Mission Statement:
The Residence Hall Association of East Carolina University is a recognized student organization that develops leadership skills, promotes service, fosters a sense of community, and represents the interests of the residence hall students.

Article 1: Name and Membership

Section 1: The name of the organization shall be the Residence Hall Association of East Carolina University, herein referred to as RHA.

Section 2: All students living in Residence Halls owned by East Carolina University and maintained by Campus Living are members of RHA. Each has the right to attend meetings and to participate in campus-wide activities supported and/or sponsored by RHA.

Section 3: RHA is an inclusive organization and does not discriminate based on race, color, national origin, ethnicity, religious affiliation, gender, age, sexual/gender identity, sexual orientation, socioeconomic status, or disability.

Section 4: RHA receives funding through Campus Living as determined by the director, based on occupancy of residence halls, with supplemental funding provided by fundraising. Fees and dues are not required by any members.

Article 2: Purpose

Section 1: The purpose of RHA is:
- To provide a centralized body representation for the Hall Governments
- To provide campus-wide leadership, educational, social, and service opportunities
- To promote leadership, social, educational, and service opportunities within the residence halls
- To serve as liaison between residents, Campus Living, and the University as a whole
- To recommend policies to Campus Living, in order to improve the quality of residential living on campus
- To allocate money to Hall Governments as needed.

Section 2: RHA shall not interfere with the operations of its member organizations except in matters, which may conflict with the RHA constitution and bylaws.

Article 3: Branches

Section 1: The executive board shall consist of:
- President
- Vice President
- Marketing Manager
- Business Manager
- Parliamentarian
- National Communications Coordinator (NCC)
- National Residence Hall Honorary (NRHH) President – Ex-Officio Member

Section 2: The General Assembly shall consist of:
- Voting Members:
  - The president of each Hall Government or proxy
  - Two Representatives from each Hall Government, herein after referred to as RHA Reps.
- Non-Voting Members:
  - On Campus Residents
  - Resident Advisors

Article 4: Executive Board
Section 1: Qualifications to hold an Executive Board position shall include the following:
  - Maintain a full-time student status at East Carolina University
  - Reside in a residence hall during the academic year, except during holiday breaks and summer sessions
  - Have lived in the residence hall for at least one full semester (unless otherwise stated)
  - Maintain a cumulative/semester GPA of at least 2.5 to file for office and throughout the term of office
  - May not be employed by Campus Living as a Resident Advisor
  - Maintain an acceptable conduct record. This includes, but is not limited to, Probation.

Section 2: General Duties and Powers
  - Attend all General Assembly and Executive Board meetings
  - Assist in the planning of the budget
  - Prepare and propose meeting agendas for the RHA General Assembly
  - Submit all relevant records to the Business Manager for the archives
  - Serve as a member of the RHA Executive Board, taking on all necessary and related responsibilities as defined in the RHA Executive Board Job Descriptions, which have been agreed upon by the Executive Board
  - Project a positive image of the organization throughout the campus in Greenville and in Pitt County
  - Maintain a minimum of five office hours per week in the RHA Office
  - A minimum of one e-board member must attend one signature program from each of the halls for fall and spring semester of the academic year.
  - Any one person can hold a maximum of two terms on the RHA e-board

Section 3: President
  - The President must have lived in the residence halls of ECU for two full semesters before holding office
  - The President must have been a member of the General Assembly for two full semesters before holding office
  - The duties and powers of the President shall be:
    - To preside over all RHA General Assembly and Executive Board Meetings
    - To serve as the primary student representative in all areas of Campus Living
    - To represent or to appoint a representative on University committees
    - To oversee the Presidents Committee of RHA
    - To cast a vote only when his/her vote decides the outcome of a motion when there is a tie
    - To meet with the RHA advisor(s) weekly
    - Ensuring that each officer is performing his or her specified duties
    - To maintain all official correspondence of RHA
    - To attend the weekly Hall Coordinator meeting
    - Assist NCC in writing bids
    - Write 2 OTM’s a semester
    - Any one person can run for president for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet.
    - In the case of a mid-year vacancy, served time by the Elected president until the RHA Banquet does not count toward the maximum of two terms.

