

**WEST VIRGINIA UNIVERSITY
RESIDENCE HALL ASSOCIATION
SPECIAL RULES 2017-2018**

**ARTICLE I: THE WEST VIRGINIA UNIVERSITY RESIDENCE HALL
ASSOCIATION (RHA)**

SECTION 1. VOTING PROCEDURE. During voting procedure:

- a) All presenters are to leave the room
- b) Halls will be called upon alphabetically,
- c) Voting can be done three ways: via placard, via roll call, or via acclamation.
 - i) During a placard vote, each Residence Hall will have one vote, for a total of twelve (12) votes.
 - 1) Placard votes should only happen if all three (3) Voting Members of a respective Residence Hall are in agreeance of which way they should vote. If this is not the case, a roll call vote should be taken.
 - 2) Votes cannot be taken via placard unless quorum is met, which shall be defined as eight (8) halls having at least $\frac{2}{3}$ attendance, or at a minimum sixteen (16) Voting Members
 - 3) Each hall will have four options: yes, no, abstain, pass,
 - (a) A *yes* vote shows support for all parts and/or stipulations of a measure, while a *no* shows opposition to any or all parts of a measure,
 - (b) An *abstain* vote shows neither support nor opposition to a measure,
 - (c) A *pass* vote moves the entire hall's vote announcement to the bottom of the alphabetical list,
 - 4) $\frac{1}{2}$ -plus-one of all Residence Halls in attendance must vote in favor for the vote to pass, unless it is a financial measure, in which a $\frac{2}{3}$ -plus-one vote is required for passage.
 - 5) The RHA President will break $\frac{1}{2}$ ties and $\frac{2}{3}$ ties, if necessary.
 - 6) One representative from each hall will announce the vote total for the hall on behalf of all representatives
 - ii) During a roll call vote, each Voting Member will have one vote, for a total of thirty-six (36) votes.
 - 1) Votes cannot be taken via roll call unless quorum is met, which shall be defined as twenty-four (24) Voting Members.
 - 2) Each Voting Member will have four options: yes, no, abstain, pass,

- (a) A *yes* vote shows support for all parts and/or stipulations of a measure, while a *no* shows opposition to any or all parts of a measure,
 - (b) An *abstain* vote shows neither support nor opposition to a measure,
 - (c) A *pass* vote moves the entire hall's vote announcement to the bottom of the alphabetical list,
 - 3) $\frac{1}{2}$ -plus-one of all Residence Halls in attendance must vote in favor for the vote to pass, unless it is a financial measure, in which a $\frac{2}{3}$ -plus-one vote is required for passage.
 - 4) The RHA President will break $\frac{1}{2}$ ties and $\frac{2}{3}$ ties, if necessary.
- iii) During an acclamation vote, the RHA General Body will vote as one unified voice, symbolic of overall acceptance or rejection of a measure.
 - 1) Votes cannot be taken via roll call unless quorum is met, which shall be defined as twenty-four (24) Voting Members.
 - 2) If any Voting Members shows opposition to a measure that is being voted on via acclamation, the vote automatically fails.

SECTION 2. COMMUNITY COUNCILS.

- a) In order to carry-out RHA's mission and purpose, as defined in Articles II and III of the RHA Constitution, in the most full and efficient manner, the general structure of the twelve (12) Community Councils (hereafter "CC") shall be roughly standardized as follows:
 - i) There shall be one CC for each Residence Hall, which shall be known as (alphabetically) Bennett Tower CC, Boreman Hall CC, Braxton Tower CC, Brooke Tower CC, Dadisman/Stalnaker Halls CC, Honors Hall CC, Lincoln Hall CC, Lyon Tower CC, Oakland Hall East CC, Oakland Hall West CC, Seneca Hall CC, Summit Hall CC.
 - ii) Each CC should meet at least bi-weekly during time periods that do not conflict with prior-scheduled RHA General Body Meetings at the discretion of each individual Residence Hall.
 - iii) Meeting times for each month should be communicated to the RHA President and RHA Secretary by the end of the last week of the month prior to the month of the meeting dates in question.
 - iv) Each CC shall have at least the following four (4) Community Council Board positions (or officers): President, Administrator, and two (2) RHA Representatives.

