

Bylaws of the American University Residence Hall Association

The Residence Hall Association (RHA) of American University shall be the community government for, and within, each residence hall. The Residence Hall Association shall represent and advocate for the rights, enjoyable campus experience and wellbeing of all resident students, provide programming to benefit the residential community, and strive to build a greater sense of community among all residents of American University residence halls.

If you wish to receive accommodations for a disability, please notify the Executive Board and RHA Advisor with a letter from the Academic Support Center. All reasonable accommodations will be made.

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Title One - Structure and Governance

ARTICLE I. The General Assembly

Section i. Composition and Membership

Subsection 1. The voting membership of GA shall be composed of representatives chosen by the residents of the various halls which shall include the Hall Council Senators and Hall Council Presidents; Members of the RHA Executive Board; and Administrative Boards shall be members in a non-voting, ex-officio capacity unless otherwise prescribed a vote as a presiding officer.

Subsection 2. Representatives of the General Assembly shall not be permitted to simultaneously hold any Executive Branch office that requires confirmation by the General Assembly.

Section ii. Meetings and Rights

Subsection 1. Meetings of GA shall meet regularly, no fewer than once monthly, at a uniform time and place to transact the business of the organization as determined by the President, the time and location of which shall be publicized and GA shall never meet in secret.

Subsection 2. All meetings of the GA shall be held in a suitable location. Meetings shall be publicly announced at least forty-eight (48) hours in advance.

Subsection 3. Special or Emergency Meetings of the General Assembly may be called by the President or by one-third (1/3) of the GA. Members shall be notified of such meetings at least forty-eight (48) hours in advance.

Subsection 4. Business may only be conducted in the presence of a quorum which consists of a simple majority of voting GA members or their designated proxies.

Subsection 5. The RHA Advisor shall have full speaking privileges, but shall not make motions or vote. Any other individual may be granted speaking rights by GA.

Subsection 6. Only the members of the Hall Council delegations to GA or their designated proxies may have the right to vote on legislation before GA.

Section ii. Chair of the General Assembly

Subsection 1. The President shall be Chair of the General Assembly, but shall have no vote, except in the case of a tie.

Subsection 2. In the absence of the President as the Chair the order of alternative chairs shall be as follows:

- I. The Vice President of Administration and Finance followed by the most senior officer present listed in the line of temporary succession for the Office of the President, who shall only be able to vote in the case of a tie.
- II. The most senior member of the GA present as determined, who shall be able to vote as they normally would.

- A. Seniority of members of the General Assembly shall be determined primarily by length of service, in years, in the General Assembly.
- B. If two (2) or more members have the same length of service, the following, in order from most to least, shall be more senior:
 1. Former Executive Board Members
 2. Committee Chairs
 3. Hall Council Presidents
 4. Members representing communities with larger populations
 5. Members whose surnames come earlier alphabetically
 6. Members whose given names come earlier alphabetically

Section iii. Plenary and Implied Powers

Subsection 1. GA shall be the supreme legislative body of the RHA and shall have legislative authority over the internal policies, advocacy initiatives, financial allocations, budgeting, and programming of the RHA.

Subsection 2. GA shall be empowered to confirm appointments, create standing and select committees, amend and approve the governing documents of the organization, ensure proper function, hear reports from the Executive Branch and shall be the primary authority on discipline and conduct within the organization.

Subsection 3. The GA shall take all legislative action which shall be necessary and proper for carrying into execution the aforementioned powers and all other powers vested by the Constitution and these Bylaws, except ex post facto legislation.

Subsection 4. GA may also impose sanctions for disruptions of its meetings and committee proceedings. Upon election and acceptance of a position within GA, the members are bound to abide by all rules of order and ethics decided by the organization.

Section v. Attendance and Proxies

Subsection 1. Members of GA shall be required to attend all meetings of full GA and all Committees they sit on, members may receive their attendance excused from the President or the committee chair, respectively. If any member sends a Proxy, they shall be considered in attendance. If any member is absent from three such meetings without sending a proxy or getting absences waived, they shall be suspended and referred to a Ad-hoc Select disciplinary Committee.

Subsection 2. Committee absences do not require nor allow proxies.

Subsection 3. Proxies must live in the same residence hall as the absent GA member and they must announce during roll call that they are a proxy for said absent member.

Subsection 4. Proxies shall have the same rights and privileges as the member during the meeting in which they serve as a proxy; however, the GA member they are proxying for may instruct them as to how to participate and vote.

Section vi. Legislation

Subsection 1. GA shall exercise legislative power through the use of bills, which shall be binding upon the entire organization; resolutions, which shall express the sentiments of the GA; legislative directives, which shall order specific action from members of the Executive Board

Subsection 2. The President shall only be empowered to refuse consideration of legislation if it advocates for the violation of or conflicts with, American University Policies or any applicable law.

Subsection 3. Proposal of legislation shall be conducted by voting members of GA only. Others may author pieces of legislation, but only members of the GA may propose legislation on the floor of the Assembly.

Subsection 4. Proposed legislation, upon being properly formatted by the Chief of Staff, shall be sent immediately to the President for inclusion on the agenda.

Subsection 5. The President shall then assign pieces of legislation to relevant committees for initial debate and amendments.

Subsection 6. The committee or committees to which the legislation was assigned shall then review, discuss, and amend the legislation as it sees fit, eventually voting to send the legislation to the floor of the GA or not. Upon a vote in the affirmative in all the committees with jurisdiction, the legislation shall then be sent to the President for inclusion on the GA agenda with all deliberate speed.

Section vii. Committees

Subsection 1. The President shall assign committee members by the beginning of the second meeting of the GA by the President. The President shall be responsible for appointing a Chair of each committee.

Subsection 2. The President shall make every effort to assign GA members to committees proportionally and according to members' preferences.

Subsection 3. The committees of GA, as determined by their chair, shall meet regularly, at least three times per semester, at a publicly announced time and location, to transact business pertaining to their responsibilities.

Subsection 4. All meetings shall be documented by minutes, including all formal votes of the committee. Committees' meeting minutes shall be transmitted to the Chief of Staff.

Subsection 5. The Chief of Staff shall report to the GA all formal votes by the committee at the next meeting of the GA. GA may, at its discretion, force reconsideration of a committee's decision on the floor of GA by a two-thirds vote.

Subsection 6. The President, Chief of Staff, and Advisor shall each be deemed a nonvoting, ex-officio member of all committees.

Subsection 7. Non-committee members may be granted speaking rights by the committee.

Subsection 8. Committees may request the presence of an Executive Board member at any number of committee meetings and such request shall grant them speaking rights for the duration of the meeting.

Subsection 9. The purpose of committees shall be to expedite GA meetings by hashing out amendments and speaking informally about legislation and other ideas that have already been proposed; and, Brainstorm ideas for new legislation or initiatives that the RHA may pursue to improve residents' lives.