Section 4: Vice President (V.P.)
  - The V.P. must have lived in the residence halls of ECU for one full semester before holding office
  - The V.P. must have been a member of the General Assembly for one full semester before holding office
  - The duties and powers of the Vice President shall be:
    - To assume duties of the President in case of the President’s absence
    - To serve as head of all RHA Programs and service projects
    - To appoint general assembly members to committees
    - To oversee the planning and execution of all general recreational RHA trips and retreats, either directly or through the Program Committee
    - To oversee the Programming Committee of RHA
    - To meet with a designated Advisor at least twice per month
    - To assume any duties delegated by the President
    - To act as NCC in the absence or incapacity of the NCC with the aid of the Executive Board
    - In the event that the office of the President becomes vacant, the Vice President shall follow the nomination process outlined in the Elections Bylaws.
    - In case of vacancy, the V.P.’s office shall follow the nomination process outlined in the Elections Bylaws
    - Assist NCC in writing bids
• Write 2 OTM’s a semester
• Any one person can run for vice president for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet.
• In the case of a mid-year vacancy, served time by the elected Vice President until the RHA Banquet does not count toward the maximum of two terms.

Section 5: Parliamentarian

• The Parliamentarian should have an understanding of parliamentary procedures and knowledge of the RHA Constitution.
• The Parliamentarian must have lived in the residence halls of ECU for one full semester before holding office.
• The Parliamentarian must have been a member of the General Assembly for one full semester before holding office.
• The duties and powers of the Parliamentarian include:
  • To take attendance for each Executive Board and General Assembly Meetings
  • To e-mail RHA Voting members and the appropriate Hall Coordinator when an RHA Representative incurs an unexcused absence
  • To oversee the Policy Committee of RHA
  • To facilitate the General Assembly meetings using parliamentary procedures according to Robert Rules of Order
  • To serve as the Elections Chairperson
  • To assume any duties delegated by the President
  • Assist NCC in writing bids
  • Write 2 OTM’s a semester
• In case of vacancy, the Parliamentarian’s office shall follow the nomination process outlined in the Elections Bylaws.
• Any one person can run for parliamentarian for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet.
• In the case of a mid-year vacancy, served time by the elected Parliamentarian until the RHA Banquet does not count toward the maximum of two terms.

Section 6: Business Manager

• The Business Manager should be computer literate, as well as understand word processing programs.
• The Business Manager must have lived in the residence halls of ECU for one full semester before holding office.
• The Business Manager must have been a member of the General Assembly for one full semester before holding office.
• The duties and powers of the Business Manager shall be:
  • To work with the RHA Advisor and the RHA Executive Board to prepare and maintain the RHA budget, to be approved by general assembly
  • To prepare and propose meeting agendas for the RHA General Assembly meetings
  • To oversee the Spirit Committee of RHA
  • To advise the General Assembly and be directly responsible to the RHA for all financial transactions
  • To keep Executive Board Minutes and General Assembly minutes and bind for archives.
  • To distribute minutes of General Assembly Meetings to all members of RHA, Advisors, and Coordinators two days after a General Assembly meeting.
  • To assume any duties delegated by the President
  • To give monthly updates on the amount of funding requests already given and what remains in the account
  • In the fall semester and again in the spring semester, the Business Manager should present the budget to the General Assembly
  • To work with the Marketing Manager with proper implementation of the Funding Requests
  • Assist NCC in writing bids
  • Write 2 OTM’s a semester
• In case of vacancy, the Business Manager’s office shall follow the nomination process outlined in the Elections Bylaws.
• Any one person can run for business manager for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet.
• In the case of a mid-year vacancy, served time by the elected Business Manager until the RHA Banquet does not count toward the maximum of two terms.

Section 7: National Communications Coordinator (NCC)

• The NCC must have lived in the residence halls for two full semesters before holding office.
The NCC must have been a member of the General Assembly for two full semesters before holding office.

Must have attended a minimum of one conference or be a member of a delegation going to, state (NCARH), regional (SAACURH or No Frills) or national (NAACURH).

