



University of Pittsburgh
Resident Student Association

Constitution

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Article I – Name, Mission, and Purpose

1. The name of this organization shall be the Resident Student Association, hereafter known as RSA.
2. The Resident Student Association and its membership accept and will fully comply with the requirements and limitations of registration.
3. The RSA shall be the representative body for all University of Pittsburgh students who reside either within Residence Halls managed by the Office of Residence Life or On-Campus Apartments managed by the Office of Housing, Food Services, and Panther Central, hereafter known as Residents.
 - A. The Mission Statement of the Resident Student Association is as follows: The RSA is established to advocate for Residents in University matters which concern their welfare; to promote academic, cultural, intellectual, social, and leadership development amongst Residents; to encourage active participation among Residents through campus and residential programming; and to stimulate an interest in and responsibility for self-governance.
4. The Purpose Statements of RSA are as follows:
 - A. To represent Residents in University matters which concern their welfare.
 - B. To design and implement initiatives that shall improve the quality of life for Residents.
 - C. To serve as the liaison between Residents and University Administration, including but not limited to working with the Office of Residence Life, hereafter known as ResLife, and the Office of Housing, Food Services, and Panther Central, hereafter known as Housing, to establish and revise University policies in an effort to improve living standards by advising ways in which to improve living facilities and the overall quality of Resident life.
 - C. To work with, support, and contribute to the Jonas Salk Chapter of the National Residence Hall Honorary, hereafter known as NRHH.
 - D. To provide social, service-based, and educational activities for resident students.

- E. To support a residence environment that is conducive to Residents.
- F. To provide opportunities for leadership development, civic engagement, and personal growth.

Article II – Membership and SORC Requirements

1. Residents, as defined in Article I.2, are given automatic membership in the RSA.
 - A. Residence Halls that are managed by ResLife are hereby identified as: Bruce, Brackenridge, and McCormick Halls, hereafter known collectively as the Quad; Litchfield Tower A; Litchfield Tower B-Blue; Litchfield Tower B-Gold; Litchfield Tower C; Holland Hall; Forbes Hall; Nordenberg Hall; Lothrop Hall; Sutherland Hall; and Panther and Irvis Halls, hereafter known collectively as Panther-Irvis Hall.
 - B. On-Campus Apartments that are managed by Housing are hereby identified as: Bouquet Gardens; Ruskin Hall; Forbes-Craig Apartments; and Centre Plaza.
2. All Residents must accept and comply with all of the requirements and limitations of certification as a condition of membership. Failure to accept these requirements and limitations forfeits membership in the RSA.
3. Membership in the Resident Student Association is voluntary and all risk of personal injury, property damage or other losses that occur incidental to membership or participation in activities are assumed solely by the student organization and/or individual member(s) or non-member participant(s). Accordingly, the University of Pittsburgh, its officers and agents shall not be responsible nor liable for any claims or causes of action for damage or loss of property or personal injury of any kind or nature which may arise out of or are incidental to the conduct of any organization's activities or that of any individual's participation in any group-related activity. It is further understood and agreed that it is the responsibility of the officers of the organization to assure that all of the organization's members and non-member participants in all activities sponsored by the Resident Student Association are fully informed and advised of this ASSUMPTION OF RISK, and in the event any individual member or participant should express or indicate non-acceptance, the organization's officers shall forbid participation and/or membership of such individual. In regard to the organization member or non-member participant Assumption of Risk, the Resident Student Association acknowledges that the University recommends that the organization members and non-member participants make every effort to arrange for the acquisition of liability insurance sufficient to protect all participants against those risks being assumed. For sport-related activities, the University recommends that each individual have insurance

sufficient to allow for any risks by participation, accident or by deficiencies in physical health.

4. No hazing or illegal discriminatory criteria for membership, including those listed in the University of Pittsburgh's non-discrimination policy, will be used as a condition for membership in the organization. These factors include race, color, religion (except for religious organizations which may restrict membership to those who share their faith-based beliefs), national origin, ancestry, sex (except same sex organizations permitted under Title IX), age, marital status, familial status, sexual orientation, gender identity and expression, genetic information, disability or status as a veteran. This non-discriminatory policy will be applied in a manner consistent with the requirements of the First Amendment of the United States Constitution and other laws applicable to student organizations.
5. There are no financial requirements for membership in RSA.
6. The RSA will submit its annual re-registration application during the re-registration period following the election of new officers.
7. Limits of Registration
 - A. Registered student organizations are student associations and are not official components of the University. Registration does not permit a student organization to use or act in the name of the University, to represent the University, engage in any contractual obligation in the name of the University nor represent the organization as being an official part of the University. Registered student organizations are permitted to have approved external affiliations. Registration expressly permits registered student organizations to only operate on campus. Off-campus activities of registered student organizations are the sole responsibility of the organization, officers and members, unless expressly approved in advance by the University. Membership in a registered student organization and participation in its activities are voluntary and all risks of personal injury, property damage or other losses incidental to membership or participation in activities are assumed solely by the student organization and/or individual member(s) or participant(s).
8. The RSA shall fully comply with the University fundraising policies and procedures for registered student organizations.

9. The organization will not maintain an outside bank account if it receives funding from the Student Government Board.

10. In compliance with the Publications Code for Student Organizations, all publications of the organization will comply with current copywriter laws, be distributed according to policies and procedures, refrain from expressions that are considered obscene or libelous according to current statute, advocate or insight the material interference or physical disruption of the educational process of the peace, order and decorum of the campus, or that advocate or insight imminent, lawless action or the violent overthrow of the government and identify the organization as publisher and specify that the group is a registered student organization at the University of Pittsburgh.

Article III – Separation of Powers

1. The RSA shall consist of three bodies: the RSA Executive Board, hereafter known as the RSA E-Board, eleven Hall Councils, hereafter known as HCs, and an Apartment-Style Living Advocacy Council, hereafter known as the ASLAC. The RSA E-Board has the authority to oversee and govern all HCs and the ASLAC.
2. NRHH is a partner organization to the RSA, and the two organizations work together on collaborative efforts.
3. The RSA and NRHH jointly affiliate with the National Association of College and University Residence Halls, Inc., hereafter known as NACURH, and one of its eight affiliate regions, being the Central Atlantic Affiliate of College and University Residence Halls, hereafter known as CAACURH.
4. The RSA Advisor(s), as professional staff member(s) of ResLife, maintain(s) authority to intervene in the internal affairs of RSA as deemed necessary for the proper function of the organization.
5. The HC Advisor(s), as professional staff member(s) of ResLife, maintain(s) authority to intervene in the internal affairs of their respective HC as deemed necessary for the proper function of the HC.

Article IV – RSA Executive Board - Structure and Duties

1. The RSA E-Board is the governing body of the RSA.
2. The RSA E-Board shall consist of the following seven officers: RSA President, Vice President of Administration (VPA), Vice President of Finance (VPF), Vice President of Programming (VPP), Vice President of Community Outreach (VPCO), Vice President of Communications (VPC), and the National Communications (NCC). Each position will be charged with the following duties:
 - A. RSA President
 - i. Shall set the agenda for and chair RSA E-Board meetings.
 - ii. Shall represent the RSA to University administration.
 - iii. Shall enforce the RSA Constitution and RSA Policy Book.
 - iv. Shall assign duties to officers of the RSA E-Board necessary for the proper functioning of RSA.
 - v. Shall represent RSA to the Student Government Board, or assign other RSA E-Board officers as representative(s).
 - vi. Shall coordinate the RSA E-Board election procedures, excluding those of the Vice President of Communications/National Communications Coordinator.
 - vii. Shall represent the RSA to CAACURH and NACURH for all Residence Hall Association (RHA) related business.
 - viii. Shall facilitate collaboration between RSA and NRHH along with the VPC/NCC.
 - ix. Shall act as an advisor and liaison to all HC Presidents.
 - B. Vice President of Administration
 - i. Shall perform all duties of the President if they are absent.
 - ii. Shall immediately assume the position of President should a vacancy occur.
 - iii. Shall keep accurate records of RSA Hall Council membership.
 - iv. Shall record, maintain, and distribute accurate minutes of RSA E-Board meetings.
 - v. Shall acquire, maintain, and distribute accurate minutes of all HC meetings.
 - vi. Shall organize and regulate the internal affairs and general assembly of RSA.
 - vii. Shall serve as the RSA policy interpreter.
 - viii. Shall ensure that amendment procedures to the RSA Constitution and RSA Policy Book are followed and carried out

fully, and that the current version of these documents are available to all members of RSA.

