

of Voting Delegates per Building
25 total
17 to make quorum
Smurthwaite 1
Ford 3
Moore 3
West 2
Haymaker 3
Strong 3
Goodnow 3
Marlatt 3
Honors 1
LC 3

KANSAS STATE UNIVERSITY ASSOCIATION OF RESIDENCE HALLS

104 Pittman Building
Manhattan, KS 66506

<http://housing.k-state.edu/arh/>
785-395-6431

**CONSTITUTION OF THE KANSAS STATE
UNIVERSITY
ASSOCIATION OF RESIDENCE HALLS**

As amended April 8, 2015

We, the members of the Kansas State University Association of Residence Halls (ARH), in order to promote social, educational, and cultural programming for and by the residents, promote interaction among the residence halls and communities, stimulate interest in campus activities, foster involvement in residence hall and community affairs, and develop citizenship through self-government do ordain and establish this constitution.

ARTICLE I - NAME

The name of this organization shall be the Kansas State University Association of Residence Halls, hereafter referred to as ARH.

ARTICLE II - MEMBERSHIP

- Section 1:** All students residing in Kansas State University residence halls shall be members. Members shall constitute a given population from a building or set of buildings.
- Section 2:** Each population of members must go through an affiliation process at the beginning of each new academic year. The due date for submitting of the pertinent information shall be twenty-four hours prior to the first general body meeting of the fall semester. Such a process shall require the following:
 - A. The name, position, and email address of all executive board members and ARH Representatives.
 - B. The date and location of HGB meetings.
- Section 3:** Failure to properly affiliate shall result in the loss of suffrage at general body meetings until such time that the process is completed.

ARTICLE III - PURPOSE

- Section 1:** The purpose of this organization shall be to exchange and integrate the ideals and ideas of the residence halls of this organization and to promote leadership in those residence halls.
- Section 2:** This organization shall maintain membership within the National Association of College and University Residence Halls (NACURH Inc.).

ARTICLE IV - OFFICERS

- Section 1:** The elected officers shall be: President, Vice President, Secretary, Treasurer, Programming Communications Coordinator (PCC), Campus Development Coordinator (CDC), and National Communication Coordinator (NCC).
- Section 2:** The officers collectively shall be called the ARH Executive Board.
- Section 3:** Officers shall attend all meetings of the Executive Board and General Body.
- Section 4:** Executive Board members shall have speaking rights.

ARTICLE V - ELECTION OF OFFICERS

- Section 1:** Process of Elections (Spring)
- A. All applicants must meet qualifications stated in Article I of the Bylaws.
 - B. Applications shall be made available one month prior to the election.
 - C. Applicants must complete an application for elected positions, before the date of the election specified by the Executive Board.
 - D. Applicants will speak and participate in a question and answer session before the general body for an amount of time expressed by the Executive Board.
 - E. Voting will take place by secret ballot.
 - F. All officers shall assume responsibilities after the last meeting in April.
 - G. To be declared winner, a candidate must receive a simple majority vote.
 - H. In case of a tie or where no candidate achieves a majority:
 - 1. If there are more than two applicants then the applicant with the lowest number of votes will be eliminated and the remaining candidates will go back to a vote by the general body.
 - 2. If there are two applicants then the executive board will vote with the president's vote only counting if it is a tie among the executive board.
 - I. Running from the floor will be permitted.
- Section 2:** Election of President and NCC
- Section 3:** Election of Vice President, Secretary, Treasurer, Programming Communications Coordinator and Campus Development Coordinator.
- Section 4:** Applications for the elected positions shall be distributed to voting members of the General Body at the meeting prior to the election.
- Section 5:** All elected officers shall assume their regular responsibilities immediately before adjournment of the last General Body meeting of the academic year; they shall fulfill their in-training responsibilities, where applicable, at the appropriate time(s) beforehand.

ARTICLE VI - APPOINTMENT OF OFFICERS

- Section 1:** The President may add additional officers with consent of the general body.
- Section 2:** Mid-year additional officers and appointed officers shall be presented for approval at a General Body meeting and voted upon at the next meeting.
- Section 3:** A two-thirds vote is needed from the General Body to add an additional officer or an appointed officer.
- Section 4:** New officers shall take office at the time of the approval of their appointment.

ARTICLE VII - TERMINATION OF OFFICERS

Section 1: An officer who fails to perform the duties of his/her office and/or incurs two unexcused absences from the General Body or Executive Board meetings may be removed from that office through means of impeachment by the Executive Board followed by a two-thirds vote of the General Body.

ARTICLE VIII - OFFICER VACANCY

Section 1: If an office should be vacant at the beginning of the fall semester or become vacant at any point during the academic year, the Executive Board must initiate the process of appointing a replacement for that office, with the exception of the office of President, which must be voted on by the General Body as per Article VIII, Section 3.

Section 2: A. To appoint replacements, the Executive Board will make applications available at the General Body meeting after the vacancy occurs. The application will be due to the President one week after being made available.

B. Should the Executive Board fail to meet this time requirement, it shall take it upon itself to fulfill the duties of a vacant position until a resident expresses interest in the position, at which point the Executive Board shall follow the guidelines outlined in Part A and C of this section.

C. At the next Executive Board meeting following the due date, the Executive Board shall review the applications and give each applicant an equal opportunity to represent themselves. After all applicants have been reviewed, the Executive Board shall appoint a new officer by secret ballot. A simple majority is necessary for the appointment, with the President's vote only counting in case of a tie.