ARTICLE II. Committees

Section i. The Rules Committee

Subsection 1. The Rules Committee shall be comprised of a maximum of five members.

Subsection 2. This committee shall be referred all legislation pertaining to:

- The Bylaws
- The Constitution

Subsection 3. This committee shall review and, if necessary, revise any proposed changes to the RHA Bylaws before they are presented before the GA.

Subsection 4. This committee may question any RHA appointee and submit a recommendation to the GA on whether the body should confirm the appointee.

Subsection 5. The committee chair shall make recommendations upon request to the President regarding the committee to which each bill or resolution should be assigned.

Section ii. The Oversight Committee

Subsection 1. The Oversight Committee shall be comprised of a minimum of five members.

Subsection 2. This committee shall be referred all legislation and may originate legislation pertaining to:

- i. Investigations
- ii. Information gathering
- iii. Information dissemination
- iv. Legislative Directives

Subsection 3. This committee shall have the power to investigate any indication of misdeeds, negligence, or corruption within or pertaining to the RHA.

Subsection 4. The Oversight Committee shall have the power to request reports from any member of the Executive Board.

Subsection 5. The Oversight Committee shall have the power to subpoena information from Hall Council members or members of the Executive and Administrative Boards and compel the attendance of those individuals to a meeting at a mutually agreed upon time within two weeks.

Subsection 6. No member, including, ex-officio, of the Oversight Committee may participate in a relevant matter if a conflict of interest is determined.

Subsection 7. The Oversight Committee shall have the power to conduct a review of Hall Council members, members of the Executive Board, and members of the Administrative Board based solely only on information already available to them, the Oversight Committee does not have the authority to unilaterally decide to request information from other members within RHA or conduct its own investigations. If there is insufficient information available to enable the Oversight Committee to refer a complaint to the Ad-Hoc Select Disciplinary Committee, they must work with the Adviser to determine what information is needed and how that information can be acquired.

Subsection 8. This committee shall work with the Adviser to identify the best course of action and must consult the Adviser before sharing any information regarding an alleged complaint.

Section iii. The Finance Committee

Subsection 1. The Finance Committee shall be comprised of a minimum of five members with a maximum of nine members.

Subsection 2. This committee shall be referred all legislation and may originate legislation pertaining to:

- i. Budget Approval
- ii. Budget Appropriations
- iii. Fund Requests

Subsection 3. This committee shall have the power to make suggestions to the General Assembly on whether to approve or amend the RHA budget.

Subsection 4. This committee shall have the power to request budget updates from the Vice President of Administration and Finance, which shall be honored within forty-eight (48) hours of the request.

Subsection 5. This committee shall have the power to approve or reject grants to Hall Councils without the approval of the GA.

Subsection 6. This committee shall have the power to refer grant requests from outside entities to the GA for a vote, or to reject the grant request without GA approval.

Subsection 7. The Vice President of Finance shall be made an ex-officio, non- voting, member of the Finance Committee.

Subsection 8. The Finance Committee may compel the Vice President of Administration and Finance to disclose any relevant financial information, including but not limited to the amount of money spent on a given RHA project.

Section iv. The Policy Committee

Subsection 1. The Policy Committee shall be comprised of a minimum of five members

Subsection 2. This committee shall be referred all legislation and may originate legislation pertaining to:

- iv. Advocacy Initiatives
- v. Educational and Social Programming
- vi. Diversity and Inclusion
- vii. Public Relations
- viii. Legislation that is not in the jurisdiction of another committee

Subsection 3. The Vice President of Programming, Vice President of Communication and Outreach, Vice President of Diversity and Inclusion, shall be made an ex-officio, non- voting, member of the Policy Committee.

ARTICLE III. The Executive Board

Section i. General Stipulations and Restrictions

Subsection 1. The RHA Executive Board shall be comprised of the President, the Vice President of Administration and Finance, the Vice President of Diversity and Inclusion and Community Coordination, the Vice President of Social Programming, the Vice President of Communications and Outreach, and the Chief of Staff.

Subsection 2. The Executive Board shall serve as the administrative body of RHA, carrying out the policies of GA, and working to carry out programming and events with the purpose of fulfilling the mission of community building. Each member shall receive one vote on the Board, with the President only voting in the case of a tie.

Subsection 3. The Executive Board shall meet regularly to conduct the administrative business of the organization, and in the absence of regular meetings of GA, the Executive Board shall be able to make position recommendations, as well as policy and financial decisions on behalf of the organization. These decisions shall not be contrary to already established policies or the governing documents of the

Association nor may the Executive Board change or suspend the provisions of the same.

Subsection 4. The Executive Board as a whole shall decide all matters relating to the management of the Residence Hall Association in areas not specifically delegated to individual Executive Board members, the Legislative Branch, or the hall councils.

Subsection 5. At no time shall an Executive Board member be an academic year Resident Assistant within Housing and Residence Life or hold an additional elected position within the Residence Hall Association.

Section ii. Officers

Subsection 1. President

The President shall:

- i. Act as Chief Executive Officer of RHA;
- ii. Act as presiding officer of GA and Executive Board meetings;
- iii. Serve as chief spokesperson and representative for the organization in all official capacities;
- iv. Sign all documents issued in the name of RHA;
- v. Establish commissions to assist in the implementation of policy, administration, and programming;
- vi. Sign and execute all legislation passed by GA;
- vii. Nominate all appointed positions and/or vacant positions within RHA, including the Chief of Staff;
- viii. Fill any Executive Board vacancies by appointment, subject to GA confirmation;
- ix. Perform duties assigned by GA or the Executive Board;
- x. Hold ten office hours per week;
- xi. Work with the adviser to plan and execute training of the Executive Board, Hall Councils, General Assembly, and all other offices within the RHA.
- xii. The President shall be required to meet regularly with University officials, including but not limited to: Assistant Vice President of Student Engagement and Director of Residence Life
- xiii. The President is empowered to appoint students to all bodies on which RHA is represented. This includes but is not limited to the Campus Life Committee of the Board of Trustees, Dining Committee, the University Project Team and subsequent committees.
- xiv. The President shall be responsible for publishing a summer report to GA at the conclusion of the summer interim, as well as a final report at the conclusion of the term of office.