- ix. Shall act as an advisor and liaison to all HC Vice Presidents and Secretaries.

C. Vice President of Finance

- i. Shall maintain accurate records of RSA finances.
- ii. Shall create an RSA annual budget and adjust it as necessary.
- iii. Shall approve of all HC budgets and expenditures in conjunction with the RSA Advisor(s).
- iv. Shall coordinate an Annual Allocation Request from the Student Government Board.
- v. Shall act as an advisor and liaison to all HC Treasurers.

D. Vice President of Programming

- i. Shall coordinate all programmatic efforts of the RSA E-Board.
- ii. Shall maintain records of programmatic efforts by all HCs.
- iii. Shall advise and coordinate campus-wide programmatic efforts.
- iv. Shall act as an advisor and liaison to all HC Programming Chairs.

E. Vice President of Community Outreach

- i. Shall coordinate all advocative and service-based efforts of the RSA E-Board.
- ii. Shall serve as a liaison to Panther Central and the Housing Services Office to speak on behalf of the needs of Residents.
- iii. Shall aid in organizing the campus-wide advocative or service-based efforts.
- iv. Shall act as an advisor and liaison to all HC Advocacy Chairs and Service Chairs.
- v. Shall coordinate, advise, and chair the ASLAC along with the ASLAC Advisor(s).

F. Vice President of Communications

- i. Shall regulate all RSA social media, email(s), website(s), and other forms of communication.
- ii. Shall organize and manage all RSA promotional material and merchandise.
- iii. Shall provide regular updates of the activities of the organization to the general body of RSA.
- iv. Shall update all RSA branding as necessary

- v. Shall maintain accurate contact information for appropriate members of the Hall Governance Program
- vi. Shall act as an advisor and liaison to all HC Public Relations Chairs.

G. National Communications Coordinator

- i. Shall serve as the National Communications Coordinator for RSA and NRHH.
- ii. Shall act as an official representative during corporate meetings at NACURH affiliated conferences.
- iii. Shall act as a liaison between NACURH, CAACURH, RSA, and NRHH.
- iv. Shall serve as the parliamentarian for all RSA E-Board business.
- v. Shall coordinate the RSA E-Board appointment procedures for the National Communications Coordinator In-Training and organize their transition and training for the following semester.
- vi. Shall coordinate transition for the incoming RSA E-Board.
- vii. Shall deliver information and work with committees on-campus and in CAACURH.
- viii. Shall assist with membership activities of NRHH
- ix. Shall act as an advisor and liaison to all HC Recognition Chairs.

3. There shall be seven ex-officio members of the RSA E-Board as follows: the National Communications Coordinator In-Training (NCC-IT) and Positional Elect(s) for each respective RSA E-Board position excluding the NCC-IT, which shall be the President-Elect, Vice President of Administration-Elect, Vice President of Finance-Elect, Vice President of Programming-Elect, Vice President of Community Outreach-Elect, and Vice President of Communications-Elect. All ex-officio members of the RSA E-Board are described as follows:

A. National Communications Coordinator In-Training.

- i. Shall be appointed by a joint meeting of both the RSA and NRHH Executive Boards.
- ii. Shall receive training and guidance from the current NCC.
- iii. Shall attend regular RSA E-Board meetings.
- iv. Shall meet all criteria and perform all tasks as determined by the NCC necessary to properly transition into the role.
- v. Shall assume the role of NCC the day immediately following the end of the Spring Term following their election.
- vi. Shall immediately assume the role of NCC should a vacancy occur.

- B. Positional Elect(s)
 - i. Shall be elected for an RSA E-Board Position as defined in Article VII.3 or Article VIII.2.
 - ii. Shall attend transition meetings as determined by the NCC.
 - iii. Shall perform duties and attend meetings for transition as determined by the current RSA E-Board officer holding the position for which they have been elected.
 - iv. Shall assume their respective role on the RSA E-Board the day immediately following the end of the Spring Term following their election.

- 4. The shared duties and responsibilities of RSA E-Board officers as follows:
 - A. The officers of the RSA E-Board shall faithfully carry out their duties during their term.

 - B. The officers of the RSA E-Board shall attend regular RSA E-Board meetings and each be granted one indivisible vote to cast for all RSA E-Board business brought to the table. The RSA President may only vote in the case of a tie.

 - C. The RSA E-Board shall coordinate campus-wide and residential advocacy and programming.

 - D. The RSA E-Board shall coordinate regular communication with and relay information to and from the various HCs.

 - E. The RSA E-Board shall address issues of relevance to the entire Resident community.

 - F. The RSA E-Board may establish and oversee committees that are deemed necessary and appropriate to achieve the goals and objectives of RSA.

 - G. The RSA E-Board shall maintain accurate and up-to-date portfolios of position-related documentation and materials that will be accessible to current and future officers of the RSA E-Board.

 - H. The RSA E-Board shall oversee and maintain all financial matters of the organization.

- i. A yearly RSA Budget for the RSA E-Board, HCs, and the ASLAC shall be organized by the VPF and approved by the RSA E-Board.
 - ii. Alterations to the RSA Budget may be presented in writing by any officer of the RSA E-Board and must be approved by a 2/3 vote.
 - iii. HCs or the ASLAC may petition the RSA E-Board for alterations to the RSA Budget.
 - iv. Any expenditure of the RSA E-Board, HCs, or the ASLAC allotted within the RSA Budget must be approved by the VPF and RSA Advisor(s).
- I. The RSA E-Board officers shall fulfill any further tasks assigned to them by the RSA President, RSA E-Board, or RSA Advisor(s).
- J. The RSA E-Board officers shall uphold, defend, and protect the RSA Constitution and RSA Policy Book.

5. Terms of Office

- A. The term of all RSA E-Board officers will be from the day immediately following the preceding Spring Term to the last day of the Spring Term following their election.
- B. If a person is elected into a vacated position, they shall serve in that position until the last day of the Spring Term following their appointment. If they are elected during the Spring Term, they shall serve until the last day of that term.

6. Meeting Structure

- A. Meetings of the RSA E-Board will be set by the RSA President at a time at which all officers of the RSA E-Board can be reasonably expected to attend.
- B. A quorum of 2/3 of all current RSA E-Board officers is required to conduct business.
- C. The RSA President shall chair all meetings of the RSA E-Board.
- D. All members of the RSA E-Board are permitted attendance at any meeting of the RSA E-Board. Any person outside of the RSA E-Board

may be permitted attendance by the chair of the meeting or by a 2/3 vote of the RSA E-Board.

E. Any emergency meeting of the RSA E-Board may be called by the RSA President, and must meet all of the required criteria of regular meetings of the RSA E-Board to be held.

F. Business conducted by the RSA E-Board shall follow Robert's Rules of Order, Newly Revised.

7. RSA Advisor(s)

A. The RSA Advisor(s) shall be professional staff of ResLife and shall oversee the operations of RSA.

B. The RSA Advisor(s) may advise, suspend, coordinate, maintain, or alter the operations of RSA as deemed necessary to the proper function of the organization.

Article V – Hall Councils - Structure and Duties

1. All Hall Councils are the elected representative body for each Residence Hall as defined in Article II.1.A.
2. There shall be only one Hall Council for each Residence Hall as defined in Article II.1.A.
3. Each Hall Council shall consist of the following nine officers: HC President, Vice President, Treasurer, Secretary, Advocacy Chair, Service Chair, Programming Chair, Public Relations Chair, Recognition Chair. Each position will be charged with the following duties:
 - A. HC President
 - i. Shall preside over all HC meetings.
 - ii. Shall set and communicate HC meeting agendas.
 - iii. Shall enforce the RSA Constitution and RSA Policy Book.
 - iv. Shall assign additional duties necessary to the function of the HC.
 - v. Shall act as an official representative on behalf of the HC.
 - B. Vice President
 - i. Shall assume the role of HC President should a vacancy occur.
 - ii. Shall assist the HC President in matters necessary to the function of the HC.
 - iii. Shall manage and oversee all Floor Representatives.
 - iv. May create Floor Representative committees chaired by officers of the HC.
 - v. Shall serve as a parliamentarian during HC meetings.
 - vi. Shall fulfill the duties of any vacant positions on the HC, or delegate these duties appropriately with approval of the HC President.
 - C. Secretary
 - i. Shall record and distribute accurate minutes of HC meetings.
 - ii. Shall be responsible for the correspondence of all non-financial records.
 - iii. Shall manage and regulate communication within the HC, and between the HC and other organizations.
 - D. Treasurer

- i. Shall maintain accurate records of HC finances.
- ii. Shall submit expenditure requests on behalf of the HC.
- iii. Shall organize and handle all materials or documents relating to financial expenditures.
- iv. Shall organize any petition to the RSA E-Board for alterations to the RSA Budget.

