

**University of North Texas
Residence Hall Association Constitution**

Preamble

We, the residents of the University of North Texas residence halls, in recognition of the need for a democratic organization for the effective maintenance and improvement of residence life, do hereby establish this constitution.

Article I: Name and Purpose

Section 1:

The name of this organization shall be the Residence Hall Association (RHA).

Section 2:

The purpose of the Residence Hall Association shall be to provide:

- A. A better living atmosphere within the hall system.
- B. A voice to the university concerning its policies and current issues.
- C. Leadership development of the RHA members.
- D. Education and strength in individual hall governments in the areas of programming, policy making, and idea exchange.
- E. A voice to the housing department concerning regulations.

Article II: Meetings

Section 1:

The General Assembly (GA) shall be the collective meeting of the membership for legislative purposes.

Section 2:

The General Assembly shall convene every other week.

Section 3:

- A. The Legislative Committee of the RHA shall convene with the RHA Vice President on the alternate weeks of the General Assembly. The Legislative Committee shall consist of the hall vice-presidents and the hall RHA Representatives.
- B. The hall presidents shall convene with the RHA President on the alternate weeks of the General Assembly.
- C. The hall secretaries shall convene with the RHA secretary on the alternate weeks of the General Assembly.
- D. The hall treasurers shall convene with the RHA treasurer on the alternate weeks of the General Assembly.

Section 4:

The Executive Board shall meet not less than once a week.

Section 5:

Emergency sessions of the GA may be called by the President or by a two-thirds (2/3) majority of the assembly.

Article III: Membership**Section 1:**

All persons currently living in a residence hall are members of the Residence Hall Association.

Section 2:

Membership shall be divided into three (3) active categories: executive, voting, and non-voting. Executive is designated as the RHA Executive Board. Voting membership is extended to the executive hall association members. Non-voting members of the GA shall be the RHA advisors, residents, Residence Life Advisors (RLAs), and alumni.

Section 3:

Executive officers shall include the President, Vice-President, Secretary, Treasurer, and National Communications Coordinator (NCC). The NCC shall be appointed by a standing committee. The committee shall be comprised of the incoming RHA Executives who will share terms with the NCC, RHA advisor and 2 ex-officio members (outgoing NCC and RHA President), with the approval of the General Assembly. All other executive officers shall be elected by popular majority in the General Assembly.

Section 4:

- A. The following hall governments shall send voting members to the RHA General Assembly provided the residence hall has an existing hall government: Bruce Hall, Clark Hall, College Inn, Crumley Hall, Honors Hall, Kerr Hall, Legends Hall, Maple Street Hall, McConnell Hall, Mozart Square, Santa Fe/Traditions, Victory Hall, and West Hall.
- B. Santa Fe/Traditions Hall Association (SFTHA) shall be allotted one extra position (vice-president), because it is representing two different communities.
- C. Santa Fe/Traditions Hall Association (SFTHA) shall be the only hall association extended this courtesy.

Article IV: Amendments**Section 1:**

Any proposed amendment to this constitution must be:

- A. Submitted in writing by a voting member or Executive Officer
- B. Introduced one GA prior to being voted on
- C. One copy per hall
- D. Passed by Legislative Committee (LC)
- E. Resubmitted to the General Assembly (GA) for vote

Section 2:

A proposed constitutional amendment must receive a two-thirds (2/3) favorable vote from the assembly to be ratified after passing through Legislative Committee (LC).

Article V: Ratification

Section 1:

Upon ratification, this constitution shall render all previous constitutions of this assembly null and void, and shall supersede all hall constitutions when in conflict.

Article VI: Bylaws

Section 1:

The RHA shall be empowered to create by-laws as deemed necessary by the assembly.

Section 2:

Proposed by-laws may be presented at any regular GA meeting and passed with a favorable majority of a quorum (half plus one of all voting members).

Article VII: Proceedings

The RHA legislative body shall be governed by Robert's Rules of Order.

Article VIII: Clarification of Terms

Section 1:

A quorum is half of all voting members plus one, with at least one-half ($\frac{1}{2}$) of the halls represented. A quorum must be present to act on any legislation.

Section 2:

A favorable vote of the assembly is half plus one of all the voting delegates.

