



## **RHA Diversity Statement**

The Residence Hall Association of Salem State University is dedicated to ensuring that all students living in the residence halls are accepted regardless of race, ethnicity, religious belief, sexual orientation, gender, gender identity or expression, ability, socioeconomic status, marital status, culture, veteran status, national origin, and age. RHA is an inclusive organization embracing diversity and fostering equality. An intentional goal of our organization is to respect and celebrate all people through the integration of differences.

## **RHA Leadership Statement**

We, the executive board of the Salem State University Residence Hall Association, believe that to be a student leader is an ongoing learning process. Leadership involves cultivating a membership that develops an understanding that leaders need to be taught and it is the responsibility of every leader to teach others.

Leadership is about selflessly serving constituents and making decisions based on what is right. Leaders act as a role model for other students, placing ethical values and responsibility as a high priority. A leader is part of a team and empowers other members of the group to strive to reach their goals. They build forums for students to find their voice in an environment that respects healthy debate and diverse opinions and views. Leadership is about stepping out of your comfort zone and being open to change and new ideas. It's about having fun and learning to see the potential in other people while inspiring them to take hold of the reigns themselves.

Leadership is about understanding and embracing other's perspectives in the creation of an inclusive community.

Leadership is about stepping up to the plate, and getting into the game; never worrying about whether you will strike out or hit a home run.

## **Residence Hall Association Constitution**

*Passed by RHA on March 29, 1999*

The purpose of the RHA is to represent all resident students in matters and affairs, with the administration and other organizations, concerning or affecting the quality of living on campus. Establishment of the constitution will be based on a simple majority vote of the RHA founding members.

### **Article I Name**

The name of this organization shall be the Residence Hall Association of Salem State University, hereinafter to be referred to as the RHA.

### **Article II Purpose**

The purpose of the RHA shall be 1) to represent the resident student population of Salem State University in all matters and affairs, with the administration and all organizations, concerning or effecting the quality of living on campus: 2) to insure representation for all residence students: 3) to sponsor programs and activities between and among the various residence areas through the use of each Community Council, Weekend Warriors, and National Residence Hall Honorary chapter; and 4) to take all necessary and appropriate action to improve any and all aspects of residence life on this campus.

## **Article III Membership**

**Section 1:** Primary Membership: All students living in the residence halls shall be entitled to membership and representation in the RHA.

**Section 2:** General membership: All students, Faculty, Administrators, and University personnel are invited to participate in the benefit from all RHA sponsored events and programs.

## **Article IV Governance**

**Section 1:** The governing body of the RHA shall consist of twenty (20) voting members, hereafter to be referred to as the Associate Council. The four (4) representatives from each residence area shall consist of the President, Vice-President, and two (2) RHA Representatives chosen as each residence area deems necessary, be it by election or appointment by the government of each residence area.

**Section 2:** There shall be an Executive Board, elected by the Associate Council from its own membership. The Executive Board shall consist of an Executive Director, Director of Programming, Director of Administration and Finance, Director of Public Relations, Director of Recognition, two (2) National Communication Coordinators, and a Director of Weekend Warriors. No Associate Council member shall be a candidate for more than one office in any given election. An elected Executive Board member of RHA or Weekend Warriors shall not hold any Community Council position, executive or otherwise, during his/her term in office. Once a member is elected, his/her Community Council shall be responsible for replacing his/her position.

**Section 3:** Executive Board Eligibility: In order to be eligible to run for an Executive Board position in RHA, an Associate Council member must possess no less than a 2.0 cumulative GPA, and a 2.0 GPA for the semester prior to elections. Executive Board members who fall below a 2.0 cumulative GPA or who receive a semester GPA below 2.0 during his/her term in office, must resign from his/her position. First year students (i.e. freshmen, new transfers) at Salem State University are required to attain a 2.0 G.P.A. in their first semester to be eligible to run for an Executive Board position. All Associate Council members must be in good Academic and Judicial standing with the University in order to be eligible to run for a position as well as all Executive Board members must remain in good Academic and Judicial standing with the University in order to remain on the Executive Board.

