Constitution

of the

Residence Hall Association

AT

The University of Virginia’s College at Wise
Article I. Name

The name of this organization shall be the Residence Hall Association (hereinafter referred to as the RHA) at The University of Virginia’s College at Wise, hereinafter referred to as UVa-Wise.

Article II. Authority

Through RHA’s governance, the RHA is empowered to govern decisions that directly affect campus, but not limited to, their own affairs and procedures as specified in this constitution and its amendments.

Article III. Purpose

The purpose of this organization shall be:

A. To promote community among the residents, to represent all students living in residence halls and apartments, to supply channels through which residents may express opinions, and to perform all other duties necessary for the betterment of residential students.

B. To address issues and concerns arising in the residential community by making recommendations to the Student Government Association, Department of Housing and Residence Life, and/or other appropriate administrative departments and personnel.

C. To broaden the academic, cultural and social attitudes of residents through educational and social programs.

D. To benefit students by utilizing the state budget’s allocation for funding per each student living on campus, by generating funds through appropriate fund raising activities, and by designating the use of the RHA budget.

E. To promote understanding of cultural diversity, tolerance, and acceptance in the residential community by equally representing all individuals in programs, activities, and issues as they arise in the campus community.

F. To offer developmental opportunities through active involvement with the intent of enhancing professional skills, personal development, and career goals.
Article IV. RHA Membership

A. Every student of UVa-Wise who resides in a campus residence hall administered by the office of Housing and Residence Life shall be a member of RHA.

B. RHA prohibits discrimination on the basis of race, religious faith, national origin, sexual orientation, or gender within the association.

A. Hall/Floor Representatives shall be elected to represent each of the following:
   1. Asbury Hall shall have 2 representatives
   2. Culbertson Hall shall have 1 representative from the following floors:
      i. First Floor
      ii. Second Floor
      iii. Third Floor
   3. Henson Hall shall have 1 representative from the following floors:
      i. First Floor
      ii. Second Floor
      iii. Third Floor
   4. Martha Randolph Hall shall have 1 representative
   5. McCraray Hall shall have 1 representative from the following floors:
      i. First Floor Women’s
      ii. Second Floor Women’s
      iii. Third Floor Women’s
      iv. Ground Floor Men’s
      v. First Floor Men’s
      vi. Second Floor Men’s
      vii. Third Floor Men’s
   6. Theme Houses shall have 1 representative
   7. Thompson Hall shall have 1 representative
   8. Townhouses shall have 1 representative

B. Other Hall/Floor Representatives shall be added if and when new residential facilities are added to the UVa-Wise campus.

E. Additional Representatives from campus student organizations who wish to be present at RHA meetings include, but are not limited to, Resident Advisors, Student Government Association, Student Activities Board, and National Residence Hall Honorary.

C. The classifications of membership shall be:
   1. Automatic membership consists of all other residents
   2. Active membership consists of elected offices, including, but not limited to Executive Board and Legislative Board
      i. Executive Board consists of elected officers
      ii. Legislative Board consists of appointed, elected, or representatives of residence halls on UVa-Wise campus.
Article V. RHA Executive Board

A. Officers
1. The executive officers of RHA shall be:
   a. President
   b. Vice-President
   c. Secretary
   d. Treasurer
   e. Historian
   f. Co-NCC
   g. NCC-IT
2. In the event that UVa-Wise hosts VACURH, SAACURH, or NACURH, any conference chair from UVa-Wise's RHA shall be recognized as an active executive officer for the duration of their appointment for that respective conference.
3. Any additional officers relevant to the specific tasks and/or functions of the RHA shall be appointed by the President if and when deemed necessary.

B. Qualifications
1. Must be a registered full-time student as deemed by the College
2. Must live on campus
3. Shall have and maintain cumulative and semester grade point averages of at least 2.30
   a. In the case that an Executive Board member does not meet the grade point average requirement, the advisor shall inform them and ask that they resign from their position.

C. Duties and Responsibilities
1. All officers of the RHA must:
   a. Be exceptional student role models
   b. Actively support, promote, and/or participate in all RHA endeavors including, but not limited to, programs, conference, and committee work.
2. All Executive officers of the RHA must
   a. Attend all weekly RHA, Executive Board, and Workshop meetings, retreats, programs, and any other pertinent gathering deemed necessary to attend
      i. In the event that an office cannot attend the aforementioned functions, the following circumstances for excused absences shall include, but are not limited to:
         a. Illness
         b. Court and/or Jury Duty
         c. Death in the family
         d. Academic functions
         e. Work Study
         f. Personal Emergency
ii. Repetitive and/or unexcused absences will be privately addressed by the RHA Advisor. The advisor will use his/her discretion in how to address that student's circumstance.

