2024 – 2025 Academic Year
RHA Constitution



Residential Housing Association
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Residence Halls Association Constitution

Preamble

To foster bonds amongst ourselves through events and through policy, to act as our liaison with the University community, to administer the dispersal of funds for our betterment, and to provide educational and representational benefits for ourselves: We, the Members of the University of California, Santa Barbara, Residential Housing Association - acting through our elected representatives and hired officials - do authorize this constitution, to guide them in their service to the community.

Article I

Section 1: The Residential Housing Association (RHA)

The name of this organization shall be the University of California, Santa Barbara, Residential Housing Association, hereinafter referred to as the RHA.

Section 2: Mission Statement

The mission statement of this organization shall be “Put the Unity in Community!”

Section 3: Equity Statement

The RHA is the student government of UCSB’s Residence Halls and Undergraduate Residential Villages. Its members vary in demographic makeup, structure, size, ability, characteristics, identity, belief, and affiliations. The RHA is committed to equal representation and equitable decision-making in all practices. This includes, but is not limited to, social, educational, cultural, and recreational programming for the benefit of its members, as well as advocating for its members in the larger campus community. To this aim, the RHA and its representatives will protect individuals and institutions from undue bias and influence stemming from circumstances that are removed from the direct control of our student members.

Article II

Section 1: Members of the RHA

1. All residents of the University of California, Santa Barbara who pay, or have paid for them, the RHA Activity fee shall be members of RHA.

Section 2: RHA Activity Fee

The RHA Activity Fee will be distributed as follows:

30% shall be designated as Floor/House/Village funds
30% shall be designated as Hall Council funds
40% shall be designated as RHA Coordinating Board funds

For each consecutive academic year, the RHA Activity Fee shall be tied to the percentage increase or decrease in housing cost, using a baseline of $30 in the 2015-2016 academic year.

Article III

Section 1: RHA Coordinating Board Members and Voting Rights

1. The Residential Housing Association Coordinating Board shall be comprised of one (1) President, one (1) Administrative Vice President, one (1) Programming Vice President, one (1) Financial Vice President, one (1) National Communications Coordinator, one (1) Media Coordinator, one (1) RHA Environmental Awareness Chair (EAC) Coordinator, one (1) Health and Wellness Chair Coordinator, one (1) International Student Engagement Chair (ISEC) Coordinator, each Representative-at-Large, each Hall Council President, and one (1) Queer and Trans Student Engagement Chair (QTSEC) Coordinator,
2. The Executive Council of the RHA shall include the RHA President, Administrative Vice President, Programming Vice President, Financial Vice President, National Communications Coordinator, Media Coordinator, Environmental Awareness Chair Coordinator, Health and Wellness Chair Coordinator, Queer and Trans Student Engagement Chair Coordinator and International student Engagement Chair Coordinator. All Executive Council members shall serve as elected voting members. In the event of the President's absence, the presiding officer of the Council shall be the Administrative Vice President, then the Programming Vice President, National Communications Coordinator, and Financial Vice President respectively.

3. The Student Leadership Programs Manager, Student Leadership Programs Advisor, and/or a representative designated by Residential and Community Living or Housing Dining & Auxiliary Enterprises, shall act as the advisors to the RHA.
4. No person shall hold more than one (1) office within the RHA simultaneously without the approval of two-thirds (2/3) of the RHA Coordinating Board. Upon receiving approval of two-thirds (2/3) of the RHA Coordinating Board, any member holding more than one position in the RHA shall:
    a. Be required to fulfill all duties of both positions.
    b. Be eligible to receive honoraria for both positions.
    c. Be allowed one (1) vote.
        i. If one or both positions holds a financial vote, that member shall only retain one (1) financial vote for financial matters and one (1) non-financial vote for non-financial matters.
        ii. If neither position holds a financial vote, that member shall only retain one (1) non-financial vote for non-financial matters.
5. The RHA Coordinating Board shall have the power to:
    a. Develop, review, and institute all policies pertaining to the RHA.
    b. Adopt the RHA Budget and to appropriate funds from the RHA Treasury according to the parameters stated in the By-Laws.
    c. Approve or disapprove all appointments.
    d. Take any action necessary and proper for the execution of the above duties.
6. All members of the RHA Coordinating Board shall retain one (1) vote in non-financial matters excluding the chair of the meeting.
7. All members of the RHA Coordinating Board shall consist of the RHA Representatives-at-Large, and Council Presidents. These members shall retain one (1) vote each in financial matters on the RHA Coordinating Board.
8. A minimum of two-thirds (2/3) of the RHA Coordinating Board must be present to conduct a meeting.
9. A minimum of two-thirds (2/3) of the fully voting members must be present in order to vote on any financial proposal brought to an RHA Coordinating Board meeting.
10. In the event that an RHA Coordinating Board member loses one's financial vote, the individual shall not be counted in quorum.
11. A minimum of two-thirds (2/3) of the fully voting members present must approve a financial vote in order to pass.
12. Any business that needs to be considered when the RHA Coordinating Board is not in session can be considered by the RHA Executive Council. This includes:
    a. Prior to the establishment of the Coordinating Board in the Fall Quarter
    b. From the start of study week in any given quarter to week 1 of the following quarter.

Section 2: RHA Election and Appointment Processes

1. Only members of the RHA may hold an office.
2. The RHA President, Administrative Vice President, Programming Vice President, and Financial Vice President are appointed by a specially organized committee of 3 advisors and 2 outside staff or residents, in the winter of the previous academic year. The special committee determines the best candidate for these positions in which candidates must present a bid on themselves explaining why they would be the best fit candidate.
3. The National Communications Coordinator is an appointed position, and the appointment process is described in Article IV, Section 3, Subsection 6.
4. The Council Presidents and Representatives-at-Large are elected within the first three (3) weeks of the academic year by the residents of the individual's particular building.
5. The Media Coordinator, Equipment Supervisor, EAC Coordinator, Health & Wellness Chair Coordinator, ISECC and QTSECC are appointed by the RHA President or President-Elect with the advisement of the current holder(s) then installed by a two-thirds (2/3) vote of the RHA Coordinating Board.
6. In an event where the University of California, Santa Barbara is indefinitely shut down due to external causes (including but not limited to global pandemics, natural disasters, school shootings, etc.), all current members of RHA Coordinating Board shall continue to hold their position and the requirement to be living in on-campus residence halls during their term shall be void.

    a. All RHA Coordinating Board business shall continue with biweekly meetings.

    b. If the campus is partially closed the current RHA executive board and Advisors shall work to uphold RHA's responsibilities depending on the circumstances of the shutdown. This includes but is not limited to in-person meetings events, online meetings, events, etc.

    c. If the University of California, Santa Barbara fully reopens by that school year's Spring quarter, all members of RHA Coordinating Board will continue their term and keep their position as long as they are living in the on-campus residence halls. If there are vacancies among the executive board or Coordinating Board refer to the process outlined in the emergency clause (Article III Section 2) and Article IV Section 4.

d. If the University is fully reopened by Spring quarter then all Coordinating Board members have to notify the Advisors 10 days in advance if they will be returning to live in the on-campus residence halls and if they will be continuing their term.

e. If the University does not fully reopen by Spring quarter and the closure continues for the remainder of the school year, elections and campaigning for the next school year will continue online.

    i. If there are vacancies when the University is set to fully reopen refer to the process outlined in the emergency clause (Article III Section 2) and Article IV Section 4

7. Emergency Clause: In any situation where the RHA Executive Board is vacant due to external causes (including but not limited to global pandemics, natural disasters, university-wide closures), the RHA advisors shall be granted emergency powers to appoint the next Executive Board, temporarily suspend the organization, or any other action needed to provide safety/stability to the organization or its members.

    a. All emergency powers shall be forfeited by the advisors once the Executive Board has been filled.

Section 3: Minutes

The RHA Coordinating Board shall keep a record of its proceedings, to be under the care of the RHA Administrative Vice President.

Article IV

Section 1: Office Term Lengths

The Executive Council of the RHA shall hold office for one (1) year, from the end of Spring Quarter until the end of the following Spring Quarter.

Section 2: RHA Coordinating Board Duties and Responsibilities

All members of the RHA Coordinating Board shall:

1. Attend all RHA Coordinating Board meetings for the duration of the whole term.

2. Shall attend all office hours in order to complete RHA-related tasks including, but not limited to the following:
    a. Equipment rentals
    b. Tabling requests
    c. Funding requests
    d. RHA-related correspondences via email or telephone
    e. One-on-one meetings with advisors
    f. Program planning, implementation, clean up, and evaluation
    g. Answering resident questions, comments, or concerns
    h. Receiving conference or position applications
    i. Submitting OTM nominations
    j. Assisting fellow RHA members, or other duties as assigned by the Advisor(s).
3. Attend all RHA Coordinating Board retreats and workshops.
4. Attend a minimum of one (1) one-on-one meeting with their designated advisor per quarter
5. Attend all RHA Coordinating Board "all hands on deck" programs and events as designated by the RHA Advisors.
    a. These events include and are not limited to:
        i. Major Week-of-Welcome Events.
        ii. End of the Year Major Events
        iii. All-Hall Programs
6. Write a transition report at the end of the term.
7. Shall write a minimum of one (1) Of the Month Awards per quarter.
8. Act as a student leader.
    a. Enter the leadership position with and maintain a cumulative Grade Point Average (GPA) equal to or higher than a 2.0.
        i. Individuals with under a 2.0 cumulative GPA will not be eligible to hold a position.
        ii. If a RHA Coordinating Board Member receives a quarterly GPA of lower than a 2.0, that member must meet with the RHA advisor and will be put on probation.
        iii. If that member has a quarterly GPA lower than a 2.0 for two (2) consecutive quarters, that member will be up for recall. At the end of each quarter, the advisor(s) receive grades for all the RHA Coordinating Board members from Residential & Community Living to follow up with anyone that might fall under the GPA requirement.
    b. Maintain a conduct record free of documentations.
        i. If an RHA Coordinating Board member is documented, that member must meet with the RHA advisor to discuss the incident and the impact on the community as a student leader.

        ii. If a member's conduct is severe as determined by the advisor(s) and Student Conduct department of Residential and Community Living, the member may be removed from their position by the advisors.
    c. Act as a representative of RHA in all matters, particularly when holding programs, interacting with residents, parents, administrators, and other invested parties, and holding office hours. This includes maintaining an appropriate level of professionalism and workplace ethics.
9. Must live in the Residence Halls throughout the duration of their term of office.