Section 3:

A two-thirds vote of the assembly is $\frac{2}{3}$ of all voting delegates.

Article IX: Not-for-Profit Statement

This is a not-for-profit organization.

Article X: Statement of Non-Discrimination

This organization shall not discriminate on the basis of age, color, ethnicity, gender, national origin, disability or handicap, race, religion, sexual orientation, Vietnam Era veteran status. This policy will include, but is not limited to, recruiting, membership, organization activities or opportunities to hold office.

Article XI: Statement of Non-Hazing

This organization will not engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

Article XII: Statement of Compliance with Campus Regulations

This organization shall comply with all University and campus policies and regulations and local, state, and federal laws.

**University of North Texas
Residence Hall Association Bylaws**

Article I: Advisor

This assembly shall have as its advisor a full time employee of the UNT Department of Housing and Residence Life as appointed by the Associate Director of Housing. This advisor shall be a executive member with no voting rights.

Article II: Assembly Structure

Section 1:

The Executive Board shall be the central body to the General Assembly (GA).

Section 2:

The GA shall be the representative voice of all residents of the UNT residence halls. Each hall shall have five (5) voting members. These members will be the hall's executive board members (President, Vice-President, Secretary, Treasurer, and RHA Representative). Each voting member is entitled to one vote in the GA.

Section 3: Legislative Committee

- A. Membership shall be composed of the vice-presidents and RHA representatives from each hall, who shall cast one vote each.
- B. All LC meetings shall be open to all residence hall students.
- C. A quorum in committee must be present to act on any legislation.
- D. The Legislative Committee shall be empowered to act on legislation in the following ways:
 - 1. To act upon all legislation in the form of a friendly amendment as well as being empowered to create legislation to be presented to the GA.
 - 2. Report legislation to the General Assembly in a favorable manner. This shall be done by at least 2/3 of members present voting in favor of the legislation.
 - 3. Report legislation to the General Assembly in an unfavorable manner. This shall be done by at least 1/3 of members present voting in favor of the legislation but not more than 2/3 voting in favor.
 - 4. Kill any legislation the LC deems unworthy of pursuit in the RHA General Assembly. Killing requires a 2/3 majority in the LC voting against the legislation.
 - 5. Any killed legislation may be resurrected in the General Assembly by a 2/3 majority. Any resurrected legislation will be debated in the traditional fashion as per Roberts Rules of Order.
 - 6. The RHA Vice-President shall be the presiding officer.
 - 7. The Vice President of RHA, when in LC, may only vote to break a tie.

Section 4: Standing Committee

- A. Standing Committees are committees deemed necessary by the RHA President to address the needs of the GA and all residence hall students.
- B. All committee chairs shall be appointed by the RHA Vice-President, after consulting with the RHA Executive Board. All committee chairs shall be responsible to the Vice-President.

- C. A committee may be given inactive status by a majority vote of the members of that committee.
- D. Any legislation created by a standing committee must be acted upon by the Legislative Committee prior being presented to the GA.

Article III: Duties of the Elected Officers

Section 1: The President Shall:

- A. Be the official representative of this assembly.
- B. Preside over the meetings of the GA.
- C. Be the chair of the Executive Board.
- D. Shall attend or appoint a representative to necessary committees, boards or functions within the university.
- E. Be responsible for instigating impeachment proceedings.
- F. Grant emergency legislation status at her/his discretion.
- G. With the help of the Executive Board, establish short and long term goals of this assembly.
- H. Meet with the hall presidents on alternating weeks of the RHA GA.
- I. Vote in GA in the event of a tie, to break the tie.
- J. Have veto power on legislation passed in the GA.
- K. Assign legislation a number and refer it to committee.
- L. Meet with the RHA Advisor regularly, not less than every other week.
- M. Meet with the Director of Housing monthly.
- N. Appoint Parliamentarian (with GA approval) when necessary to maintain Robert's Rules of Order.
- O. Assume all other responsibilities of the president as described in Robert's Rules of Order, and be responsible for upholding this constitution.

