

Article I. Name

Section 1. The name of this organization shall be Residence Hall Association.

Section 2. The Residence Hall Association shall herein be referred to as RHA.

Article II. Purpose

Section 1. The mission of RHA is to make residence life an unforgettable experience and to ensure that residents' voices are heard.

Section 2. It shall be the primary purpose of this organization to:

- a. Build communities by providing programming in residence halls and campus-wide.
- b. Advocate for those on campus who otherwise do not have a voice.
- c. Develop our members to become leaders on campus and in the community.

Section 3. It shall be the secondary purpose of this organization to:

- a. Collaborate and build relationships with other campus organizations.
- b. Support the National Residence Hall Honorary and the University of Louisville's Campus Housing.

Article III. Membership

Section 1. The membership of this organization shall not discriminate on the basis of race, color, creed, gender or gender expression, religion, age, nationality, political affiliation, sexual orientation or affectation, military status, or physical, mental or emotional disability, except as provided by federal law.

Section 2. Regular membership shall consist of those students who live on campus and in properties managed by Campus Housing, herein referred to as Residents.

- a. Regular members who are in good standing in their attendance may vote in officer elections as set in the bylaws.
- b. Members maintain good standing through demonstrating proven involvement in the organization by attending at least two general body meetings or hall council meetings during the academic year.

Article IV. Executive Council Officers

Section 1. The Executive Council is the board of elected representatives who manage campus-wide events and initiatives, oversee Hall Council operations, and work as the intermediary between Campus Housing and Residents.

Section 2. The Executive Council is comprised of six (6) officers, listed as follows by gavel order:

- a. The Executive President.
- b. The Vice President of Administration.
- c. The Coordinating Officer for Hall Council Development.

- d. The Coordinating Officer for Marketing and Events.
- e. The Coordinating Officer for Advocacy.
- f. The NRHH Liaison.

Section 2. The roles and responsibilities of the Executive President are to:

- a. Be the public face of the organization, the duties of which include:
 - i. To be the chief spokesperson for RHA.
 - ii. To serve on the University Dining Services Advisory Committee.
 - (a) Another Executive Council can be appointed to serve on this committee.
 - iii. To maintain a positive relationship with the University's Student Government Association, to advocate for residents in campus issues.
 - iv. To supervise and assist in seeking partnerships for the betterment of RHA.
- b. Preside over all meetings and business, the duties of which include:
 - i. To preside over all RHA business and coordinate all actions of the Executive Council.
 - ii. To preside over General Body and Executive Council meetings.
 - iii. To break voting ties, after consulting the Vice President of Administration and the Advisor(s).
- c. Supervise the actions of RHA, the duties of which include:
 - i. To ensure all programs, retreats, trainings and other events are organized and executed efficiently, in collaboration with the Advisor(s).
 - ii. To provide support to Hall Councils, in collaboration with the Coordinating Officer for Hall Council Development.
 - iii. To meet with the Director of Housing two (2) times per semester to discuss the vision and mission of RHA.
 - iv. To lead the Executive Council and Advisor(s) to formulate plans of action for all urgent matters that arise.
 - v. To attend any meetings with Housing and Residence Life staff as requested.
 - vi. To prepare any unprecedented documents or forms for RHA.
 - vii. To perform any duties of an empty Executive Council Officer position as necessary or as requested by the Advisor(s) and the Executive Council.
- d. Supervise the actions of other Executive Council officers, the duties of which include:
 - i. To have one-on-one meetings with each Executive Council officer monthly.
 - ii. To offer help or guidance to ensure that each officer fulfills their duties, in collaboration with the Vice President of Administration.
- e. Manage finances and the budget, the duties of which include:
 - i. To serve as a signatory on purchases and to be authorized to use the Procurement Card.
 - ii. To prepare and present the budget to the Director of Housing when requested, in collaboration with the Vice President of Administration.
 - iii. Manage and execute all contracts on behalf of RHA, in collaboration with the Vice President of Administration.
 - iv. To seek additional funds from other University sources.