10. The Student Leadership Programs Advisors shall assign the location(s) and distribution of office hours served in respective locations to each executive council member at their discretion.

Section 3: Executive Council Duties & Responsibilities

1. The executive power of the RHA shall be vested in the RHA President. The President shall:
    a. Be the official representative of the RHA.
    b. Be an ex-officio member of all committees.
    c. Have the power to call and administer all RHA elections.
    d. Chair the Constitution and By-Laws Committee.
    e. Chair the RHA Scholarships Committee
    f. Serve on the Judicial Review Board
    g. Be responsible for Residential Dining Services tabling.
    h. Chair the RHA Leadership Forum.
    i. Chair the weekly RHA meetings (except Dead and Finals week) and have the power to recognize motions made by RHA members, call members out of order, and be able to remove extremely disruptive members or audience from the meeting, according to "Meeting Procedures" found in Article X Section 3.
    j. Serve as the liaison at the conferences listed under Section 3 article 1 of the PACURH governing documents.
        i. The RHA President will serve as the voting representative of the University of California, Santa Barbara in the Presidential Boardrooms.
    k. Serve as the liaison at the conferences listed under the NACURH governing documents.
        i. The RHA President will serve as the voting representative of the University of California, Santa Barbara in the Presidential Boardrooms.
    l. Hold seven (7) office hours per week in the RHA offices.
    m. Chair weekly Executive Council meetings while RHA is in session.
    n. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.

   o. Complete a transition report at the end of the term, including individual program evaluations.
2. The RHA Administrative Vice President shall:
   a. Keep accurate records of all meetings of the RHA Coordinating and Executive Boards.
   b. Plan and publish the RHA agendas and minutes.
   c. Act as the office manager for an RHA office at the discretion of the advisors.
   d. Act as the director of office supplies.
   e. Write any proposed changes of the RHA Constitution and By-Laws Committee.
   f. Keep an up-to-date copy of the Constitution and By-Laws.
   g. Chair the RHA Elections Committee.
   h. Work with the Media Coordinator to keep all media outlets up to date.
   i. Assign and post an office hour schedule for those required to hold office hours each quarter in all the RHA offices.
   j. Notify individuals and groups to present at RHA Coordinating Board meetings
   k. Notify individuals and groups upon decisions made by RHA Coordinating Board including but not limited to flyering and support.
   l. Share the responsibilities of maintaining RHA's Shoreline account in consultation with the Advisor(s).
   m. Hold four (4) office hours per week in the RHA offices.
   n. Serve on two (2) internal committees, which shall be:
      i. Serve on the Judicial Review Board
      ii. Serve on the Constitution and By-Laws Committee
   o. Attend weekly Executive Council meetings while RHA is in session.
   p. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
   q. Keep record of the RHA members' participation in internal committees.
   r. Complete a transition report at the end of the term, including individual program evaluations.
3. The Programming Vice President shall:
   a. Be the primary executive contact for all RHA Coordinating Board programming.
   b. Actively participate in all the RHA Coordinating Board major programs as outlined in Section 2 Article 5 of the RHA Constitution.
   c. Work with the Media Coordinator to keep all media outlets up to date.
   d. In partnership with the NRHH President, plan the end of year joint RHAxNRHH recognition banquet.
   e. Chair the Judicial Review Board.
   f. Serve on the Constitution and By-Laws Committee.
   g. Act as the office manager for an RHA office at the discretion of the advisors.
   h. Chair at least one (1) program per quarter.

   i. Hold four (4) office hours per week in the RHA offices.
   j. Attend weekly Executive Council meetings while RHA is in session.
   k. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
   l. Complete a transition report at the end of the term, including individual program evaluations.
4. The Financial Vice President shall:
   a. Maintain the financial records of the RHA.
   b. Prepare and present an annual budget to the RHA Coordinating Board for its approval within four (4) weeks of the beginning of fall quarter in conjunction with the advisors.
      i. The RHA executive council may approve a temporary budget prior to the election of the Hall Council Presidents.
   c. Present the budget to the RHA Coordinating Board in a weekly financial report.
   d. Supervise the collection and distribution of the RHA funds in accordance with the RHA Constitution and By-Laws.
   e. Serve on the Judicial Review Board.
   f. Serve on the Constitution and By-Laws Committee.
   g. Chair the Finance Committee.
   h. Hold four (4) office hours per week in the RHA offices.
   i. Attend weekly Executive Council meetings while RHA is in session.
   j. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
   k. Complete a transition report at the end of the term, including individual program evaluations.
   l. Serve as the office manager for an RHA office at the discretion of the advisors.
5. The National Communications Coordinator (NCC) shall:
   a. Serve as the liaison between the National Association of College and University Residence Halls, Inc. (NACURH), the Pacific Affiliate of College and University Residence Halls (PACURH), and the UCSB RHA.
   b. Adhere to the external duties explained in Article VII of the PACURH By-Laws.
      i. Upon becoming a member of NACURH, each participating representative governing unit shall select a NCC who shall serve as liaison between the national organization, its regional affiliate, and the local institution.
      ii. The NCC, or their designee, shall serve as delegation chairperson of a school during the Regional and National Conference.
      iii. The NCC, or their designee, shall represent their respective school delegations in all business meetings or elections.

iv. The NCC, or their designee, shall be required to register the University with the NACURH and PACURH. Failure to comply will result in the loss of voting privileges in national and regional affairs.
v. The NCC, or their designee, shall be responsible for completing the policy and activity questionnaires sent to them by the national and regional officers and returning them to the proper person by the particular date requested.
vi. The NCC, or their designee, shall be responsible for nominating their school, when appropriate, for the national and regional awards.

c. Be responsible for the organization of all NACURH-related conference delegations, their trips, and any other related preparations
d. Work with the NRHH President to ensure that a bid committee within NRHH is being formed for NACURH affiliated conferences and that at least one (1) NRHH-specific recognition bid is submitted per year.
e. Begin the appointment process of the National Communications Coordinator in Training (NCCIT) during the winter quarter.
f. Train the NCCIT from the time of appointment in all NCC and Parliamentarian duties.
g. Present a Parliamentary Procedure workshop to the RHA Coordinating Board once per year in conjunction with the advisor(s).
h. Serve as Parliamentarian during RHA Coordinating Board meetings by enforcing Robert's Rules of Order Newly Revised.
i. Serve on two (2) internal committees
    i. Serve on the Constitution and By-Laws Committee.
    ii. Required to apply to serve on at least one (1) regional or national committee, taskforce, or workgroup
j. Hold four (4) office hours per week in the RHA offices.
k. Shall represent the university at all PACURH related webinars and regional chats.
l. Attend weekly Executive Council meetings while RHA is in session.
m. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
n. Complete a transition report at the end of the term, including individual program evaluations.
o. Meet with the NRHH President on a bi-weekly basis to discuss updates from either organization.

6. The National Communications Coordinator In Training, referred to as the NCCIT, shall:
    a. Be appointed by the current year's National Communications Coordinator and then approved by two-thirds (2/3) of the RHA Coordinating Board.

b. Aid in all tasks relating to the NACURH conference or alternative decided by advisor(s).
c. Must attend the NACURH conference or alternative decided by advisor(s).
d. Be trained by the NCC in all NCC and Parliamentarian duties.
e. Hold two (2) office hours per week directly with the NCC.
f. Succeed the current NCC at the end of Spring quarter with two-thirds (2/3) approval of the RHA Coordinating Board.
g. In the case that an NCC wishes to hold a subsequent term, they shall have the option of foregoing the application process and the RHA President can reappoint the NCC, subject to approval by two-thirds (2/3) of the RHA Coordinating Board.
    i. In this case, a NCCIT will not be appointed.

7. The Media Coordinator shall:
    a. Be responsible for all advertising and publicity of the RHA to the campus community.
    b. Update and otherwise maintain the RHA web page.
    c. Coordinate with the Administrative Vice President and Programming Vice President to keep information on the web page current.
    d. Work with the RHA Coordinating Board members in producing flyers, posters, Digiknow ads, and other forms of publicity.
    e. Be responsible for creating resident awareness of RHA through *The Flush* and all other mediums.
        i. Prior to the distribution of *The Flush*, the Media Coordinator will receive approval from the RHA President.
    f. Act as the official RHA Historian, responsible for documenting all RHA events, retreats, and activities with the help of a committee, and be responsible for placing images and other content on social media
    g. Hold four (4) office hours a week in the RHA offices.
    h. Chair the flush committee
    i. Serve on one (1) internal committees per quarter.
    j. Attend weekly Executive Council meetings while RHA is in session.
    k. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
    l. Complete a transition report at the end of the term, including individual program evaluations.
8. The Equipment Supervisor(s) shall:
    a. Be responsible for the operation and all processes concerning the RHA equipment.
        i. One (1) equipment supervisor shall be designated as the equipment supervisor of the San Nicolas Office. One (1) equipment supervisor

shall be designated as the equipment supervisor of DeAnza/Santa Catalina Offices

b. The term "equipment" pertains to larger equipment used during programs, not office supplies, which are under the responsibility of the Administrative Vice President.
c. Maintain, store, and rent RHA equipment in all RHA storage spaces in an orderly manner.
d. Create an inventory list of equipment at the beginning of every quarter and at the end of the term. This list must be made available in all RHA offices as well as on the RHA website.
    i. Repair broken equipment.
    ii. Purchase new equipment.
e. Explain equipment and procedures to the RHA Coordinating Board at the Presidents' Retreat during Fall quarter.
f. Train all RHA Coordinating Board members regarding proper use of the equipment.
g. Inform the Residential Life staff about the equipment processes.
h. Create an organized system to check out equipment to campus organizations.
i. Determine the appropriateness of rentable equipment to organizations with the wellbeing of residents and interests of the RHA collectively in mind.
j. Chair the Equipment Committee, which must be established by week 4 of fall quarter.
k. Hold four (4) office hours per week in the RHA offices.
l. Serve on two (2) internal committees per quarter.
m. Attend weekly Executive Council meetings while RHA is in session.
n. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
o. Complete a transition report at the end of the term, including individual program evaluations.

