**The Lincoln University Residence Hall Association Constitution**

**Preamble**

We, the residents of the Lincoln University residence halls, under the authority of the Office of Residence Life, hereby create a system that: encourages cooperation, coordination, cohesion, and communication among residence halls; enhances student development through educational and social programming; promotes the welfare of the university community as a whole; and establishes an effective and representative body for residence hall related issues. Therefore, we hereby establish this constitution of the Lincoln University Residence Hall Association.

**Mission Statement**

The mission of The Lincoln University Residence Hall Association is to enhance and develop the life of residential students through advocacy, programming, and leadership opportunities and by providing a place to voice concerns about Residence Life procedures, policies, and facilities.

**Article I: Name, Location, and Affiliation**

Section 1: The organization shall be called the Lincoln University Residence Hall Association, hereinafter referred to as the RHA

Section 2: This shall be a coeducation organization and the use of “he/she” or “his/hers” in the Constitution and By-Laws is nonspecific and does not refer to gender

Section 3: The organization shall be located on the campus of Lincoln University in Pennsylvania

Section 4: The activities of this organization shall be carried out in association with the Office of Residence Life

**Article II: Purpose**

The purpose of this organization shall be:

1. To represent the residential students of The Lincoln University in all matters and affairs, with the administration and all organizations, concern or affecting the quality of living on campus.
2. To ensure representation for all residential students
3. To sponsor programs and activities between and among various residence areas through the use of Hall Council.
4. To take all necessary and appropriate action to improve any and all aspects of Residence Life on this campus.

**Article III: Membership**

1. All students living in the residence halls shall be entitled to membership and representation in the RHA.
2. All students, faculty, administrators, and university personnel are invited to participate in the benefit from all RHA sponsored events and programs.

**Article IV: Government**

**Section 1:** Two designated professional staff members will directly advise this organization.

**Section 2:** One to two Resident Advisors per building will advise the individual hall councils

**Section 2:** There shall be a Hall Council for each residence hall on Lincoln University’s campus elected by the residents of that particular residence hall. The Hall Council shall consist of a President, Vice- President, Secretary, Treasurer, Historian, King, and Queen. In case of limited candidates, positions and those responsibilities may either be combined (with the exception of the President) or either appointed at the discretion of the President.

**Section 3:** Hall Council Eligibility: Hall council eligibility shall be established as follows: In order to be eligible to run for a hall council position in RHA, residents must possess no less than a 2.0 cumulative grade point average at the time of elections. Residents must maintain at least 2.0 cumulative grade point average for their duration of their term in office. Hall Council members who fall below a 2.0 cumulative grade point average must resign.

Section 4: All hall council members must attend all meetings and executive all duties as outlined in the constitution or active bylaws

Section 5: Committees and subcommittees, including those mentioned and not mentioned in the By-Laws may be formed as necessary with the board members acting as, or appointing, chairpersons. These offices are available to interested members and will be elected or appointed according to the stipulations of the By-Laws or assessment of the advisor

**Article V: Duties and Responsibilities of the Components of the RHA**

**Section 1:** The components of the RHA shall be as follows:

1. President’s Council
2. Respective hall’s hall councils(one per building)
3. General Body
4. Various committees as deemed necessary and appropriate

**Section 2: President’s Council**

1. The President’s Council membership shall consist of the all of the president’s from each Hall Council on Lincoln University’s Campus.
2. During the first meeting of each semester, with the assistance of the advisors, the members of the President’s Council will elect members to serve as:
	1. Council Chair: The Chair shall conduct the call to order at the beginning of each meeting. He/She shall prepare meeting agendas and guide the meetings accordingly. The council chair shall appoint committee chairs for designated committees, as he/she sees fit.
	2. Secretary: The Secretary shall take minutes and attendance of all Presidents’ Council meetings and prepare and distribute them prior to the next meeting. He/she shall fulfill all other secretarial duties as deemed necessary by the council chair.
	3. The President’s council will:
		* Maintain positive relations between all hall councils across campus.
		* Coordinate campus wide events between residence halls.
		* Facilitate the impeachment process for hall council members (Article VII)
		* Maintain communication with other regional university hall councils