E. Advocacy Chair

- i. Shall develop and coordinate advocacy-related programs for their HC.
- ii. Shall serve as an advocative liaison to the VPCO.
- iii. Shall communicate the needs and concerns of their Residents to the proper University office.

F. Programming Chair

- i. Shall help in the coordination of all programmatic efforts.
- ii. Shall record all programmatic efforts of the HC and communicate these to the VPP.
- iii. Shall develop and coordinate various programs for their HC.

G. Public Relations Chair

- i. Shall manage all HC social media.
- ii. Shall create all HC promotional material.
- iii. Shall aid in the outreach of the HC to engage their Resident population.
- iv. Shall record all promotional work and communicate this to the VPC.

H. Recognition Chair

- i. Shall educate their HC and Resident population on the value of recognition.
- ii. Shall write “Of the Month” nominations monthly.
- iii. Shall organize and delegate further “Of the Month” nominations within the HC.
- iv. Shall update and maintain a Hall of Fame for their Residence Hall for viewing by Residents.

I. Service Chair

- i. Shall develop and coordinate service-related programs for their HC.

- ii. Shall serve as a liaison to the VPCO for their HC in matters concerning the service opportunities of their Residents.
 - iii. Shall work to connect Residents with civic and service opportunities on campus and within their communities.
- 4. The shared duties and responsibilities of HC officers as follows:
 - A. The officers of the HC shall faithfully carry out their duties during their term.
 - B. The officers of the HC shall attend regular HC meetings and each be granted one indivisible vote to cast for all HC business brought to the table. The HC President may only vote in the case of a tie.
 - C. The officers of the HC shall fulfill any further tasks assigned to them by the HC President, HC Advisor(s), RSA President, RSA E-Board, or RSA Advisor(s).
- 5. Terms of Office
 - A. The term of all HC officers will be from when they accept their position following Hall Council Elections until the last day of the Spring Term following their election.
 - B. If a person is elected into a vacated position, they shall serve in that position until the last day of the Spring Term following their appointment. If they are elected during the Spring Term, they shall serve until the last day of that term.
- 6. Meeting Structure
 - A. Meetings of the HC will be set by the HC President at a time at which all officers of the HC can be reasonably expected to attend.
 - B. A quorum of 2/3 of all current HC officers is required to conduct business.
 - C. The HC President shall chair all meetings of the HC.
 - D. All officers of the HC are permitted attendance at any meeting of the HC. Any person outside of the HC may be permitted attendance by the chair of the meeting or by a 2/3 vote of the HC.

- E. Business conducted by the HC shall follow Robert's Rules of Order, Newly Revised.
7. HC Advisor(s)
- A. The HC Advisor(s) shall be professional staff of ResLife and shall oversee the operations of the HC.
 - B. The HC Advisor(s) may advise, suspend, coordinate, maintain, or alter the operations of the HC as deemed necessary to the proper function of the organization.

Article VI – Advocacy Council – Structure and Duties

1. The ASLAC is the elected representative body for all On-Campus Apartments as defined in Article II.1.B.
2. The ASLAC shall consist of a certain number of Building Advocates from each On-Campus Apartment as follows: two (2) for Forbes-Craig Apartments; two (2) for Centre Plaza; three (3) for Ruskin Hall; and four (4) for Bouquet Gardens.
3. The ASLAC may create ad-hoc committees of Building Advocates and Residents or appoint positional duties to Building Advocates necessary for proper function.
4. The shared duties and responsibilities of Building Advocates are as follows:
 - A. Building Advocates shall represent their constituency and all Residents living in On-Campus Apartments.
 - B. Building Advocates shall gauge the needs of Residents of On-Campus Apartments and communicate these to the VPCO, ASLAC Advisor(s), and Housing.
 - C. Building Advocates shall fulfill any further tasks assigned to them by the ASLAC, VPCO, ASLAC Advisor(s), RSA President, RSA E-Board, or RSA Advisor(s).
5. Terms of Office
 - A. The term of all Building Advocates will be from when they accept their position following the Advocacy Council Elections until the last day of the Spring Term following their election.
 - B. If a person is elected into a vacated position, they shall serve in that position until the last day of the Spring Term following their appointment. If are they elected during the Spring Term, they shall serve until the last day of that term.
6. Meeting Structure
 - A. Meetings of the ASLAC will be set by the VPCO and ASLAC Advisor(s) at a time at which all Building Advocates can be reasonably expected to attend.

- B. A quorum of 2/3 of all current Building Advocates is required to conduct business.
 - C. The VPCO shall chair all meetings of the ASLAC.
 - D. All Building Advocates are permitted attendance at any meeting of the ASLAC. Any person outside of the ASLAC may be permitted attendance by the chair of the meeting or by a 2/3 vote of the ASLAC.
 - E. Business conducted by the ASLAC shall follow Robert's Rules of Order, Newly Revised.
 - F. The ASLAC must meet weekly, and must have at least one formal business meeting per month.
7. ASLAC Advisor(s)
- A. The ASLAC Advisor(s) shall be professional staff of Housing and shall oversee the operations of the ASLAC.
 - B. The ASLAC Advisor(s) may advise, suspend, coordinate, maintain, or alter the operations of the ASLAC as deemed necessary to the proper function of the organization.

Article VII – Primary Elections and Eligibility

1. Eligibility

- A. To hold or run for any office within RSA, an individual must maintain the following:
 - i. A 2.5 Cumulative Grade Point Average
 - ii. Membership within RSA as defined by Article II
 - a. For HC positions, an individual must be a Resident of the specific Residence Hall which they represent.
 - b. For ASLAC positions, an individual must be a Resident of the specific On-Campus Apartments which they represent.
 - iii. Good judicial standing with the University of Pittsburgh
- B. Should a person not meet any of the eligibility requirements of holding or running for an office within RSA as defined in Article VII.1.A, the RSA Advisor(s) may meet with the individual to determine whether they may hold or maintain office.
 - i. The RSA Advisor(s) shall make a final determination of an individual's eligibility to hold or run for office.
- C. An individual may not hold the following offices if they are a Resident Assistant: RSA President, RSA Vice President of Administration, and any HC position.

2. General Election Procedures and Rules

- A. For each election, an Election Board of specific individuals shall organize and coordinate an election process. Each Election Board is specified below for respective elections.
- B. Slates are not permitted for any RSA election. A slate is defined as more than one candidate together for a combination of offices, and evidence of running on a slate may result in disqualification at the discretion of the RSA Advisor(s).
- C. It is not necessary for more than one candidate to be running for a position for an election to occur.
- D. All individuals become candidates in an election after the acceptance of their application by the appropriate Election Board.

- E. All candidates must have submitted their own application.
- F. A candidate must receive a simple majority of votes to win unless otherwise specified in the election procedure listed in the RSA Constitution. Should no candidate reach a simple majority, the pool of candidates shall be narrowed to the two candidates who received the most votes. The Election Board may choose to extend deliberation in a manner deemed appropriate.
- G. Any position not elected through these procedures shall be considered vacant and must be elected through special elections procedures as defined in Article VIII.

3. RSA E-Board Elections

- A. The Election Board for RSA E-Board Elections shall consist of the RSA President and the RSA Advisor(s).
 - i. Should the RSA President be running for a position, the RSA Advisor(s) shall nominate another RSA E-Board officer to be on the Election Board.
 - ii. If all RSA E-Board officers are running for positions, the RSA Advisor(s) shall coordinate the process without an RSA E-Board member.
- B. The RSA President, VPA, VPF, VPP, VPCO, and VPC shall be elected in the following manner:
 - i. The RSA President, VPA, VPF, VPP, VPCO, and VPC must be elected by officers of HCs.
 - a. Each HC shall be allocated nine (9) indivisible votes, one for each of its members.
 - b. If there are vacancies on the HC, the HC must choose how to allocate each vote.
 - ii. The Election Board shall organize an application process to be made available to all members of RSA no later than the last Monday of February.
 - iii. Two open information sessions must be held before the application process is closed.
 - iv. The application process must close no later than three weeks prior to the Annual Recognition Banquet.
 - v. All candidates must be given time to speak to a general assembly of RSA HCs before the election occurs.