b. Work closely with the RHA advisor on all RHA endeavors

D. Offices

1. President
   a. The President shall be the official spokesperson on all activities, resolutions, and policies of RHA
   b. The President shall be the designated officiator on all RHA contracts, accounts, and resolutions, unless signing power is required, in which case, the present RHA Advisor will administer such responsibilities
   c. The President shall serve as the liaison between RHA and other campus organizations; in order to ensure open communication lines between campus organizations, the President may be asked to attend appropriate meetings
   d. The President shall ensure that all provisions of the RHA Constitution and its policies are enacted and faithfully executed
   e. The President shall set the agenda for each meeting
   f. The President shall preside over RHA meetings and be responsible for calling those meetings to order
   g. The President shall appoint, with the approval of the voting membership, any other officers, without altering the structure of the aforementioned Executive Board, as well as RHA standing and ad hoc committees, deemed necessary for the preservation of RHA
   h. The President shall be responsible for the election or appointment of all vacant offices
   i. The President shall coordinate the activities of the Executive Board
   j. The President shall be especially effective in upholding and implementing parliamentary procedure

2. Vice-President
   a. The Vice-President shall assume the duties of the President in the absence of or at the request of the President
   b. The Vice-President shall be a standing committee chair of all RHA committees, unless otherwise voted upon by the Executive Board
   c. The Vice-President shall assist the president in the execution of the duties and responsibilities of the office of the President
   d. The Vice-President shall maintain reasonable order in the RHA meetings
   e. The Vice-President shall act at parliamentarian
f. The Vice-President shall assume duties in the absence of any Executive Officer, with the exception of Co-NCC and NCC-IT, unless otherwise determined by the Executive Board

g. The Vice-President shall have only one vote in RHA Executive Board

3. Secretary
   a. The Secretary shall keep minutes for all RHA meetings
   b. The Secretary shall keep minutes for all Executive Board meetings
   c. The Secretary shall keep typed minutes of all meetings on file
   d. The Secretary shall distribute weekly minutes in a timely manner to all officers, representatives, advisors and other appropriate RHA and Housing officials
   e. The Secretary shall assist the President when needed
   f. The Secretary shall chair the Fundraising Committee and other committees when assigned
   g. The Secretary shall be especially effective in upholding and implementing parliamentary procedure
   h. The Secretary shall have only one vote in RHA Executive Board

4. Treasurer
   a. The Treasurer shall work with the Advisor to establish a proposed budget by the third RHA meeting of each semester
   b. The Treasurer shall review all financial transactions on a biweekly basis and report on the state of finances at every RHA meeting
   c. The Treasurer shall chair the Fundraising Committee, which will coordinate at least one fundraiser each year
   d. The Treasurer shall be especially effective in upholding and implementing parliamentary procedure
   e. The Treasurer shall chair the Fundraising Committee and other committees when assigned
   f. The Treasurer shall have only one vote in RHA Executive Board

5. Co-NACURH Communications Coordinator
   a. The Co-NCCs shall communicate with NACURH, SAACURH, and VACURH and report information to the RHA
   b. The Co-NCCs shall represent the RHA at conference business meetings
   c. The Co-NCCs shall write the annual NACURH Information Center (NIC) report
   d. The Co-NCCs shall collaborate with one another through the school year on the duties of the NCC
   e. The Co-NCCs shall be responsible for upholding the UVa-Wise RHA Constitution
f. The Co-NCC’s shall be especially effective in upholding and implementing parliamentary procedure

g. The Co-NCC’s shall chair the Grievance Committee and other committees when assigned

h. The Co-NCC’s shall ensure all recognition and awards and submitted to regional association

i. Co-NCC’s shall select, coordinate and supervise conference delegations
   i. Anyone interested in attending a conference must submit his or her name to the NCC by the decided deadline
   ii. Individuals whom the RHA or the Office of Residence Life deems ineligible to attend the conference will be stricken from the list
   iii. If the number of potential delegates exceeds the number of spaces available, final selection will be decided among Co-NCC’s
   iv. An alternate list will be formed from the students who did not make the original delegation list. Alternates will be chosen by Co-NCC’s as spaces in the delegation become vacant
   v. Any student who wishes to pay the registration fee himself/ herself in order to attend a conference for which he/ she was not originally chosen to attend may be allowed to do so, depending on delegation cap size and travel restrictions. The decision of this clause will be made on an individual conference basis

j. The Co-NCC’s shall assist in training the NCC-IT to be able to execute the duties of NCC within one school year