9. The RHA Health and Wellness Chair Coordinator shall:
    a. Implement the joint RHA and Health and Wellness Safer Sex Peers program for the residential community.
    b. Hold one Health and Wellness themed program per quarter.
    c. Strive to educate residents and RHA about Health and Wellness issues and programs.
    d. Serve as a liaison between RHA and Health and Wellness updating the respective organizations on each other's activities.
    e. Write a transition report after every program.
    f. Hold three (3) office hours per week in the RHA offices
    g. Serve on 2 internal committees per quarter.
    h. Attend weekly Executive Council meetings while RHA is in session.

i. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
j. Complete a transition report at the end of the term, including individual program evaluations.

10. The RHA Environmental Awareness Chair Coordinator (EACC) shall:
    a. Work towards creating a culture of environmentalism and sustainability within the RHA and the residential community through programming, education, and awareness.
    b. Ensure that the RHA remains a leader in terms of environmentalism and sustainability through the evaluation of its processes, practices, purchases, and attitudes.
    c. Collaborate with other campus environmental & sustainability organizations including but not limited to:
        i. UCSB Sustainability
        ii. Chancellor's Sustainability Committee
    d. Assist the environmental efforts of the University, if and when these are in line with the general precepts and values of environmentalism and sustainability.
    e. Uphold the RHA Green Bill. This entails:
        i. Quarterly revision and, if necessary, updating of the Green Bill.
        ii. Presentation of the Green Bill to the Coordinating Board during the Fall Retreat.
        iii. Presentation of the Green Bill to the EAC's during the RHA Leadership Forum and the first meeting of Winter Quarter.
        iv. Direct enforcement of the Green Bill within the Coordinating Board and proxy enforcement in the building's under RHA purview through their respective EAC.
        v. Be in charge of the RHA Compostable Materials Bank when it is established or becomes available.
    f. Host or co-host a large-scale event to promote environmental awareness and other environmental organizations during Week of Welcome or early in Fall Quarter.
    g. Host or co-host an Earth Day event.
    h. Plan and execute the yearly environmental competition in concert with Housing Dining & Auxiliary Enterprises and UCSB Sustainability.
    i. Host or co-host at least one (1) environmentally-themed program per quarter.
    j. Attend RHA Coordinating Board meetings.
    k. Attend weekly Executive Council meetings while RHA is in session.
    l. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
    m. Complete a transition report at the end of the term, including individual program evaluations.
    n. Serve on two (2) Internal Committees per quarter.

o. Hold three (3) office hours per week in the RHA offices.

11. The RHA Queer and Trans Student Engagement Chair Coordinator shall:
    a. Host or co-host at least one (1) program per quarter marketed to or in support of the Queer & Trans community.
    b. Strive to educate about issues of social justice and diversity in order to provide a support system for all communities in Residential Housing by bringing visibility to and engaging with the Queer and Trans Community in Residential Housing.
    c. Act as a liaison between the RCSGD and RHA Coordinating Board
    d. Write a transition report after every program.
    e. Serve on two (2) internal committees per quarter.
    f. Hold three (3) office hours per week in the RHA offices.
    g. Attend weekly Executive Council meetings while RHA is in session.
    h. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
    i. Complete a transition report at the end of the term, including individual program evaluations.
12. The RHA International Student Engagement Chair Coordinator Shall:
    a. Also be known as the ISEC Coordinator, or ISECC.
    b. Work towards creating a culture of inclusion and camaraderie between all students through programming, education, communication, and awareness.
    c. Hold at least one (1) program per quarter marketed to or in support of the international student community.
    d. Serve as a liaison between the Office of International Students & Scholars (OISS) and their respective Council and RHA
    e. Assist UCSB OISS with their outreach programs and general efforts.
    f. Attend weekly Executive Council meetings while RHA is in session.
    g. Attend Leadership Involvement Training (LIT) prior to Fall Quarter.
    h. Complete a transition report at the end of the term, including individual program evaluations.
    i. Serve on two (2) internal committees per quarter.
    j. Hold three (3) office hours per week in the RHA offices
13. Each RHA Representatives-at-Large one (1) representative for each Councils and shall:
    a. Be primarily responsible for the functions, tasks, and duties of the RHA Coordinating Board.
    b. Play an active role at all meetings.
        i. Serve as liaison between the RHA Coordinating Board and respective Council by bringing specific program information or updates pertaining to the Residential Housing or the UCSB Community that the RHA Coordinating Board may have discussed.

c. Complete a transition report at the end of the term, including individual program evaluations.
d. Coordinate the distribution of *The Flush* with their Hall Council President(s) or ARD.
e. Chair at least two programs per quarter.
    i. Each Representative-at-Large can collaborate with their Hall Council on one (1) program per quarter.
f. Hold three (3) office hours per week in the RHA offices.
g. Serve on two (2) internal committees per quarter.

14. Each Council shall have one (1) representative—the Council President. Each Council President must live in and represent the residence hall. Each President shall:
    a. Be an official representative of one's Council to the RHA Coordinating Board.
    b. Serve as liaison between the RHA Coordinating Board and respective Council by bringing specific program information or updates pertaining to Residential Housing or the UCSB Community that the RHA Coordinating Board may have discussed.
    c. Attend one (1) meeting each quarter with the RHA President and other Council Presidents.
    d. Chair the respective Executive Board and Council meetings.
    e. Work with the respective Executive Board in meetings, retreats, hall activities, and programs.
    f. Be an ex-officio member of all the respective Council committees.
    g. Help their respective Council hold a minimum of three (3) programs per quarter.
    h. Present the RHA Coordinating Board reports to the respective Council.
    i. Hold two (2) office hours per week in the RHA offices.
    j. Serve on two (2) internal committees per quarter.
    k. Complete a transition report at the end of the term, including individual program evaluations.
15. The Student Leadership Programs Advisors shall assign the location(s) and distribution of office hours served in respective locations to each executive council member at their discretion.

Section 4: Vacancies in the RHA Coordinating Board

1. Any vacancy in an above-mentioned office that occurs after the first meeting of the RHA Coordinating Board, except for Hall Council President and Representative-At-large, shall be filled within three (3) weeks by presidential appointment with the advisement of an Ad Hoc committee consisting of three (3) RHA Coordinating Board members and with a two-thirds (2/3) approval of the RHA Coordinating Board. In the case of a RHA

Presidential vacancy, the Administrative Vice President will assume the responsibilities of President until a new President is appointed. An Ad Hoc Committee consisting of three (3) RHA Coordinating Board members appointed by the advisor will appoint the new President with approval of two-thirds (2/3) of the RHA Coordinating Board. The Ad Hoc Committee will consist of members from the RHA Coordinating Board who are not running for the vacant position.

2. In the case of a Council Presidential vacancy, the Vice President of that Council will assume the duties of the Council President until a new President is appointed. The ARD or advisor to that building will create an Ad Hoc Committee to appoint a replacement. The Ad Hoc Committee will consist of three (3) members: the Representative-at-Large for that building, two Council members who are not running for the position. The Ad Hoc Committee will then appoint a replacement with the approval of two-thirds (2/3) of the Hall Council voting membership.
3. In the case of a Representative-at-Large vacancy, the Council President and ARD or Advisor to that building will create an Ad Hoc Committee to appoint a replacement. The Ad Hoc Committee will consist of three (3) members: the President and two Council members who are not running for the position. The Ad Hoc Committee will then appoint a replacement with the approval of two-thirds (2/3) of the Hall Council voting membership.

Article V

Section 1: Appointment of Judicial Review Board

The Programming Vice President shall appoint a RHA Judicial Review Board composed of no more than ten (10) members. The RHA President, Administrative Vice President, Programming Vice President, Financial Vice President, and National Communications Coordinator must serve on the Judicial Review Board, and the remaining five (5) members shall be chosen from the RHA Coordinating Board. No more than two (2) shall reside in the same Hall Council.

Section 2: Judicial Review Board's Power

1. The Judicial Review Board's power shall encompass:
    a. Interpreting any question(s) concerning the RHA Constitution or By-Laws.
    b. Reviewing cases of inappropriate actions taken by members of the RHA Coordinating Board and make appropriate recommendations to the RHA Coordinating Board

   c. Reviewing all honoraria requests submitted by the RHA Coordinating Board on a quarterly basis and awarding stipends based on its discretion.
2. The Judicial Review Board shall meet as needed and shall be chaired by the Programming Vice President. The RHA President shall serve as a non-voting, ex-officio member of this committee. The RHA President shall only have a voting right in the case of a tie. The chair(s) of the Judicial Review Board, to ensure that all of the proceedings of the board are kept confidential, shall create a contract. The breaking of the confidentiality contract is grounds for dismissal from the Judicial Review Board and further disciplinary action within RHA.
3. In all cases involving individuals or halls from two (2) or more Councils, or RHA Coordinating Board, in cases referred directly to it by Residential and Community Living, the RHA Judicial Review Board shall have the original jurisdiction. The Judicial Review Board shall hear all appeals.
4. Cases of inappropriate behavior must be submitted to the Chair of the Judicial Review Board at least 24 hours prior to the Judicial Review Board meeting. Inappropriate behavior includes, but is not limited to:
   a. Any behavior which endangers, breeds hostility, or is disrespectful towards others, including but not limited to: RHA members, advisors, residents, Residential & Community Living staff members, and external organizations.
   b. Any behavior that is not conducive to acting as a professional and responsible student leader and representative of RHA as determined by the Judicial Review Board.

Article VI

Section 1: Floors, Houses, and Villages

The individual Floors/Houses/Village of the RHA, their officers, and duties shall be those as laid out in the RHA By-Laws. The Floors/Houses/Village have the power to control their own actions in accordance with the regulations established by the RHA Coordinating Board, and the University Administration. The Resident Assistant shall act as advisor to the Floor/House/Village government.