- vi. All candidates must be allowed to speak to each individual HC at least once before the election occurs.
- vii. The election must occur no later than one week prior to the Annual Recognition Banquet.
- viii. Results from the election shall be announced at the Annual Recognition Banquet.
- ix. A person elected for a position in this manner shall be that position Elect until they assume office.

4. NCC-IT Elections

- A. The Election Board for the NCC-IT Elections shall consist of the NCC, the RSA Advisor(s), and the NRHH Advisor(s).
 - i. Should the NCC be running for this position, the RSA Advisor(s) and NRHH Advisor(s) may appoint RSA and/or NRHH Executive Board officers to the Election Board, or coordinate the process without an RSA E-Board officer if deemed necessary.
- B. The NCC-IT shall be elected in the following manner:
 - i. The NCC-IT must be elected by a joint meeting of the RSA and NRHH Executive Boards.
 - a. Each of the RSA and NRHH Executive Board officers shall have one indivisible vote.
 - b. The NCC shall chair the meeting, and only vote in the case of a tie.
 - ii. The Election Board shall organize an application process to be made available to all members of both RSA and NRHH no later than the last Monday of November.
 - iii. The application process must close no later than the Wednesday preceding finals week of the Fall Term.
 - iv. Interviews shall be held by a joint meeting of both the RSA and NRHH Executive Boards before the Monday of finals week for the Fall Term. After a period of discussion for all candidates, a vote shall be held to elect the NCC-IT.

5. RSA Hall Council Elections

- A. The Election Board for the HC Elections shall consist of the RSA President, VPA, HC Advisor(s), and the RSA Advisor(s).
 - i. The RSA Advisor(s) may coordinate the process without an RSA E-Board officer if deemed necessary.
- B. All HC officers shall be elected in the following manner:

- i. All HC officers must be elected by the Residents in their respective Residence Hall.
 - a. Each Resident shall have one indivisible vote.
 - b. HC Advisor(s) shall ensure that voting procedures are made available to all Residents of the Residence Hall.
- ii. The Election Board shall organize an application procedure to be made available to all Residents no later than the first Monday of the Fall Term.
- iii. Two open information sessions must be held by the RSA E-Board before the close of the application process.
- iv. Applications will close no later than two weeks prior to Hall Council election day.
- v. All candidates must be permitted to campaign for the week before election day. Primary campaign materials shall be flyers distributed appropriately in the respective Residence Hall.
 - a. Should campaign materials be deemed inappropriate, the Election Board may disqualify a candidate from running for the desired position.
- vi. Election day shall occur on the second Tuesday of September in a manner determined by the Election Board.
- vii. Results shall be announced the Thursday following election day.

6. RSA Advocacy Council Elections

- A. The Election Board for the Advocacy Council Elections shall consist of the RSA President, VPCO, ASLAC Advisor(s), and the RSA Advisor(s).
 - i. The RSA Advisor(s) may coordinate the process without an RSA E-Board officer if deemed necessary.
- B. All Building Advocates shall be elected in the following manner:
 - ii. All Building Advocates must be elected by the Residents in their respective On-Campus Apartments.
 - a. Each Resident shall have one indivisible vote.
 - b. The RSA Advisor(s) and ASLAC Advisor(s) shall ensure that voting procedures are made available to all Residents of the On-Campus Apartments.
 - iii. The Election Board shall organize an application procedure to be made available to all Residents no later than the first Monday of the Fall Term.
 - iv. Two open information sessions must be held by the RSA E-Board before the close of the application process.

- v. Applications will close no later than two weeks prior to Advocacy Council election day.
- vi. All candidates must be permitted to campaign for the week before election day. Primary campaign materials shall be flyers distributed appropriately in the respective On-Campus Apartments.
 - a. Should campaign materials be deemed inappropriate, the Election Board may disqualify a candidate from running for the desired position.
- vii. Election day shall occur on the second Tuesday of September in a manner determined by the Election Board.
- viii. Results shall be announced the Thursday following election day.

C. Election Specifications

- i. Winners for Advocacy Council elections shall not be determined by a simple majority of votes. Each of the Building Advocates from the On-Campus Apartments will be determined as follows:
 - a. For Bouquet Gardens, the top four candidates individually receiving the most votes shall win.
 - b. For Ruskin Hall, the top three candidates individually receiving the most votes shall win.
 - c. For Centre Plaza, the top two candidates individually receiving the most votes shall win.
 - d. For Forbes-Craig Apartments, the top two candidates individually receiving the most votes shall win.

Article VIII – Vacancy Elections

1. General Procedures

- A. For each Vacancy Election, an Election Board of specific individuals shall organize and coordinate the election process. Each Election Board is specified below for respective Vacancy Elections.
- B. Should the RSA President position become vacated, the VPA will immediately fill the role and a special election shall be held to fill the VPA position.
 - i. The RSA President position cannot remain vacant. Should there be no VPA to fill the President position, then the line of succession for the RSA President shall be as follows, respectively: Vice President of Finance, Vice President of Programming, Vice President of Community Outreach, Vice President of Communications, National Communications Coordinator.
 - ii. The NCC may only serve as Acting RSA President, and must maintain their role as NCC until a President is elected through a vacancy election.
- C. Should the NCC position become vacated, the NCC-IT will immediately fill the role and the NCC-IT may remain vacant until the next NCC-IT election.
 - i. The NCC-IT will serve for the next term as NCC.
 - ii. If there is no NCC-IT to fill the vacant role, then a vacancy election shall be held to fill the NCC position.
- D. Should the HC President position become vacated, the Vice President will immediately fill the role and a special election shall be held to fill the Vice President position.
 - i. The HC President position cannot remain vacant. Should there be no Vice President to fill the HC President position, then the line of succession for the HC President shall be as follows, respectively: Treasurer, Secretary, Programming Chair, Advocacy Chair, Service Chair, Public Relations Chair, Recognition Chair.
- E. Any individual running for a position in Vacancy Elections must meet all of the eligibility criteria as defined in Article VII.1.

F. Any position not filled through Primary Election procedures as defined in Article VII shall be considered vacant.

2. RSA E-Board Vacancies

A. The Election Board for RSA E-Board Vacancies shall be the RSA President and RSA Advisor(s).

i. The RSA Advisor(s) may coordinate RSA E-Board Vacancy elections without the RSA President if deemed necessary.

B. The special elections for RSA E-Board vacancies shall occur as follows:

i. Candidates shall be elected to vacant positions by the current RSA E-Board members.

ii. The Election Board shall prepare an application that shall be made available no later than two weeks after the position is vacated.

iii. The application must remain open for at least one week and no longer than two weeks.

iv. After the application closes, a special meeting of the RSA E-Board shall be held where all candidates will have the following:

a. Five (5) minutes of presentation

b. Five (5) minutes of question and answer

v. After all candidates have been heard, the RSA E-Board shall have ten (10) minutes of discussion.

vi. After discussion ends, the RSA E-Board shall elect a candidate to fill the vacant position. A candidate must receive a simple majority of the RSA E-Board officers present to be elected.

3. HC Vacancies

A. The Election Board for HC Vacancies will consist of the HC President and HC Advisor(s).

i. The HC Advisor(s) may coordinate HC Vacancy elections without the HC President if deemed necessary.

B. The special elections for HC vacancies shall occur as follows:

i. Candidates shall be elected to vacant positions by the current HC members.

ii. The Election Board shall prepare an application that shall be made available no later than two weeks after the position is vacated.

iii. The application must remain open for at least one week and no longer than two weeks.

- iv. After the application closes, a special meeting of the HC shall be held where all candidates will have the following:
 - a. Five (5) minutes of presentation
 - b. Five (5) minutes of question and answer
- v. After all candidates have been heard, the HC shall have ten (10) minutes of discussion.
- vi. After discussion ends, the HC shall elect a candidate to fill the vacant position. A candidate must receive a simple majority of the HC officers present to be elected.

