

Illinois Residence Hall Association Constitution

Article I

Name

- A. The name of the organization shall be the Illinois Residence Hall Association, hereinafter referred to as IRHA.

Article II

Mission Statement

- A. The Illinois Residence Hall Association views the residence hall experience as an invaluable learning environment and is committed to the betterment and growth of Illinois college and university residence communities through the encouragement of inter-school communication, provision of additional resources, commitment to diversity and recognition of achievement of member institutions.

Article III

Purpose and Function

- A. This organization will serve as a central location for facilitating information to the member institutions of IRHA and their representatives.
- B. IRHA will provide cultural, intellectual and social programming and leadership resources and provide any further resources for issues related to the residence halls of its member institutions.
- C. IRHA will provide recognition and encouragement to its individuals and member institutions.
- D. IRHA will serve as a catalyst and encourage its members to further their involvement within their residence halls and their involvement on the state, regional and national levels.
- E. An annual conference shall be host to further develop leadership throughout the state.

Article IV

Diversity Statement

- A. IRHA is a student-run organization whose purpose is to provide communication, education, and leadership development opportunities for students in residence hall systems across the state of Illinois. The students who comprise this organization are of different abilities, races, ethnicities, sexual identities, religions, ages, genders, personal beliefs, and political affiliations. As such, IRHA is committed to promoting an atmosphere conducive to accepting and welcoming individual differences and lifestyles. IRHA accepts the responsibility to act aggressively and proactively toward educating its membership and strongly encourages member schools to build conference delegations that are representative and inclusive of the diversity of the people from their individual campuses. Ultimately, IRHA strives for an appreciation, understanding, and celebration of diversity.

Article V

Commitment to Personal and Professional Development

- A. IRHA Communications Coordinators are highly developed student leaders and IRHA supports continuous ICC development. ICCs, alumni and advisors of IRHA contain useful information for IRHA CC's use of IRHA skills. Wherever there is an opportunity for personal and/or professional development opportunities for the ICCs, within IRHA related conferences and business meetings, it should be taken advantage of in the form of a presentation or forum. Ultimately, IRHA strives to continuously develop the leadership and professional skills of all members, ICCs included.

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Article VI

Drug and Alcohol Policy

- A. Alcohol and illicit drugs are recognized as substances that may have a sustained negative effect on the lives of college students. As an organization that works largely with college students under the legal drinking age, it is recognized that alcohol is not needed for a good time or to promote growth. Therefore, all events will be designated “alcohol and drug free.” Alcohol and/or illicit drug use is prohibited during any IRHA related event, including travel to and from. Delegates are prohibited from going to any venue whose sole purpose is to serve alcohol and any event serving alcohol.

Article VII

Section I Task Forces

- A. Task Forces are a crucial role in the development in IRHA leadership and the organization as a whole. The IRHA President may create and use any of these task forces:
 1. Recognition
 - a. The Recognition Task Force will be tasked with maintaining and running all recognition efforts of IRHA
 - b. Recognition includes recognizing individuals within IRHA schools, such as CCs, as well as other Housing staff.
 - c. The Recognition Task Force will also dictate the IRHA Buddy school initiative requirements and goals for the year
 2. Legislation
 - a. The legislative task force will be charged with reviewing the constitution and bylaws to see if any revisions need to be made based on current practices or needed improvements
 - b. All tabled legislation will be directed to the legislation taskforce
 - c. All legislation will be written and discussed by the legislation taskforce 1 month prior to the appropriate business meeting or as determined by the taskforce chair.

Article VIII

Section I Membership Qualifications

- A. Any housing organization directly affiliated with an institution of higher learning, within the state of Illinois, may become members of this organization upon receipt of assigned association dues in correspondence to their on-campus housing size and the assigned affiliation forms.

Section II Membership Year

- A. The membership year of IRHA will run from the start of the Semi Annual Business Meeting to the following Semi Annual Business Meeting.

Section III Affiliation

- A. To be declared an Active and Affiliated member or IRHA, in good standing, schools must:
 1. Pay Membership dues as determined by the By Laws of IRHA
 2. Submit all affiliation forms as determined by the Officers of IRHA
 3. Pay any outstanding debts to IRHA or another member institution.