Section 2: The Vice-President Shall:

- A. Assume the office of the President in the event the President is rendered unable to fulfill her/his constitutional duties.
- B. Coordinate the affairs of the standing committees.
- C. Help coordinate the activities directly sponsored by this organization.
- D. Preside over the Legislative Committee, and meet with the LC on alternating weeks of the RHA GA.
- E. Be responsible for upholding this constitution and assume all other duties of the vice-president as described in Robert's Rules of Order.
- F. Compile and distribute Hall Reports that are submitted by RHA Reps the week before GAs.

Section 3: The Secretary Shall:

- A. Be responsible for maintaining all records of the RHA.
- B. Keep accurate minutes of all meetings of the GA and Executive Board meetings.
- C. Keep accurate attendance records of the GA.
- D. Keep accurate membership records.
- E. Carry on all correspondence necessary to the organization as assigned by the President.
- F. Be responsible for reporting RHA information and events to the news media.

- G. Arrange notices for the GA meetings.
- H. Meet with the hall secretaries on alternating weeks of the RHA GA.
- I. Maintain an RHA notebook with all necessary and pertinent information.
- J. Maintain current copy of each hall's constitution.
- K. Uphold this constitution and assume all other duties of the secretary as described in Robert's Rules of Order.

Section 4: The Treasurer Shall:

- A. Account for all financial affairs of this assembly.
- B. Keep accurate records of funds distributed by the RHA.
- C. Supervise the budget in cooperation with the Executive Board and the RHA Advisor.
- D. Supervise all vouchers and requests for money pertaining to the RHA budget.
- E. Make all financial reports necessary to the UNT officials and executive board members.
- F. Present a written financial report to the GA upon request of the assembly.
- G. Meet with the hall treasurers on alternating weeks of the RHA GA.
- H. Maintain current copies of each hall's budget.
- I. Uphold this constitution and assume all other duties of the treasurer as described in Robert's Rules of Order.

Article IV: Duties of Appointed Officials

Section 1: The NCC Shall:

- A. Make a monthly report to the GA concerning the activities of UNT in NACURH, SWACURH and TRHA.
- B. Appoint an assistant when needed with the approval of the President.
- C. Be the official representative of UNT and this organization at all conferences.
- D. Compile a type-written post conference report consisting of conference evaluations (by delegates & advisors) and comments on the delegation and how to improve conference performance in the future. The report must be submitted to the RHA Advisor no later than one month after each conference with the exception of NACURH in which the report would be due prior to the annual SWACURH conference.
- E. Compile and turn in an NIC report prior to attending the NACURH conference.

Article V: Duties of Membership

Section 1: The Executive Board

- A. Shall provide leadership and assistance to the GA members.
- B. Shall represent the GA to various campus, state, and national organizations.

Section 2: The General Assembly

- A. Shall represent the residents of their respective halls.
- B. Recognize and correct problems of interest to the residents.

Article VI: Election Code

Section 1: Requirements for candidacy for hall and RHA Executives.

- A. Hall elected positions shall require a 2.25 UNT cumulative GPA.
- B. RHA Executives shall have a 2.50 UNT cumulative GPA and must have one semester of participation in RHA.
- C. The RHA President must have one previous semester of experience as an RHA or hall executive officer at the University of North Texas.
- D. Any RHA executive candidates with between a 2.50 and a 2.25 UNT cumulative GPA may run for office with the written consent of the RHA Advisor. If consent is given and the person is elected they are on probation for one long semester to bring their UNT cumulative GPA to the minimum requirement. If they fail to raise their UNT GPA to the minimum requirement at the end of the probationary period they will be removed from office.
- E. No RHA position may concurrently be held by a Residence Life Advisor (RLA).
- F. All GPA requirements shall be waived for first semester UNT students.

Section 2: Dates for filing for office and elections.

- A. Filing for a RHA executive office shall begin at 8:00 a.m., the first Monday in March, and continue until 5:00 p.m. the last Friday in March. Applications must be turned into the RHA Advisor.
- B. RHA elections shall be held on a date set by the RHA Advisor and announced by the first General Assembly of the Spring semester.
- C. Hall elections shall occur exactly two weeks after the RHA elections, except for those halls that have their own constitution.
 - 1. Hall elections will take place on separate dates agreed on by RHA President; Hall President and advisor; and the RHA advisor.
 - 2. Dates must be agreed upon at least two weeks prior to elections.
- D. Hall officer candidates may file for office with their hall advisor from 8am Monday to 5pm Friday the week preceding the election.