4. ASLAC Vacancies

- A. The Election Board for ASLAC Vacancies will consist of the VPCO, ASLAC Advior(s), RSA President, and RSA Advisor(s).
 - i. The RSA Advisor(s) may coordinate ASLAC Vacancy elections without RSA E-Board members if deemed necessary.
- B. The special elections for ASLAC vacancies shall occur as follows:
 - i. Candidates shall be elected to vacant positions by the current RSA E-Board.
 - ii. The Election Board shall prepare an application that shall be made available no later than two weeks after the position is vacated.
 - iii. The application must remain open for at least one week and no longer than two weeks.
 - iv. After the application closes, a special meeting of the RSA E-Board shall be held where all candidates will have the following:
 - 1. Five (5) minutes of presentation
 - 2. Five (5) minutes of question and answer
 - v. After all candidates have been heard, the RSA E-Board shall have ten (10) minutes of discussion.
 - vi. After discussion ends, the RSA E-Board shall elect a candidate to fill the vacant position. A candidate must receive a simple majority of the RSA E-Board officers present to be elected.

Article IX – Removal Procedures

1. Any officer of RSA may have Removal Procedures initiated against them for failing to meet any duties required of them as defined in Article IV, Article V, and Article VI of the RSA Constitution or within the RSA Policy Book.
2. The Removal Procedures for any officer of RSA shall be as follows:
 - A. A formal, written notice shall be sent to the Advisor(s) of the respective board, RSA E-Board, ASLAC, or HC, that the officer is a part of that Removal Procedures shall be initiated against.
 - B. The respective Advisor(s) must approve that there are substantial grounds for Removal Procedures to be initiated.
 - C. A formal, written notice must be sent to the person against which Removal Procedures are being initiated.
 - i. The notice must state the time and place of the meeting at which the Removal Procedure shall be heard.
 - ii. The notice must be received by the individual against which Removal Procedures are being initiated no later than one week prior to the meeting at which the Removal Procedure shall be heard.
 - D. The Removal Procedure shall be heard at a meeting where quorum of the respective board is present. The individual against which Removal Procedures are being held must be present. Removal Procedures discussion must include the following:
 - i. Five (5) minutes of reasoning for Removal Procedures by the individual who initiated them.
 - ii. Five (5) minutes of defense against the Removal Procedures by the individual who they have been initiated against.
 - iii. Five (5) minutes of discussion by the board regarding the information presented.
 - iv. A formal vote of all officers present excluding the individual against which Removal Procedures are being held and the chair of the meeting. A 2/3 vote is required to remove the individual.
 - E. Either of the following shall occur:
 - i. If a 2/3 vote is reached, the individual against which Removal Procedures were held shall be removed from their position and the position shall be considered vacant.

- ii. If a 2/3 vote is not reached, the individual shall retain their position and Removal Procedures may not be brought against them again for the same reasons.
 - F. The formal, written notice may be rescinding by the individual who filed for Removal Procedures at any time up until the meeting at which Removal Procedures will be heard begins by notifying the respective Advisor(s).
- 3. Vacating a Position
 - A. Any officer may vacate their position at any time for any reason, private or public.
 - B. To vacate a position, an officer must file a formal, written notice to their respective Advisor(s), and may explain their reasoning for vacating the position.
 - i. The respective Advisor(s) may request a meeting with the individual to discuss the matter.
 - C. After the formal, written notice is accepted, the individual who has filed to vacate their position shall be removed from their position and the position will be considered vacant.
 - D. An individual may rescind their formal, written notice to vacate their position any time before they are removed from office by notifying the respective Advisor(s).
- 4. The respective Advisor(s) may remove an individual from office in any exceptional case.

Article X – RSA Policy Book

1. There shall be an RSA Policy Book that shall be supplemental to the RSA Constitution, and it shall further refine and prescribe the specific functions of RSA as have been laid out by the RSA Constitution.
 - a. In the case that there is a discrepancy between the RSA Constitution and the RSA Policy Book, the RSA Constitution shall hold precedence over the RSA Policy Book.

2. The RSA Policy Book may be amended by the RSA E-Board.
 - A. Any amendment to the RSA Policy Book must be submitted in writing to all current officers of the RSA E-Board no later than two weeks before the meeting at which it will be heard.

 - B. Any amendment to the RSA Policy Book will require a 2/3 quorum of RSA E-Board officers present at the meeting.

 - C. Any amendment to the RSA Policy Book will require a 2/3 majority vote of RSA E-Board officers present at the meeting.

 - D. Once the amendment has been ratified by the RSA E-Board, it shall be added as an addendum to the end of the RSA Policy Book and all changes described within the amendment as passed shall be made accordingly within the RSA Policy Book.

3. An amendment to the RSA Policy Book may be proposed by a Hall Council or the ASLAC.
 - A. The amendment will require a quorum of 2/3 of the membership of that group during a regular business meeting.

 - B. The amendment will require a 2/3 majority vote of officers present at the meeting.

 - C. Once approved by the HC or ASLAC, the HC President must submit the proposed amendment to the RSA President to be added to the agenda for the next meeting.

 - D. Once an amendment has been submitted to the RSA President, it will follow the procedure outlined in Article X, Section 2 of the RSA Constitution.

 - E. The HC or ASLAC submitting the proposal may send one member to present and speak on behalf of the proposed amendment during the E-Board meeting in which it is considered, as well to read the proposed amendment in the meeting where it is presented.

Article XI – RSA Constitution Amendment Procedures

1. The amendment procedure for the RSA Constitution shall be as follows:
 - A. RSA E-Board Approval
 - i. Any amendment to the RSA Constitution must be submitted in writing to all current officers of the RSA E-Board and the RSA Advisor(s) no later than two weeks before the RSA E-Board meeting at which it will be heard.
 - ii. Any amendment to the RSA Constitution will require a 2/3 quorum of RSA E-Board officers present at the meeting.
 - iii. Any amendment to the RSA Constitution must be passed by a 2/3 majority vote by the RSA E-Board officers present at the meeting.
 - B. Ratification
 - i. Once the amendment has been ratified by the RSA E-Board, the amendment shall be added as an addendum to the end of the RSA Constitution and all changes described within the amendment as passed shall be made accordingly within the RSA Constitution.
 - ii. Once all changes have been made to the RSA Constitution, the newly revised RSA Constitution must be approved by ResLife and sent to Student Affairs.

ADDENDUMS

Entered: 3/27/2018

This RSA Constitution, Articles I through IX, authored by Timothy Miller, VPC/NCC, was passed to replace the previous version by unanimous votes of the RSA E-Board present during the regularly scheduled business meeting that occurred on Tuesday, 3/27/2018 between 6:30PM and 8:38PM. The proposed Article X was presented and the motion failed. The spirit of the proposed Article X was endorsed with conditions stipulating a request for revisions as it was written. The previous Article XVIII of the RSA Constitution was renumbered to Article X.

Entered by Timothy Miller, VPC/NCC on 3/27/2018

Entered: 4/10/2018

This amendment was passed by unanimous vote of the 2017-2018 RSA E-Board during the regularly scheduled business meeting that occurred on Thursday, 4/10/2018 between 6:30PM and 8:00PM.

RSA MM 2017.4 Constitutional Amendment Language Standardization

Whereas, the RSA Constitution was amended so that Articles I through IX had similar, standardized language that would be easily recognizable and comparable; and,

Whereas, the proposed Article X Amendment failed as written during the ratification of the current RSA Constitution; and,

Whereas, the remaining language of the RSA Constitution should be standardized so as to provide uniformity; and

Whereas, it should be in the RSA Constitution that amendments be included as addendums so as to show a history of the organization and previous changes;

Therefore, be it resolved that the following changes be made to Article X of the RSA Constitution:

- ~~1. The RSA Constitution may be amended through the following process:
 - ~~A. Proposed amendments must be submitted to all members of the RSA E-Board, including the RSA Advisor(s), at least two weeks in advance of the meeting scheduled to consider such changes to the constitution.~~
 - ~~B. A special written notice identifying the meeting where a constitutional change will be considered must be given to all RSA E-Board officers with the proposed constitutional changes.~~
 - ~~C. A quorum of the RSA E-Board must be present when voting on constitutional changes.~~
 - ~~D. A two-thirds vote of all RSA E-Board officers present is required for adoption of the constitutional changes.~~
 - ~~E. All changes to the RSA Constitution must be approved by ResLife and submitted to Student Affairs.~~~~
2. The amendment procedure for the RSA Constitution shall be as follows:
 - A. RSA E-Board Approval

- i. Any amendment to the RSA Constitution must be submitted in writing to all current officers of the RSA E-Board and the RSA Advisor(s) no later than two weeks before the RSA E-Board meeting at which it will be heard.
- ii. Any amendment to the RSA Constitution will require a 2/3 quorum of RSA E-Board officers present at the meeting.
- iii. Any amendment to the RSA Constitution must be passed by a 2/3 majority vote by the RSA E-Board officers present at the meeting.