- f. Organize the presence of RHA at conferences, the duties of which include:
 - i. To register the University for all conferences, including SAACURH RBC, SACURH RLC, NACURH, and KARH.
 - ii. To prepare necessary housing arrangements, itineraries, transportation arrangements, and payment methods, in collaboration with the Advisor(s).
 - iii. To hold a pre-conference meeting with the conference delegation to review which sessions to attend, learning goals, and schedule.
 - iv. To decide which members will join the conference delegation in addition to the President and Vice President, in collaboration with the Executive Council and the Advisor(s).
 - v. To attend all RHA Stakeholders boardroom sessions, working toward the best interest of the university
 - vi. To attend all NCC boardroom sessions in the absence of the Vice President, working toward the best interest of the university.
- g. Prepare the organization during summer break, the duties of which include:
 - i. To live on campus over summer break.
 - ii. To prepare a yearly report to the Director of Housing.
 - iii. To coordinate fall recruitment.
 - iv. To review the constitution.
 - v. To represent RHA at University engagements.
 - vi. To maintain contact between RHA and all Hall Directors.
 - vii. To complete other work deemed necessary by the Executive Council and Advisor(s).
 - viii. The Executive President may appoint another Executive Council officer to perform these duties if the Executive President is unable to live on campus.
- h. Lead efforts to recruit and retain RHA members, in collaboration with the Vice President of Administration.
- i. Co-chair the Policy and Partners Committee, in collaboration with the Vice President of Administration.

Section 3. The roles and responsibilities of Vice President of Administration are to:

- a. Assume all duties of the Executive President in case of their absence.
- b. Act as the reporting secretary, the duties of which include:
 - i. To keep minutes for all Executive Council and General Body meetings.
 - ii. To provide an electronic copy of all minutes to the appropriate members.
 - (a) The preferred method for distribution is uploading to the RHA OrgSync page.
 - (b) Executive Council meeting minutes should not be made public to the General Body.
- c. Maintain the good standing of RHA as a Registered Student Organization of the University, in collaboration with the Advisor(s) and Executive Council.
- d. Manage finances and the budget, the duties of which include:
 - i. To oversee all payments and all collection of revenue.

- ii. To be ensure that all RHA debts and bills are paid in full.
 - (a) All debts must be paid in a timely manner and with well-documented records, especially receipts.
- iii. To keep electronic records of the budget for review and use in future fiscal years.
- iv. To serve as a signatory on purchases and to be authorized to use the Procurement Card.
- v. To fully understand the procedures of the Procurement Card and have responsibility for organizing the training of designated members in these procedures.
- vi. To acquire all paper products and other supplies needed by the Executive Council or General Body outside of typical Procurement Card limits and procedures.
- e. Report on all budgetary matters, the duties of which include:
 - i. To inform the General Body, Executive Council, and the Advisor(s) on all matters concerning the budget.
 - ii. To maintain an updated budget prepared for all Executive Council meetings and being responsible for a report on all RHA accounts.
 - iii. To submit a hard-copy summary of all revenues and expenditures of an RHA event to the Executive Council and Advisor(s).
 - (a) The deadline for submitting this report is one (1) week after it is requested.
 - iv. To meet a minimum of twice per semester with the Unit Business Manager to discuss the budget.
 - v. To meet a minimum of twice per semester with the Executive President and Advisor(s) to discuss and analyze the budget.
 - vi. To prepare and present the budget to the Director of Housing when requested, in collaboration with the Executive President and the Advisor(s).
 - vii. Also, to meet with the Director of Housing to discuss all things of a budgetary matter.
- f. Serve as the National Communications Coordinator at all conferences, the duties of which include:
 - i. To cast the University's vote as the National Communications Coordinator at the boardrooms of all conferences, including SAACURH RBC, SACURH RLC, NACURH, and KARH.
 - ii. To act as the liaison between the University and the state, region, and nation for RHA, including the attendance of all Virtual Business meetings.
 - iii. To inform the Executive Council and the General Body of all pertinent information that is gathered from meetings and boardrooms.
 - iv. To keep the University affiliated on the state, regional, and national level through the Resource File Index (RFI).
 - v. To have working knowledge of Parliamentary Procedure.
 - vi. To gather feedback from each delegate regarding new ideas, potential improvements.
 - vii. To create and present a summary of all conferences which includes awards won, knowledge gained, and photos to be sent to Housing and Residence Life.

- g. Prepare the organization during summer break, the duties of which include:
 - i. To live on campus over summer break.
 - ii. To prepare a yearly report to the Director of Housing.
 - iii. To coordinate fall recruitment.
 - iv. To review the constitution.
 - v. To represent RHA at University engagements.
 - vi. To maintain contact between RHA and all Hall Directors.
 - vii. To complete other work deemed necessary by the Executive Council and Advisor(s).
 - viii. To complete 10 hours of work a week during the summer.
 - ix. The Vice President of Administration may appoint another Executive Council officer to perform these duties if the Vice President of Administration is unable to live on campus.
- h. Assist the Executive President, the duties of which include:
 - i. To help supervise the actions of other Executive Council officers.
 - ii. To help lead efforts to recruit and retain RHA members.
 - iii. To help manage and execute all contracts on behalf of RHA.
 - iv. To help having one-on-one meetings with each Executive Council officer monthly.
- i. Co-chair the Policy and Partners Committee, in collaboration with the Executive President.