k. The Co-NCC’s shall have only one vote each in RHA Executive Board

6. NACURH communications Coordinator In-Training (NCC-IT)

   a. The NCC-IT shall be trained on tasks required of the NCC so that these may be performed in the absence of the NCC
   b. The NCC-IT shall observe the work of the Co-NCC’s and be able to provide assistance on necessary tasks of the Co-NCC’s
   c. The NCC-IT shall be able to present NCC reports in RHA meetings in the absence of the Co-NCC’s
   d. The NCC-IT shall help the Vice-President in his/ her functional duties and be especially effective in upholding meetings and implementing parliamentary procedure
   e. The NCC-IT shall have only one vote in RHA Executive Board
7. RHA Historian
   a. The Historian shall present accurate pictorial documentation of RHA conferences, meetings, retreats, programs, and all other events through visual medias
   b. The Historian shall design conference and open house displays, unless serving on a conference committee and said committee’s constitution deems otherwise
   c. The Historian shall be especially effective in upholding and implementing parliamentary procedure
   d. The Historian shall chair the Advertising Committee and other committees as assigned
   e. The Historian shall maintain the RHA Bulletin Boards in Henson and McCraray Halls on a monthly basis
   f. The Historian shall only have one vote in RHA Executive Board
Article VI. Advisor(s)

A. The advisor(s) to the RHA shall be appointed by the Dean of Students and/or the Director of Residence Life
B. The advisor shall lead and guide all areas of RHA
C. The advisor(s) shall actively support all of RHA’s pursuits
D. The advisor(s) shall be expected to attend RHA meetings and events and inform the Executive Board when he/she is unable to attend
E. The advisor(s) shall supervise the collection of any and all funds and monies.
F. The advisor(s) shall check Executive Board members grade point averages each semester.
   a. If there are any infractions of the grade point average requirement, the advisor(s) shall inform them and ask that they resign from their position
G. The advisor(s) shall keep all financial accounts, separate from the state budget, in their name and be responsible for sharing transactions, bank statements, and any other information regarding said accounts with RHA.
   a. In the case of a change of Advisor(s), previous advisor(s) are responsible for removing their name from all said accounts within 90 days
H. The advisor(s) shall guide RHA in budgeting, agenda setting, programming, and allocating of funds
I. The advisor(s) shall meet either weekly or bi-weekly with the RHA President
J. The advisor(s) shall be responsible for any training and/or workshops presented to either the Executive Board or Legislative Board
K. The advisor(s) shall meet with the RHA President on a weekly or bi-weekly basis to finalize the agenda for the upcoming RHA meeting
L. The advisor(s) shall uphold and follow parliamentary procedure in meetings
M. The advisor(s) shall not hold a vote nor hold any elected or appointed office
Article VII. Meetings

A. RHA Meetings
1. Meetings shall be governed by Parliamentary Procedure
2. The first RHA meeting of each academic year shall take place the first full week of classes
3. The RHA shall meet every week on Wednesday’s at 1:00 pm.
4. Messages from representatives may be read at meetings by designated persons
5. Meetings shall follow a set agenda
   i. Any RHA member or outside person may request floor time during a meeting by contacting the President
   ii. All unfinished business at the close of a meeting shall resume the next following meeting
6. Special meetings may be called by the President or by request of a majority of the voting membership
7. Meetings that shall take place outside the regularly scheduled time shall be announced at least one week in advance
8. RHA Meetings shall be open meetings and RHA shall provide means of participation for all in attendance
9. On a motion made and seconded to close the doors of any RHA meeting, on the discussion of any business, which may, in the opinion of a representative require secrecy, the President shall direct all attendees without voting privileges to clear the room
   i. During the discussion of said motion, the doors shall remain closed
   ii. The decision not to close doors may be appealed by any voting member of RHA, which may pass following a vote

B. Committees
1. Mandated RHA Committees are as follows:
   i. Grievance Committee
      1. The Grievance Committee is chaired by the Co-NCC
         a. In the absence of the Co-NCC, the Vice-President will serve as the Committee chair
      2. The Grievance Committee shall consist of Legislative Board members, in addition to the Committee Chair
      3. The Grievance Committee shall facilitate hall grievances from RHA members
   ii. Fundraising Committee
      1. The Fundraising Committee is chaired by the Treasurer
         a. In the absence of the Treasurer, the Vice-President will serve as the Committee chair
      2. The Fundraising Committee shall consist of Legislative Board members, in addition to the Committee Chair
      3. The Fundraising Committee shall facilitate at least one fundraiser per year
iii. Advertising Committee
   1. The Advertising Committee is chaired by the Historian
      a. In the absence of the Historian, the Vice-President will serve as the Committee chair
      b. The Advertising Committee shall consist of Legislative Board members, in addition to the Committee Chair
      c. The Advertising Committee shall facilitate creating, posting, and removing advertisements and fliers for RHA events
      d. The Advertising Committee shall present all advertisements before RHA for voting approval at least one week prior to the proposed date of posting

2. RHA reserves the right to create and terminate committees as necessary for RHA functions
   i. Other committees created outside the aforementioned mandated committees shall appoint a committee chair, who will provide a report of the committee’s activities at RHA meetings.