The duties and powers of the NCC shall be:

- To maintain communications with residence hall associations on the state, regional, and national levels
- To file the appropriate paperwork for RHA’s affiliation with the state, regional, and national associations
- To complete and file the National Information Center report (RFI) at the NACURH conference
- To oversee the OTM Committee with the NRHH Representative of RHA
- Write at least 1 bid per semester with help of other E-Board members
- Write 2 OTM’s a semester
- To be unbiased when organizing delegations to attend the SACURH (South Atlantic Affiliate of College and University Residence Halls), NCARH (North Carolina Association of Residence halls), and NACURH (National Association of College and University Residence Halls) conferences, including the preparation and attendance of the delegates for those conferences
- To coordinate, with the designated RHA Advisor, the registration and travel arrangements for conferences
- To attend state and regional business meetings, including the “NO-Frills” Conference
- To serve as the voting representative for ECU’s RHA at the state, regional, and national associations
- To prepare a report following each conference to be presented to the General Assembly
- In case of vacancy, the NCC’s office shall follow the nomination process outlined in the Elections Bylaws
- Must have attended a minimum of one conference, state (NCARH), regional (SAACURH or No Frills) or national (NAACURH)
- Term will end at the end of banquet.
- Any one person can run for NCC for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet
- In the case of a mid-year vacancy, served time by the elected NCC until the RHA Banquet does not count toward the maximum of two terms.

Section 8: Marketing Manager

- The Marketing Manager must have lived in the residence halls for one full semester before holding office
- The Marketing Manager must have been a member of the General Assembly for one full semester before holding office.

- The duties and powers of the Marketing Manager shall be:
  - To manage and coordinate all marketing and advertising for RHA
  - Responsible for RHA t-shirt development and distribution for all RHA members, during fall semester
  - To assist the members of Hall Governments when needed for advertisement of programming
  - To develop and implement marketing plans and projects for all programs
  - To manage the marketing plans and items
  - To determine and manage the marketing budget with the RHA Executive Board
  - To deliver marketing activity within the agreed budget
  - To oversee the Public Relations Committee of RHA
  - To strategize, manage, and implement all publications made for RHA as an organization and all programming
  - To manage and maintain the RHA website and other forms of social medias
  - To work with the Business Manager with proper implementation of the Funding Requests.
  - To meet with the RHA Advisor once a week to make updates to the RHA website
  - Assist NCC in writing bids
  - In case of vacancy, the Marketing Manager’s office shall follow the nomination process outlined in the Election Bylaws.
  - Maintain social media outlets
  - Any one person can run for marketing manager for a maximum of two terms. A term is defined as one school year from RHA Banquet to RHA Banquet
  - In the case of a mid-year vacancy, served time by the elected Marketing Manager until the RHA Banquet does not count toward the maximum of two terms.

Section 9: National Residence Hall Honorary (NRHH) President

- To serve as a liaison between RHA and NRHH
- To oversee the Of-The-Months (OTM) Committee of RHA
- To be responsible for submitting Of-The-Months (OTMs) to the state and regional NRHH directors
- To be responsible for organizing state, regional, and national bids by No Frills in collaboration with the NCC
- The NRHH president should attend all executive board meetings and all general assembly meetings informing all about programming and upcoming deadlines and events.
If the NRHH President is not able to attend then an e-mail should be sent to the RHA Business Manager 24 hours prior to a meeting.
If NRHH President is not able to attend then a NRHH Representative may proxy in the stead of the NRHH President.

Section 10: Officer Stipends
- The individuals in the following offices: Vice President, Business Manager, Parliamentarian, NCC, Marketing Manager will receive a bi-monthly stipend.
- Should an individual resign or be removed from office, he/she will no longer be eligible to receive a stipend.
- RHA President Compensation shall include a single room, a meal plan, and a monthly stipend. Though it is the intent of Campus Living to provide the RHA President a single room, occupancy numbers may require the RHA President to live in a shared room with a roommate and/or have “single” accommodation furniture, for example; one bed, one dresser, one desk, etc.

Article 5: The General Assembly (GA)

Section 1: Membership
- The GA shall consist of the voting representatives according to Article 3, Section 2.
- The Executive Board shall serve as ex-officio members of the General Assembly (non-voting members).

Section 2: Governing Power
- All governing power within the RHA shall be vested in the GA.
- The GA shall comply with the regulations as established by the Constitution and Bylaws of the RHA.
- The voting membership shall consist of 3 designated representatives (1 president and 2 elected representatives) from each residence hall government.
- The GA will be governed by parliamentary procedure, in accordance with Bob’s Rules and the RHA Bylaws.
  - Bob’s Law is a shortened version of Robert’s of Order used to accommodate for RHA Meetings. The rules that will be followed in General Assembly meetings show but created by the Executive and defined by the Parliamentarian.
- Quorum is 8 Hall Governments represented with 24 voting members present in order for all voting to occur.