B. Ratification

- i. Once the amendment has been ratified by the RSA E-Board, the amendment shall be added as an addendum to the end of the RSA Constitution and all changes described within the amendment as passed shall be made accordingly within the RSA Constitution.
- ii. Once all changes have been made to the RSA Constitution, the newly revised RSA Constitution must be approved by ResLife and sent to Student Affairs.

Respectfully submitted,

Timothy Miller
Vice President of Communications
National Communications Coordinator

Passed: 5-0-0

Entered by Timothy Miller, VPC/NCC on 4/10/2018

Entered: 4/17/2018

This amendment was passed by unanimous vote of the 2017-2018 RSA E-Board during the regularly scheduled business meeting that occurred on Thursday, 4/17/2018 between 6:30PM and 8:00PM.

RSA MM 2017.3 Hall Governance Expansion

Whereas, the Resident Student Association currently serves only residents of residence halls; and

Whereas, it is in the interest of the organization to expand the Hall Governance Program beyond the scope of residence halls; and

Whereas, there is difficulty in retaining upperclassmen members of RSA for filling the roles in the RSA Executive Board; and

Whereas, the VPCO can help to spread advocative work through On-Campus Apartments; and

Whereas, there is currently no direct representative body for students living in On-Campus Apartments; and

Whereas, the integration of the Hall Governance expansion must be holistic throughout the RSA Constitution;

Therefore, be it resolved that the following changes are made to Article I Section 2 of the RSA Constitution:

5. The RSA shall be the representative body for all University of Pittsburgh students who reside **either** within Residence Halls managed by the Office of Residence Life **or On-Campus Apartments managed by the Office of Housing, Food Services, and Panther Central**, hereafter known as Residents.
 - A. The Mission Statement of the Resident Student Association is as follows: The RSA is established to advocate for Residents in University matters which concern their welfare; to promote academic, cultural, intellectual, social, and leadership development amongst Residents; to encourage active participation among Residents through campus **and Residence Hall** and residential programming; and to stimulate an interest in and responsibility for self-governance.

Furthermore, be it resolved that the following changes are made to Article II Section 1 of the RSA Constitution:

11. Residents, as defined in Article I.2, are given automatic membership in the RSA.

A. Residence Halls that are managed by ResLife are hereby identified as: Bruce, Brackenridge, and McCormick Halls, hereafter known collectively as the Quad; Litchfield Tower A; Litchfield Tower B-Blue; Litchfield Tower B-Gold; Litchfield Tower C; Holland Hall; Forbes Hall; Nordenberg Hall; Lothrop Hall; Sutherland Hall; and Panther and Irvis Halls, hereafter known collectively as Panther-Irvis Hall.

12. On-Campus Apartments that are managed by Housing are hereby identified as: Bouquet Gardens; Ruskin Hall; Forbes-Craig Apartments; and Centre Plaza.

Furthermore, be it resolved that the following changes are made to Article I Section 3 of the RSA Constitution:

D. To serve as the liaison between Residents and University Administration, including but not limited to working with the Office of Residence Life, hereafter known as ResLife, **and the Office of Housing, Food Services, and Panther Central, hereafter known as Housing**, to establish and revise University policies in an effort to improve living standards ~~within Residence Halls, and to advocate to the Housing Service Office ways in which to improve the Residence Hall facilities.~~ by advising ways in which to improve living facilities and the overall quality of Resident life.

E. To provide social, service-based, and educational activities for ~~resident students.~~ Residents.

Furthermore, be it resolved that the following changes be made to Article III Section 1 of the RSA Constitution:

7. The RSA shall consist of ~~two~~ **three** bodies: the RSA Executive Board, hereafter known as the RSA E-Board, ~~and~~ eleven Hall Councils, hereafter known as HCs, **and an Apartment-Style Living Advocacy Council, hereafter known as the ASLAC.** The RSA E-Board has the authority to oversee and govern all HCs **and the ASLAC.**

Furthermore, be it resolved that the following changes be made to Article IV Section 2 in the RSA Constitution:

C. Vice President of Community Outreach

- i. Shall coordinate all advocative and service-based efforts of the RSA E-Board.
- ii. Shall serve as a liaison to Panther Central and the Housing Services Office to speak on behalf of the needs of Residents.
- iii. Shall aid in organizing the campus-wide advocative or service-based efforts.
- iv. Shall act as an advisor and liaison to all HC Advocacy Chairs and Service Chairs.
- v. Shall coordinate, advise, and chair the ASLAC along with the ASLAC Advisor(s).

Furthermore, be it resolved that the following changes be made to Article IV Section 4 in the RSA Constitution:

- C. The RSA E-Board shall coordinate campus-wide ~~and residential Residence-Hall~~ **and residential** advocacy and programming.
[...]
- E. The RSA E-Board shall address issues of relevance to the entire ~~Residence-Hall~~ **Resident** community.
[...]
- H. The RSA E-Board shall oversee and maintain all financial matters of the organization.
 - i. A yearly RSA Budget for the RSA E-Board, ~~and~~-HCs, **and the ASLAC** shall be organized by the VPF and approved by the RSA E-Board.
 - ii. Alterations to the RSA Budget may be presented in writing by any officer of the RSA E-Board and must be approved by a 2/3 vote.
 - iii. HCs **or the ASLAC** may petition the RSA E-Board for alterations to the RSA Budget.
 - iv. Any expenditure of the RSA E-Board, ~~or~~-HCs, **or the ASLAC** allotted within the RSA Budget must be approved by the VPF and RSA Advisor(s).

Furthermore, be it resolved that the following Article be added to the RSA Constitution, and that all subsequent Articles and their citations are adjusted accordingly:

Article VI – Advocacy Council – Structure and Duties

8. The ASLAC is the elected representative body for all On-Campus Apartments as defined in Article II.1.B.
9. The ASLAC shall consist of a certain number of Building Advocates from each On-Campus Apartment as follows: two (2) for Forbes-Craig Apartments; two (2) for Centre Plaza; three (3) for Ruskin Hall; and four (4) for Bouquet Gardens.
10. The ASLAC may create ad-hoc committees of Building Advocates and Residents or appoint positional duties to Building Advocates necessary for proper function.
11. The shared duties and responsibilities of Building Advocates are as follows:
 - A. Building Advocates shall represent their constituency and all Residents living in On-Campus Apartments.
 - B. Building Advocates shall gauge the needs of Residents of On-Campus Apartments and communicate these to the VPCO, ASLAC Advisor(s), and Housing.
 - C. Building Advocates shall fulfill any further tasks assigned to them by the ASLAC, VPCO, ASLAC Advisor(s), RSA President, RSA E-Board, or RSA Advisor(s).
12. Terms of Office
 - A. The term of all Building Advocates will be from when they accept their position following the Advocacy Council Elections until the last day of the Spring Term following their election.
 - B. If a person is elected into a vacated position, they shall serve in that position until the last day of the Spring Term following their appointment. If are they elected during the Spring Term, they shall serve until the last day of that term.
13. Meeting Structure
 - A. Meetings of the ASLAC will be set by the VPCO and ASLAC Advisor(s) at a time at which all Building Advocates can be reasonably expected to attend.
 - B. A quorum of 2/3 of all current Building Advocates is required to conduct business.
 - C. The VPCO shall chair all meetings of the ASLAC.

- D. All Building Advocates are permitted attendance at any meeting of the ASLAC. Any person outside of the ASLAC may be permitted attendance by the chair of the meeting or by a 2/3 vote of the ASLAC.
- E. Business conducted by the ASLAC shall follow Robert's Rules of Order, Newly Revised.
- F. The ASLAC must meet weekly, and must have at least one formal business meeting per month.