Section 4. The roles and responsibilities of the Coordinating Officer for Hall Council Development are to:

- a. Provide information and training to Halls and Hall Councils, the duties of which include:
 - i. To create and implement training for all Hall Council Officer positions.
 - ii. To create holistic training for Hall Directors about RHA and their role within the organization.
 - iii. To develop Hall Councils through continued training exercises.
 - iv. To provide support documents for planning, budgeting, and executing events and meetings for Hall Councils.
- b. Serve as the liaison between the Executive Council and Hall Councils, the duties of which include:
 - i. To provides support from the Executive Council for all Hall Council initiatives.
 - ii. To voice the concerns of Hall Councils to the Executive Council.
 - iii. To present information gathered from Hall Council Forums to the Executive Council.
 - iv. To maintain contact between hall councils and the EC of RHA.
- c. Support Hall Councils and their initiatives, the duties of which include:
 - i. To ensure the success of Hall Council efforts.
 - ii. To provide additional advising support to Hall Councils.
 - iii. Provide additional support to Senior Residential Assistants and Hall Directors in RHA matters.

- iv. To approve purchases for Hall Councils using the Procurement Card procedures as outlined by the VP of Administration.
- d. Monitor the dedication and success of Hall Councils, the duties of which include:
 - i. To create, distribute, and collect program planning forms and post-program evaluation forms.
 - ii. To track attendance of Hall Councils during General Body Meetings and Committee Meetings.
 - iii. To attend a portion of two (2) Hall Council meetings at minimum per Hall every semester to report to the Hall Council their respective budget.
- e. Chair the Professional Development Committee.
- f. To work with the Advisor(s) to provide leadership opportunities for members each semester.

Section 5. The roles and responsibilities of the Coordinating Officer for Marketing and Events are to:

- a. Define the brand of RHA and its marketing materials, the duties of which include:
 - i. To create promotional flyers and advertisements for RHA recruitment and retention efforts.
 - ii. To create promotional flyer and advertisements for all RHA campus-wide events.
 - iii. To create the materials and branding of RHA, and maintain versions of the RHA logo.
 - iv. To aid in and teach Hall Councils the process of creating flyers and advertisements, along with mass copying and distribution.
 - v. To keep a record of exemplary old, current, and future flyers and advertisements and upload them to Dropbox.
- b. Represent RHA publically at campus-wide gatherings, the duties of which include:
 - i. To represent RHA at campus fairs for students.
- c. Design initiatives to make the campus aware of the goals and purpose of RHA.
- d. Organize large-scale programming efforts, the duties of which include:
 - i. To create and implement a programming calendar for the duration of the term, in collaboration with the Executive Council.
 - ii. To lead the planning of a campus-wide event once per semester.
 - iii. To lead the planning of a General Body mixer event, termed a “retreat,” once per semester.
- e. Meet twice (2 times) per semester with Housing’s Project Coordinator for Public Outreach for help with full-scale advertisement, and to update website for RHA and NRHH achievements and announcements.
- f. Chair the Spirit Committee.

Section 6. The roles and responsibilities of the Coordinating Officer for Advocacy are to:

- a. Represent the vision of unity, acceptance, and diversity that RHA and Campus Housing uphold.
- b. Champion initiatives by students and Campus Housing to improve the situation of Residents on campus, the duties of which include:

- i. To build and maintain relationships with RSOs on campus to support students' voices.
- ii. To work with Hall Councils, and especially their Campus Outreach Officers, to understand and help fulfill their needs.
- iii. To work with the Campus Outreach Committee
- iv. To lead the planning of a campus-wide advocacy event focusing on Resident experiences once per term.
- v. To lead the planning of a campus-wide forum once per term.
- c. Gather information about the state of the campus and of residence life, the duties of which include:
 - i. To develop and conduct assessments or forums to gather feedback on Residents' issues.
 - ii. To relay gathered feedback to the Executive Council.
 - iii. To attempt to bring important issues to the forefront of campus thought.
- d. As the chair of the advocacy committee, utilize the committee for programming and assessment development.
- e. Chair the Campus Outreach Committee.