**Section 4:** All Executive Board members must attend all meetings and events. If there are more than three unexcused absences at meetings, an Ad-Hoc committee will be formed to investigate. If the President is to be investigated, the Vice-President will chair the Ad-Hoc committee.

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

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

- 1) Executive Board
- 2) Associate Council
- 3) Programming Committee
- 4) Budget and Finance Committee
- 5) Omega Zeta Epsilon chapter of the National Residence Hall Honorary
- 6) Weekend Warriors
- 7) and other various committees as deemed necessary and appropriate

**Section 2:** Executive Board: All executive powers of the RHA shall be invested in this board.

- 1) Duties of **Executive Director**: The **Executive Director** shall be the public representative of the RHA. He/she shall act as chairperson at all Associate Council meetings, chair or appoint an individual to chair all standing and Ad Hoc RHA committees as deemed necessary and appropriate. Develop relationships with Salem State administrators and SGA leadership, and ensure RHA recognition as a Salem State group/club. The **Executive Director** shall exercise veto power on behalf of the Executive Board as prescribed in the bylaws and assume all other duties as right and necessary to effect a proper functioning of the RHA.
- 2) Duties of the Director of Programming: The Director of Programming shall chair the Programming Committee and serve as coordinator of all RHA-related programs, events, and activities. Shall preside over all Associate Council meetings in the absence of or with the permission of the President. Serve as tie-breaking vote in Associate Council votes. Develop relationships with other campus groups/clubs.
- 3) Duties of the Director of Administration and Finance: Keep, manage, and maintain all RHA records; financial expenditures, income, allocations, minutes, and meeting attendance. Chair the Budget & Finance Committee. Prepare the budget for approval by the Associate Council. Track and update Community Council budgets through regular communication with CC Treasurers. Archive Community Council minutes with CC Secretaries. Coordinate all OCM related programs such as Welcome Kits, Holiday Packages, and Final Exam Packages. Oversee "RHA Booty" program in coordination with the Director of Recognition.
- 4) Duties of Director of Public Relations: Manage the RHA listserv and Facebook accounts. Facilitate all RHA related correspondence. Develop and distribute all advertising related to RHA events, programs, and meetings. Develop relationships with the Salem State Log and prepare press releases related to RHA activities, events, and honors. Responsible for checking the RHA mailbox in SGA and distributing relevant information to RHA members.
- 5) Duties of Director of Recognition: Coordinate the end of semester and end of year recognition/appreciation activities. Manage all RHA awards processes including nominations, selection, and ordering of certificates/plaques/etc. Train and motivate RHA members to write "Of the Month" nominations. Coordinate on-going recognition activities including "Passing of the Moose", weekly activity presentations, and any new initiatives. Oversee "RHA Booty" program in coordination with the Director of Administration and Finance.
- 5) Duties of the **Co-National Communication Coordinators**: Serve as Salem State University's official representatives at all regional and national meetings and conferences. Coordinate affiliation with NACURH and fulfill national and regional obligations. Maintain presence on NACURH/ NEACURH related listserves. Select, prepare, and oversee student delegations. Coordinate and prepare award bids, facilitate fundraising efforts to attend conferences, and inform RHA of relevant regional/national happenings.
- 5) Duties of Director of Weekend Warriors: Oversee the Weekend Warriors Executive Council and act as Chairperson at all Weekend Warrior meetings. Coordinate Weekend Warrior elections process. Liaison with RHA to announce Weekend Warrior activities and programs.

**Section 3:** Associate Council: All Legislative powers shall be vested in the Associate Council. Specific functions shall be:

1. To initiate legislation pertaining to, representing, and furthering the interests and welfare of all resident students.
2. To initiate amendments and bylaws to the constitution.
3. To discuss and approve the RHA Budget.
4. To form and serve on standing Ad Hoc committees.
5. To exercise veto override power of the Executive Director prescribed in the bylaws.

## **Article VI Term of Office**

All members of the RHA shall hold office for a term of one (1) year, commencing on May 15 and ending on May 14 of the following year.

## **Article VII Allocations for RHA Funds**

**Section 1:** Proposals for funding must be presented in writing at an RHA meeting taking place at least two weeks in advance of the proposed event. This requirement may be waived by a two-thirds majority vote of the Associate Council.