14. ASLAC Advisor(s)

- A. The ASLAC Advisor(s) shall be professional staff of Housing and shall oversee the operations of the ASLAC.
- B. The ASLAC Advisor(s) may advise, suspend, coordinate, maintain, or alter the operations of the ASLAC as deemed necessary to the proper function of the organization.

Furthermore, be it resolved that the following changes be made to Article VI Section 1 of the RSA Constitution:

- C. To hold or run for any office within RSA, an individual must maintain the following:
 - i. A 2.5 Cumulative Grade Point Average
 - ii. Membership within RSA as defined by Article II
 - a. For HC positions, an individual must be a Resident of the specific Residence Hall which they represent.
 - b. For ASLAC positions, an individual must be a Resident of the specific On-Campus Apartments which they represent.
 - iii. Good judicial standing with the University of Pittsburgh

Furthermore, be it resolved that the following changes be made to Article VI Section 2 of the RSA Constitution:

- F. ~~For a candidate to win any election, they must receive a simple majority of all votes cast~~ A candidate must receive a simple majority of votes to win unless otherwise specified in the election procedure listed in the RSA Constitution. Should no candidate reach a simple majority, the pool of candidates shall be narrowed to the two candidates who received the most votes. The Election Board may choose to extend deliberation in a manner deemed appropriate.

Furthermore, be it resolved that the following be added to Article VI of the RSA Constitution:

7. RSA Advocacy Council Elections

- C. The Election Board for the Advocacy Council Elections shall consist of the RSA President, VPCO, ASLAC Advisor(s), and the RSA Advisor(s).
- i. The RSA Advisor(s) may coordinate the process without an RSA E-Board officer if deemed necessary.

D. All Building Advocates shall be elected in the following manner:

- ii. All Building Advocates must be elected by the Residents in their respective On-Campus Apartments.
 - a. Each Resident shall have one indivisible vote.
 - b. The RSA Advisor(s) and ASLAC Advisor(s) shall ensure that voting procedures are made available to all Residents of the On-Campus Apartments.
- iii. The Election Board shall organize an application procedure to be made available to all Residents no later than the first Monday of the Fall Term.
- iv. Two open information sessions must be held by the RSA E-Board before the close of the application process.
- v. Applications will close no later than two weeks prior to Advocacy Council election day.
- vi. All candidates must be permitted to campaign for the week before election day. Primary campaign materials shall be flyers distributed appropriately in the respective On-Campus Apartments.
 - a. Should campaign materials be deemed inappropriate, the Election Board may disqualify a candidate from running for the desired position.
- vii. Election day shall occur on the second Tuesday of September in a manner determined by the Election Board.
- viii. Results shall be announced the Thursday following election day.

D. Election Specifications

- i. Winners for Advocacy Council elections shall not be determined by a simple majority of votes. Each of the Building Advocates from the On-Campus Apartments will be determined as follows:
 - e. For Bouquet Gardens, the top four candidates individually receiving the most votes shall win.
 - f. For Ruskin Hall, the top three candidates individually receiving the most votes shall win.
 - g. For Centre Plaza, the top two candidates individually receiving the most votes shall win.

- h. For Forbes-Craig Apartments, the top two candidates individually receiving the most votes shall win.

Furthermore, be it resolved that the following be added to Article VII of the RSA Constitution:

5. ASLAC Vacancies

- C. The Election Board for ASLAC Vacancies will consist of the VPCO, ASLAC Advior(s), RSA President, and RSA Advisor(s).
 - i. The RSA Advisor(s) may coordinate ASLAC Vacancy elections without RSA E-Board members if deemed necessary.
- D. The special elections for ASLAC vacancies shall occur as follows:
 - i. Candidates shall be elected to vacant positions by the current RSA E-Board.
 - ii. The Election Board shall prepare an application that shall be made available no later than two weeks after the position is vacated.
 - iii. The application must remain open for at least one week and no longer than two weeks.
 - iv. After the application closes, a special meeting of the RSA E-Board shall be held where all candidates will have the following:
 - 1. Five (5) minutes of presentation
 - 2. Five (5) minutes of question and answer
 - v. After all candidates have been heard, the RSA E-Board shall have ten (10) minutes of discussion.
 - vi. After discussion ends, the RSA E-Board shall elect a candidate to fill the vacant position. A candidate must receive a simple majority of the RSA E-Board officers present to be elected.

Furthermore, be it resolved that the following changes be made to Article VIII of the RSA Constitution:

- 5. Any officer of RSA may have Removal Procedures initiated against them for failing to meet any duties required of them as defined in Article IV, ~~and~~ Article V, or Article VI of the RSA Constitution.
- 6. The Removal Procedures for any officer of RSA shall be as follows:
 - A. A formal, written notice shall be sent to the Advisor(s) of the respective board, RSA E-Board, ASLAC, or HC, that the officer is a part of that Removal Procedures shall be initiated against.

Furthermore, be it resolved that any remaining citations are updated to reflect these changes.

Respectfully submitted,

Timothy Miller
Vice President of Communications
National Communications Coordinator

Passed: 5-0-0
Entered by Timothy Miller, VPC/NCC on 4/17/2018

Entered: 4/20/2019

This amendment was passed by a 4-0-1 vote of the 2018-2019 RSA E-Board during the regularly scheduled business meeting that occurred on Monday, 3/4/2019 between 5:00PM and 6:30PM.

RSA MM 2019.1 VPC and NCC Split

Whereas, the NCC is to serve as a bridge between RSA and NRHH; and

Whereas, it has been realized that each of the positions have the capacity to serve as their own individual positions for the betterment of RSA; and

Whereas, the VPC/NCC position has an overwhelming amount of duties; and

Whereas, the NCC position has the ability to coordinate transition of positions from year-to-year, as they spend a semester transitioning the NCC-IT; and

Whereas, in the interest to promote the betterment of relations between RSA and NRHH to form a more cohesive Residential Governance Program;

Therefore, be it resolved that the following changes be made to Article IV Section 2 of the RSA Constitution:

8. The RSA E-Board shall consist of the following ~~six~~seven officers: RSA President, Vice President of Administration (VPA), Vice President of Finance (VPF), Vice President of Programming (VPP), Vice President of Community Outreach (VPCO), and Vice President of Communications/~~National Communications Coordinator (VPC/NCC)~~ (VPC), and the National Communications Coordinator (NCC). Each position will be charged with the following duties:

[...]

- A. Vice President of Communications/~~National Communications Coordinator~~

- i. ~~Shall serve as both the Vice President of Communications for RSA and the National Communications Coordinator for NRHH.~~
- ii. ~~Shall serve as the liaison between RSA and NRHH.~~
- iii. ~~Shall act as an official representative during corporate meetings at NACURH affiliated conferences.~~
- iv. ~~Shall act as a liaison between NACURH, CAACURH, RSA, and NRHH.~~

- ~~v. Shall serve as the parliamentarian for all RSA E-Board business.~~
- vi. Shall regulate all RSA social media, email, website, and other forms of communication.
- vii. Shall organize and manage all RSA promotional material and merchandise.
- viii. Shall provide regular updates of the activities of the organization to the general body of RSA.
- ix. Shall update all RSA branding as necessary
- x. Shall maintain accurate contact information for appropriate members of the Hall Governance Program
- ~~xi. Shall coordinate the RSA E-Board appointment procedures for the Vice President of Communications/National Communications Coordinator In-Training and organize their transition and training for the following semester.~~
- ~~xii. Shall coordinate transition for the incoming RSA E-Board.~~
- xiii. Shall act as an advisor and liaison to all HC Public Relations Chairs. ~~and Recognition Chairs.~~

B. National Communications Coordinator

- i. Shall serve as the National Communications Coordinator for RSA and NRHH.
- ii. Shall act as an official representative during corporate meetings at NACURH affiliated conferences.
- iii. Shall act as a liaison between NACURH, CAACURH, RSA, and NRHH.
- iv. Shall serve as the parliamentarian for all RSA E-Board business.
- v. Shall coordinate the RSA E-Board appointment procedures for the National Communications Coordinator In-Training and organize their transition and training for the following semester.
- vi. Shall coordinate transition for the incoming RSA E-Board.
- vii. Shall deliver information and work with committees on-campus and in CAACURH.
- viii. Shall assist with membership activities of NRHH
- ix. Shall act as an advisor and liaison to all HC Recognition Chairs.