Section 7. The roles and responsibilities of the NRHH Representative are to:

- a. Serves as the liaison between the Executive Council and the National Residence Hall Honorary at the University of Louisville.
- b. Be an inducted member of the NRHH, fulfilling all the necessary requirements to be in good standing with the national organization.

Section 8. The Executive Council Officers are compensated for their work in the form of an honorarium applied to their student accounts with the University.

- a. The Executive President and Vice President of Administration are compensated \$6,000.
 - i. The Executive President and Vice President of Administration are expected to complete 20 total hours of work weekly, 10 hours of which are Office Hours.
- b. All Coordinating Officers are compensated \$4,000.
 - i. The Coordinating Officers are expected to complete 10 total hours of work weekly, 5 hours of which are Office Hours.
- c. The NRHH Representative is compensated a total of \$4,000.
 - i. The NRHH Representative's compensation comes primarily from the budget of NRHH. If the NRHH compensates the NRHH representative less than \$4,000, the RHA budget will be used to make up the difference.

Article V. Executive Council Elections

Section 1. In order to be qualified to run for an Executive Council position, a candidate must be:

- a. In good standing with RHA.
- b. In good academic standing
- c. In compliance with the University Code of Conduct.

Section 2. Elections will occur in the first or second month of the Spring semester.

Section 3. All candidates for an Executive Council office must submit an application through the RHA OrgSync website page.

- a. The application is designed by the current Executive Council.
- b. Candidates may apply for a first-choice position and a second-choice position. If a position is unfilled, candidates may be asked if they would like to run for their second-choice position.
- c. Each current Executive Council officer must review each application.
- d. Campus Housing has the ability to disqualify candidates based on violations of the University Code of Conduct, failure to meet the good standing requirement, or other known issues.

Section 4. Candidate interviews must be conducted.

- a. Executive Council officers applying for re-election for their current position are exempt from the interview process. However, they are not exempt if they are applying to a different position on the Executive Council.
- b. The interviews must be conducted by two (2) persons at a minimum.
 - i. One interviewer must be the current holder of the Executive Council position for which the interviewee is applying.
 - ii. One interviewer must be another current Executive Council officer.
 - iii. If the current Executive Council officer is running for re-election for the same office, another Executive Council officer will be asked to conduct all the interviews for that position.
- c. The interviews must use a rubric to evaluate candidates.
 - i. The rubric must have a minimum of three (3) static categories used to evaluate the general leadership ability of each interviewee.
 - ii. The rubric must have a minimum of two (2) categories used to evaluate the position-specific ability of each interviewee.

Section 5. The applicants who pass the interview process must go through cross-examination at a General Body meeting.

- a. Each candidate has two (2) minutes to speak regarding their qualifications for the position.
- b. Each candidate has three (3) minutes to answer questions presented to them by individual members of the General Body.
 - i. These questions must be provided by General Body in advance to the Executive Council. These questions should be gathered from the General Body at least a week before speeches occur.
 - ii. Questions must be able to be asked to every candidate position and each candidate.
 - iii. In the event that no questions are submitted, the Executive Council (excluding those running for re-election) must identify questions to be asked in advance of elections.
 - iv. These questions may be shared beforehand with all candidates at the discretion of the EC (excluding those running for re-election).

- c. Candidates may not be in the same room as the General Body meeting while another candidate is giving a speech.
 - i. A Residence Hall Association Advisor(s) must be present for the cross-examination of each candidate.

Section 6. After all the candidates for a position have gone through a cross-examination, a vote is held to determine who will be elected to that position.

- a. Each individual member of the General Body has one (1) vote.
 - i. The sum of the Executive Council votes is equivalent to 7 votes, but can only be in favor of one particular candidate per position. This vote will only be revealed and counted if a tie occurs, in this case, the EC's vote will break the tie. This vote will occur before the General Body's election time and must be sealed prior to the election.
 - ii. A candidate must have a minimum of 60% of the total vote, rounded up, in order to be elected to a position.
- b. If there are three (3) candidates in the race, and no candidate has obtained a minimum of three-fifths (3/5) of the total vote, then the candidate with the least number of votes is eliminated from the race, and the vote is recast.
- c. If there are two (2) candidates in the race, and no candidate has obtained a minimum of three-fifths (3/5) of the total vote, then the Executive Council's vote (7) will break the tie.
- d. Votes must be cast anonymously.
 - i. Votes should be cast on ballots and be in person.

Section 7. Each Executive Council officer may only hold one (1) position per term. Terms last one (1) year from May to May.