Section 3: A. Should the office of President be vacant at the official beginning of the Fall semester, or become vacant at any point during the academic year before or after the regular elections, the Executive Board shall commence an election process to elect a new president. The Executive Board shall make applications available at the General Body meeting after the position becomes vacant. Once applications are made available, residents may apply to the position for two academic weeks, after which point the Executive Board shall verify that all applicants are eligible for the position, and then proceed to hold the election for the position at the next General Body meeting.

B. Each applicant shall be given fair time to represent themselves, and then voting shall commence via secret ballot. Should a tie exist, Executive Board may then vote.

ARTICLE IX - GENERAL BODY

Section 1: The General Body of the ARH shall consist of all duly elected and appointed representatives of the Residence Halls, or their designated substitutes. The General Body shall not consist of Resident Assistants. All members of the General Body shall be granted suffrage with the President of the Executive Board voting in the event of a tie.

- Section 2:** The number of representatives from each hall shall be allocated as follows: one voting representative from residence halls with fewer than 200 residents, two voting representatives from halls with 201-400 residents, and not more than three voting representatives from each of the residence halls with more than 400 residents, based on hall population as of February 1 for the spring elections.
- Section 4:** Representatives that make up the ARH General Body may seek an individual to attend in their absence. This substitute shall be known as a proxy. A representative may only seek a proxy for one consecutive meeting. Failure to attend two consecutive meetings without proper explanation shall result in the barring of that representative and require the host hall to seek a new representative. In addition, proxies may not hold the position of Resident Assistant or Cultural and Diversity Advocate, and must reside within the residence hall or community that they are representing.

ARTICLE X - MEETINGS

- Section 1:** The General Body shall meet biweekly during the academic year at times and places recommended by the Executive Board and approved by the general body. Special meetings may be called by the President.
- Section 2:** A quorum is necessary to call a General Body or Executive Board meeting to order. A quorum shall consist of two-thirds of the eligible voting membership.
- Section 3:** Should a residence hall or community not be represented at two or more consecutive regularly scheduled meetings, the representative(s) shall lose their suffrage for the next General Body meeting in which they are present.
- Section 4:** The Executive Board shall meet at least bi-weekly at a time other than during the General Body meeting. Executive Board meetings shall be open and guests will be allowed to speak after prior approval from the president.
- Section 5:** The President may excuse absences.

ARTICLE XI - FINANCE

- Section 1:** The finances of the ARH shall come from the monies disbursed through Kansas State University Department of Housing and Dining Services.
- Section 2:** Any item purchased in excess of \$300 is subject to General Body approval.
- Section 3:** A. Purchases under \$50 may be made at the discretion of any individual Executive Board member. Purchases between \$50 and \$300 that originate from within the Executive Board shall be presented to the Executive Board in the form of a funding request and be approved by a simple majority vote of the Executive Board. The Treasurer shall report all of the purchases between \$50 and \$300 to the General Body during the Treasurer's Bi-weekly Report.
B. All funding requests between the amounts of \$50 and \$300 that are put forth by an individual outside of Executive Board shall be subject to General Body approval.
- Section 4:** Final approval of the budget must be voted on by the General Body not later than two weeks after receiving all allocations. If the budget fails, a revised budget will be presented at the next General Body meeting.
- Section 5:** ARH monies may not be used to fund philanthropies directly; however, ARH monies may be used to fund programming that raises funds for philanthropies.

ARTICLE XII - CONSTITUTIONAL RATIFICATION

- Section 1:** Ratification of this constitution and subsequent revisions requires a three-fourths vote of the General Body. Grammatical and/or spelling errors may be corrected by the Executive Board at any time.

ARTICLE XIII - AMENDMENTS

- Section 1:** Amendments to this constitution must be submitted in written form at a regularly scheduled General Body meeting. A copy must be provided for each voting member.
- Section 2:** An amendment will be voted on at the next regularly scheduled meeting following the meeting in which it was presented.
- Section 3:** A three-fourths vote of the voting membership is required for the adoption of an amendment.
- Section 4:** The proposed amendment must be publicly posted in each hall during the period between its presentation and when the vote is taken.
- Section 5:** The proposed amendment must be presented to each Hall Governing Board before the vote is taken.
- Section 6:** To participate in voting, each hall must provide a signed statement from the hall president stating that the proposed amendment was discussed at a Hall Governing Board meeting.
- Section 7:** All amendments shall take effect no later than two General Body meetings from the time of ratification.
- Section 8:** The policy book (excluding pet and alcohol) shall be reviewed once a year and amendments shall be presented as outlined in previous sections of this article.

ARTICLE XIV - REFERENDUM

- Section 1:** A referendum can be called by:
A. A simple majority vote of the General Body, or
B. Presentation of a petition, signed by five (5) percent of the members of ARH, to the General Body.
- Section 2:** Once a referendum is called, it must be presented to all residence halls and living communities for voting within two (2) weeks.
- Section 3:** Every member of ARH shall be eligible to receive one (1) vote.
- Section 4:** A referendum shall pass by a simple majority, provided that at least twenty-five (25) percent of ARH members have cast votes.
- Section 5:** If the referendum involves amending this Constitution, the majority requirement in Section 4 of this Article shall be superseded by the requirement in Section 3 of Article XIII – Amendments.