Section 3: Rules for Election

A. RHA Election

- 1. All votes in this election shall be cast by secret ballot.
- 2. All Executive officers, except the President, shall vote in this election.
- 3. In case of straight tie, President shall cast one vote to break tie, unless the President is running for the position that is tied.
- 4. Candidates' speeches shall be no more than three (3) minutes.
- 5. Each office shall have no more than a three (3) minute question and answer period.
- 6. In the event no candidate receives a majority a runoff shall be held at the same meeting between the top two candidates.
- 7. The term of office for all elected officers shall begin at the close of the NACURH conferences. The newly elected officers will serve in transitional periods until that time.
- 8. The RHA Advisor and the RHA President shall count the ballots in the election. If the President is running for a position, the RHA Advisor will appoint another person to count the ballots.

B. Rules for Campaigning

1. Bids are due to the RHA President seventy-two (72) hours before the officer meeting prior to elections. In the case of the President running for any position, the bids will be submitted to the RHA Advisor.
2. All bids must be typed, no bigger than 12pt. font, and be on 8 ½ x 11 sheets of paper
3. The following must be included in the bid:
 - a. Title Page that includes Name, Position running for, and Picture of self
 - b. Personal statement that includes Classification, Major, Academic Standing, Goals, etc.
 - c. Hall Involvement, programs, etc.
 - d. Letter of Recommendation from hall Advisor
4. Bids cannot exceed five (5) pages in length, and may include pictures from programs.

B. Hall Elections

1. Campaigning may begin at 8am the Friday before elections. Any advertising must adhere to current policies in that hall.
2. No campaigning will be allowed in the lobby area on the day of the elections.
3. A secure ballot box shall be placed at the front desk from 8am to 8pm in each hall on the day of the election.
4. The advisor to the hall association and the President of the hall association (if not running for any hall association office) shall be responsible for counting the ballots. If hall president cannot attend, any other hall executive officer (not running for office) may attend. No one else shall be admitted into the counting area until the results are completed.

Section 4: Election Review Board

- A. Any discrepancies or calls for recount shall be brought before an elections and Rules Review Board.
- B. This board shall consist of the RHA Advisor (who shall chair the board), the RHA President, and two members chosen at the Chair's discretion.
- C. This board shall have the power to resolve conflicts and/or questions in the election code, constitution, and other matters requiring official clarification.
- D. Decisions of the board will be made by a majority vote.
- E. Once a matter has been referred to this board all decisions are final.

Article VII: Legislation

Section 1: Numbering

- A. Legislation created in committee shall be assigned a number by the President prior to being presented to the GA.
- B. All legislation must be assigned a number to be determined by; semester-year-numerical piece of legislation (i.e. the fourth piece of legislation during the Spring semester of 2004 would be assigned the number S-04-4). All legislation must be assigned a number by the RHA President within two business days of being received.

Section 2: Presentation

- A. All legislation is due to the RHA President and the RHA Vice-President seventy-two (72) hours before the GA at which the legislation is to be introduced. All legislation must be typed.

- B. The legislation will be introduced to the General Assembly at the GA the week before it goes to Legislative Committee.
- C. All legislation must be approved by the Legislative Committee before being submitted to the GA for a final vote.
- D. When the proposed legislation goes to the GA for a final vote, each hall must have a copy.
- E. The time limit of discussion and question and answer periods at the GA will be at the discretion of the chair and not to exceed a maximum of ten minutes per piece of legislation, with each individual speaking no more than two minutes.
- F. All financial legislation must contain an itemized list of expenses at time of presentation.
- G. A quorum must be present to act on any legislation.

Section 3: Emergency Legislation Status

- A. Emergency Legislation Status may be granted by the President.
- B. Emergency Legislation will not be sent to LC.
- C. Emergency Legislation will be introduced, presented, discussed and voted on in the same meeting.
- D. Every hall association present must receive a copy of the legislation or resolution.

Article VIII: Vacancy of Office

Section I:

Should the office of President become vacant, the Vice-President shall assume the office of President.