**Section 3: Hall Council**

1. **Duties of the President:** The President shall be the public representative of the Hall Council and serve as a liaison between his/her hall council, residence life, and other campus entities. He/she shall act as chairperson at all meetings, and chair or appoint and individual to chair all standing committees as deemed necessary and appropriate. The President shall conduct the call to order at the beginning of each meeting. Vacancies in office may be filled by appointment from the President with the approval of the hall council. The President shall serve as the official representative at regional and national conferences. He/she shall meet on a regular basis with the Residence Hall Coordinator and/or Resident Advisor (RA) co-advisor) of their hall. The president shall serve on the President’s council.
2. **Duties of the Vice-President:** The Vice President shall be responsible for organizing and monitoring all programming committees. He/she shall preside over all meetings in the absence of or with the permission of the President. He/she shall perform other duties as directed by the President.
3. **Duties of the secretary:** The secretary shall take minutes and attendance of all hall council meetings and prepare and distribute them prior to the next meeting. He/she shall fulfill all other secretarial duties as deemed necessary. The secretary shall maintain and complete an accurate account and file of all hall council activities. He/she is responsible for advertising all RHA events, programs, and meetings. The secretary shall perform other duties as directed by the President.
4. **Duties of the Treasurer:** The treasurer shall keep a current record of all financial transactions of the organization and report the account balance at every meeting and perform all duties required to properly function as treasurer. The treasurer will be charged with developing and chairing all fundraising committees. The treasurer shall perform other duties as directed by the President.
5. **Duties of the Historian:** The historian shall keep a record of the notable events during the year. The position, however, extends beyond just writing down what happens. The historian’s job duties can extend to being a photographer, filmmaker, researcher, and other duties directed by the President.
6. **Duties of the Parliamentarian:** A Parliamentarian is an expert in rules of order and the proper procedures for the conduct of meetings of deliberative assemblies. Parliamentarians assist organizations in the drafting and interpretation of bylaws and rules of order, and the planning and conduct of meetings. The parliamentarian will execute other duties as directed by the President.
7. **Duties of the King/Queen:** According to the Student Life and Development King and Queen position guidelines and expectations, the King and Queen shall participate in the Coronation of Mr. & Miss Lincoln University and present the organizational gift/s. They shall also attend all practices for the Homecoming Coronation as required. They are required to have proper attire (such as a gown, tuxedo or suit) to wear for the Homecoming Coronation. The King and Queen shall assist with Mr. and Miss Lincoln University’s programs as requested. Lastly, the king and queen will execute other duties as directed by the President.
8. **Duties of the Senator/ Alternate Senator:** The Senator shall attend Student Government Association (SGA) senate meetings. They will be responsible for voting on issues. The senator will relay information from the SGA senate meetings. Lastly, the senator and alternate senator will execute other duties as directed by the President.

**Section 4:** The general body of RHA consists of all residential students.

**Section 5:** The Residence Hall Association will have standing committees to deal with RHA business. Depending on the issue or cause, the President’s council or each individual hall council has authority to develop a committee

**Article VI: Term of Office**

Section 1: All members of the Hall Council shall hold office for a term of one year, commencing immediately after elections results are announced in the fall semester and ending on the last day of the spring semester of the following year.

Section 2: There is a no maximum term a hall council member shall hold their position.

Section 3: A hall council executive board member automatically forfeits their position if they switch residence halls.

**Article VII: Impeachment**

**Section 1:** In the event a Hall Council member cannot fulfill their duties to the organization, an impeachment process may ensue

1. A written document must be presented to the Residence Hall Coordinator of that hall and the designated RHA advisors.
2. Within 48 hours, the respective hall council must meet. If it is a member of a specific hall council, that hall council may partake in voting. If this is a member of the campus RHA board, the campus executive board will do the voting. The person who submitted the documented grievance will be given the floor to present their reason for impeachment. The hall council member will be given the floor to defend the situation.
3. Impeachment will require 2/3 of the members; Voting will be done by a secret ballot, which is counted by the advisors of the Residence Hall Association
4. If the Hall Council member is voted out of office with the 2/3 vote, he/she will have 24 hours to vacate the position. If the Hall Council member is not voted out, he/she will meet with the advisors to address the issue, and work on a plan to develop them in his/her position.
5. Any member of RHA (including Hall Council members and residents) can submit written documentation to begin the impeachment process.

**Article VIII: Chain of Succession**

**Section 1:** Should it become necessary for the President to resign from his/her office, the Vice President shall immediately, upon the President’s formal resignation, assume the office of the President, until such time as the term is finished.

**Section 2:** Should it become necessary for more members than just the President to resign, the Chain of succession shall be as follows: President, Vice President, Secretary, Treasurer, Historian, King, and Queen.

**Article IX: Ratification**

This constitution will be ratified by a simple majority approval by the President’s Council