B. active members have only one vote each
 - C. each Area Council has up to two votes
 - D. Active members have to be present at the meeting to vote
- IV. Active Members are either:
 - A. Area Council Representatives
 - B. Members who have attended three consecutive meetings (either General or Committee) in a semester.
 - C. Executive Board members
- V. General Board Duties:
 - A. represent the students living in their area or complex, serving as a liaison between residents and RHA
 - B. serve as an active member of one standing committee, attending all meetings of said committee
 - C. if an Area Council Representative, submit a current Constitution of the Area Council they're representing one month after the Area Council has been established
- VI. General Meetings shall take place on Wednesdays at 7:00pm alternating weeks with committee meetings

Article VI – Standing Committees

- I. All RHA active members are required to be a member of at least one committee
- II. Committee Meetings shall take place on Wednesdays at 7:00pm alternating weeks with General Board meetings; committees can create additional meeting times if necessary
- III. Voting rights in the Committees shall be the same as the General Board Meetings;
- IV. The chairperson of each committee is responsible for taking roll call and recording votes and reporting it to the Vice-President of Administration for record-keeping. They may delegate this responsibility to a member of said Committee if they choose.
- V. RHA includes the following Standing Committees
 - A. Programming Committee
 1. plan and run RHA events
 2. work with other organizations to co-sponsor events
 3. plan and run community service events
 - B. Financial Committee
 1. handles all funding requests from Area Councils
 2. works with the Programming Committee to plan fundraising events
 - C. Promotion Committee
 1. creates at least one RHA newsletter per semester
 2. handles all RHA advertising
 3. responsible for recruitment of new members
 4. runs the executive elections
 5. the Correspondent is responsible for attending all RHA sponsored events to take pictures and create a summary for the newsletter
 - D. Delegation Committee
 1. prepares for regional and national conferences
 2. responsible for any and all conference Bids

Article VII – Area Council Representation and External Representatives

- I. Area Councils have the option of having up to two voting Area Council Representatives. Area Councils Representatives are selected following the Area Council's Constitution. If an area does not have an Area Council, representatives of the community can still participate on the General Board and if cleared with the Area Council Advisor can hold the position of Area Council Representative.
- II. External Representatives
 - A. The Undergraduate Student Government (USG), the Student Union Board of Directors (SUBOG), and the Connecticut Public

- Interest Research Group (PIRG) have the option of having one non-voting representative
- B. Any other organization has the possibility to choose a representative. The motion to add another external representative has to be approved with a 2/3 vote of the RHA General Board.
- C. Representative Duties:
 1. serve as a liaison between their organization and RHA
 2. represent their organization at the General Board Meetings
- III. In the case of a vacancy the Representative position will be filled by their constituency organization
- IV. Neither Area Council Representatives nor External Representatives may assume a position on the Executive Board while holding their position as a Representative

Article VIII – Executive Board Elections

- I. Eligibility:
 - A. be a UConn student residing in university owned and operated housing.
 - B. be in good standing with the University and Reslife
 - C. have a UConn cumulative GPA above 2.25
 - D. once removed from an RHA position; you may not hold any elected position.
 - E. President
 1. candidates must have previously been an active member of the RHA General Board
 - F. Nation Communication Coordinator
 1. candidates must have been to a previous NEACURH or NACURCH conference
 2. the NCC-elect must be able to attend the NACURH natural conference
 - G. if no candidates are found then the experience requirement will be waived for that position
- II. Election Procedure
 - A. candidates must fill out the signature sheet
 - B. must take place in the Spring for the following year
 - C. elections must be campus-wide
- IV. Elections Violations
 - A. An election may be declared invalid if evidence of election procedure violations is presented. A 2/3 vote by the RHA General Board is required to do so.
 - B. Anyone tampering with election materials, verbal or nonverbal, to give an unfair advantage will be deemed as an election violation.

1. If candidate is found responsible, their campaign will automatically be disqualified.
 2. If a non-candidate is found responsible, the issue will be brought before the General Board.
- V. Filling Vacant Positions
- A. the procedure followed is the same as normal election procedure
 - B. Until the position has been permanently filled the President can appoint someone to fill the position temporary

Article IX – Budget and Funding

- I. At the beginning of the year the Executive Board and the advisor(s) will present a suggested budget to the General Board for discussion. Voting will take place at least one week after its presentation to the General Board. A 2/3 vote of the General Board is required for the budget to be approved. Any changes made to the budget throughout the year must be presented to the General Board and approved by a 2/3 vote.
- II. At the end of the year The Executive Board will present a budget to the General Board outlining the remaining funds. This budget requires no vote.
- III. The budget shall include, but is not limited to, the following items:
 - A. Regional and National Conference Attendance
 - B. Programming
 - C. Promotional efforts and events
 - D. Area Council Programming Funds
- IV. Area Councils can request funds from RHA. Area Councils have to fill out a Residence Hall Association Funding Application form and present it at a Financial Committee meeting. Requests have to be approved by a majority vote of the Financial Committee

Article X – Removal of Voting Members

- I. Failure of any member to perform respective duties according to the constitution shall be grounds for removal.
- II. If, at any time, an RHA member fails to remain in good judicial standing with housing, the member will be subject to the impeachment process.
- III. The person undergoing the impeachment process shall receive two weeks notification and have the right to speak before the final vote on their removal. Persons who receive two weeks notification but choose not to attend the meeting where the motion is on the agenda will be assumed to have waived that right.
- IV. Any motion to remove a member from his or her position requires a 2/3 vote of the RHA General Board to pass. The only acceptable votes in an impeachment will be yes or no.

Article XI – Ratification & Amendment of Constitution

- I. All amendments to this constitution must be presented by a Constitution Committee
- II. A Constitution Committee will be formed by a simple majority vote of the General Board; the chairperson will be appointed by the President; all Constitution Committees dissolve at the end of a semester, regardless of the outcome of the committee
- III. The chairperson of the Constitution Committee will present the amendment(s) to the General Board and waive voting rights.
- IV. Voting shall take place at the next General Board meeting.
- V. Amendments require a 2/3 vote of the RHA General Board to pass and shall be considered ratified if passed.

Article XII – Parliamentary Authority, Quorum and Meeting Agenda

- I. The parliamentary authority for this organization shall be Robert's Rules of Order, Newly Revised. If that authority conflicts with this constitution, the RHA constitution will take precedence. A copy of Robert's Rules of Order can be found at <http://www.constituion.org/rror/rror-00.htm> or at the Library on campus.
- II. Quorum for the General and Executive Boards will be 1/2 +1 members who are currently elected and installed.
- III. General Board Meeting Agenda will include the list below:
 - A. Roll Call – to approve minutes
 - B. Old Business – for previous/tabled discussions
 - C. New Business – all new motions on the floor
 - D. Adjournment – only to adjourn the meeting

Article XIII – Non-Discrimination

- I. RHA celebrates differences and does not discriminate on the basis of ethnicity, creed, national origin, religion, gender, sexual orientation, disability or age.