Section IV Associate Institution Status

- A. Associate Institution Status is available to those organizations or NRHH chapters that are interested in affiliating or re-affiliating with IRHA and would like to participate in the organization on a trial basis.
 1. Associate Institution Status can be granted for no more than two years within a five-year time period, or at the discretion of the IRHA Executive Board.

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2. This status may be granted at any time during the year, however Associate Institution Status will end at the end of IRHA's affiliation year.

Section V Associate Institution Participation

- A. Associated institutions and NRHH chapters will be allowed to attend and be recognized by the conference staff at the Annual IRHA Conference.
- B. Associated institutions and NRHH Chapters are allowed to vote, bid for awards and host IRHA Executive Board Members.
- C. Associated institutions and NRHH Chapters may host the conference for the following year with proof of intent from a Housing Administrator for full affiliation.

Article IX

Section I Executive Board Members

- A. IRHA shall establish the following official elected officers:
 1. President
 2. Vice President of Finance and Administration
 3. Vice President of Recognition and NRHH
 4. Coordinator of Information Technology Services
 5. Advisor
- B. The following Ex-Officio executive officers shall also be established:
 1. Conference Chairperson(s)
 2. Resource Consultant(s)

Section II Elections

- A. All official executive board positions will be elected at the IRHA Annual Conference.
- B. The vote concerning official executive officers shall be by secret ballot of each member institution present and voting members.
- C. A majority of all votes cast shall be necessary for election. In the event that any election does not show a majority for any nominees for office, there shall be further balloting, with the nominee having the lowest vote being dropped from all succeeding ballots until a nominee shall have a majority of all votes cast.
- D. If a tie occurs within the boardroom, discussion will reopen followed by a second vote. In the case of a second tie, the voting members of the Executive Board shall cast a ballot to break the tie after a discussion. The President's ballot shall only be considered in the event of a tie on the Executive Board.
- E. Following the election results at the IRHA Annual Conference a transition meeting will be held, where outgoing officers will deliver a report to the newly elected board, as well as transfer any other necessary information to the organization, such as but not limited to, bank account information and passwords.

Section III Vacancies

- A. If a vacancy is present on the executive board, the member schools of IRHA will be notified and the President will determine a selection process. The President may appoint a person to the position as pro-temp with the approval of the Executive Board. Then, at the next official IRHA business meeting, a majority vote will be taken by the ICCs and NRHH CCs to approve the pro-temp appointed by the President. If consensus is not reached, a bid selection will begin with the appointed pro-temp remaining in office until majority vote is reached.

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- B. In the event the President position is the office vacated, the line of succession will follow as stated in the duties section of this constitution.

Section IV Removal from Office

- A. Impeachment and removal will be by a 2/3 vote of the members at an IRHA meeting.
- B. Impeachment and removal may also occur upon the written request of 2/3 of the member schools in good standing.
- C. Written requests for impeachment and removal shall be submitted to the President. In the event that the President is the office under consideration, these requests shall be submitted to the Vice President of Finance and Administration.
- D. Any member institution or group of member institutions requesting the removal of any officer must duly inform him/her of the allegations being made against him/her two weeks prior to submitting a formal written request for the individual's removal.

Article X

Section I Official Meetings

- A. IRHA shall hold a minimum of two meetings each year, including a Semi-Annual Business Meeting, and an Annual Conference.
- B. The President may call additional IRHA meetings as needed.
- C. All Official IRHA meetings shall be conducted according to Robert's Rules of Order (Newly Revised).

Section II Agendas

- A. The President shall determine the agenda for each meeting with the approval of the Executive Board.

Section III Quorum

- A. Quorum shall be defined as 50% + 1 of the voting members at the time of the meeting.
- B. Voting members shall be defined as the ICC/NRHH CCs in the boardroom who are registered, affiliated and present at the start of the meeting and each subsequent roll call.

