



South Atlantic
SAACURH Legislation Handbook
Updated Fall, 2025

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What is Regional Legislation

Writing regional legislation is essential to the growth, accountability, and long-term sustainability of SAACURH. As a student-led organization, SAACURH thrives on structure, equity, and transparency — all of which are grounded in strong legislative practices. Here's why it's crucial:

1. **Ensures Clarity and Consistency**

Legislation provides a written framework that guides how SAACURH operates. It defines roles, responsibilities, procedures, and expectations, which helps eliminate confusion and ensures consistency across conferences, initiatives, and leadership transitions.

2. **Supports Accountability**

With clear legislation in place, SAACURH can hold its leaders, institutions, and members accountable to agreed-upon standards and procedures. This is especially important in a student-run organization where leadership changes annually.

3. **Empowers Member Institutions**

Well-crafted legislation gives power to member institutions by formalizing their rights and involvement in regional decisions. It ensures every voice is heard and represented through processes like voting, proposal submissions, and committee involvement.

4. **Fosters Equity and Inclusion**

Legislative documents can be used to institutionalize values like diversity, equity, and inclusion. By writing policies that support underrepresented voices, SAACURH can create a more welcoming and just environment for all students.

5. **Enables Growth and Innovation**

As the region evolves, new needs and challenges arise. Writing new

legislation (or amending existing policies) allows SAACURH to adapt — whether it's incorporating new positions, addressing technological changes, or supporting emerging programs.

6. **Preserves Institutional Memory**

Each year, student leaders graduate and transition out. Legislation serves as a record of collective decisions, helping future leaders understand the "why" behind policies and programs — ensuring continuity even as people change.

How to Write Regional Legislation?

1. Contact the SAACURH Associate Director for Administration and Finance (ADAF)

Action:

- Reach out to the ADAF to express your intent to write legislation.
- Request the official SAACURH legislation template.
- Clearly communicate **what the legislation is about** and **why you want to write it**.

Why It's Important:

- The ADAF oversees legislative procedures and ensures consistency across all submissions.
- Using the correct template maintains professional standards and aligns your proposal with SAACURH's governing documents.
- Providing context upfront allows the ADAF to offer guidance or identify if a similar proposal already exists.

2. Draft the Legislation

Action:

- Write your legislation using the provided template.
- Include a clear title, background/rationale, and the proposed change or addition.
- Use formal, concise, and specific language.

Why It's Important:

- A well-written draft ensures clarity and avoids confusion during discussion and voting.
 - Providing rationale helps members understand the purpose and significance of the legislation.
 - Quality drafts move through the process faster and show respect for the time of all involved.
-

3. Submit the Draft to the ADAF for Review**Action:**

- Send your completed draft to the ADAF for review.
- Be open to feedback and revisions.

Why It's Important:

- The ADAF checks for completeness, formatting, alignment with current policy, and potential conflicts.
 - Receiving feedback allows you to improve the piece before it reaches the floor, increasing its chance of passage.
 - Collaboration ensures that your legislation is aligned with the region's goals and values.
-

4. Make Revisions (If Requested)**Action:**

- Review any edits or suggestions from the ADAF.
- Update the legislation accordingly and resubmit.

Why It's Important:

- Thoughtful revisions improve the clarity and impact of your legislation.
- Demonstrating flexibility and responsiveness to feedback reflects well on your leadership and initiative.

- Stronger legislation leads to better discussions and smoother adoption processes.
-

5. Legislation Enters the Regional Pool

Action:

- Once approved, your legislation is added to the pool of proposals to be brought to the floor during the affiliation year.

Why It's Important:

- This step formally enters your proposal into the legislative process where it can be debated and voted on by member institutions.
- Your work becomes part of the collective decision-making process that shapes SAACURH's future.
- It ensures transparency and that all proposals are considered fairly and in accordance with established timelines.

The Ins and Outs of Writing Regional Legislation

Writing a Regional Piece of Legislation can feel overwhelming at first — there are multiple components, and it's easy to get lost in the structure. However, each part serves a unique purpose in helping the region understand what you're proposing, why it matters, and how it should be implemented.

This section is designed to break down each element of a legislative proposal and explain its function, so you can approach the writing process with clarity and confidence.