Section 3: The duties and powers of the General Assembly shall be:
- To amend the Constitution in ways seen fit.
- To create, amend, and dissolve bylaws in ways seen fit.
- To approve designated appointments.
- To elect RHA Executive Officers with the exception of the NRHH President.
- To require reports from committees and branches (i.e. NRHH Executive Board).
- To initiate and vote on impeachment proceedings.
- To attend RHA meetings.
- To represent individual residence halls.
- To attend retreats and training workshops.
- To serve on assigned committees.
- To act as a liaison from RHA to the individual residence halls through providing information to the hall governments concerning voting matters and events on campus.

Section 4: The committees of RHA will be as follows:
- Spirit Committee
- President’s Committee
- Programming Committee
- Policy Committee
- Marketing Committee
- OTM Committee

Article 6: Hall Governments

Section 1: Hall Government Structure
- Hall Government Executive Board should be structured as such:
Section 2: Meeting Times
- Hall Government Board meetings should be held weekly.
- Hall General Assembly meetings should be held at least once a month

Section 3: Funding
- Each Hall Government will be allotted a set amount of money provided by the RHA budget at the beginning of each year.
- The amount will be set by the RHA Executive Board according to the yearly budget.
- Hall Governments in need of additional funding shall complete the “Additional Funding Request” form found on the RHA Website (www.ecu.edu/rha) add link to the funding request within the published deadlines.
- The votes for funding will be voted on by ballot. If the ballot is denied, a discussion on change of the funding proposal may occur.
- Shall the RHA Executive Board deem the request valid, the group requesting additional funds shall present in front of the General Assembly for a vote.
- If the vote is approved for additional funding, all marketing for the event will need to include the RHA logo.

Article 7: Advisory

Section 1: The advisory of RHA shall consist of an Assistant Director of Campus Living as deemed by position responsibilities as deemed by the Director of Campus Living for Residence Life.
- No less than three professional residence life members who will advise the Program Committee, the Policy Committee, and the Spirit Committee. Responsibilities include:
  - To collect Committee Advisor names and give them to RHA Exec Board for final decision
  - To attend RHA Exec Board meetings and General Assembly meetings

Section 2: The RHA Advisor
- The duties and powers of the RHA Advisor(s) shall be:
  - To provide continuity from year to year
  - To act as a liaison between RHA, Campus Living, and other campus offices and departments
  - To maintain, with RHA, University standards in all activities of the organization
  - To provide leadership opportunities for RHA Executive Officers and General Assembly members
  - To serve as a University Representative
  - To attend GA and any organizationally sponsored activities, if possible

Section 3: The Graduate Assistant
- Shall attend all general assembly and executive board meetings pending schedule
- Shall assist executive board in any matter including, but not limited to conferences and trips
- Shall help the RHA advisor with any tasks given

Article 8: Impeachment

Section 1: Any Executive Board member, with the exception of the NRHH President, may be impeached.

Section 2: Any voting member may submit impeachment charges to the RHA Advisor
- The RHA Advisor will assemble an RHA Review Committee to investigate all charges and make a recommendation to the General Assembly
- The RHA Review Committee shall consist of the NRHH President, an RHA advisor and one General Assembly member from each residential neighborhood on campus (College Hill, West End and Central)
  - The RHA Review Committee shall not include any member of the current RHA Executive Board

Section 3: Impeachment requires a vote of two-thirds the quorum of the voting members, made by secret ballot

Section 4: The RHA Review Committee must present their findings to the General Assembly
Section 5: The grounds for impeachment shall be:
- Failure to fulfill the duties of office
- Abuse of powers of office
- Failure to comply with request for change from General Assembly
- Fraudulent use of funds or other acts of dishonesty
- Misrepresentation of RHA

Section 6: The Executive Board member in question of impeachment shall be removed from office in the affirmative vote of the quorum by the General Assembly.

Article 9: Amendments

Section 1: Any proposed amendments to The Constitution and Bylaws of the Residence Hall Association of East Carolina University must be submitted in writing to the Executive Board one week prior to the time the vote will be taken.

Representatives will be given one week to confer with their respected Hall Governments and Hall General Assembly’s to come to a consensus on which amendment would be deemed appropriate.

Section 2: The RHA Parliamentarian shall read the proposed amendment(s) to the GA one week prior to the vote.

Section 3: An amendment must receive two-thirds majority affirmative vote of the quorum present to pass.

Article 10: Approval/Veto Power

Section 1: Campus Living shall have immediate approval or veto power over legislative action of RHA.