Section IV Voting Rights

- A. For a ICC/NRHH CC to have voting rights the ICC/NRHH CC must:
 - 1. Satisfy affiliation requirements as outlined in Article III, Section Three
 - 2. Be present at the time of voting.
- B. Each ICC/NRHH CC with voting rights receives one vote for his/her organization.

Section V Bidding for Meetings

- A. Written bids for the following year's IRHA conference shall be submitted prior to and presented at each annual IRHA conferences.
- B. Written bids for the following year's Spring Retreat shall be submitted prior to and presented at each Semi Annual Business Meeting. If no accepted bid, re-bidding will occur at the annual IRHA Conference
- C. To be accepted, a majority vote of the ICCs and NRHH Reps present and voting must approve a bid.
- D. Due dates for the letter of intent and written bid submission shall be set forth by the President.

Section VI Absence of Bids

- A. If no member school bids for the Annual Conference at the constitutionally stated time then the executive board will be responsible for the conference.

Article XI

Section I Recognition

- A. Eligibility for awards, bid requirements, bid format, and other details specific to awards is determined by the By-Laws of IRHA

Section II ICC Selected Awards

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- A. The Carlene Verstraete Outstanding Service Award, Kaylee McAllister Travel Award, Advisor of the Year, NRHH Outstanding Chapter of the Year, NRHH CC of the Year, ICC of the Year, Student of the Year, National Residence Hall Honorary Member of the Year, Institution of the Year

Section III Executive Board Selected Awards

- A. Of The Month's (OTM's), Program of the Year, Rookie of the Year, President of the Year, Most Improved IRHA Luv, IRHA Four Year Service Pins, IRHA Points Award

Section IV Annual Conference Host Selected Awards:

- A. Most spirited large institution delegation, Most spirited small institution delegation, Best institution display, Top sessions, Best institution banner, Best roll call.

Article XII

Section I Amendments

- A. All amendments must be posted to the IRHA website no less than 2 weeks prior to presentation and all business shall be posted to the website no later than 10 days before presentation.
- B. Amendments must be passed at the beginning of any business meeting by a 2/3 vote.
- C. Amendments to the bylaws shall be formally presented at a business meeting of the association and must be passed by a majority of the member institutions present and voting.

Section II Ratification

- A. A changes constitution must be ratified by a 2/3 vote at the end of the same business meeting in which the amendment was presented and voted on.

Article XIII

Section I Authority and Responsibility of Account Signatories

- A. The primary signatory on the association's bank account and sole owner of the account debit card will be the Advisor.
- B. The secondary signatories on the association's bank account will be the President and Vice President of Finance and Administration.
- C. No signatory has the right to withdraw funds from the association's bank account.

Section II Association's Budget

- A. The association's budget will go from close of the IRHA Annual Conference to the close of the following IRHA Annual Conference.
- B. The association's budget shall be presented to the voting members at the IRHA Annual Conference for approval.
- C. The association's budget will be considered approved by 2/3 majority vote of the voting members at the annual conference.

Section III Association's Funds

- A. All expenditures not outlined within the approved budget need to be presented to the voting members at the following business meeting for approval.
- B. All monies collected intended to go to the association should be deposited within seven business days of receiving the monies.

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Article XIV

Section I Bylaw Guidelines

- A. The IRHA organization shall be empowered to adopt such bylaws and regulations deemed necessary for carrying out its functions through the procedures established in this constitution, provided such bylaws and regulations do not conflict with this constitution.
- B. Amendments to the bylaws shall be presented and discussed during an IRHA business meeting.
- C. Amendments to the bylaws shall be formally presented at a general business meeting of the association and must be passed by a majority of the member institutions present and voting.

Article XV

Section I

- A. August 15, 2014
Samantha Dawe: VPFA
- B. December 18, 2015
Sarah Karim: VPFA
- C. February 23, 2016
Zachery Cramer: VPFA
- D. May 1, 2016
Zachery Cramer: VPFA
- E. October 20, 2016
Zachery Cramer: VPFA
- F. October 18, 2017
Liam Bechtold: VPFA
- G. November 6, 2018
Mia Calderone: VPFA.