Subsection 2. Vice President of Administration and Finance

The Vice President of Administration and Finance shall:

- i. Act as the Chief Financial Officer of RHA;
- ii. Act as Parliamentarian when the position is vacant.
- iii. Organize and oversee RHA recruitment;
- iv. Coordinate and manage all fundraising efforts;
- v. Prepare, with the Executive Board, the budget for the organization for review by GA;
- vi. Ensure the maintenance and security of all RHA property and assets;
- vii. Perform all other duties delegated by the President, Executive Board, or GA;
- viii. Hold ten office hours per week;
- ix. Shall sign all financial forms and financial documents of the organization;
- x. Develop, along with the Executive Board, the formulation of the proposed budget for each semester and providing timely updates and maintaining transparency on all financial matters of the organization;
- xi. Oversee and review all programming budgets prepared by the Executive Board to ensure fiscal responsibility;
- xii. Track income and expenditures of the organization in accordance consistent with University standards;
- xiii. Publish a report on the financial activities of RHA at the conclusion of each semester, which shall be presented to GA;

Subsection 3. Vice President of Diversity and Inclusion

The Vice President of Diversity and Inclusion shall:

- i. Act as Chief Advocacy Officer of RHA;
- ii. Identify 2-3 focus initiatives upon assuming the position for the rest of the year in collaboration with the Advisor and E-Board;
- iii. Complete outreach to other campus organizations for advocacy partnerships;
- iv. Develop and facilitate diversity, inclusion, and advocacy-based initiatives;
- v. Coordinate the work of all advocacy-based committees and commissions;
- vi. Perform duties delegated by the President, Executive Board, or GA;
- vii. Hold ten office hours per week.

Subsection 4. Vice President of Social Programming

The Vice President of Social Programming shall:

- i. Act as Chief Programming Officer of RHA;
- ii. Plan and implement all major events and coordinate large scale inter-hall programming;
- iii. Perform any duties delegated by the President, Executive Board, or GA;
- iv. All programming created by GA shall be executed by the Vice President of Social Programming, who may delegate responsibilities as necessary for efficient and excellent completion;
- v. Set policies and guidelines for co-programming initiatives with other organizations, which shall be written and reviewed by the Executive Board and made public to other organizations for reference;
- vi. Hold ten office hours per week.

Subsection 5. Vice President of Communications and Outreach

The Vice President of Communications and Outreach shall:

- i. Act as Chief Communication Officer of RHA
- ii. Manage all RHA social media;
- iii. Maintain and update the RHA official website;
- iv. Act as the National Communications Coordinator when the position is vacant;
- v. Oversee RHA communication to other organizations;
- vi. Perform any duties delegated by the President, Executive Board, or GA;
- vii. Hold ten office hours per week.

Subsection 6. Chief of Staff

The Chief of Staff shall:

- i. Act as Chief Administrative Officer of RHA
- ii. Assist the President in the execution of policies of GA;
- iii. Manage the RHA office space;
- iv. Coordinate the work of the Administrative Board;
- v. Assist the Executive Board in the administrative responsibilities of the organization;
- vi. Record minutes of meetings of GA and the Executive Board;
- vii. Compile, organize, and preserve all legislation and information from transition documents that would be of use to GA in the future;
- viii. Help members of GA conduct research on previous actions of RHA;
- ix. Perform any duties delegated by the President, Executive Board, or GA;

- x. Hold five office hours per week.

Subsection 7. Summer Recess Powers

- i. The Executive Board and individual members, thereof, in the summer recess of GA, shall be empowered to prepare for the coming academic year by making financial and policy decisions that are consistent with existing policies.
- ii. The Executive Board shall also fulfill the role of the General Assembly during the summer, winter, and spring recesses when there is not enough time to bring matters directly to the General Assembly, as determined by the President.
- iii. Should vacancies on the Executive or Administrative Board occur during the summer recess, the President shall, with the consent of the Executive Board, be empowered to make a recess appointment which shall expire when GA convenes unless re-nominated and confirmed. Recess appointments shall be prohibited during the winter and spring recesses.

Subsection 8. Line of Temporary Succession

In the case of a vacancy in the Office of the President, the following line of succession shall be followed until such time as an election can be held in accordance to the provisions stated in Title Five:

- i. Vice President of Administration and Finance
- ii. Vice President of Diversity and Inclusion
- iii. Vice President of Social Programming
- iv. Vice President of Communications and Outreach
- v. Chief of Staff

Section iii. Office Hours

Subsection 1. Office hours shall be defined as any time spent in service to the Residence Hall Association. This shall include but not be limited to spent in the RHA office, both regularly scheduled and spontaneous, as well as meetings outside of the RHA office, so long as those meetings pertain to RHA business.

Subsection 2. Every officer who is elected must hold at least one open office hours per week, at a publicly announced time and place.

Subsection 3. There shall be no restrictions placed on the days or times when office hours may be held. However, open office hours must be held at in a reasonable time, place, and manner

Subsection 4. No officer shall be required to hold any office hours during finals week or the winter and spring recess.

Subsection 5. Only the president shall be required to hold office hours over the summer recess.

Subsection 6. The President shall be empowered to excuse any other member of the Residence Hall Association from holding office hours for a particular week or weeks.

Subsection 7. The President may only be excused from holding office hours by the Chair of the Oversight Committee or a majority vote of the Executive Board.

ARTICLE IV. The Administrative Board

Section i. Stipulations and Restrictions

Subsection 1. The Administrative Board shall be comprised of deputies and directors appointed by the President and confirmed by GA to serve as support staff to the organization.

Subsection 2. Members of the Administrative Board terms shall expire with the terms of the Executive Board, and shall otherwise only be removed by the standard disciplinary procedures laid out in Title Three of these Bylaws.

Subsection 3. The Chief of Staff shall oversee the activities of the Administrative Board, who shall coordinate the organization of a joint meeting with the full Executive Board at least once each semester.

Subsection 4. Positions beyond those created by this article may be created by the President, with their subsequent duties and powers being defined by the Executive Board within the confines of the bylaws through executive memoranda. Each executive memorandum shall serve as the position description of each Administrative Board position and shall be signed by the President and Chief of Staff, indicating the approval of the majority of the Executive Board.

Subsection 5. The Chief of staff shall meet with all members of the Administrative Board at least biweekly to discuss the execution of policies, programs, and initiatives. Such meetings shall start the week following the first GA of the fall semester. The minutes of such meetings shall be distributed to the members of the Executive Board and discussed at each meeting of the Executive Board.

Section ii. Officers

Subsection 1. Parliamentarian

- i. Shall be appointed by the President
- ii. The Parliamentarian shall be the initial authority on the governing documents of the organization and shall advise the Chair on the correct parliamentary procedures to be taken within the meetings of GA.
- iii. Shall oversee the election process for Hall Councils and the Executive Board;
- iv. Shall be knowledgeable on parliamentary procedure and maintain and update the governing documents pursuant to the bills of GA;

- v. Shall be responsible for administering the oath of office to all new members of RHA prior to the commencement of their duties, which is as follows:
 - i. "I, STATE YOUR NAME, do solemnly affirm that I will faithfully execute the duties of the office of INSERT OFFICE TITLE HERE, and will to the best of my ability, keep and uphold the Bylaws, as well as exemplify the mission and purpose of, the American University Residence Hall Association."

