

Lake Region State College
Policy and Procedure Manual

SECTION 1400.04

RESIDENCE HALL ASSOCIATION CONSTITUTION

Article I. Name and Purpose

Section I: The organization shall be known as the Lake Region State College Residence Hall Association, hereafter known as RHA.

Section II: The purpose of the Residence Hall Association shall be to encourage resident educational, social and personal growth and enhance residence hall life. This association provides an opportunity for student self-governance. The students shall have RHA as their avenue for input into programming and policies and or voicing suggestions and opinions regarding all aspects of resident hall life.

Article II. Composition and Advisement

Section I: Anyone who lives in the residence halls and pays the dues to RHA is automatically considered a member of RHA.

Section II: The Director of Housing reserved the right to supervise all activities of the RHA. All decisions shall be remanded to the Director of Housing for final approval.

Section III: The Director of Housing may appoint a Resident Director or member of Student Affairs personnel to the position of "advisor" to the RHA meetings as a non-voting member and to participate in all of the proceedings. The Director of Housing may delegate to the Advisor, at his or her discretion, any or all of the powers reserved under Article II, Section II.

Section IV: The business of the RHA shall be conducted by the Executive Board.

Article III. Composition

Section I: The RHA Executive Board shall be comprised of five (5) members:

1. President
2. Vice President
3. Secretary/Treasurer
4. Advisor
5. Student Senate Representative

Section II: Election Procedures, at the beginning of each school year, the previous year's President-elect will call an organizational meeting. At this meeting, the members present will nominate individuals who are willing to accept the position, responsibility and who are qualified for the positions available: Vice President, Secretary/Treasurer, and Student Senate Representative. The individuals nominated will then be asked to leave the room while a small discussion is held. The members will then vote by a secret ballot. Those persons elected will assist with conducting the meeting for the remainder of the year. If the Vice President does not return for a second year, a new President will be elected in like manner.

Article IV. Removal of Officer

Section I: Any officer of the RHA can be removed from office for scholastic reasons, disciplinary reasons, and lack of attendance to meetings or failure to fulfill appointed duties. Such removal shall require the fulfillment of the following conditions.

1. An affirmative vote of at least two-thirds (2/3) of the Residence Hall Representatives and Executive Board members
2. Approval of the Advisor

3. Approval of the Director of Housing

Article V. Responsibility of Members

Section I: No student is eligible for election if he or she is currently on academic probation or has been on probation for the immediate past one (1) semester.

Section II: It is the responsibility of the Residents, RHA Executive Board members and the Resident Assistants to attend all meetings. An Executive Board member who has missed two (2) meetings without an excused absence will be removed from office following the procedure listed under Article IV, Section I.

Article VI. Duties of Officers

Section I: The President of the RHA shall be responsible for the organization of the RHA, preside at the RHA meeting, call special meetings if necessary, and appoint all committees with the approval of the RHA. The President shall have a casting vote only in case of a tie vote.

Section II: The Vice President of the RHA shall preside over meetings in the absence of the President. If both the President and Vice President are absent, the RHA student members shall elect or appoint a temporary presiding officer for the particular meeting. The Vice President needs to distribute at the meeting an agenda to all members in attendance at the meeting.

Section III: The Secretary/Treasurer of RHA shall be responsible for maintaining an updated version of the constitution of the RHA at all times, and shall be custodian to all other records pertinent to the RHA. The Secretary/Treasurer shall be responsible for taking the minutes of all meetings and shall present copies of the minutes to the President, Vice President, Student Representative, two (2) to the Advisor, Vice President for Academic and Student Affairs, Student Senate, and to each RD possible. The Secretary/Treasurer shall keep accurate books of the RHA and shall reconcile periodically with the Advisor. The Secretary/Treasurer shall present a current final report at each regular meeting. The outgoing Secretary/Treasurer shall be responsible for handing over all such records to the Advisor at the end of his or her term in office.

Section IV: The Student Senate Representative will attend Senate meetings. He or she will present Senate with required documents to become a recognized club on campus by October and report back to the next regular RHA meeting. Any member who is also a RA or RD is not permitted to hold office on the Executive Board of RHA.

Article VII. Meeting for the RHA

Section I: The RHA shall meet regularly at least once each month. Special meetings may be called at any time by the RHA President and/or Advisor.

Section II: Ten (10) RHA members, including RA's, shall constitute a quorum. A quorum is required to transact all business.

Section III: RHA meetings shall be open to any students who reside on the campus of Lake Region State College.

History