Bylaw 1: Elections and Appointments

Section 1: RHA Executive Board Elections shall be conducted in accordance with the Elections Bylaws.

Section 2: The RHA Parliamentarian will serve as Elections Chairperson, and will work with the RHA Advisor to conduct elections. (RHA Constitution: Article 4, Section 4)

Section 3: Qualifications for the Offices of the RHA Executive Board can be found in The Constitution and Bylaws of the Residence Hall Association of East Carolina University Article 4, Section 1. All candidates must meet qualifications for office of the time of filing, unless otherwise noted.

Section 4: Election Timeline
- Elections for offices of the RHA Executive Board will be held during the Spring semester, with the exception of the NCC (held in January).
- The specific dates and process timeline will be determined by the RHA Elections Chairperson and announced to the General Assembly before the end of January prior to the start of election.

Section 5: Nominations
- Nominations for Executive Board Offices, excluding NCC, will be conducted during the two General Assembly meetings prior to elections.
- Nominees must carry a 2.5 Cumulative GPA.
- Nominations will occur beginning with President, and following with the other Executive Office positions in the order listed in Article 3, Section 1 of the Constitution, excluding the NCC.
Nominees must declare whether they wish to accept, decline, or wait on their nomination. To wait is to hold off on deciding whether or not to accept the nomination until the following week or when the election starts, whichever comes sooner.

The RHA Advisor (or designee) will check the GPA and conduct standing of all individuals nominated for Executive Board offices. The RHA Advisor will inform the Elections Chairperson if any candidates do not meet these qualifications.

Those who wish to be nominated as President shall be overall active as a member of RHA.

Section 6: Candidate’s Meeting
- A compulsory meeting of all candidates shall be held between the closing of nominations and one week prior to the election. The purpose of the meeting is to provide a clear understanding of the election rules and the procedures for the candidates.
- The Elections Chairperson and the RHA Advisor(s) will preside over the RHA Executive Board election Process.
- The Elections Chairperson must approve excused absences at least 24 hours prior to the meeting.
- Excused absences will be accepted for scheduled classes and medical reasons only, unless special cause can be proved by the election chairperson.
- An excused candidate must schedule a separate meeting with the election chairperson and an RHA advisor.
- Failure to attend the candidate’s meeting will result in the candidate’s name being removed from the ballot.

Section 7: Elections
- The election of officers will take place during an RHA general assembly meeting, determined by the elections chairperson as stated in Section 5 of the elections and appointments Bylaws.
- The election of RHA executive board officers will be conducted by secret ballot.
- All voting of Officers should be done by secret ballot. All voting members in attendance should receive a vote.
- Current Executive Board members shall not intervene or offer personal opinion, in any form, that could persuade any voting member.
- No person may endorse a candidate in any form.
- Candidates who are running for E-board positions will not be permitted to campaign.
- Current e-board members are not permitted to endorse any candidates before, during or after elections.
- No unanimous consent for elections.

Section 8: Balloting and Ballot Counting
- The vote for each RHA executive office shall be conducted separately.
- Each residence hall will be allowed to cast three votes for each office.
- When all of the ballots are collected, the elections chairperson or designee will tally the votes. The RHA advisor will observe the process.
- Each candidate may have one representative present when the ballots are counted. No representative may represent more than one person.
- Candidates are not permitted to attend the ballot counting.
- If there is anything more than one candidate for a particular office, the candidate with the majority of the votes shall be declared the winner.
- If only one candidate runs for an office, the candidate must win by a majority of the voting membership.
- All results of the election will be official upon approval of the elections chairperson (or designee).
- The election chairperson (or designee) will announce the results of the election to the general assembly.
- The election chairperson shall print a ballot for each voting member to cast his or her vote, making sure to include a write-in vote option.
- If a General Assembly member were to inquire about an unfair election, a formal complaint must be submitted to the RHA Advisor.

Section 9: Run-off Elections
- If the result of a particular election ends in a tie, then all of the candidates involved in the tie will be eligible for a run-off election.
- The Run-Off Election will be immediately. If the results in a tie the winner will be chosen by lots.
- If only two candidates are eligible, and only one decides to run, the Run-Off Election will be canceled, and the remaining candidate will be declared the winner.
- The Run-Off Election will be a Q and A for five minutes, where both candidates will respond to questions.