3. All committees shall meet at least every other week or by the call of the President and/or Advisor(s)

4. Committee members are expected to attend all meetings of their respective organization, committees, and/or functions
   i. Attendance at committee meetings for elected offices is mandatory.
      1. Three absences that are unexcused will result in dismissal, as directed by the Committee Chair.
      2. This decision may be appealed to the Advisor(s) if necessary
Article VIII. Attendance

A. RHA Meetings

5. RHA voting members, specifically Legislative Board and Executive Board members, are required to attend all regular and called meetings of the RHA.
   i. Failure by a Hall or Floor to provide the necessary voting members for three or more meetings during the academic year shall result in the loss of RHA voting privileges for that Hall or Floor.
   ii. RHA reserves the right to remove a Hall or Floor representative for the following reasons:
       1. Failures to provide the necessary information to excuse absences
       2. Repetitive absences
       3. Lack of interest or participation during RHA Meetings
       4. Disruptive or disrespectful behavior
       5. Failure to abide by RHA Constitution
       6. Hall or Floor Representative requests removal
       7. Any other reasons deemed appropriate by the Legislative and Executive Board
   iii. RHA voting privileges may be restored upon appeal from the organization and approval by the majority of the RHA voting membership.
       1. Three absences following the reinstatement of voting privileges will result in the loss of voting privileges for the rest of the academic year.
       2. If voting privileges are not restored, the Legislative Board member is still expected to attend RHA meetings and functions.
   iv. In the case that a new Hall or Floor representative is elected to serve on the Legislative Board, then that representative may appeal for voting privileges to be restored.
Article IX. Voting

A. Voting Privileges
1. Only RHA Executive and Legislative Board members with voting privileges may cast a vote held during RHA meetings.
2. Voting privileges may by extended to other RHA members through majority vote based on the following qualifications:
   a. Former RHA representative during current academic year
      1. A former RHA representative is defined as someone who was once a Hall or Floor representative who either moved of his or her own accord or at the accord of Housing and Residence Life to another building or hall on campus
   b. Active RHA member
      1. An active RHA member is defined as someone who attends regular meetings, follows the Constitution, and is considered a valuable asset to the RHA
   c. Member of another organization who act as an active RHA member and petition for voting privileges

B. Types of Voting Procedures
1. Quorum
   a. Unless otherwise designated, one-third of the voting membership shall constitute a quorum for the conduct of business at all meetings of the RHA.
2. Majority
   a. Unless otherwise designated, a simple majority vote of the voting members present is required to pass all legislation of the RHA and Councils.
3. Two-Thirds
   a. Unless otherwise designated, all RHA fund raising projects, expenditures of funds, and amendments to the constitution must be approved by a two-thirds vote.
4. Closed Ballot
   a. Unless otherwise designated, a ballot will be given to all voting members of RHA, where each member will write down their vote on said ballot. Ballots may be counted by any Executive Board member, except any member directly affected by the vote.

C. Presence
1. Motions may be made and seconded for all presenters affiliated with voting decision to leave the room for the duration of discussion of vote.
2. Motions may be made and seconded for all attendees without voting privileges to leave the room for the duration of discussion of vote.
Article X. Elections

A. Purpose
   1. The purpose of RHA elections is to determine RHA Officers. This gives RHA members an opportunity to select their student leaders

B. Occurrence
   1. Any elections or appointments of RHA officers shall occur no later than two meetings following nominations

C. Nominations
   1. RHA members can nominate others or themselves for positions
   2. All nominations must be seconded by another RHA member
   3. All nominees must formally accept his or her nomination
   4. All nominations shall be completed by the meeting following Spring Break

D. Term of Office
   1. A term of office shall begin upon the last RHA Executive Meeting prior to the last RHA Weekly Meeting before the close of the spring semester

E. Legislative Board Election Procedures
   1. Legislative Board elections shall be completed at the discretion of the RA in each Hall/Floor
   2. Legislative Board elections shall take place no later than the third week of September.
   3. Legislative Board member term of office shall begin upon election and continue until the end of the Spring Semester
   4. Legislative Board Officers shall take offices at the next meeting following the election provided, upon verification, they meet all of the qualifications