- 1) The Community Council President shall be the head of a respective Residence Hall's CC. Duties of the office, powers of the office, and requirements to hold the office shall include, but not be limited to, those outlined in Article V, Section 2 of the RHA Constitution, however, confined to the CC level.
 - 2) The Community Council Administrator shall be a hybrid officer role comprising of tasks commonly associated with both an organization Secretary and Treasurer. Duties of the office, powers of the office, and requirements to hold the office shall include, but not be limited to, those outlined in Article V, Section 4 of the RHA Constitution, however, confined to the CC level.
 - 3) Two (2) RHA Representatives shall exist for each CC to serve as the direct and permanent liaison between each Residence Hall's CC and the RHA General Body. Duties of the office, powers of the office, and requirements to hold the office shall include, but not be limited to, those outlined in Article IV of the RHA Constitution.
 - 4) Additional duties and powers may be added and/or removed from the above four (4) positions at the discretion of the RHA Executive Board.
- v) The above four (4) positions shall be elected by each respective Residence Hall in a manner that they determine is best fit. All elections must take place at least ten (10) days before the the first RHA General Body Meeting or RHA General Body Retreat, whichever comes first.
 - vi) At a minimum, residents interested in any of the above position must complete and turn in an application form to their Residence Hall Coordinator (hereafter RHC) no later than three (3) days prior to the scheduled date for their respective CC's elections.
 - vii) The above applications shall be created by the RHA Executive Board, in order to ensure at least of basic level of standardization, qualification, and efficiency. Applications shall be distributed to the RHCs no later than three (3) days prior to move-in day.
 - viii) More Community Council Board positions may be created and filled at the discretion of each individual Residence Hall.

SECTION 3. MEMBERSHIP.

- a) The RHA General Body shall be made up of thirty-six (36) Voting Members from each of the respective twelve (12) Residence Halls.
- b) Each Community Council Board President shall serve as an RHA General Body Member.

- c) Both of the Community Council RHA Representatives shall serve as RHA General Body Members.
 - i) Therefore, a Residence Hall in ‘full’ attendance at an RHA General Body Meeting shall include the Residence Hall’s two (2) RHA Representatives and CC Board President.
- d) Attendance at RHA General Body meetings is mandatory for Voting Members. Absence from three (3) meetings without a formal excuse letter shall result in expulsion of the Voting Member.
 - i) The RHA Secretary shall oversee all matters in regards to attendance of Voting Members.
 - ii) All formal excuse letters must be sent to both the RHA President and RHA Secretary at least forty-eight (48) hours in advance of each General Body Meeting
 - 1) Exceptions and Emergency situations will be reviewed by the RHA Executive Board and RHA Advisors on a case-by-case basis.
- e) In the event of an unfilled Voting Member position, the next-highest Community Council Board member who is not already required to attend General Body meetings shall serve as a Voting Member. All fillings of Voting Member vacancies must first be approved by the RHA Executive Board and RHA Advisors.

SECTION 4. PROPOSAL ACCOUNTABILITY.

- a) If a sponsor receives funding from RHA, the sponsor:
 - i) must submit an OTM General Program Nomination form as accountability and recognition through the West Virginia Chapter of the National Residence Hall Honorary (hereafter NRHH) no later than two weeks after the conclusion of the program,
 - ii) must submit all receipts to the Treasurer at the first RHA meeting after purchase.
- b) If the above demands are not met, and the sponsor:
 - i) is an individual resident, group of residents or organization, the sponsor(s) will be placed on probation, and will need to follow additional executive measures in order to submit proposals for the duration of the semester.
 - ii) is a Community Council, the sponsor(s) will be fined \$50 from the hall account for the first offense and \$100 for the second offense.

SECTION 5. RHA EXECUTIVE BOARD.

- a) The Executive Board of the RHA shall consist of the positions outlined in Article V, Sections 1-6 of the Constitution.
- b) If an Executive Board Member should fail to fulfill their duties and maintain status as called for by Article V, Section 7, he or she may be asked to step down from their position at the discretion of the acting RHA President and/or RHA Advisor.
- c) In the event that the acting President of the RHA should step down from his or her post:
 - i) The acting Vice President shall act as RHA President until a general election is called by the body of the RHA as seen fit.
 - ii) If both the President and the Vice President are indisposed, the National Communications Coordinator (NCC) will henceforth call the business meeting to order.
- c) In the event that the Vice President, Secretary, NCC, or Treasurer should step down
 - i) The President, acting under the supervision of the advisor, shall decide to:
 - 1) Appoint a new officer in the place of the leaving officer
 - 2) Hold a general body election of the RHA to choose a new officer
 - 3) Assign the duties of the former officer to another acting member of the Executive Board.
- d) Should any changes be made to the RHA Executive Board or its members, it should be announced at the next business meeting of the RHA at the discretion of the President and Advisor. .