Article VII

Section 1: General Elections

1. The candidate receiving a simple majority (50% +1) of the votes cast in a general election shall be declared the winner.

2. In order for a write-in candidate to be a valid candidate, they must receive two (2) percent of all votes cast in accordance with Article VII Section 4 of the RHA By-Laws.

Article VIII

Section 1: Proposed Legislation

Members of the RHA shall have the power to initiate legislation by means of a petition signed by ten (10) percent of its members. Upon receipt of such a petition, the RHA Coordinating Board shall vote to enact the proposed legislation with two-thirds (2/3) approval. If not approved, the RHA President shall call a special election within fifteen (15) days of the Coordinating Board's vote. A simple majority (50% +1) of all votes cast shall be sufficient to adopt legislation.

Section 2: Repeal Legislation

Any policies developed by the RHA Coordinating Board, except financial commitment, which cannot be undone, may be subject to the referendum vote of the members of RHA. Upon receipt of a petition signed by ten (10) percent of the members of the RHA, the RHA Coordinating Board shall vote to repeal such legislation with two-thirds (2/3) approval. If not approved, the RHA President shall call a special election within fifteen (15) days. A simple majority (50% +1) of all votes cast shall be sufficient to repeal legislation.

Section 3: Elected Officer Recall

1. Any elected officer except a Council President and Representative-at-Large within the RHA may be subject to recall by presentation to the RHA Coordinating Board of a petition signed by ten (10) percent of the members of the group from which the individual was elected. Within fifteen (15) days after the receipt of the petition, the RHA President shall hold a recall election to be held in the same manner prescribed for regular elections except in the case of the RHA President being recalled, in which case the RHA Administrative Vice President shall run the recall election. A simple majority (50% +1) of all votes shall constitute a recall. Individual Floor/House representatives may be recalled by a simple majority vote (50% +1) of the hall members. Such recall elections shall be conducted by one (1) of the Council Presidents.

2. The process to recall a Council President or Representative-at-Large from office will begin with a simple majority vote (50% + 1) by Members of the Council. A petition must then be signed by one-tenth (1/10) of the members of the group from which the individual was elected and be presented to the RHA President. Within fifteen (15) days after the receipt of the petition, the RHA President shall hold an open forum with Council Quorum. The Council President shall be recalled from office with a two-thirds (2/3) vote from all Council members.

Section 4: Appointed Officer Recall

Any appointed officer within the RHA may be subject to removal by a two-thirds (2/3) vote of the RHA Coordinating Board. In order to remove an appointed officer, a voting member must make a motion to consider the removal of an appointed officer, and have it seconded. The presiding officer will then table the motion and place it on the next meeting's agenda for discussion and voting.

Section 5: Non-Attendance by a Member and Proxy

Proxies may be sent to the RHA Coordinating Board meetings with prior approval from the Administrative Vice President. Proxies must be representatives from the same residence hall that the absent member represents. For those positions not representing a specific residence hall, proxies may come from any residence hall. Resident Assistants (RAs) cannot proxy. Proxies shall have full voting rights while exercising their proxy. The RHA Coordinating Board members cannot proxy for other RHA Coordinating Board members. Non-attendance by a member and failure to procure an excused absence from the Administrative Vice President, or procure a proxy, to the RHA Coordinating Board meeting for more than one (1) meeting per quarter will result in an automatic vote dismissal and forfeiture of the remainder of that member's honorarium. Reinstatement can occur through a two-thirds (2/3) vote of the RHA Coordinating Board.

Article IX

Section 1: Amendments to the Constitution

Amendments to this Constitution shall be proposed by two-thirds (2/3) vote of the RHA Coordinating Board or by a petition signed by at least five (5) percent of the members of the RHA.

Section 2: Election for Amendments

The RHA President shall arrange for an election within ten (10) RHA business days after the amendments have been proposed. The RHA Coordinating Board must post copies of the proposed amendments in a common area in their respective halls which is frequented by their residents. The RHA Coordinating Board is responsible for actively publicizing the election and informing Hall Councils of said election.

Section 3: Voting on Amendments

Voting on amendments by all residents shall be by secret ballot. A supermajority of fifty-five (55) percent of all the votes cast for that amendment shall be necessary for its adoption. Amendments which are adopted shall be effective at midnight (12:00 a.m.) on the day immediately following the ballot.

Article X

Section 1: Open Meetings

All meetings of the RHA Coordinating Board, Hall Council meetings, and all meetings of the Floors/Houses/Village shall be open and adequately publicized, except in matters of personnel. All meetings of the RHA Judicial Review Board shall be closed unless a majority of the members decide otherwise with the consent of the defendant(s).

Section 3: Meeting Procedures

The RHA will uphold a loose interpretation of Robert's Rules of Order when conducting board meetings. The rules that, undoubtedly, must be adhered to at all times include the following:

1. Announcing the Vote: In announcing the vote on a motion, the chair should:
    a. Report on the voting itself, stating which side has prevailed;
    b. Declare that the motion is adopted or lost; and
    c. State the effect of the vote or order its execution.
        i. For a voice or rising vote in which no exact count is taken, the chair might say, for example, "There are 14 in favor and 15 opposed. The opposed have it and the motion is lost. No additional funds will be spent on publicity this semester."
2. Quorum: A quorum is the minimum number of members who must be present at a meeting for business to be legally transacted. For quorum to be met in RHA coordinating board meetings, a minimum of 2/3 of the voting members must be present.

3. Obtaining the Floor: Before a member in an assembly can make a motion or speak in debate, the individual must obtain the floor; that is, the member must be recognized by the chair as having exclusive right to be heard at that time.
4. Introducing Business (Making Motions): Business may be introduced by an individual member or by a committee. Business is always introduced in the form of a motion.
5. Seconding a Motion:
    a. After a motion has been made, another member, without rising and obtaining the floor, may second the motion.
    b. A second merely implies that the seconder agrees that the motion should come before the assembly and not that he or she necessarily favors the motion.
    c. A motion made by a committee requires no second, since its introduction into the assembly has been approved by a majority of the committee.
    d. The purpose of a second is to prevent time from being consumed by the assembly having to dispose of a motion that only one person wants to see introduced.
6. Placing a Motion Before the Assembly:
    a. After a motion has been made and seconded, the chair repeats the motion verbatim, thus placing it before the assembly for debate and action.
    b. After the motion has been restated by the chair, it is officially before the assembly and must be dealt with appropriately (i.e. adopted, rejected, postponed).
7. Debate:
    a. Every member of the assembly has the right to speak on every debatable motion before it is finally acted upon; this right cannot be interfered with except by the chair.
    b. All discussion must be confined to the immediately pending question and to whether or not it should be adopted.
    c. While debate is in progress, amendments or other secondary motions can be introduced and disposed of accordingly.
    d. During debate, no member, under any circumstances, can attack or question the motives of another member.
8. Amendments:
    a. Discussion of an amendment must relate only to the amendment, unless the whole motion is involved by substitution.
    b. An amendment must be germane to the question under consideration.
9. Voting:
    a. Unless special rules apply, a majority decides. A majority is more than half of the votes cast by persons cast by persons legally entitled to vote, excluding blank ballots or abstentions.
    b. If the presiding officer is a member of the assembly, that individual, can vote to break a tie.

c. A member has no right to explain that individual's vote during voting since that would be the same as debate at such time.

10. Announcing a Vote:
    a. In announcing the vote on a motion, the chair should:
        i. Report on the voting itself, stating which side has prevailed
        ii. Declare that the motion is adopted or lost
        iii. State the effect of the vote or its execution
11. Adjournment:
    a. Only the chair is responsible for adjournment.
    b. When it appears that there is no further business to be brought before the assembly, the chair, instead of waiting for a motion, may simply adjourn the meeting.
12. Acceptable Types of Motions:
    a. Table the motion: Lays a pending question aside temporarily when something more urgent has arisen. "I move to lay the question on the table" or "I move that the motion be laid on the table."
    b. Amend: Modifies a main motion by inserting, adding, striking, striking and inserting, striking and adding, or substituting some specific language. "I move to amend by adding the words…" or "by striking…" or "I move to substitute for the pending motion the following…"
    c. Postpone to a certain time: Defers consideration to a definite date, meeting, or hour, or until after some particular event. "I move that the question be postponed until the next meeting" or "I move to postpone the motion until after the address by our guest speaker."
    d. Point of information: Inquires as to the facts affecting the business at hand and is directed to the chair, or through the chair, to a member. "I rise to a point of information" or A point of information, please."
    e. Point of clarification: Provide information about the current motion g. Parliamentary inquiry: Requests the parliamentarian's opinion (not a ruling) on a matter of parliamentary procedure as it relates to the business at hand. "Point of Clarification"
    f. Withdrawal a motion: Permits a member to remove his or her question from consideration even after the motion has been restated by the chair. "I move to withdraw the motion."
    g. Appeal from ruling of the chair: Challenges a ruling of the chair. A 2/3 vote is required to overrule the Chair. "I appeal from the decision of the chair."
    h. Point of order: Challenges an error in procedure and requires a ruling by the chair. "I rise to a point of order" or "Point of order!"