F. Executive Board Election Procedures
   1. Nomination Process
      a. The RHA shall be responsible for publicizing, organizing, and executing annual elections according to the terms of the constitution
      b. Any student who meets the qualifications for office may be nominated for an RHA Executive Board office.
   2. Campaigning Process
      a. Campaigning for offices may take place after the meeting when formal nominations are made
         1. Campaigns may not defame, degrade, or insult any other RHA candidate or person on campus
         2. Campaigners may not use third parties to communicate any defaming, degrading, or insulting messages about other RHA candidates
3. Campaigners may not use any form of bribery to attain votes.

4. Advertisements and fliers for campaigns should be tasteful and exclude any inappropriate comments or images.

5. If anyone campaigning for an Executive Board position chooses to violate aforementioned guidelines for campaigns, the advisor will ask them to remove themselves as a nominee.

3. Election Process
   a. Following the nomination process, all candidates for an RHA office will be given 2-3 minutes of floor time during an RHA meeting to express their qualifications, desire, and goals for their office.
   b. At the designated RHA election meeting for Executive Officers, each Hall/Floor Representative and Executive Board Member shall have one vote.
   c. All RHA officers shall be elected by a simple majority, closed ballot vote of voting delegates present.

1. Ballots of all elections shall remain on file with the advisor(s) for the academic year and then be destroyed.

G. Contesting Election
1. A candidate may contest an election for but not limited to the following reasons:
   a. The election was not in accordance with the terms of the constitution.
   b. Vote count fraud.

2. Any candidate contesting an election must submit a signed written statement detailing the reasons for the contest and requesting an investigation of the election to the RHA advisor within five class days following the election.
   a. The RHA advisor, with four impartial RHA members, must complete an investigation of the contested election and render a decision within ten class days after receipt of the written request.

1. If sufficient cause is determined, a new election shall be held.
2. If no sufficient cause is determined, the election shall stand.
3. This decision shall be final.
4. The meetings and business of the organization whose election is in question will continue as usual with all elected officers serving in their respective positions during the investigation and until the decision is made.
Article XI. Impeachment and Removal From Office

A. RHA officers and representatives may be removed due to, but not limited to, the following reasons:
   1. Failing to fulfill the duties and responsibilities of the office
   2. Behavior which is detrimental to the organization, inappropriate or unbecoming of an officer
   3. Repeated absences from meetings

B. Procedure for Impeachment of Officer or Representative
   1. Any voting member of the RHA or Council may initiate removal proceedings against any RHA officer for reason 1 and/or 2 in Section A above by submitting written charges to the President and the advisor of the RHA

C. Procedure for Removal of an Officer
   1. Charges against an officer must be read at the next two regularly scheduled RHA meetings following receipt of the written request for impeachment proceedings.
   2. After the second reading, a vote of the RHA voting delegates will determine the validity of the charges and whether the charges warrant removal from office.
      i. The charges must be approved by a two-thirds vote of the RHA voting members present, in order for further actions to be taken toward removal
   3. After the aforementioned requirements are met, a hearing shall be called by the RHA President
      i. If the charges are against the RHA President, the Presiding Officer.
      ii. Any officer other than the Vice-President may be elected as the Presiding Officer.
      iii. The hearing shall be closed to everyone except the voting member of the RHA unless all parties agree otherwise, or unless the appearance of a witness is necessary.
      iv. At least one-half of the RHA voting members must be present.
      v. Upon hearing the cases and evidence presented by all parties involved in the action, the RHA shall vote and render a decision by secret ballot.
      vi. Removal from office will require a three-fourths majority in favor of removal.
      vii. This decision will be final.
      viii. Upon conviction, the officer will be removed from office. Up until that time, the officer in question will proceed with his/her duties as usual
D. Vacancy of Office

1. A vacancy in the office of the RHA President shall be filled immediately by the Vice-President.
   
i. If the Vice-President is unable to fill the vacancy, the voting membership shall elect a new president.

   ii. The President shall appoint all other vacancies with approval from the voting membership
Article XVI - Amendments

A. Constitutional Review
   a. The Constitution shall be reviewed bi-annually

B. Amendment Proposals
   a. Any proposed amendments to this constitution must be submitted in writing to the RHA President
      i. Any proposed amendments must be read at two regularly scheduled RHA meetings; voting shall take place following the second reading

C. Passing Amendments
   a. A two-thirds majority vote of the RHA voting delegates is required for the passage of an amendment
   b. Said amendment will go into effect at the next regularly scheduled meeting