**Section 2:** Any group or individual receiving any monies for any purpose from the RHA shall, prior to the next meeting, give the Director of Administration and Finance good account of money and any profits or losses resulting from that event.

**Section 3:** The RHA shall receive a percentage of the proceeds from any RHA funded or sponsored event directly proportional to the percentage of the RHA investment.

**Section 4:** Attendance at meetings and all RHA functions will directly influence the amount of money that is allocated to the Community Councils, NRHH Chapter, and Weekend Warriors.

**Section 5:** Forms for allocations of money should be submitted in writing to the Budget and Finance Committee at proper times.

## **Article VIII Ratification**

This constitution will be ratified by simple majority approval in a constitutional election.

### **Founding Members of the Residence Hall Association March 29, 1999**

*Keith Langston, Author*

*Tom DiPietropolo*

*Jill Accettullo*

*Brian Tene*

*Carmine Giuggio*

*Tracey Kassin*

*Jennifer Clark*

*Jeff Cutting*

## **RHA BYLAWS**

### **Article I Amendments to the Constitution**

Amendments to this constitution must be proposed, in writing, through the members of the RHA. To be approved, the amendment shall require:

- A) A two-thirds majority of the full Associate Council.
- B) A simple majority of resident students voting in a referendum, conducted in each residential area by the residential governing body.

### **Article II Voting Rights**

Each member of the Associate Council shall cast one vote. The Executive Director of the Executive Board shall exercise veto power over all Associate Council votes. The Associate Council will exercise a veto override power which will consist of a two-thirds majority of the full Associate Council. In the event that an Associate Council member is not able to attend a RHA meeting, a proxy vote shall be used by another member of the representative's Community Council with written permission by the representative that will not be in attendance.

### **Article III Parliamentary Procedures**

**Section 1:** When conducting Associate Council meetings, the rules contained in "Robert's Rules of Order, Revised" shall govern the meetings of the Associate Council in cases which are not provided for by this constitution of bylaws.

**Section 2:** In order for any official Associate Council business to be conducted, a quorum is required. A quorum shall be defined as a simple majority of the total membership of the Associate Council.

### **Article IV Community Council Elections**

**Section 1:** The elections and operations of each residence area government (Community Council) will take place according to their constitutions. The positions to be filled will be as follows; President, Vice-President, Treasurer, Secretary and two Residence Hall Association

Representatives in addition to any additional positions as prescribed by the individual councils.

**Section 2:** The term of office for all RHA Associate Council members will be one year from the first meeting of the academic year.

**Section 3:** Eligibility: In order to be eligible for membership of the Associate Council, an individual must be a full-time student who resides in one of the residential living areas at Salem State University.

## **Article V National Residence Hall Honorary Chapter**

**Section 1:** The elections and operations of the Omega Zeta Epsilon chapter of the National Residence Hall Honorary will take place according to their constitution.

**Section 2:** NRHH will receive a budget through the Residence Hall Association as proposed on a yearly basis to the RHA Executive Board and approved by the Associate Council.

**Section 3:** Eligibility: In order to be eligible for membership in the National Residence Hall Honorary, an individual must be a full-time student who resides in one of the residential living areas at Salem State University, must meet eligibility requirements per the NRHH Constitution and the National guidelines, and must have applied and been approved for membership through the application process..

## **Article VI Weekend Warriors**

**Section 1:** The elections and operations of the Weekend Warriors will take place according to their constitution.

**Section 2:** Weekend Warriors will receive a budget through the Residence Hall Association as proposed on a yearly basis to the RHA Executive Board and approved by the Associate Council. The amount granted by RHA shall equal no more and no less than the amount also funded by The Department of Residence Life. If The Department of Residence Life ceases to fund the program, RHA will no longer provide funding from the general budget (excluding any fundraising that the Weekend Warrior members coordinate.)

**Section 3:** Eligibility: In order to be eligible for membership in the Weekend Warriors, an individual must be a full-time student at Salem State University. To serve on the Executive Council of Weekend Warriors, an individual must reside in one of the residential living areas at Salem State University.