Section 10: Mid-Term Vacancies and Appointments
- The President must announce the vacancy to the General Assembly during a weekly General Assembly.
• The entire RHA Executive Board shall interview all applicants. The Executive board will decide on a nominee. The position must have been announced for at least six calendar days before the Executive Board may nominate a replacement.
• The Elections Chairperson (or designee) will present the nominee to the General Assembly for approval.
• The General Assembly must approve the nominee by a majority vote.
• The RHA President shall be voted on by the General Assembly following the elections process outlined in the Elections Bylaws.
• A letter of resignation must be written by the officer stepping down addressing the advisor.

Section 11: NCC In-Training (NCC-it)
• An NCC-IT must be elected before the NCARH conference.
• The Elections Chairperson shall develop a timeline for the appointment of the NCC-IT and present it to the general assembly during the first meeting of February.
• All interested members that wish to apply for NCC-IT position shall inform the parliamentarian by the deadline established in the appointment timeline.
• The RHA advisor (or designee) shall check the GPA and conduct record of all members interested in the NCC-IT position to determine eligibility for an Executive Board position and inform the Elections Chairperson if any interested members do not meet this requirement.
• The Executive Board will interview all eligible candidates and select the NCC-IT nominee.
• The Executive Board will present the NCC-IT nominee to the General assembly. The General Assembly must approve the NCC-IT nominee by a majority vote.
• Once approved by the General Assembly, the NCC-IT nominee will become the NCC-IT.
• The NCC-IT shall be an ex-official and non-stipend member of the Executive Board.
• The NCC-IT shall attend (NCARH), the No Frills and NACURH conferences and assist the NCC in preparation for conferences.
• The outgoing NCC’s term shall conclude at the end of the banquet.

Bylaw 2: Conferences

Section 1: Funding
• The NCC’s and NRHH presidents registration fee shall be paid in full to all conferences.
• The executive board officers’, excluding the NCC’s, registration fee shall be paid in full if it is their first RHA conference as an Executive Board member.
• If an officer’s program proposal is not accepted by the conference then they may present a program at ECU.
• Members of the general assembly may petition their Hall Government in order to receive funding to attend conferences.
• The NCC-IT’s registration fees shall be paid in full to attend the NCARH and No Frills Conference.

Section 2: All members of the delegation attending the conferences of SAACURH, NCARH, No Frills and NACURH must have a GPA of at least 2.5 semester and cumulative.

Section 3: Delegation
• One member of the chosen delegation shall be an active member of NRHH or must be the NRHH president or proxy to serve as the NRHH representative in Boardroom.
• All delegates chosen must have resided within a residence hall for one full semester and active in their Hall Government or RHA General Assembly meetings.
• Must be interviewed by the NCC.
• Must attend delegate meetings.
• Cannot have more than three unexcused absentees to meetings.

Section 4: Letter of Explanation
• If a delegate is within the 2.0 to 2.5 GPA range then the delegate must submit a letter of explanation to the NCC and the RHA Advisor explaining how they are planning on making changes to better themselves academically. This means that a delegate will explain what measures they will take to bring their GPA up to the required level of 2.5. This letter will be one page long (single spaced, 12 point font, times new roman) and can only be submitted once. This means that if a delegate takes this option they will not be able to take it again.

Section 5: Time Line for Letter of Explanation
• The letter of explanation should be submitted to the NCC and RHA advisor one week after the NCC notifies the delegate of GPA level. The delegate chosen shall be on the delegation until the NCC comes to a decision on whether to keep the delegate or not. It is up to the discretion of the NCC and RHA advisor whether the delegate should still be considered for the position or not.
**Bylaw 3:** The RHA Representative and Hall Government President Position Responsibilities (Article 4, Section 2)

Section 1: Election
- One hall government president shall be elected in the fall of each academic school year per residential hall.
  - Two RHA Representative shall be elected in the Fall of each academic school year per hall

Section 2: Duties
- The Hall Government President should be a standing member of the Presidents committee
- The RHA Representative shall serve as a liaison between the Residence Hall Association and their Hall Government throughout their term in office
- Each RHA Rep. should be a standing member of at least one committee
- The Hall Government President should also follow any guidelines or duties given to him/her in their Hall Government
- The RHA Rep. should also follow any guidelines or duties given to him/her in their Hall Government