Subsection 2. National Communication Coordinator (NCC)

- i. Shall be appointed by the President
- ii. Shall be responsible for maintaining NACURH /CAACURH membership for RHA and NRHH;
- iii. Shall oversee regional leadership and business conference registration
- iv. Shall develop at minimum one (1) (Program of the Year) regional bid nominations for regional conferences
- v. Shall work in collaboration with the NRHH VP of Recognition regarding OTMs
- vi. Maintain communication and regularly attend CAACURH Regional NRHH chat

ARTICLE V. The Hall Councils

Section i. Purpose and Composition

Subsection 1. Each residential community shall have its own elected government, known as a Hall Council, to manage its financial operations, programming, and advocacy.

Subsection 2. Each Hall Council Executive Board shall be comprised of the following members:

- i. President;
- ii. Vice President of Finance;
- iii. Vice President of Diversity and Inclusion;
- iv. Vice President of Programming;
- v. Vice President of Communications and Outreach;
- vi. All Hall Senators of residence halls included in the jurisdiction of the Hall Council in a ex-officio, non-voting capacity

Subsection 3. Hall Councils shall be required to meet at least twice monthly to transact necessary business.

Subsection 4. Hall Council meetings shall be documented in minutes for each meeting, which shall be sent to the RHA Chief of Staff for record-keeping within forty-eight hours.

Subsection 5. Quorum for meetings of a Hall Council shall be equal to a majority of voting Hall Council officers.

Subsection 6. Hall Councils may create their own rules of procedure and policies to govern the Hall Council; however, these shall be subordinate to all RHA governing documents, legislation, and administrative guidelines.

Subsection 7. Vacancies within a Hall Council shall be filled in accordance with the statutes under Title Five of the Bylaws.

Subsection 8. Each residence hall shall receive three Senators

Section ii. Officers

Subsection 1. President

The President shall:

- i. Serve as the Chief Executive Officer of the Hall Council
- ii. Preside over all official Hall Council meetings;
- iii. Oversee effective Hall Council operations;
- iv. Facilitate cooperation between Hall Council members;
- v. Facilitate the development and implementation of at least two Hall Councils programs a month;
- vi. Hold all Hall Council members responsible for their duties;
- vii. Maintain good relations with their Hall Council advisor;
- viii. Fill all vacancies as necessary in accordance with the process stipulated in the bylaws;
- ix. Represent and act as the face of the Hall Council in all official capacities;
- x. Act as a voting member of the General Assembly as a representative of the Hall Council;
- xi. Attend General Assembly Meetings as a voting representative of the Hall Council.

Subsection 2. Vice President of Finance

The Vice President of Finance shall:

- i. Serve as the Chief Financial Officer of the Hall Council;
- ii. Administer the Hall Council Budget and manage its assets;
- iii. Handle any money received through fundraising activities;
- iv. Authorize, in coordination with the Hall Council President, all expenditures of less than twenty percent of the total Hall Council budget.

Subsection 3. Vice President of Diversity and Inclusion

The Vice President of Diversity and Inclusion shall:

- i. Serve as the Chief Advocacy Officer of the Hall Council;

- ii. Coordinate advocacy, fundraising, and community outreach efforts;
- iii. Coordinate at least one initiative per month focused on Diversity, Equity, and Inclusion efforts;
- iv. Serve as the liaison between the residents and RHA on all matters of Hall Council advocacy;
- v. Be responsible for ensuring minutes are taken during official Hall Council meetings.

Subsection 4. Vice President of Programming

The Vice President of Programming shall:

- i. Serve as the Chief Programming Officer of the Hall Council;
- ii. Coordinate event creation, preparation, and execution efforts;
- iii. Facilitate the development and implementation of at least two Hall Councils programs a month;
- iv. Ensure that all events are well promoted to maximize attendance and engagement;
- v. Lead program debriefs after each program to identify program strengths and weaknesses to adjust for future programming.

Subsection 5. Vice President of Communications and Outreach

The Vice President of Communications and Outreach shall:

- i. Serve as the Chief Recognition Officer of the Hall Council;
- ii. Encourage and monitor the Hall Council and residents to submit “Of the Month” Awards to the American University chapter of NRHH;
- iii. Manage the marketing and promotional materials for the Hall Council.

Subsection 6. Hall Council Senators

The Hall Council Senators shall:

- i. Provide general assistance and fill necessary roles to support the activities of the hall council.
- ii. Act as a voting member of the General Assembly
- iii. Attend at least one meeting of the Hall Council per month that the President of the Hall Council shall designate according to the following options
 - I. One meeting per month that all Hall Senators included in the jurisdiction of the Hall Council shall attend
 - II. One meeting per month per delegation that all Hall Senators representing a singular residence hall in the jurisdiction shall attend

ARTICLE VI. Advisor Guidelines

Section i. RHA Advisor

Subsection 1. The RHA Advisor shall be a professional staff member, assigned by Housing and Residence Life. They shall be responsible for advising GA and the Executive and Administrative Boards, as well as any other duties assigned by virtue of their professional position.

Subsection 2. The RHA Advisor shall be informed in advance about all contracts, financial transactions, and correspondence with University officials. The Advisor may require updates and briefings on current and future happenings within the organization.

Subsection 3. The RHA Advisor, or designee, shall be present for all meetings of GA and the Executive Board.

Subsection 4. The RHA Advisor shall be empowered to suspend members of the organization for egregious and detrimental violations of University policies and, in exceptional circumstances where the traditional accountability systems are not functioning, RHA regulations.

Subsection 5. The Advisor and DRL maintain the ability to jointly suspend or alter provisions of the Bylaws to make overarching organizational decisions during an unprecedented time or state of emergency based on the best interest of the organization's development and function.

Section ii. Hall Council Advisor

Subsection 1. The Hall Council Advisors shall be a professional staff member(s), assigned by Housing and Residence Life. They shall advise the Hall Councils on programming, advocacy initiatives, and ensure the proper exercise of the financial responsibilities of the Hall Council.

Subsection 2. Hall Council Advisors shall be present for all meetings of the full Hall Councils and Hall Council Executive Boards.

Subsection 3. The Hall Council Advisors shall be informed in advance of all contracts, financial transactions, and correspondence with University officials. They may require updates and briefings on current and future happenings within the organization

Subsection 4. The Hall Councils may, in cases of misfeasance, nonfeasance, and malfeasance of the duties of the Hall Council Advisor, bring this issue to the RHA Advisor or a supervisor in Housing and Residence Life.

Subsection 5. Hall Council Advisors shall be responsible for developing individual expectations for the Hall Council including but not limited to elected member accountability, attendance, programming, p-card usage, and communications.

Subsection 6. Hall Council Advisors are responsible for oversight of their hall council. The advisor has the ability to make decisions for the Hall Council based on but not limited to expectations, accountability, fiscal responsibility, risk management, and planning timeline-

Subsection 7. Hall Council Advisors have the ability to withhold funding based on not meeting above expectations and criteria. The Advisor will provide reasoning to their decision.

ARTICLE VIII. Organizational Ethics

Section i. Expectations

Subsection 1. Members of RHA shall be required to maintain good judicial standing and a GPA of no less than a 2.5 on a 4.0 scale. This shall be evaluated and verified by the RHA Advisor at the beginning of each semester.