- a. The honorarium takes effect in August and January, the beginning of each semester.

Article VI. Removal of Executive Council Officers

Section 1. Any Executive Council officer can be removed for the following reasons:

- a. Failing to fulfill duties and responsibilities as written in the constitution.
- b. Failing to maintain the good standing requirement.
- c. Failing to follow the University of Louisville's Housing Code of Conduct or to uphold the values of an exemplary student leader.

Section 2. The removal process for failing to fulfill duties and responsibilities is started by the Executive Council or the General Body.

- a. For the Executive Council to start the removal process, a four-fifths (4/5) vote is required to form a Review Board.
 - i. The Executive Council being voted on does not cast a vote.
- b. For the General Body to start the removal process, a two-thirds (2/3) vote is required to form a Review Board.
 - i. Each Hall Council casts one (1) vote.

Section 3. The Review Board will investigate if the Executive Council Officer in question is deserving of removal from office.

- a. The Review Board is set up as follows:
 - i. The Review Board is chaired by the President. If the President is the officer being investigated, the Review Board is chaired by the Vice President.
 - ii. Four (4) General Body members will be nominated and voted on to serve on the Review Board.
- b. The Review Board voting process will be as follows:
 - i. A quorum of five (5) members must be reached before any vote.
 - ii. A majority of the Review Board members must vote in favor of removal to remove the investigated officer from the Executive Council.
 - iii. In the event of the tie, the chair casts the final vote.
- c. The Review Board must decide on the removal of the officer no later than two (2) weeks after its formation.

Section 4. The removal of officers for not meeting a requirement is subject to the recommendation of the Advisor(s) to the Director of Housing and will follow a process as set forth by the Director of Housing and the Advisor(s).

Section 5. Immediate removal of an Executive Council Officer may occur for any violation of the University Code of Conduct or of Residence Hall policies.

- a. Evidence of the violation(s) must be presented to the Advisor(s). Upon notification, further investigation will be made by the Advisor(s) and the Coordinator for Student Rights and Responsibilities in Campus Housing.
- b. The process will be confidential and strictly handled by Advisor(s) and the Coordinator for Student Rights and Responsibilities in order to abide by FERPA.

Section 6. Upon removal, a prorated amount will be charged to the student account of the removed officer, based upon the number of days in the term that were not served, to reclaim honorarium funds.

Section 7. If an Executive Council officer is removed, a Selection Committee will be created to fill the vacant office.

- a. If the removed officer was the Executive President, the Vice President of Administration will serve as the Executive President until the Vice President of Administration or someone else is confirmed as the Executive President.
- b. The Selection Committee is chaired by the Advisor(s) and the remaining Executive Council officers serve as its members.
- c. The appointed replacement for the vacant office will be compensated for the remainder of the time spent in office.

Article VII. Replacement Procedures for Executive Council Officers

Section 1. If there is a vacant position due to removal or resignation, special elections can be held, at the discretion of the Executive Council.

- a. Special elections are conducted following the same process as the normal elections.
- b. Special elections can be held as soon as the Executive Council is aware of the vacant position.

Section 2. Instead of holding a special election, the Executive Council can choose to nominate a candidate for the vacant office.

- a. The General Body will hold a vote to elect the nominated candidate following the same process as the normal election voting procedure.
- b. If the nominated candidate is not approved, the General Body can nominate candidates from the floor to run for the vacant office. The nominated candidate(s) will be confirmed by a special election.

Article VIII. Hall Council Officers

Section 1. The Hall Council is the board of elected and unelected members who manage Hall Council events, advocate for specific Residence Hall issues, and attend General Body and Committee meetings.

Section 2. A Hall Council is required to have four (4) elected officers, listed as follows by gavel order:

- a. The Hall Council President.
- b. The Hall Council Vice President.
- c. The Programming Officer.
- d. The Campus Outreach Officer.

Section 3. A Hall Council can choose to elect any number of other officers to fulfill other roles.

Section 4. The roles and responsibilities of the Hall Council President are to:

- a. Lead Hall Council meetings, the duties of which include:
 - i. Preparing an agenda for the meeting.
- b. Represent a Residence Hall to the Executive Council, the duties of which include:
 - i. Attending all General Body meetings.
- c. Serve on the Policy and Partners Committee.

Section 5. The roles and responsibilities of the Hall Council Vice President are to:

- a. Organize and record the Hall Council's efforts, the duties of which include:
 - i. Taking attendance at Hall Council meetings.
 - ii. Taking minutes at Hall Council meetings.
 - iii. Tracking event success and submitting the Post-Event Evaluation Form to the Executive Council.
- b. Serve on the Professional Development Committee.