Whereas, the impeachment and removal of officers procedures are out of practice, and;

Whereas, in past years, these procedures have been confusing to understand, and;

Whereas, some materials and manuals listed in the procedures don't exist to this day, causing barriers to be placed when moving forward with this process, and;

Therefore let it be resolved, that these procedures be updated to reflect current practices and wishes, and;

Therefore let it be resolved, to keep up-to-date with NACURH impeachment and removal processes, and;

Let it be further resolved, the following additions be made to the SAACURH Constitution, Title IV | Regional Board of Directors, Article IV | Impeachment Procedures and Removal of Officers, Section A - J :

Color Key

Additions

Reductions

Amendment Additions (only to be used if amendments are made during RBC boardroom)

ARTICLE IV IMPEACHMENT PROCEDURES AND REMOVAL OF OFFICERS

Section A

Grounds for Impeachment

Any regional officer may be removed from office for one or more of the following:

1. Failure to act according to the NACURH Articles of Incorporation, ~~or~~ the NACURH Bylaws, ~~or~~ the NACURH Policy Book;

Let's use SA MM 25-14 as an example! At the top of each piece of legislation, you will find three boxes arranged horizontally. In these boxes, you will find three items: **The Main Motion Year, Identification, and the Title of the Piece.**

In this specific piece, this piece came from the affiliation year of 2024 - 2025. Because the fiscal year ends in 2025, this piece would fall in the 'Main Motion 2025' Year.

Now, let's break down the middle column, aka, the Identification. This column places off the Year of the piece. The "SA" represents the South Atlantic region,

"MM" representing Main Motion, "25" representing the year of the piece, and "14" as this is the 14th piece of legislation approved by the ADAF during that affiliation year!

The Last Column Represents the title of the piece, in this case "Impeachment and Removal Updates and Redefining." In short, the title needs to mention the purpose of the piece.

The Next Section of the piece are the **"Whereas"** statements. "Whereas" statements are the introductory clauses of a piece of legislation. They provide context, justification, and reasoning for why the legislation is being proposed.

Each "Whereas" statement begins with the word "Whereas," followed by a fact, observation, or argument that supports the need for the proposed action. "Whereas"

statements serve several key purposes within a piece

of legislation. First, they explain the problem or situation by describing the current state or issue that the legislation seeks to address. They also support the rationale by outlining why the legislation is important and how it aligns with the values or needs of the region. Finally, they build the case for action by providing context that leads into the final action clause (the "Be it resolved" section), helping readers and voters fully understand the proposal before making a decision.

South Atlantic Affiliate
National Association of College and University Residence Halls, Inc.
Proposal Form

Main Motion 2025	SA MM 25-14	Impeachment and Removal Updates and Redefining
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Whereas, the impeachment and removal of officers procedures are out of practice, and;

Whereas, in past years, these procedures have been confusing to understand, and;

Whereas, some materials and manuals listed in the procedures don't exist to this day, causing barriers to be placed when moving forward with this process, and;

Therefore let it be resolved, that these procedures be updated to reflect current practices and wishes, and;

Therefore let it be resolved, to keep up-to-date with NACURH impeachment and removal processes, and;

Let it be further resolved, the following additions be made to the SAACURH Constitution, Title IV | Regional Board of Directors, Article IV | Impeachment Procedures and Removal of Officers, Section A - J :

Color Key
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 Amendment Additions (only to be used if amendments are made during RBC boardroom)

ARTICLE IV IMPEACHMENT PROCEDURES AND REMOVAL OF OFFICERS

Section A Grounds for Impeachment

Any regional officer may be removed from office for one or more of the following:

1. Failure to act according to the NACURH Articles of Incorporation, ~~or~~ the NACURH Bylaws, ~~or~~ the NACURH Policy Book

In the case of the piece of legislation, the “Whereas” statements explain that the Impeachment and Removal practices of SAACURH are out of practice, confusing, and list materials that aren’t in usage any more.

South Atlantic Affiliate
National Association of College and University Residence Halls, Inc.
Proposal Form

Main Motion 2025	SA MM 25-14	Impeachment and Removal Updates and Redefining
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Therefore let it be resolved, that these procedures be updated to reflect current practices and wishes, and;

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Additions
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ARTICLE IV IMPEACHMENT PROCEDURES AND REMOVAL OF OFFICERS

Section A Grounds for Impeachment

Any regional officer may be removed from office for one or more of the following:

1. Failure to act according to the NACURH Articles of Incorporation, or the NACURH Bylaws, or the NACURH Policy Book.

The next section of a piece are the **“Therefore let it be resolved”** statements. These statements often referred to as **"resolved clauses"** — are the most important part of a legislative document. They outline the actual action that the legislation is proposing.

“Therefore, let it be resolved” statements clearly outline the specific action the author is proposing for SAACURH to take—such as changing a policy, creating a new position, updating a governing document, or allocating funds. Unlike the “Whereas” statements that provide background and justification, the

resolved clauses are the binding part of the legislation if it passes. They not only make the proposal official but also often include important implementation details like timelines, action steps, and who is responsible, ensuring the decision is clear, actionable, and enforceable.

In this piece of legislation, the “Therefore let it be resolved” section outlines that the procedures be updated to reflect the current practices and to follow along with the updated procedures of NACURH.