Furthermore, be it resolved that the following changes be made to Article VII, Section 3 of the RSA Constitution:

- B. The RSA President, VPA, VPF, VPP, ~~and~~ VPCO, and VPC shall be elected in the following manner:
- iv. The RSA President, VPA, VPF, VPP, ~~and~~ VPCO, and VPC must be elected by officers of HCs.

Therefore, be it resolved that all mentioning

Respectfully submitted,

Chadé Darby

Vice President of Communications

Passed: 4-0-1

Entered by Chadé Darby, VPC on 4/20/2019

Entered: 4/20/2019

This amendment was passed by a 4-0-1 vote of the 2018-2019 RSA E-Board during the regularly scheduled business meeting that occurred on Monday, 4/1/2019 between 5:00PM and 6:30PM.

Amendment 2019.2 | Clarification of VPC/NCC language

Whereas, the positions of Vice President of Communication and National Communications Coordinator are now separate; and

Whereas, to ensure consistency in language

Therefore, be it resolved, that the following changes are made to Article IV Section 3 of the RSA Constitution:

9. There shall be ~~six~~seven ex-officio members of the RSA E-Board as follows: the ~~Vice President of Communications~~/National Communications Coordinator In-Training (~~VPC/NCC-IT~~) and Positional Elect(s) for each respective RSA E-Board position excluding the ~~VPC/NCC-IT~~, which shall be the President-Elect, Vice President of Administration-Elect, Vice President of Finance-Elect, Vice President of Programming-Elect, ~~and~~ Vice President of Community Outreach-Elect, ~~and Vice President of Communications-Elect~~. All ex-officio members of the RSA E-Board are described as follows:
 - A. ~~Vice President of Communications~~/National Communications Coordinator In-Training.
 - i. Shall be appointed by a joint meeting of both the RSA and NRHH Executive Boards.
 - ii. Shall receive training and guidance from the current ~~VPC/NCC~~.
 - iii. Shall attend regular RSA E-Board meetings.
 - iv. Shall meet all criteria and perform all tasks as determined by the ~~VPC/NCC~~ necessary to properly transition into the role.
 - v. Shall assume the role of ~~VPC/NCC~~ the day immediately following the end of the Spring Term following their election.

- vi. Shall immediately assume the role of ~~VPC~~/NCC should a vacancy occur.

B. Positional Elect(s)

- i. Shall be elected for an RSA E-Board Position as defined in Article VII.3 or Article VIII.2.
- ii. Shall attend transition meetings as determined by the ~~VPC~~/NCC.

Furthermore, be it resolved, that the following changes are made to Article V Section 3 Subsection G of the RSA Constitution:

G. Public Relations Chair

- i. Shall manage all HC social media.
- ii. Shall create all HC promotional material.
- iii. Shall aid in the outreach of the HC to engage their Resident population.
- iv. Shall record all promotional work and communicate this to the ~~VPC~~/NCC.

Furthermore, be it resolved, that the following changes are made to Article VII Section 4 of the RSA Constitution:

4. ~~VPC~~/NCC-IT Elections

A. The Election Board for the ~~VPC~~/NCC-IT Elections shall consist of the ~~VPC~~/NCC, the RSA Advisor(s), and the NRHH Advisor(s).

- i. Should the ~~VPC~~/NCC be running for this position, the RSA Advisor(s) and NRHH Advisor(s) may appoint RSA and/or NRHH Executive Board officers to the Election Board, or coordinate the process without an RSA E-Board officer if deemed necessary.

B. The ~~VPC~~/NCC-IT shall be elected in the following manner:

- i. The ~~VPC~~/NCC-IT must be elected by a joint meeting of the RSA and NRHH Executive Boards.

- a. Each of the RSA and NRHH Executive Board officers shall have one indivisible vote.
- b. The ~~VPC~~/NCC shall chair the meeting, and only vote in the case of a tie.
- ii. The Election Board shall organize an application process to be made available to all members of both RSA and NRHH no later than the last Monday of November.
- iii. The application process must close no later than the Wednesday preceding finals week of the Fall Term.
- iv. Interviews shall be held by a joint meeting of both the RSA and NRHH Executive Boards before the Monday of finals week for the Fall Term. After a period of discussion for all candidates, a vote shall be held to elect the ~~VPC~~/NCC-IT.

Furthermore, be it resolved, that the following changes are made to Article VIII Section 1 of the RSA Constitution:

- B. Should the RSA President position become vacated, the VPA will immediately fill the role and a special election shall be held to fill the VPA position.
 - vii. The RSA President position cannot remain vacant. Should there be no VPA to fill the President position, then the line of succession for the RSA President shall be as follows, respectively: Vice President of Finance, Vice President of Programming, Vice President of Community Outreach, Vice President of Communications~~/~~National Communications Coordinator.
 - viii. The ~~VPC~~/NCC may only serve as Acting RSA President, and must maintain their role as ~~VPC~~/NCC until a President is elected through a vacancy election.
- C. Should the ~~VPC~~/NCC position become vacated, the ~~VPC~~/NCC-IT will immediately fill the role and the ~~VPC~~/NCC-IT may remain vacant until the next ~~VPC~~/NCC-IT election.
 - i. The ~~VPC~~/NCC-IT will serve for the next term as ~~VPC~~/NCC.
 - ii. If there is no ~~VPC~~/NCC-IT to fill the vacant role, then a vacancy election shall be held to fill the ~~VPC~~/NCC position.

Respectfully submitted,

Daniel Rudy

Vice President of Finance

Passed: 4-0-1

Entered by Chadé Darby, VPC on 4/20/2019

Entered: 2/8/2020

This amendment was passed by a 4-0-0 vote of the 2019-2020 RSA E-Board during the regularly scheduled business meeting that occurred on Friday, 1/31/2020 between 4:00PM and 6:00PM.

Amendment 2020.1 | Approval of the Resident Student Association Policy Book

Whereas, the Resident Student Association Constitution should describe only the most essential functions and policies of the organization; and

Whereas, the governing structure of the Resident Student Association includes over 100 officers; and

Whereas, the scope of the Resident Student Association necessitates the implementation of specific policies and governing procedures; and

Whereas, to ensure transparency and accountability these procedures should be written and enforced according to an official code; and

Whereas, the existence of a Policy Book provides a platform for reform and change to occur; and

Whereas, changes to the RSA Constitution must follow specific guidelines set by the Student Organization Resource Center; and

Whereas, Hall Council officers should have a direct means of influencing the policy of RSA; and

Whereas, information about RSA Branding and Logo use is not currently in writing; and

Whereas, not all duties of RSA E-Board officers are currently described in the RSA Constitution; and

Whereas, to establish a supplemental guide to RSA policies and procedures supplemental to the Constitution;

Therefore, be it resolved, that the RSA Policy Book presented with this amendment be adopted pursuant to RSA Constitution Article X.1.

Furthermore, be it resolved, that the following changes are made to Article IV Section 4 of the RSA Constitution:

- J. The RSA E-Board officers shall uphold, defend, and protect the RSA Constitution and RSA Policy Book.

Furthermore, be it resolved, that the following changes are made to Article IX Section 1 of the RSA Constitution:

- K. Any officer of RSA may have Removal Procedures initiated against them for failing to meet any duties required of them as defined in Article IV, Article V, and Article VI of the RSA Constitution or within the RSA Policy Book.

Furthermore, be it resolved, that the following changes are made to Article X of the RSA Constitution:

- 4. An amendment to the RSA Policy Book may be proposed by a Hall Council or the ASLAC.
 - F. The amendment will require a quorum of 2/3 of the membership of that group during a regular business meeting.
 - G. The amendment will require a 2/3 majority vote of officers present at the meeting.
 - H. Once approved by the HC or ASLAC, the HC President must submit the proposed amendment to the RSA President to be added to the agenda for the next meeting.
 - I. Once an amendment has been submitted to the RSA President, it will follow the procedure outlined in Article X, Section 2 of the RSA Constitution.

- J. The HC or ASLAC submitting the proposal may send one member to present and speak on behalf of the proposed amendment during the E-Board meeting in which it is considered, as well to read the proposed amendment in the meeting where it is presented.

Respectfully submitted,

Daniel Rudy

President

Passed: 4-0-0

Entered by Jack Noto, VPA on 2/8/2020