Subsection 2. Members of GA, Executive Board and Administrative Board shall, during their term of office, be expected to uphold and adhere to the spirit and mission of community building within the residence halls.

Subsection 3. Members shall abide by all statutes and policies of the University, including the Student Conduct Code and the Residence Hall Regulations, both within the meetings and proceedings of RHA and outside of its sessions.

Subsection 4. Members will not utilize their positions to extract favors or attempt to mitigate academic or behavioral adjudication. The position of a member of RHA, and the duties thereof, shall never be an excuse for academic delinquency or poor academic performance.

Subsection 5. Members of RHA shall be expected to fulfill the duties of their office, which include but are not limited to:

- i. Fulfilling established or assigned duties in a timely manner;
- ii. Attending all necessary meetings of the organization;
- iii. Giving due diligence to all proposals, legislation and nominees;
- iv. Contributing productively to the happenings of the organization;
- v. Promoting and attending events and programs, when possible;
- vi. Promoting the interests and welfare of RHA.

Title Two - Financial Policies

ARTICLE I. Administrative Statutes

Section I Residential Fee Oversight

Subsection 1. The finances of RHA shall be derived primarily from the RHA Fee, charged to every resident student at American University by HRL, and the distribution of those funds be determined through the per resident allocation formula under the oversight of the RHA Advisor and the DRL.

Subsection 2. The RHA General Budget shall be defined by the allocation provided through the RHA Fee and shall be prepared by the Executive Board, led by the Vice President of Administration and Finance, and shall be submitted for review and approval to GA at the beginning of each semester. After approval by the General Assembly, the budget would be sent to DRL or Designee for the purpose of ensuring university administrative spending policies are being followed.

Subsection 3. RHA shall also raise funds through various means, administered by the Vice President of Administration and Finance, and through co-sponsorship opportunities.

Subsection 4. The contractual obligations of RHA, including Hall Councils, shall be approved by the RHA Advisor.

Subsection 5. Funds allocated to events sponsored by clubs or organizations outside of HRL or RHA shall not exceed fifty percent of the total, documented cost of the event.

Subsection 6. Mandatory Resident Fee are authorized solely for the support of student engagement programs that benefit students living in residential communities and may be used only for the following programs and purposes:

- i. Programs of cultural or educational enrichment
- ii. Community service programs
- iii. Recreational and social activities
- iv. Tutorial programs
- v. Athletic programs, both intramural and intercollegiate
- vi. Recognized student publications and other student media
- vii. Assistance to student organizations, officially recognized by the University and approved by the Residence Hall Association, provided the purposes and activities of said organizations are educational, cultural, recreational, or social in nature
- viii. Insurance related to the conduct of approved programs
- ix. Administration of approved programs
- x. Transportation and other services in support of approved programs.
- xi. Operational Expenses (Office Supplies, Branding, Training, etc.)

xii. Affiliation Dues

Xiii. Stipends

Subsection 7. Mandatory Resident Fee may not be donated to support or oppose legislation or the election of political candidates, whether federal, state, or local.

- i. Grants to recognized student organizations are allowed if the grant proposal meets grant request policies. All student organizations are given equal review, regardless of political designation.

ARTICLE II. Stipends

Section i. Stipend Stipulations

Subsection i. If the following stipend schedule exceeds the designated percent of the RHA's annual budget, Housing and Residence Life shall proportionally decrease each stipend until their sum total is equal to twenty percent of the annual budget:

- i. President - \$2520.00 which shall not exceed 3.5% of the budget
- ii. Vice President of Administration and Finance - \$1800.00 which shall not exceed 2.5% of the budget
- i. Vice President of Advocacy and Community Coordination - \$1800.00 which shall not exceed 2.5% of the budget
- ii. Vice President of Social Programming - \$1800.00 which shall not exceed 2.5% of the budget
- iii. Vice President of Communications and Outreach - \$1800.00 which shall not exceed 2.5% of the budget
- iv. Chief of Staff – \$1080.00 which shall not exceed 1.5% of the budget

Subsection ii. Amounts are subject to alteration based on the final annual budget allocation.

Subsection iii. Stipend amounts shall be reviewed annually at the end of that academic year prior to the new executive board taking their Oath of Office.

Title Three – Disciplinary Policies

ARTICLE I. Complaints

Section i. Filing a Complaint

Subsection 1. Any member of RHA or the Oversight Committee may file a disciplinary complaint against another member of RHA.

Subsection 2. Such charges are to be filed with the Advisor and co-sponsored by at least two other members in good standing with RHA. The written statement of charges must include:

- i. Name of the accused and office held;
- ii. Specific complaint;
- iii. Three signatures of current RHA members including the member filing the charge and two co-sponsors or a two-thirds ($\frac{2}{3}$) vote of the Oversight Committee

Subsection 3. Parties to the complaint shall be notified within three business days after the charge is filed. If extenuating circumstances persist, or if the complaint is filed preceding or during a break where classes and/or GA are not in session, the Advisor and all others involved in processing the complaint must notify the party who filed the charge about the delay, provide an explanation regarding the delay, and propose a time frame that clearly lays out when the charge will be processed.

Section ii. Types of Complaints

Subsection 1. The types of offenses that may be brought forth as rational for a disciplinary complaint include but are not limited to:

- i. Misfeasance, malfeasance, and nonfeasance of duties
- ii. Failure to maintain a grade point average of at least 2.5
- iii. The willful or negligent misappropriation or embezzlement of funds shall constitute a violation of the policies of the organization, and subject the offending member to disciplinary action available to GA as well as charges under the Student Conduct Code
- iv. Intentionally damaging the reputation and operations of RHA
- v. Failure to abide by RHA policies.

Section iii. Review of Complaints

Subsection 1. Upon receiving a filed complaint, the Advisor shall determine who the complaint should be reviewed by. If the complaint strictly deals with a violation of RHA policies, the Advisor shall then convene a meeting with a Ad-Hoc Select Disciplinary Committee, in order to review the validity of the complaint.

- i. The Ad-Hoc Select Disciplinary Committee shall be comprised of five randomly selected members of the GA who shall only meet for a singular complaint or related group of complaints as determined by the advisor.
- ii. In the event of a conflict of interest, members of Ad-Hoc Select Disciplinary Committee shall recuse themselves and a new member shall be randomly selected.
- iii. The committee shall allow five (5) minutes for the complainant and five (5) minutes from the respondent to explain and rebut the cases presented. A majority of the committee may grant additional time as needed.

Subsection 2. A period of debate shall ensue. A written secret ballot vote shall then be taken, of which a majority must be reached for the complaint to be sustained.

Subsection 3. The Ad-Hoc Select Disciplinary Committee should determine responsibility and deliver a written summary of the findings with recommendations and justification of a sanction to the RHA advisor. After advisor review, the Oversight Committee will meet with the complainant and respondent to deliver the outcomes and sanctions.