Section 3: Attendance
- The RHA Representative and president should attend every General Assembly meeting. However, the RHA Rep. and president is allowed to miss three (3) General Assembly meetings per semester
- After one (1) unexcused General Assembly absence, the RHA Rep. or president will receive an e-mail warning. Additionally, the RHA Executive (Parliamentarian) will copy the e-mail to the Coordinator and President of the appropriate Hall to inform them of the RHA Rep.’s current status at General Assembly meetings.
- In the event that the RHA Rep. or president is unable to attend a meeting, he/she shall appoint an appropriate candidate to be a voting member for him/her. A Resident Advisor cannot proxy for a Hall Representative
- When the RHA Rep. or president is unable to attend a meeting, he/she should notify the RHA Parliamentarian with the appointed person’s name taking his/her place prior to the missed General Assembly meeting within 24 hours before the General Assembly meeting.
- An RHA Representative or president has up until 24 hours after the missed General Assembly meeting to inform the RHA Parliamentarian of his/her unexcused absence. The RHA Executive Board will decide if the unexcused absence will be counted or removed based on the information provided by the RHA Representative.
- Missing more than three meetings will result in inability to receive individual awards during banquet.

Section 4: Voting General Assembly Members
- Each residence hall will elect two RHA Reps who will serve as voting members of their hall.
- Additional RHA voting member includes the Hall Government President
- The Hall Government Presidents will meet as a council with the RHA President as deemed necessary by the RHA President
- In the case that a residence hall can not elect two RHA Reps then the Hall Government Vice President must attend RHA as the RHA Voting Rep. Additionally, the Hall Government Vice President must serve on one RHA committee.

**Bylaw 4:** Committee Duties and Responsibilities

Section 1: Committee Attendance Policy
- A member of the committee cannot miss more than three (3) committee meetings
- The Committee Chair must notify their respective Executive Board Advisor if they will not be attending within 24 hours’ notice

Section 2: Policy Committee
The duties of the Policy Committee include but are not limited to:
- The writing and amending of official RHA Legislation
- Work on a minimum of two (2) pieces of legislation per school year
- The writing and adding of resolutions to governing documents
- The policy committee shall create legislation to better the on-campus experience of residence
- The Parliamentarian shall oversee the policy committee and act as a liaison between the Policy Chair and Executive Board
- The Policy Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the Parliamentarian
Section 3: Programming Committee
The duties of the Programming Committee include but are not limited to:

- To create campus-wide programs to build community and entice students to learn about RHA and become more active on campus
- Assist with all large-scale programs
- Programming committee must have at least two programs per semester
- The Vice President shall oversee the programming committee and act as a liaison between the Programming Chair and Executive Board
- The Programming Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the Vice President

Section 4: Marketing Committee
The duties of the Marketing Committee include but are not limited to:

- Communicate with other campus groups to help promote RHA activities and programs
- Advertise around campus and in the local community to promote RHA activities and programs
- Utilize social media and traditional media to inform the community of RHA activities and programs
- To create a give-away each semester
- The Marketing Manager shall oversee the Public Relations committee and act as a liaison between the Marketing Chair.
- The Marketing Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the Marketing Manager

Section 5: Presidents Committee
The duties of the Presidents Committee include but are not limited to:

- Committee shall consist of the Presidents representing each hall
- The committee shall put on one (1) service program per year
- The president is to be the liaison between their hall governments, RA's and RHA
- The President shall oversee the presidents committee and act as a liaison between the Presidents Chair and Executive Board
- The Presidents Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the President as a resource

Section 6: Spirit Committee
The duties of the Spirit Committee include but are not limited to:

- Should be in charge of Themed meetings
- Should have a triweekly raffles to show appreciation to the GA
- Should be in charge of all recognition involved in RHA and RHA related events
  - This includes:
    - Cheers
    - Recognizing students and halls for outstanding work
- Should be in charge of deciding the awards
  - Most Spirited Hall
  - Most Spirited Member
- The Business Manager shall oversee the spirit committee and act as a liaison between the Spirit Chair and Executive Board.
- The Spirit Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the Business Manager as a resource

Section 7: Of-The-Month (OTM) Committee
The duties of the OTM Committee include but are not limited to:

- Will help write OTMs for the RHA
- The OTM committee will learn how to effectively produce award-winning OTMs through viewing and examining other OTMs, to writing and helping write OTMs for ECU
- The NRHH President shall oversee the OTM committee and act as a liaison between the OTM chair and the Executive Board
- The OTM Chair shall be appointed within the first month of RHA meetings, and shall run committee meetings with the NCC
- OTMs are due on the 5th of every month