Article XI

Section 1: RHA Green Bill

1. Sustainable Practices
    a. Utilize natural lighting or task lights (i.e. desk and floor lamps) rather than turning on overhead lights whenever possible.
    b. Unplug appliances and turn off lights when not in use, and turn off power strips at the end of each work day.
    c. When feasible, paperless practices such as the following should be used:
        i. Web-based catalogs, directories, reports, applications, and programs should be utilized over printed paper.
        ii. Double-sided printing should be utilized at all times unless single-sided is specifically required.
        iii. Flyers should be printed on available scratch paper before using new paper
        iv. Meeting agendas and notes should not be printed unless specifically requested; laptops and tablets should be used to view documentation whenever possible.
    d. Retain old flyers and printouts and reuse them as scratch paper.
    e. Utilize recycling bins for all possible waste in all RHA offices; landfill waste should be minimized.
        i. Each bin should have signage clearly marking the type of waste accepted with picture and text examples. Signage can be downloaded from the A.S. Recycling website.
    f. Electronic waste (defined as anything electronic or battery powered, or component parts such as ink cartridges, batteries, and cables) should be disposed of in an electronic waste bin.
    g. Only water-based paints (acrylic, water color, tempera) should be used for programs. Oil based paints are not permitted.
        i. Free paint is available from Environmental Health and Safety (EH&S) through their paint exchange program; the use of this program is encouraged before new paint is encouraged.
        ii. Full or partially full containers should be given to A.S. Recycling so they can be taken to EH&S or taken to EH&S directly, not poured down a drain.
        iii. Brushed and dishes containing paint can only be rinsed in an indoor sink, never a storm drain or septic tank. Use enough water to fully flush all residue from both the sink as well as the drain and first pipe to avoid creating a clog for the custodial staff. Do not dump excess paint down drains.
    h. It is strongly encouraged to discard food items in compost bins. Compost bins can be found in the UCEN and other locations on campus.

   i. Minimize use of space heaters and mini-fridges. Use blankets and ice coolers at events instead.
   j. All events in which waste will be produced must have trash, recycling, and composting bins, or dispose of these materials appropriately in nearby bins.
2. Sustainable purchasing of Ongoing Consumables.
   a. All paper purchased, with the exception of butcher paper, must contain at least fifty percent (50%) post-consumer recycled content. It is strongly encouraged that paper with above 50% recycled content be used when possible. Ideally, paper with 100% recycled content should be used for all paper purposes..
   b. If purchasing paper with at least 50% post-consumer recycled content is cost prohibitive, then 20% of the amount of paper purchased can be Forest Stewardship Council (FSC)-certified paper products or recycled paper with at least 30% post-consumer recycled content.
   c. Any promotional items purchased with the RHA logo or brand name should be locally processed (within five hundred (500) miles of UCSB) when possible. It is strongly encouraged to purchase all other items within the same range.
   d. Other ongoing consumables to purchase as sustainable products as needed and if available:
      i. Rechargeable batteries
      ii. Toner cartridges
      iii. Binders and office supplies
3. Sustainable Purchasing of Food, Drinks, and Serving-ware.
   a. Funds utilized by RHA for food, beverages, plateware, and utensils for events and meetings should be used towards organic, locally grown, reusable, or compostable products. RHA should strive towards zero-waste with food products.
   b. Absolutely no single-use plastic water bottles may be purchased for events. Water coolers or jugs may be used for events instead.
   c. RHA may not purchase non-recyclable or non-compostable single-use products such as coffee cups or paper plates for dialer office users; daily users should provide or be provided with reusable items. If reusable items cannot be provided, compostable products are highly encouraged.
   d. No polystyrene (Styrofoam) may be purchased or used.
   e. All events must have vegetarian options and all large-scale (50+ people) events must additionally have vegan options.
4. Expectations
   a. If needed, an exception to the guidelines outlined by the Green Bill may be granted by a two-thirds vote by the RHA Coordinating Board or through explicit consent of the EACC being made known to the RHA Executive Board.

Article XII

Section 1: Order of Precedence

The order of precedence shall be:

a. UCSB Policy (if applicable)

b. The RHA Constitution

c. The RHA By-Laws

e. The Hall Council Constitution and By-Laws

Article XIII

Section 1: Constitution Approval Date

This Constitution was voted on and approved by the members of the Residential Housing Association on April 18th, 2024 and will be effective Fall Quarter 2024.

2024 – 2025 Academic Year
RHA Bylaws

RHA

University of California Santa Barbara

Residential Housing Association By-Laws

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Article I

Section 1: *RHA Member Privileges*

All members of the UCSB RHA shall be entitled to the following privileges:

1. Privilege of applying for and receiving an RHA Scholarship provided that the proper qualifications pertaining to each individual scholarship have been met.
2. Opportunity to run for and hold any office or chair in the RHA if eligibility requirements are met.
    a. No entering Coordinating Board Officials shall have a cumulative Grade Point Average (GPA) lower than 2.0. If this should occur, the officer will be required to leave office.
    b. For the Executive Council, entering shall be defined as turning in an intent to run and/or application if a position is to be appointed.
    c. If an Executive officer has a cumulative GPA lower than 2.0 or if they are subject to probation within their college, they must meet with the RHA advisor and they will be put on probation. If they have a cumulative GPA lower than 2.0 for two (2) consecutive quarters or have been subject to probation for two consecutive quarters, they will be required to leave office within the first three (3) weeks of the third quarter.
    d. All individuals (both living on and off campus) who have/will have completed two full quarters of on-campus residency at the time of entering office shall be eligible to run for and hold a position within the RHA, with the exception of Building Council Presidents and first-year appointees.
        i. In the case of mid-year vacancies, individuals must currently live in a residence hall, and continue to live in a residence hall until the end of the year.
3. Right to vote in their individual Floor/House, Building Council, and general RHA elections.
4. Any other privilege as granted by the RHA Coordinating Board.

Section 2: *Honorary Members of the RHA*

Resident Directors (RD), Assistant Resident Directors (ARD), Resident Assistants (RA), and members of the National Residence Hall Honorary (NRHH) shall be considered Honorary Members of the RHA.

Section 3: *RHA Summer Interns*

1. The RHA Summer Interns shall be a group of three individuals responsible for planning and executing various events and tasks during the summer months on behalf of the Residential Housing Association.
2. The primary responsibility of the RHA Summer Interns shall be the planning and execution of the RHA's Week of Welcome.
3. The RHA Summer Interns shall be selected by the RHA advisors through an application and interview process. The advisors will consider the applicant's qualifications, experience, and commitment to the RHA and its mission.
    a. The incoming RHA President, RHA Programming Vice President, and SACC President are highly encouraged to apply for the RHA Summer Intern position.
4. The term of the RHA Summer Interns shall be determined by the advisor(s).
5. The RHA Summer Interns shall be responsible for the following duties:
    a. Planning and executing the RHA's Week of Welcome
    b. Creating and managing social media accounts for the RHA to promote events and engage with residents.
    c. Planning and executing "Battle of the Floors" for Freshmen Summer Start Program (FSSP) students.
    d. Writing a transition report at the end of the summer term.
    e. Additional projects as determined by the advisor(s).
6. The RHA Summer Interns shall be compensated for their time and effort in accordance with University policies and guidelines.

Article II

Section 1: *Floor and/or House Representatives*

The Elected Officers of the Floor/House shall be up to two (2) Representatives. There shall be one (1) election for the Floor/House officers held within the first thirty (30) days of the beginning of the Fall Quarter, alongside general Hall Council elections. All Floor/House Officers shall reside in the Hall from which they are elected. All vacancies in Floor/House positions shall be filled as soon as possible from their occurrence and in a manner to be determined by the Floor/House with proceedings overseen by the Assistant Resident Director (ARD). In the case of low Hall Council participation, or in the event of a tie, more than two (2) representatives may be elected to serve a single floor/house.

Section 2: *Floor/House Rep Attendance to the Building Council*

The Floor/House Representatives shall be the Presiding Officers of their Floor/House and their representatives to the Building Council. If they are unable to attend any meeting pursuant to the exercise of their duties, they shall designate a member of their Floor/House to act as their proxy for that meeting, and shall notify the Presiding Officer of the designated proxy. The proxy shall have full voting rights while exercising proxy. If a Floor/House Representative should fail to attend or to appoint a proxy with out notifying the presiding officer prior to more than two (2) Building Council meetings per quarter, that representative shall automatically be up for a Vote of Dismissal by the members of the Building Council government. Reinstatement can occur upon the approval of two-thirds (⅔) vote of the remaining Building Council Representatives.

Article III

Section 1: *Building Council Government Positions*

1. The Building Councils in the RHA shall be the following: Anacapa, San Miguel, San Nicolas, San Rafael, Santa Rosa, Santa Cruz, Manzanita Village, Santa Catalina North, & Santa Catalina South. The Positions of the Councils shall be the respective Council President, the Representative-at-Large, Vice President, Activities Chair(s), Environmental Awareness Chair (EAC), Health and Wellness Chair (HAWC), International Student Engagement Chair (ISEC), Queer and Trans Student Engagement Chair (QTSEC), Media Coordinator, Recognition Chair, Community Service Chair (CSC), and Floor/House Representatives. Each of the Councils may change, combine, or add positions as they see fit with the exception of the President, Representative-at-Large, and Vice President positions. Floor/House representatives will hold the financial voting power of the council. In the case of a tie, the president will have the deciding vote. The Building Council shall be responsible for the administration of policies established by the Council and the RHA Coordinating Board.