Subsection 4. The types of disciplinary outcomes that can arise include but are not limited to:

- i. Formal Warning
- ii. Apology
- iii. Increase one on one advising
- iv. Reduction of Duties
- v. Probation
- vi. Suspension
- vii. Suspension and Impeachment pending a referral to the GA for a vote to remove from Office

Subsection 5. If the Ad-Hoc Select Disciplinary Committee impeaches a member of the RHA they shall be immediately suspended and ineligible to execute any of their duties until the GA votes on removal at their. The Ad-Hoc Select Disciplinary Committee shall make their summary of the findings with recommendations and justification available to the GA prior to the impeachment vote. The GA shall allow five (5) minutes for the complainant and five (5) minutes from the respondent to explain and rebut the cases presented. A majority of the GA may grant additional time as needed. A period of debate shall ensue. A written secret ballot vote shall then be taken, of which a two-third vote must be reached for the impeachment to be sustained and the member removed.

Subsection 6. In circumstances of disproportionate punitive measures, improper procedure, or the finding of new documentation, an appeal on the matter may be made to the RHA Advisor, whose decision shall be final.

Title Four – Judicial Powers

ARTICLE I. Judicial Authority

Section i. Establishment

Subsection 1. The Parliamentarian shall be the initial authority for binding interpretations of the Constitution and Bylaws and shall ensure all subsequent legislation, policies, procedures, regulations, hall council charters, or any provisions or passages thereof are in compliance with the Constitution and Bylaws.

Section ii. Interpretations

Subsection 1. If any questions regarding the interpretation of the Constitution or these Bylaws arise, the Parliamentarian shall provide an interpretation of the passage or passages in question.

Subsection 2. Any Interpretations given by the Parliamentarian may be overridden by a one-third (1/3) vote of the General Assembly.

Subsection 3. The Parliamentarian shall maintain a uniform and accessible system for members or candidates of the RHA to submit questions of interpretation.

Subsection 4. The Parliamentarian may dismiss a question if it has a lack of merit or there is a lack of jurisdiction.

Subsection 5. The Parliamentarian shall issue an opinion within seven days of receiving a question.

Section iii. Declare Void

Subsection 1. The Parliamentarian shall also be empowered to declare void any legislation, policies, procedures, regulations, hall council charters, or any provisions or passages thereof, should they run contrary to the Constitution, these Bylaws, or any provisions or passages thereof.

Subsection 2. Anything declared void by the Parliamentarian under may be overridden by a one-third (1/3) vote of the General Assembly.

Subsection 3. The Parliamentarian shall maintain a uniform and accessible system for members or candidates of the RHA to notify them of potential contrary acts.

Subsection 4. The Parliamentarian may dismiss a request if it has a lack of merit or there is a lack of jurisdiction.

Subsection 5. The Parliamentarian shall issue an opinion within seven days of receiving a request.

Subsection 6. The Parliamentarian shall reserve the to declare an act void without a request.

Section iii. Advisory Explanations

Subsection 1. The Parliamentarian shall make themselves available to members of the RHA for consolation to give non-binding advisory explanations

Subsection 2. The Parliamentarian shall maintain a uniform and accessible system for members or candidates of the RHA to ask for non-binding advisory explanations.

Subsection 3. The Parliamentarian shall respond to the inquirer within seven days

Subsection 4. The Parliamentarian may issue non-binding advisory explanations absent a request.

Subsection 5. The Parliamentarian may issue non-binding notices that point out inconsistencies, contradictions, or unclear language in governing documents. The notice may not suggest what change is to be made to rectify said issue.

Section iv. Binding Action

Subsection 1. The Parliamentarian shall notify the Chief of Staff of all binding actions they make under this Title.

Subsection 2. At the next meeting of the GA, the Chief of Staff shall notify the GA of the action taken by the Parliamentarian.

Title Five – External Relations

ARTICLE I. Inter-Organizational Relations

Section i. Collaborative Relationships

Subsection 1. It shall be the policy of RHA to maintain cordial relations and communications with the student clubs, societies, and organizations of American University.

Subsection 2. RHA shall, at its discretion, co-sponsor and co-program with recognized student organizations and collaborate on issues of advocacy and student affairs.

Section ii. The Student Government

Subsection 1. It shall be the official position of RHA to maintain a close, cordial relationship with The American University Student Government, ensuring collaboration, coordination, and dialogue on issues relevant to both parties.

Subsection 2. The President shall be expected to meet regularly with the Student Government President, Speaker of the Undergraduate Senate and Founders Director, as well as establish times in which the Executives from both organizations can meet and converse.

Subsection 3. The President of the Student Government and the Speaker of the Undergraduate Senate shall have speaking rights when present in GA, but may not vote, make motions, or proxy for absent members.

Section iii. Housing and Residence Life

Subsection 1. It shall be the official position of RHA to maintain strong, productive communication with HRL Collaboration through programming and co-sponsorship shall be encouraged, but shall in no way have any influence or sway on decisions of advocacy, financial allocations, or other powers of the organization.

Section iv. National Residence Hall Honorary

Subsection 1. It shall be the official position of RHA to maintain a close and productive relationship with the 4400 Society American University Chapter of NRHH through joint advocacy and programming efforts.

Subsection 2. The President shall be expected to meet regularly with NRHH President as well as establishing times in which members of both Executive Boards may converse and plan joint ventures.

Subsection 3. The President shall draft a Memorandum of Understanding stipulating the relationship and agreements between RHA and NRHH, in conjunction with the NRHH President, to be signed following transition but prior to the summer recess.

Section v. National/Regional Affiliation NACURH

Subsection 1. The RHA will maintain membership in and pursue a close relationship with NACURH, Inc. and the relevant regional affiliates and offices.

Subsection 2. An appropriate officer shall be deemed elsewhere in the Bylaws responsible for completing associated tasks for maintaining affiliation status, should the General Assembly choose to maintain such status.

Title Six – Elections and Vacancies

ARTICLE I. The Executive Board

Section i. Positions

Subsection 1. The following Executive Board positions shall be elected annually each spring by a plurality vote of the residents on campus:

- i. President
- ii. Vice President of Administration and Finance
- iii. Vice President of Diversity and Inclusion
- iv. Vice President of Social Programming
- v. Vice President of Communications and Outreach

Subsection 2. Eligible students for Executive Board positions shall be defined as resident students, residing in a hall or community under an HRL license agreement, during the time when they would serve. To be eligible for the position of President resident students must have served for a full semester in any position with the RHA or have obtained written consent from the RHA Advisor.

Subsection 3. Eligible students for Executive Board positions must have a cumulative GPA in accordance with the organizational GPA requirements.

Subsection 4. In the event of a vacancy in the office of the President, the Parliamentarian shall organize a special election within two weeks of the vacancy.

Subsection 5. In the event of a vacancy of a Vice President, the RHA President may appoint a replacement subject to the approval of GA prior to taking office.