Section 2:

In the event that any other office should become vacant, the President shall appoint a replacement. This appointment must be made within three (3) weeks of the vacancy if the vacancy occurs during the fall or spring semesters, or the position shall be taken before the assembly by the President for a special election. If the vacancy occurs during the summer, the vacancy must be filled by the first General Assembly or the position will be filled by a special election.

Section 3:

In the event of a vacancy of both the President and the Vice-President, the RHA Advisor shall take an appropriate course of action to fill the vacancies.

Article XIII: Attendance

Section 1: Residence Hall Association General Assembly

- A. One (1) unexcused or two (2) excused absences shall result in an officer's voting rights being suspended for the remainder of the semester.
- B. To receive credit as an excused absence, the voting member must notify the Secretary of RHA as well as their respective RHA Executive Officer no later than twelve (12) noon on the day of the General Assembly, giving a reason for the absence. A proxy must also be sent to the General Assembly.

C. If a voting officer loses her/his voting rights, and a new officer is thereafter appointed, the new officer is required to attend one (1) RHA meeting in order to reacquire voting rights for the office.

Section 2: Residence Hall Association Officer Meetings

A. One (1) unexcused or two (2) excused absences shall result in an officer's voting rights being suspended for the remainder of the semester.

B. To receive credit as an excused absence, the voting member must notify the Secretary of RHA as well as their respective RHA Executive Officer no later than twelve (12) noon on the day of the Officer Meeting, giving a reason for the absence. A proxy must also be sent to the Officer Meeting. .

C. If a voting officer loses her/his voting rights, and a new officer is thereafter appointed, the new officer is required to attend one (1) RHA meeting in order to reacquire voting rights for the office.

Article XIV: Removal of Officers

Section 1:

Any officer may be removed from office by a two-thirds (2/3) vote of the assembly if:

A. He/She is not performing her/his constitutional duties.

B. Her/His actions are not in the best interests of this association.

C. He/She misses three (3) GA meetings in one semester.

D. He/She fails to maintain a 2.5 UNT cumulative GPA while in office.

Section 2:

All charges must be submitted in writing to the RHA Secretary and must be signed by those submitting them. If the charges are against the RHA Secretary, then they should be submitted to the RHA Advisor. Charges may be submitted by any member.

Section 3:

Voting on the removal of an officer shall be by secret ballot and announced during the same meeting.

Section 4:

The President shall preside over this balloting, if the President is not the officer being charged.

Section 5:

No officer may preside over her/his own removal proceedings.

Article XVI: RHA Affiliations

Section 1: Off-campus Affiliations

A. The UNT RHA shall house the National Residence Hall Honorary (NRHH) as a chapter office. The RHA Constitution shall supersede the NRHH constitution in the event of a conflict.

B. This organization shall, in an effort to continue towards excellence, remain affiliated with the

National Association of College and University Residence Halls (NACURH), The Southwest Association of College and University Residence Halls (SWACURH), and the Texas Residence Hall Association (TRHA).

Article XVII: General Assembly Themes

Section 1: Hall Association General Assembly Themes

- A. Themes cannot imply, suggest, or promote illegal, explicit, or discriminatory behavior, unless the Hall Association can prove that the General Assembly theme will aid in the educational value of the General Assembly and the RHA Advisor deems the General Assembly as okay.
- B. Hall Associations must submit their General Assembly theme to their Hall Association Advisor seven (7) days prior to the Hall Association General Assembly.
- C. The Hall Association Advisor has the right to deny any General Assembly theme, if the Advisor gives reasonable cause.
- D. In the event that the Hall Association Advisor denies the theme, the Hall Association may appeal to the RHA Advisor but be prepared to discuss an alternative theme.

Section 2: RHA General Assembly Themes

- A. Themes cannot imply, suggest, or promote illegal, explicit, or discriminatory behavior, unless RHA can prove that the General Assembly theme will aid in the educational value of the General Assembly and the RHA Advisor deems the General Assembly as okay.
- B. The RHA Vice President must submit the RHA General Assembly theme to the RHA Advisor seven (7) days prior to the RHA General Assembly.
- C. The RHA Advisor has the right to deny any RHA General Assembly theme, if the Advisor gives reasonable cause.
- D. In the event that the RHA Advisor denies the theme, the theme may not be used.