Section 2: *Building Council Executive Board Duties & Responsibilities*

1. For a description of the duties of the Building Council President, please see the RHA Constitution: Article III, Section 1, Number 7.
2. The Activities Chair shall:
    a. Be responsible for planning and implementing all social and educational events with the approval and cooperation of the Building Council. There should be at least two (2) programs per quarter,. One of these programs may be a collaboration with the Building Representative-at-Large.

   b. Be responsible for submitting accurate records of Building Council programs and events to the RHA Coordinating Board upon request.
3. The Vice President shall:
   a. Be responsible for the writing and distribution of weekly Building Council Agendas and Minutes.
   b. Be responsible for all written records and correspondence of the Building Council.
   c. Have charge of the Central Treasury in conjunction with the ARD, which shall be used for the Building Council's financial affairs.
   d. Submit a weekly summary of the building council preceding discussion of funding requests, during applicable meetings.
4. The Recognition Chair shall:
   a. Have NRHH Provisionary Status if they are accepted:
      i. Individuals with Provisionary Status shall be defined as all Building Council Recognition Chairs and Building Council Community Service Chairs, or students who have applied and been accepted without having lived in Residential Housing for one (1) quarter.
      ii. Individuals with Provisionary Status shall serve as active members without voting rights.
   b. Be a liaison between the Building Council and NRHH.
   c. Submit at least one (1) Of the Month Award per month.
5. The Media Coordinator shall:
   a. Be in charge of advertising all Building Council and RHA Programs.
   b. Advertise and announce all Hall Council minutes, programs, and agendas via posters, social media (e.g. Facebook, Instagram, Snapchat), DigiKnows, other publications, etc.
   c. Work with the ARD to help maintain solicitation and advertising regulations in their building.
   d. Act as a historian for their respective Council.
      i. Be responsible for providing pictures for the end of the year Building Council Banquet.
6. The Environmental Awareness Chair (EAC) shall:
   a. Work toward creating a culture of environmentalism and sustainability within their Council and their respective building through programming, education, and awareness.
   b. Collaborate, when possible, with other on-campus environmental organizations on programs and projects.
   c. Enforce the RHA Green Bill within their respective Council and building.
   d. Work with the EACC in hosting or co-hosting an Earth Day event.
   e. Host or co-host at least one (1) environmentally-themed program per quarter

    f. Write a Transition Report after every program and submit to the ARD.
7. The Health and Wellness Chair (HAWC) shall:
    a. Be responsible for the planning and implementation of health related programs with the approval and cooperation of the Building Council Government. There should be at least one (1) program per quarter.
    b. Give a weekly report to the Building Council with information pertaining to health-related issues that affect UCSB students.
    c. Write a Transition Report after every program and submit to the ARD.
8. The Community Service Chair shall:
    a. Be in charge of putting on at least one (1) community service program for their building per quarter.
    b. Have NRHH Provisionary Status if they are accepted:
        i. Individuals with Provisionary Status shall be defined as all Building Council Recognition Chairs and Building Council Community Service Chairs, or students that have applied and been accepted without having lived in Residential Housing for one (1) quarter.
        ii. Individuals with Provisionary Status shall serve as active members without voting rights.
    c. Be a liaison between the Building Council and the NRHH.
    d. Write a Transition Report after every program and submit to the ARD.
9. The Queer and Trans Student Engagement Chair (QTSEC) shall develop a rapport with Queer population in the building and provide a peer support and referral system for those residents by:
    a. Be responsible for bringing visibility to and engaging with the Queer Community in Residential Housing.
    b. Hold at least one (1) program per quarter in their Residential Community.
    c. Write a Transition Report after every program and submit to the ARD
10. The International Student Engagement Chair (ISEC) shall:
    a. Work toward creating a culture of inclusion and camaraderie between all students within their Council and their respective building through programming, education, communication and awareness.
    b. Hold at least one (1) programs per quarter in their Residential Community
    c. Write a Transition Report after every program and submit to the ARD.
11. Building Council shall have the right to create new positions as they see fit, with the appointment by the President(s) and with approval by majority (50% + 1) of the Building Council. The Building Council reserves the right, with two-thirds (2/3s) vote and approval by the ARD, to adjust the responsibilities of the Officer positions. These changes must respect the integrity of the position, and may not infringe on the duties and privileges of an acting Officer.

Section 3: *Building Council Advisors*

A member of the Residence Hall Lead Staff (RD or ARD) shall serve as the Advisor for that Residence Hall's Building Council Government and the Officers of the Building Council. Additional advisors may include other members of the Residence Hall Staff (RA's) and/or a representative designated by the Lead Staff Advisor.

Section 4: *Building Council Powers of Initiative, Referendum, and Recall*

Each Building Council shall have the same powers of initiative, referendum, and recall as the RHA Coordinating Board as written in Article VIII, Sections 1, 2, and 3 of the RHA Constitution.

Section 5: *Building Council, Establishing By-Laws*

The Building Council may establish By-Laws by a majority vote.

Section 6: *Building Council, Colors and Mascot*

Santa Rosa – Yellow, Rhinos

San Nicolas – Red, Phoenix

Manzanita Village – Light Blue, Manatee

San Rafael – Purple, Wolves

Anacapa – Orange, Anaconda

Santa Catalina North – Light Green, Sea Turtle

Santa Catalina South – Dark Green, Cat

San Miguel – Silver, Manta Ray

Santa Cruz – Dark Blue, Sharks

Article IV

Section 1: *Standing Committees of the RHA Coordinating Board*

The Standing Committees of the RHA Coordinating Board shall be:

1. The Finance Committee shall:
    a. Be chaired by the Financial Vice President.
    b. Be attended by at least six (6) voting financial members of the RHA Coordinating Board.

   c. Be responsible for discussing and voting on funding requests that amount $500 or less and on financial proposals of similar capacity barring any exception at the discretion of the Financial Vice President
   d. Be responsible for all contractual agreements of the RHA.
   e. Verify expenditures of groups with RHA funding.
   f. Report all committee findings and proceedings to the RHA Coordinating Board.
   g. Allocate RHA funds in place of the Coordinating Board contingent on approval of Finance Committee minutes by the Coordinating Board.
2. The Constitution and By-Laws shall:
   a. Be chaired by the RHA President.
   b. Conduct a yearly review of the RHA Constitution and By-Laws
   c. Propose any necessary amendments to these documents to the RHA Coordinating Board.
   d. Have the Administrative Vice President, the Programming Vice President, Financial Vice President, and the National Communications Coordinator serve on the Constitution and By-Laws Committee. The rest of the members of the board shall be voluntary with the approval of the RHA President.
   e. Not exceed ten (10) members, and be voluntary with the appointment of the RHA President.
   f. Not allow more than two (2) members who represent the same Building Council
   g. Be established and meet by the sixth week of Winter Quarter at the latest.
   h. Have a minimum of two-thirds (⅔) of the Constitution and By-Laws Committee present to conduct a meeting.
3. The Media Committee
   a. Publish *The Flush*, which is a newsletter to be distributed to the restroom facilities of all Residence Halls, every other week.
   b. Be chaired by the RHA Media Coordinator. The rest of the members of the committee shall be voluntary with the approval of the RHA Media Coordinator.
   c. Have all final publications reviewed and approved by the RHA President, the Student Leadership Program Manager or the Student Leadership Program Advisor prior to distribution.
   d. Place the RHA President's message and picture in the first issue of *The Flush* of every quarter. The RHA President's message shall appear in every issue of *The Flush*.
   e. Have at least one committee member in attendance at all RHA events to take pictures.
   f. Assist the Coordinating Board with poster and advertisement designs if needed.
   g. Put up and take down flyers around campus advertising events.
   h. Distribute flyers to Resident Assistants and Desk Assistants in all halls.
4. The RHA Elections Committee shall:

a. Be chaired by the RHA Administrative Vice President. In the case that the RHA Administrative Vice President intends to run for an elected position for the following year, a new chair shall be chosen by the Student Leadership Program Manager or one of the Program Advisors.
b. Consist of three (3) Coordinating Board members who are not participating in any elections.
c. Be established at the beginning of Winter Quarter.
d. Have the power to handle all election/campaign grievances and take appropriate actions including but not limited to: issuance of warnings, suspension of campaigns, suspension from campaigning in Residential Housing, and disqualification from elections.
e. Be notified by the Administrative Vice President or the Presiding Officer of the Elections Committee within one (1) hour of the receipt on any complaint regarding elections.
f. Shall publish the Elections Guidelines to the on-campus Residential Community and the AS candidates at least one (1) week before their respective campaigning periods begin.
g. Meet with the AS Elections Committee during Winter Quarter to delegate roles for the AS and RHA Elections.
h. Attend the AS Candidates Meeting to explain RHA Campaign Guidelines to the AS candidates.
i. Hear and have the power to approve all non-financial requests related to AS and RHA campaigning including but not limited to: door-to-door campaigning and posting of campaign materials in Residential Housing, contingent on approval of Elections Committee minutes by the RHA Coordinating Board with a two-thirds (⅔) majority.
j. Have a minimum of two-thirds (⅔) of the committee present to conduct a meeting.

5. The Judicial Review Board shall:
    a. Meet as needed and chaired by the RHA Programming Vice President.
    b. Have the RHA President, the Administrative Vice President, the Programming Vice President, and the Vice President of Finance serve on the Judicial Review Board.
    c. Not exceed ten (10) members, and be voluntary with the appointment by the RHA President. conduct
    d. Not allow more than two (2) members who represent the same Building Council
    e. Allow the RHA President a vote only in the case of a tie.
    f. Be established by the seventh week of each Quarter.
    g. Have a minimum of two-thirds (⅔) of the Judicial Review Board present to conduct a meeting.

   h. Be responsible for fulfilling all other responsibilities as set forth in Article V, Section 2 of the RHA Constitution.
6. Internal Committees shall:
   a. Be composed of active programming committees and planning committees headed by Coordinating Board members
   b. Be of at least three (3) hours of active participation per quarter.
   c. Only be considered if the entirety of the event is attended.
   d. Be designated by the advisors.
7. The Committee on Undergraduate Honors, Scholarships, and Prizes shall:
   a. Be chaired by the RHA President.
   b. Consist of one (1) RHA Executive Board Member, one (1) RHA Specialty Council member, and one (1) other RHA Coordinating Board member.
   c. Act under the advisement of one (1) Student Leadership Program Manager or one (1) Student Leadership Program Advisor.
   d. Have a minimum of two-thirds (⅔) of the committee present to conduct a meeting.
8. All committees that don't already have one executive board member or more required to, should have an additional executive member in their committee

Article V

Section 1: *Reserve Funds in the RHA Treasury*

There shall be a reserve fund of no less than $15,000 in existence in the RHA Treasury.

Section 2: *RHA Coordinating Board Budget*

1. RHA Coordinating Board will approve a yearlong budget by the fourth week of Fall Quarter by a two-thirds (⅔) majority. The RHA Vice President of Finance is responsible for ensuring that the expenses of the RHA Coordinating Board do not exceed the budgeted items.
2. All proposed changes in the budget must be submitted to the RHA Financial Vice President before being submitted to the RHA Coordinating Board. The RHA Financial Vice President must then call a meeting of the Finance Committee within ten (10) days to discuss the proposed changes with the author. The Finance Committee shall give their recommendations on the proposed changes to the RHA Coordinating Board. The proposed change may be presented to RHA Coordinating Board once it has been discussed by the Finance Committee and the author, or fourteen (14) days after it has been submitted to the RHA Financial Vice President, whichever is first.