Subsection 6. The Rules and Procedures of Executive Board elections shall be stipulated by the Advisor and the Parliamentarian at the prior to the election.

ARTICLE II. The Administrative Board

Section i. Appointment Process

Subsection 1. Positions within the Administrative Board shall be appointed by the President, with the signatures of the individual seeking confirmation and the Chief of Staff, indicating the approval of the majority of the Executive Board prior to the confirmation hearing in GA.

Subsection 2. The confirmations of all members of the Administrative Board shall take place at the first meeting of GA following the completion of the requirements of Subsection 1 of this Section.

ARTICLE III. Hall Councils

Section i. Position

Subsection 1. The following Hall Council positions shall be elected annually each fall by a plurality vote of the residents of their respective halls:

- i. President
- ii. Vice President of Finance
- iii. Vice President of Diversity and Inclusion
- iv. Vice President of Programming
- v. Vice President of Communications and Outreach
- vi. Three (3) General Assembly Hall Council Senators from each Residence Hall

Subsection 2. Eligible students for Hall Council positions shall be defined as residential students, residing in a hall or community under a HRL license agreement, of the hall in the term year in which they wish to serve and must have a cumulative GPA in accordance with the organizational GPA requirements.

Subsection 3. In the event of a vacancy in the office of the Hall Council President, the Parliamentarian shall organize a special election to fill the vacancy within two (2) weeks. The acting President shall be the Vice President of Administration and Finance, followed by the Vice President of Diversity and Inclusion, Vice President of Social Programming, and Vice President of Communications and Outreach

Subsection 5. In the event of a vacancy in one of the Hall Council Vice President or General Assembly Senator positions, the Hall Council President may appoint a replacement, with a majority vote of the Hall Council. The Hall Council President shall communicate the appointment to the President and Chief of Staff of the RHA

Subsection 6. The Rules and Procedures of Hall Council elections shall be stipulated by the Advisor and the Parliamentarian prior to the election.

Subsection 7. In the event that an entire Hall Council is vacant outside of the fall election period, the President of the Residence Hall Association shall be empowered to declare that hall or group of halls to be an unincorporated area, until a special election can be held to fill these positions as determined by the Parliamentarian.

Title Seven – General Assembly Rules and Procedures

ARTICLE I. Purpose and Scope

Section i. General Rules

Subsection 1. These rules shall be known as the GA Rules of Procedure and shall govern the meetings of GA and its committees, falling in accordance with the Constitution and Bylaws of RHA and Robert’s Rules of Order.

Subsection 2. The provisions contained within the most current version of Robert’s Rules of Order, Newly Revised shall be considered as secondary in precedence to these provisions within the meetings of GA.

Subsection 3. The following documents shall be recognized as an authoritative and binding policy within the Residence Hall Association, and applied in the following order:

- i. The RHA Constitution
- ii. The RHA Bylaws
- iii. RHA Rules of Procedure, RHA Financial Policies, and RHA Election Regulations
- iv. RHA Legislation and Directives
- v. The most current edition of Robert’s Rules of Order, Newly Revised
- vi. Administrative Policies

Section ii. Committee Adaptation

Subsection 1. The various committees of GA shall utilize these rules of procedure and may adapt these rules as best suit the business done by the committee.

Subsection 2. Responsibility for enforcing these rules shall rest upon the chair of the committee; however, the committee may not change or amend these rules outside of a vote of the GA.

ARTICLE II. Procedures in General Assembly

Section i. Addressing the General Assembly

Subsection 1. Members of the GA shall include:

- i. Elected and Appointed Executive Board Members
- ii. Administrative Board Appointees
- iii. Hall Council Senators and Hall Council President

Subsection 2. The RHA Advisor, Executive Board, and Administrative Board Members shall be ex-officio members of the Assembly but shall not retain voting rights, except where specified in the Bylaws.

Subsection 3. Members wishing to speak before GA shall raise their hand and wait to be acknowledged by the Chair. No members shall be allowed to speak without first being called upon by the presiding officer.

Subsection 4. Motions shall be made by raising one's hand and waiting to be acknowledged. At all times, precedence shall be given to motions and points according to the rules set forth in these rules of procedure and the most current version of Robert's Rules of Order.

Subsection 5. All speeches, questions, motions, and points shall be addressed through the presiding officer.

Subsection 6. Members shall not be interrupted save for necessary announcements from the Chair or intervening points.

Section ii. Proper Decorum

Subsection 1. The Presiding Officer shall be the authority for enforcing decorum within the meetings of GA. Committee chairs shall be responsible for enforcing decorum within committee meetings.

Subsection 2. If a member controls the floor and feels that there is not an appropriate level of decorum on the floor of the GA, they may pause and demand that the Chair enforce the rules of the Assembly and reestablish proper decorum on the floor.

Subsection 3. Time utilized to enforce rules within a member's speaking time shall not be counted against the speaking member. The presiding officer holds the right to maintain decorum in whatever way may be adequate and reasonable for the situation and enforce sufficient sanction against those that would disrespect the rights of any other member.

Subsection 4. All electronic devices including cell phones, music players and other audible devices shall be silenced and out of sight during the meeting of GA. Use of internet-accessible devices by members shall be allowed, provided GA members are present in mind during debate and voting.

Subsection 5. All members of GA, Executive Board and guests shall conform to all policies of the Student Code of Conduct and other University policies within the meeting hall. Failure to do so shall open the member to disciplinary actions available to RHA.

Section iii. Speaking and Motion Rights

Subsection 1. Members of GA shall be allowed full speaking and motion rights within the meetings of GA. This right shall not be curtailed or abridged without a unanimous vote of GA.

Subsection 2. Speaking rights may be granted by a motion passed in GA. Questions or other points may be yielded to individuals without speaking rights; however, this right shall be limited to the singular answer or statement on the topic at hand.

Subsection 3. Any student who has paid their RHA fee may speak before the GA during established times; however, they shall be disallowed from making motions or voting and shall be held to all other rules of decorum established by the policies of RHA.

ARTICLE III. Offices of the General Assembly

Section i. The Presiding Officer

Subsection 1. The President shall serve as the Chair and preside at meetings of GA and shall have full charge over ensuring the fairness, decorum, and flow of the meetings of GA.

Subsection 2. The presiding officer shall rule on all points of order and answer all inquiries directed to the Chair. When in doubt, the presiding officer shall consult with the Parliamentarian and shall make a ruling thereafter.

Subsection 3. Should the presiding officer find it necessary to speak on a particular matter, they shall vacate the Chair and shall remain as such until the dissolution of the matter in question.

Subsection 4. The President, with the consent of GA, shall enforce all rules of order and decorum.

Section ii. Parliamentarian of the Residence Hall Association

Subsection 1. The Parliamentarian shall be the initial authority on the governing documents of the organization and shall advise the Chair on the correct parliamentary procedures to be taken within the meetings of GA.