Section 6. The roles and responsibilities of the Programming Officer are to:

- a. Lead the planning of a monthly Hall Council event, the duties of which include:
 - i. Drafting, finalizing, and submitting the Event Planning Guide to the Executive Council.
 - ii. Accepting feedback on events from the Executive Council and the Hall Council.
- b. Serve on the Spirit Committee.

Section 7. The roles and responsibilities of the Campus Outreach Officer are to:

- a. Serve on the Campus Outreach Committee.

Article IX. Hall Council Elections

Section 1. Hall Council elections are held during the second month of the fall semester, after each Hall Council has already participated in the planning of one event.

Section 2. Hall Council officers must submit their application to the Executive Council via OrgSync.

Section 3. Hall Council elections are held in the hall, and voting results are sent to the Executive Council.

Article VIII. Finances

Section 1. Finances for RHA will be disbursed by Housing according to their system to the RHA/NRHH speed type.

Section 2. The finances of RHA will be managed by the Executive President and the Vice President of Administration.

- a. These officers will be the only officers have access to the entirety of funds of RHA.
- b. The Coordinating Office of Hall Council Development will manage allocated hall council budgets and will be able to track and monitor these purchases.
 - i. The Coordinating Officer for Hall Council Development will not be able to access funds for the hall councils.
 - ii. The Coordinating Officer for Hall Council Development will only be allowed to sign ProCard sheets for Hall Councils.

Section 3. The budget should be updated after each purchase and verified once a month with Campus Housing's fiscal manager.

Section 4. The RHA Executive Council has the ability to collect funds from revenue generated from contracts administered through RHA.

- a. The Executive President and Vice President of Administration will monitor this activity and adjust the budget as necessary.

Section 5. Access to a real-time viewable budget will be granted to the Executive President, Vice President of Administration, and the Advisor(s).

- a. The budget will be made viewable monthly to the Executive Council.
- b. The budget will be made viewable once a semester to the General Body.

Article IX. Meetings

Section 1. Executive Council meetings will be held weekly.

- a. The date and time will be selected by the current Executive Council.
- b. The Executive President has the authority to change or cancel meetings as necessary. The Executive Council and Advisor(s) will be notified by email, text, or GroupMe.

Section 2. General Body meetings will be held biweekly.

- a. The date and time will be selected by the current Executive Council.
- b. The Executive Council has the authority to change or cancel general body meetings as necessary. General Body will be notified through the OrgSync Portal.

Section 3. Hall Council meetings will be held weekly.

- a. The date and time will be selected by the hall council.
- b. Hall Council meetings cannot be held at the same time as General Body meetings.

Section 4. Meetings will be run by Robert's Rules of Order.

Section 5. Business will be decided on by a vote from the General Body.

- a. Each Hall Council gets one (1) vote.
- b. This vote is formally given by the President.
- c. The President votes at the will of the majority opinion of the present Hall Council members.
- d. A majority of votes is needed for business to pass.

Article X. Amendments

Section 1. Amendments to the Constitution must go through the following process:

- a. They must be presented to the Executive Council for edits, opinions, and approval.
- b. They must be presented to General Body for discussion and approval.
- c. After approval, they can be added to the Constitution.

Section 2. Amendments may also be presented to the Policy and Partners Committee and can bypass the Executive Council should one choose this route as being more pragmatic. The process would be as follows:

- a. Presented to the Policy and Partners Committee for edits, opinions, and approval.
- b. Presented to General Body for discussion and approval
- c. Added to the Constitution

Section 3. Should there be a tie in General Body, the Executive Council's vote will to break the tie.

Section 4. All Amendments will be voted on by each residence hall's Hall Council, not by individual votes from the General Body.

Article XI. Advisor

Section 1. The Advisor(s) will be selected through Campus Housing.

Section 2. The Advisor(s) should provide advice to each Executive Council officer.

- a. The president will have set meetings with the advisor(s).
- b. Each other executive council officer will have as needed meetings with the advisor(s).
- c. The advisor(s) will assist with the presiding officer with elections.
- d. The Advisor(s) will ensure an ethical election that follows election procedures established in this Constitution.

- e. The Advisor(s) will be asked to consult the Executive Council and General Body with any information that may be pertinent to election procedures.
- f. The Advisor(s) will be asked to oversee the counting of the ballots to ensure that the election and casting of votes is fair for all candidates and for all members who have the ability to vote in elections.