3. General RHA income is all revenues except for the Care Package fundraiser.
    a. All funds raised by the Welcome and Finals Kits fundraiser shall first be dedicated to the expenses incurred by the fundraiser and any proceeds shall be put towards any NACURH-related conference expenses. If the proceeds of the Welcome and Finals Kits fundraiser are not sufficient to cover the costs of the conferences, the delegation for that conference may hold a supplementary fundraiser but shall not use money from general RHA income.
4. RHA Coordinating Board revenue shall only be appropriated for educational programs, necessary administrative overhead, and for RHA programs under the jurisdiction of the RHA Coordinating Board.
5. **Any entity that receives funding from the RHA Coordinating Board must have the phrase "sponsored by" followed by the RHA logo on any advertisement(s) that are distributed.**
6. The RHA Coordinating Board shall establish funds of at least $15,000 for Week of Welcome Programming, and $2,000 for Halloween programming,
7. A budget for the period between the end of the academic school year and the approval of the next annual budget must be created by the Financial Vice President with the assistance of the RHA President-elect and the Financial Vice President-elect, and must be presented to the RHA Coordinating board by the last meeting of Spring Quarter.

Section 3: *Coordinating Board Member Honoraria*

1. The RHA President shall receive the RA stipend package from Residential and Community Living. The RHA Administrative Vice President, the RHA Programming Vice President, the RHA Financial Vice President, and the National Communications Coordinator shall receive up to $700 in honoraria per quarter. The RHA EACC, RHA QTSECC, RHA ISECC, RHA HAWCC, and RHA Media Coordinator shall receive up to $625 per quarter. The NRHH President shall receive up to $400 honoraria per quarter. The RHA National Communications Coordinator-in-Training shall receive up to $200 in honoraria per quarter, taking into consideration the time of appointment. Each Building Council President and Representative-at-Large shall receive up to $475 honoraria per quarter. **Residential and Community Living pays all stipends and honoraria.**
2. Honoraria may be requested at the end of each quarter. All requests for honoraria shall be subject to review of the RHA Judicial Review Board. An officer must be notified and given the option to contest if the RHA Judicial Review Board does not approve their request for honoraria for the full amount. If the officer chooses to contest, their request will be brought before the RHA Coordinating Board. The officer shall receive the amount allotted by the RHA Judiciary Review Board unless two-thirds (⅔) of the RHA Coordinating Board decides otherwise. Failure to complete one's duties as outlined in the RHA Constitution and By-Laws shall be sufficient grounds for denial of honoraria.

Section 4: *Leftover Building Council and Floor/House Funds*

1. Any leftover Building Council and Floor/House funds from the previous year shall rollover to the next academic year's accounts in the following manner:
    a. If available, $50 per RA shall go into the general educational programming fund within each staff.
2. Any additional leftover money shall go into a $3,000 Building Council/Floor/House contingency fund, in case of any financial contingencies that may arise with the management of those accounts. If there is ever any carryover above $3,000 in the contingency fund, then the money will be disbursed into each Building Council based on the percentage of residents living in each Residence Hall. The Presidents of the Residence Hall shall vote on the disbursement of that carryover in Fall Quarter to the Building Council's line items.

Article VI

Section 1: *RHA Scholarships*

1. A minimum of five thousand, six hundred dollars ($5,600) shall be appropriated each year for scholarships.
2. For a description of the Committee on Undergraduate Honors, Scholarships, and Prizes, refer to Article IV, Section 1, Letter F.
3. The Committee on Undergraduate Honors, Scholarships, and Prizes shall distribute the following scholarships as well as determine the amount of reward:
    a. The RHA Nancy Boyd and RHA Henry Linn Memorial Scholarship shall:
        i. Be allocated a total of one thousand, six hundred dollars ($1,600).
        ii. Be given based on merit and financial need.
        iii. May be given on consideration of qualifications of service to the school and RHA.
        iv. Have resided in the Residence Halls the quarter of the award and the quarter preceding the award.
        v. Not be available to RHA Coordinating Board members.
        vi. Not exceed eight hundred dollars ($800) per person.
    b. The RHA Elke Bartles Memorial Scholarship shall:
        i. Be allocated a total of one thousand, two hundred dollars ($1,200).
        ii. Commemorate the outstanding service Elke performed during her years at UCSB through the planning of such events as Homecoming, Health Fair, RHA Opening Carnival, Sandcastles Day, and Spirit Finale.
        iii. Be based on service to UCSB and RHA.

iv. Not consider financial aid as criteria.
v. Be available to RHA Coordinating Board members, as Elke was a member of RHA Coordinating Board.
vi. Not exceed six hundred dollars ($600) per person.

c. The RHA Sheila Ryan Scholarship shall:
i. Be allocated a total of one thousand dollars ($1,000).
ii. Commemorate the outstanding service Sheila performed during her four years at UCSB as the Student Leadership Coordinator.
iii. Be based on service to UCSB and to RHA in addition to enthusiasm, a good attitude and impact made within the Residence Halls.
iv. Not consider financial aid as criteria.
v. Be available to all RHA members, as when Sheila Ryan was here, she made sure to be inclusive of all residents.
vi. Not exceed one thousand dollars ($1,000).

d. The RHA Marina C. Para Scholarship shall:
i. Be allocated as one award in the amount of two hundred dollars ($200).
ii. Commemorate the outstanding service Marina C. Para performed during her four years as a student at UCSB as a Building Council President, RHA Administrative Vice President, and a two-year Resident Assistant.
iii. Be based on service to RHA above and beyond the call of duty in addition to enthusiasm and a good attitude.
iv. Not consider financial aid as criteria.
v. Be available to all Building Council members, RHA Coordinating Board members, and Resident Assistants, as Marina held each of these positions.
vi. Not to exceed two hundred dollars ($200).

e. The RHA Michael Brent Shinn Scholarship shall:
i. Be allocated as one award in the amount of two hundred dollars ($200).
ii. Commemorate the outstanding service Mike, as a student, performed during his terms on the RHA Specialty Council and Executive Board as a Representative at-Large, and re-elected RHA President chairing many committees and leading with a diplomatic and admirable style.
iii. Be based on service to UCSB and RHA in addition to dedication, integrity, respectfulness to others, finesse, and impact made within the Residence Halls.
iv. Not consider financial aid as criteria.

v. Be available to all RHA Specialty Council and Executive Board members, as Mike contributed to these positions.
vi. Not exceed the amount of two hundred dollars ($200).

f. The Chris Stanton Scholarship shall:
   i. Be allocated as one award in the amount of two hundred dollars ($200).
   ii. Be based on advocacy or work relating to men's health (physical/mental well being)
   iii. Not consider financial aid as criteria.
   iv. Be available to all RHA members, and those living in UCSB owned community living.
g. The RHA Lisa M. Slavid Scholarship shall:
   i. Be allocated a total one thousand, two hundred dollars ($1,200).
   ii. Commemorate the outstanding service Lisa performed during her ten years at UCSB as the Student Leadership Coordinator.
   iii. Be based on service to UCSB and to RHA in addition to an interest in studying abroad, enthusiasm with regards to learning about other countries, and a desire to become a better informed world citizen.
   iv. Not consider financial aid as criteria.
   v. Be available to all RHA members, as Lisa made sure to be inclusive of all residents and often facilitated diversity trainings for different offices within the campus community.
   vi. Not exceed one thousand, two hundred dollars ($1,200) nor be less than three hundred dollars ($300).

Section 2: *RHA Awards*

1. Jacob Haik President's Award: shall be presented each year to a person who has demonstrated outstanding service to the Residence Halls.
2. The following awards and appropriately inscribed plaques are to be given annually by the RHA Coordinating Board:
   a. Outstanding Service Award: Up to six (6) awards may be given each year to members of the RHA Coordinating Board.
   b. Most Deserving Committee Chair Award: One may be given to the most deserving internal committee chair.
   c. Billy Davies Service Award: a plaque shall be presented to the person demonstrating the most outstanding services to the RHA who is not a member of the RHA Coordinating Board. This award shall be in recognition of the

outstanding service to the RHA which Billy Davies offered throughout his four years at UCSB.

d. Al Day Service Award: in honor and recognition of Al Day's service to the RHA Coordinating Board to NRHH, and to the residents in general, this award shall be given to a staff or faculty member for services above and beyond the call of duty to the on-campus residents.
e. Jared Goldschen Extended Service Award: in honor and recognition of Jared Goldschen's three years of service on the RHA Coordinating Board as a Hall Council President and as RHA President for two years following. This award shall be given to those who have also given three years of service to the RHA Coordinating Board.
f. Two (2) awards may be given, one in each half year, to the most deserving Floor/House Co-Chair(s), in the Fall/Winter and the Winter/Spring Quarters by the RHA Coordinating Board.

3. The Magaña-Moret "M&M" Devoted Service Award shall:
    a. Be awarded in honor and recognition of Jose Magaña's four years of service on the RHA Coordinating Board as a Hall Council President, AS On-Campus Representative, and RHA President for two years and Ian Moret's three years of service on the RHA Coordinating Board as Media Coordinator, Area Representative at-Large, and AS On-Campus Representative.
    b. Be given to those who have also devoted their services to the RHA Coordinating Board for the entirety of their undergraduate duration at UCSB.

Article VII

Section 1: *Elections*

1. For a description of the RHA Elections Committee, refer to the composition and make-up found in Article IV, Section 1, Paragraph 5.
2. In regard to Building Hall Council Elections, the Building Lead Staff Advisors shall coordinate the following:
    a. At the beginning of the Fall Quarter, hold meetings to inform residents of the positions available in the respective Building Council Government.
    b. Inform the residents of the process of signing up to run for the Executive Offices. Residents must agree to the SLPM receiving their grades on the application in order to be eligible to campaign.
    c. Inform the residents of the code of ethics included below in Article VII, Section 2. Understand that if the code of ethics is not adhered to, the election may be considered void.