Subsection 2. At no time shall the Parliamentarian, except by the leave of GA, vocalize their opinion in the meeting setting. All answers to inquiries or rulings on points of order shall emanate from the presiding officer.

Subsection 3. All official actions of the GA shall be signed by the Parliamentarian to signify their passage by GA.

Section iii. The Chief of Staff of the Residence Hall Association

Subsection 1. The Chief of Staff shall take minutes of all meetings and hearings of the GA, and shall keep accurate records of past meeting minutes.

Subsection 2. The Chief of Staff, in conjunction with the President, shall be responsible for publishing the minutes of GA to its members within three days of the conclusion of the meeting.

Subsection 3. In the absence of the Chief of Staff, another member of the Executive Board or a member of the Administrative Board may be appointed by the presiding officer to take minutes of the meeting.

ARTICLE IV. Legislation

Section i. Bills and Resolutions

Subsection 1. Bills and resolutions shall be the official pieces of legislation of the RHA and shall be used to exercise the powers of GA.

- i. Bills shall pertain to internal policy, oversight, financial allocation, budget adjustment, and amendments to the Bylaws.
- ii. Resolutions shall pertain to recognizing people, events, and groups as well as expressing the opinion of the General Assembly.

Subsection 2. It shall be the responsibility of the Chief of Staff, to format all bills and resolutions in a standard way and it shall be the responsibility of the President to set guidelines on their submission for inclusion on the agenda.

Subsection 3. The President shall have the power to veto any Bill, Directive, or Co-Active Resolution. A presidential veto may be overturned with a two-thirds vote in the General Assembly. Any legislation that the President fails to sign or veto within five (5) days (Sundays excepted) of receipt shall take effect immediately unless otherwise indicated in the legislation.

Subsection 4. Should the President be obligated through the preceding clauses to strike down legislation, they will make every effort to not only fully articulate said reasons for doing so but also work with the sponsor of the offending legislation to correct any flaws.

Subsection 5. Legislative Directives shall be utilized by GA to order time-specific, direct action by the organization and/or members of the Executive Board.

Section ii. Means for Consideration

Subsection 1. No bill shall pass without first being considered twice. The President shall refer all bills to the most appropriate committee for a first reading unless first reading within GA is called for by a two-thirds (2/3) vote of GA.

Subsection 2. Resolutions only need to be considered once before GA but may be sent to a committee if the GA deems necessary.

ARTICLE V. Disciplinary Provisions and Debate Limitations

Section i. Powers of GA

Subsection 1. All members of GA, Executive Board, Administrative Board, and participants on the floor of GA are bound by the rules of order governing the meeting.

Subsection 2. Disruptive behavior on the floor of GA shall be disallowed, and members of the Assembly shall have the right to make the President, or designated presiding officer, aware of the disruption by calling the member to order via the “Point of Order.”

Subsection 3. Continued disruptions, interruptions, or egregious breaches of decorum or parliamentary language by any member of GA, Executive Board, or Administrative Board, shall make that member subject to the following disciplinary actions with two-thirds ($\frac{2}{3}$) votes:

- i. Censure - This motion shall officially condemn a member
- ii. Removal – This motion shall require the member to vacate the meeting location for the duration of the meeting. The member may not return without the permission of all voting members present.
- iii. Suspension – This motion shall temporarily suspend a member from the service of GA for a period not to exceed two meetings. This shall not in any way affect the other duties of the member in question; however, the offending member shall not be allowed to appear or speak in the meetings of GA during the specified period.

Subsection 4. The President, or designated officer, shall enforce all decisions of GA, in conjunction with the RHA Advisor.

Subsection 5. Disciplinary decisions of GA shall be final and shall not be available for appeal.

Section ii. Time Limits

Subsection 1. All presentations of legislation, question and answer sessions, executive reports, or other financial requests shall have a maximum of ten minutes. This limit may be extended or shortened by a majority vote of GA.

Subsection 2. Special Presentations shall be limited to five minutes. This limit may be extended or shortened by a majority vote of GA.

Subsection 3. The procedures for the presentation of legislation and requests shall include the presentation, question and answer session, and debate unless suspended by two-thirds ($\frac{2}{3}$) of the GA.

ARTICLE VI. Coactive Resolutions

Section i. Originating in the Residence Hall

Subsection 1. A coactive resolution may be brought before the GA by any member of the body for consideration, and must indicate itself as a co-active resolution in title. Such legislation, upon first consideration, will require two readings. The first

reading must be the appropriate committee and cannot be waived. All other processes and procedures that determine the passage of legislation and its first consideration on the floor of the GA are also applicable to the passage of a co-active resolution, including required vote thresholds and amendment procedures.

Subsection 2. Upon the passage of a co-active resolution on the floor of the GA, it shall be provided to the Speaker of the Undergraduate Senate within forty-eight (48) hours. If a co-active resolution originates within the Residence Hall Association, the President of the RHA may only sign the resolution if the exact same language is agreed upon and passed as legislation by both the Residence Hall General Assembly and the Undergraduate Senate.

Section ii. Originating in the Undergraduate Senate

Subsection 1. A co-active resolution that is passed by the Undergraduate Senate may then be brought to the GA with the sponsorship of at least one (1) Senator. After receipt of the co-active resolution from the Undergraduate Senate, the RHA President has forty-eight (48) hours to notify the GA for sponsorship. Any GA member can then assume sponsorship on a first-come, first-serve basis.

Title Eight – Amendments and Ratification

ARTICLE I. Supremacy and Provisions

Section i. Governing Documents

Subsection 1. The Constitution of the RHA shall be the principle document of the organization. All documents, legislation, and directives shall be subordinate to the authority of the Constitution.

Subsection 2. Provisions of the Bylaws may be suspended only by a three-quarters vote of GA and a unanimous vote of the Executive Board.

Subsection 3. At no time may the following provisions of the Bylaws be suspended, abridged, or countermanded by GA, the Executive Board, the Administrative Board, or the RHA/Hall Council Advisors:

- i. GA Quorum Requirements
- ii. Disciplinary Procedures in Accord with University Policy
- iii. Organizational Ethics
- iv. Amendments

Section ii. Amendments

Subsection 1. Amendments to the Bylaws shall be proposed by bill through GA and shall be reviewed by the Rules Committee.

Subsection 2. Within one week of submission, GA may hear any amendments, debate, and vote upon the bill, except for the first meeting of the fall semester and the last meeting of the spring semester.

Subsection 3. All amendments shall require a two-thirds vote of GA for passage.

Subsection 4. Changes to this Bylaw that solely alter formatting, grammar, or rectify contradictions may be made by the Parliamentarian at the direction of the President so long as they do not significantly alter the meaning or intent behind any section. This may be overridden by a majority vote of the General Assembly.

Section iii. Ratification

Subsection 1. In order for these Bylaws to be ratified and become the governing documents of RHA, this document shall require a three-quarters vote of approval from GA as well as a vote of unanimous support by the Executive Board as well as the approval of the RHA Advisor.