Section 2: *Election Guidelines*

The following guidelines shall apply to all candidates and shall read as follows:

1. No candidates may campaign via parties, as defined by the current year's RHA Elections Guidelines.
2. If an individual is elected to two (2) offices in AS and RHA, the individual may hold only one (1) elected office if they are elected to the position of the RHA President or RHA Vice Presidents, or RHA NCC.
3. The election publicity shall be posted only in designated areas specified by the Elections Committee. Areas under the jurisdiction of the RHA Coordinating Board Elections Committee include all property managed by Residential and Community Living and Dining Services.
4. All election publicity shall be in accordance with fire regulations.
5. All candidates must respect the privacy of residents who post "No Solicitation" signs on their door. No Solicitation signs must be available to residents at the start of campaigning.
6. All candidates shall abide by the rules set forth by the RHA Campaign Guidelines, which are set forth by the RHA Elections Committee. Failure to adhere to these policies is grounds for disqualification.
7. The RHA Elections Committee is required to decide whether or not to adopt the following items as official elections guidelines for their respective terms:
    a. Neither AS nor RHA campaigning materials may be worn by candidates or Residential and Community Living employees to RHA sponsored or Residential and Community Living events. This includes shirts or any party-based paraphernalia.
    b. Campaign materials may not be posted until one (1) week before the election.
    c. There shall be a limit of one (1) campaign poster per Floor/House. The content of said poster is subject to the approval of the RHA Coordinating Board.
    d. All candidates shall be required to remove their campaign posters and materials within twenty-four (24) hours after the closing of the polls.

Section 3: *RHA Executive Board Elections*

In regard to RHA President and Vice President Elections:

1. The RHA Elections Committee is required to decide whether or not to adopt the following items as official elections guidelines for their respective terms:

   a. All candidates for RHA President and Vice Presidents must have attended at least one RHA Coordinating Board meeting before voting begins.
   b. No candidate shall publicly engage in or encourage slander or libel statements against their fellow candidates.
2. If during an RHA Election, campaign materials are taken down or destroyed and this is reported to the RHA Coordinating Board by the affected candidate(s), the RHA Election Committee will deal with the complaint and take action as they see fit.
3. Candidates shall be informed of all constitutional elected provisions at the mandatory candidate's meeting, which shall be held at least nine (9) days before the election. Should a candidate be unable to attend, action will be taken as deemed necessary by the RHA Elections Committee.
4. The RHA Elections Committee has the power to call a candidate's forum.
5. Violations of Article VII, Section 2 or 3 may result in disqualification; disqualified candidates are ineligible to run for office in the election in which the violation was committed.

Section 4: *Voting Procedures (E-Mail Voting; Single Transferable Vote)*

RHA Coordinating Board Voting Procedures:

1. Voting privileges shall be exclusive to RHA members, who shall be entitled to one (1) vote in any regular or special election.
2. Refer to meeting procedures in Article X of the RHA Constitution.
3. RHA Coordinating Board Members' voting privileges may be transferred to proxies in the event that those members are unable to attend the RHA Coordinating Board meeting.
   a. Absences must be explained to the Administrative Vice President and approved 24 hours before the upcoming Coordinating Board meeting.
   b. In order to avoid an unexcused absence, RHA Coordinating Board members must provide a proxy to vote and otherwise participate in the Coordinating Board meeting in their place unless given permission by the Administrative Vice President.
   c. Proxies must be RHA members from the same area or building that the member represents.
   d. Proxies who attend the meeting without prior notification from the RHA Administrative Vice President will not be accepted and that meeting will count as an unexcused absence for the RHA Coordinating Board member.
   e. Proxies should be prepared to participate in the meeting by the RHA Coordinating Board member they are representing.

4. Coordinating Board Electronic Voting Procedure:
    a. The RHA President or presiding officer shall prepare and distribute e-mail ballots to the members of the RHA Coordinating Board.
    b. The RHA President or presiding officer has the power to decide which proposals will be passed over any electronic medium in which group messaging and/or private messaging is possible, and reserves the right to table proposals until the next meeting.
    c. All voting members must have access to the electronic medium for voting at some point during the voting time period.
    d. The voting time period must be at least three (3) business days with the option to extend at the discretion of the RHA President or presiding officer.
    e. Amendments are to be proposed over electronic medium and must be voted on separately.
    f. When an amendment is proposed, the RHA President or presiding officer will announce the deadlines for votes regarding the amendment not to exceed three (3) business days.
    g. The deadline for the overall proposal, after any amendments have been voted on, will then be reassigned by the RHA President or presiding officer not to exceed three (3) business days.

Section 5: *Elections, Declaration of Winner*

1. RHA Voting Procedures concerning Regular and Special Elections shall be determined by the RHA Elections Committee.
2. Single Transferable Vote Method:
    a. The Single Transferable Vote method of voting will be used for the selection of the RHA President and RHA Vice Presidents.
    b. The Single Transferable Vote will follow these steps:
        i. Each voting member will receive a ballot where they rank the candidates in order of preference, with first being the most desired candidate.
        ii. Each candidate needs a majority (50% + 1) to be selected.
        iii. If, after all the votes have been transferred, a candidate achieves a majority, the candidate is then selected.
        iv. If, after all the votes have been transferred, no candidate achieves a majority, then each candidate with the least number of votes is eliminated, and shall be ineligible to receive any additional votes. In the event that all remaining candidates receive the lowest number of votes (a tie), no candidate shall be dropped and the members revote for a second round. If a tie still exists for the lowest number of votes, then

the presiding chair of elections will select the candidate to be eliminated, with the advisement of the Advisors and Executive council of RHA, if not running for the position in question.

v. Each vote that belonged to the eliminated candidate(s) are transferred to the voter's next preference at full value.

vi. If this candidate is one who was previously eliminated, then Step iv is repeated.

vii. If the voter has not listed an additional preference or was unable to do so, their vote is exhausted.

viii. Steps I through VII are repeated until a candidate achieves majority and is elected.

Article VIII

Section 1: *Door-to-Door Visitation and Leafleting Policy*

Since the Residence Halls are considered the student's homes, commercial door-to-door solicitation of any kind is **strictly prohibited**. Residents have the right to post a "No Solicitation/Campaigning" sign on their door to increase their privacy if they so choose.

The Voter Registration Volunteer Coalition (VRVC) must abide by all no-solicitation rules unless stated otherwise in this section. Members may go door-to-door eight days prior to the registration deadline, Monday through Friday from 6pm to 8:30pm, and Saturday and Sunday from 12 noon to 8:30pm. RHA shall give "No Solicitation/Campaigning" signs to the RA's prior to the first hall meeting so that they may be issued to the residents. The restrictions stated on these signs apply to VRVC members. VRVC members must abide by all posting regulations and dining common rules and procedures.

Registered student organizations (registered with the Office of Student Engagement and Leadership), political parties, or outside organizations wishing to speak with students via door-to-door regarding any ballot issue or candidate appearing on RHA, Associated Students, Isla Vista Community Center, Santa Barbara County, State, Federal, or other district ballots which include the campus and directly affect Hall Residents, must go to the RHA Coordinating Board to request permission and obtain a permit to go door-to-door. This permission can only be granted with two-thirds (⅔) Coordinating Board approval. This includes door-to-door campaigning.

The allowed times are as follows:

In the eight days prior to an election: Monday through Friday from 6:00pm to 8:30pm, and Saturday and Sunday from 12 noon to 8:30pm.

1. On election days: from 3:00pm to 8:00pm.

Organizations of any kind wishing to flyer or leaflet must come to the RHA Coordinating Board to request permission. Permission can only be granted with two-thirds (2/3) Coordinating Board approval. Leafleting is defined as the distribution of printed material from door-to-door or under doors.

a. All flyering requests must be approved by the RHA Coordinating Board prior to posting the flyers on the buildings.
b. Approved flyering requests must be stamped by the organization upon approval of the RHA Coordinating Board with the "RHA Approved" stamp. This stamp must be clearly visible on the flyer to allow building directors to know that the flyer has been approved by RHA.
c. Flyers not stamped with the "RHA Approved" stamp will be brought down and removed.
d. If the organization has been approved and is receiving funding from RHA, the printed official RHA logo must be included on the flyers.
e. The RHA logo must be clearly visible on the flyer and must be printed in its official colors and proportions. The first offense will be a warning to the group. The second offense will be a dismissal of the organization from being allowed to request permission for that academic year.

The first offense will be a warning to the group. The second offense would involve revoking privileges to campaign door-to-door for the remainder of the academic year.

Section 2: *Door-to-Door Visitation Complaints*

Following the receipt of a total of two (2) or more verified complaints from residents to the RHA Executive Officers, and/or Hall Council Officers a group or individual violating any part of the RHA by-laws may be subjected to the forfeiture of their posting bond by the Judicial Review Board and be restricted from the Residence Halls. The RHA Coordinating Board Elections Committee and the RHA President shall be responsible for enforcement.

The first offense will be a warning to the group. The second offense will be a $100 fine for all door-to-door solicitation, and dismissal from being allowed to request permission. All other following offenses will be an increase of $100.

Article IX

Section 1: *By-Law Amendment*

These By-Laws may be amended by an affirmative vote of two-thirds (⅔) of the members of the RHA Coordinating Board.

Section 2: *Petition for Amendment*

Amendments may be proposed by a petition signed by at least five percent (5%) of the RHA Coordinating Board Members. Upon receipt of such a petition, the RHA Coordinating Board shall enact the proposed amendment or instruct the RHA President to call a special election within fifteen (15) days. A majority of all votes cast shall be sufficient to adopt amendments.

Section 3: *By-Laws Approval Date*

The By-Laws were voted on and approved by the RHA Coordinating Board on April 30th, 2024.

Article X: *Memorandums of Understanding*

Section 1: *Approving Memorandums of Understanding*

Memorandums of Understanding may be approved with the approval of two-thirds (⅔) of the RHA Coordinating Board. The president acting as the official representative of RHA will sign the Memorandum of Understanding with the party entering the agreement. Memorandums of Understanding will be kept of file until the agreement expires or a new agreement with the party supersedes the older agreement.

Section 2: *Canceling Memorandums of Understanding*

Memorandums of Understanding already in place may be canceled with a two-thirds (⅔) vote by the RHA Coordinating Board.