A good rule of thumb is to always pay attention to the last “Therefore let it be resolved” statement as the statement always outlines where in the SAACURH Governing Document (either Constitution, Policy Book, or NRHH Policy Book), the Article Number and Name, and the Specific Section(s).

The next section is the **Color Key**. This part is crucial as it outlines the specific additions, reductions, or amendments taken place throughout the piece within the boardroom setting.

While this is a snapshot of the piece that was passed, it’s a prime example of a piece that has **additions** and **reductions**. In this piece, the author is adding that within Section A, “Grounds of Impeachment” that failure to act according to the NACURH Articles of Incorporation, the NACURH Bylaws, **AND or the NACURH Policy Book**. The author wants to make sure that all policy books are being considered for grounds of impeachment, not just the Bylaws and Articles of Incorporation. If you also notice, the author is also removing the word “or” in this section; it’s indicated in red.

One of the most important aspects of this section is to ensure that all additions and deletions are clearly color-coded to highlight the proposed changes, while any content that remains unchanged should be left uncolored. This helps reviewers easily identify what is being modified within the legislation.

South Atlantic Affiliate
National Association of College and University Residence Halls, Inc.
Proposal Form

Main Motion 2025	SA MM 25-14	Impeachment and Removal Updates and Redefining
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Whereas, the impeachment and removal of officers procedures are out of practice, and;

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Whereas, some materials and manuals listed in the procedures don't exist to this day, causing barriers to be placed when moving forward with this process, and;

Therefore let it be resolved, that these procedures be updated to reflect current practices and wishes, and;

Therefore let it be resolved, to keep up-to-date with NACURH impeachment and removal processes, and;

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Color Key

Additions

Reductions

Amendment Additions (only to be used if amendments are made during RBC boardroom)

ARTICLE IV IMPEACHMENT PROCEDURES AND REMOVAL OF OFFICERS

Section A Grounds for Impeachment

Any regional officer may be removed from office for one or more of the following:

1. Failure to act according to the NACURH Articles of Incorporation, **or** the NACURH Bylaws, **or the NACURH Policy Book**

What to Expect when Presenting Legislation

Congratulations! By this point, you now understand what it means to write legislation. Now, let's talk about presenting legislation to the region. If you were successful in getting your piece of legislation approved by the ADAF, your piece of legislation is now on the docket for either a Virtual Business Meeting, or a



National Association of College and University Residence Halls

South Atlantic Affiliate

TO: SAACURH Regional Affiliates
FROM: Kayla Parker, SAACURH Regional Director
R. SEC.: Connor Lane, SAACURH Associate Director for
Administration & Finance
DATE: November 24, 2024 at 7:00 pm ET / 6:00 pm CT
SUBJECT: Virtual Business Chat #4

Join from PC, Mac, iOS or Android: <https://NACURH.zoom.us/j/2728749666>

Or join by phone: +1 646 876 9923 (US Toll) or +1 669 900 6833 (US Toll)

Meeting ID: 272 874 9666 (International numbers available:

<https://zoom.us/joinconference>)

1. Call to Order at 7:03 pm ET / 6:03 pm CT
2. [Institution Roll Call](#)
3. [Speakers List](#)
4. [Individual Attendance](#) ** please fill out for spirit points**

a. Director	Present
b. ADAF	Present
c. ADNRHH	Excused
d. CO-RHAD	Present
e. CO-NBD	Present
f. CO-LA	Present
g. CO-PRS	Present
h. RLC Chair	Present
i. RBC Chair	Present
j. Advisor	Present
k. NRHH Advisor	Present

Conference; the ADAF should inform you when/where your piece of legislation is going to be heard and/or voted upon.

Per Robert's Rule of Order, all agendas need to be **sent to the region at least two weeks in advance** with all materials, bids, and pieces of legislation. During the Virtual Business Meeting/Space the agenda will be heard from the top, to bottom. Institutional

Roll Call and an Individual/SEC Attendance is taken to ensure accurate records of the meeting and who participates. After attendance and roll call, the rest of the agenda varies on what needs to be heard on the floor. In this case, it's the piece of legislation that you wrote; let's call it "MM 25-10."

Because MM 25-10 is on the agenda, an institution needs to make a motion to bring the piece to the floor, following a second. For *most* motions, the chair would need to ask for a dissent. If an institution dissents, they would state the dissent and a vote would be made to bring the piece to the floor.

When the piece is brought to the floor, it must be read aloud. During this time, the chair will read the entire piece, including all edits and reductions. The only way to prevent this reading is if an institution motions to waive it, followed by a call for dissent. If even one dissent is raised, the chair is required to read the piece in full without exception. Beside “Reading of the Piece Line” lies the author - in this case, it’s Damien Ronk.

5. New Business

a. [MM 25-10](#)

- i. Motion to bring SA MM 25-10 to the Floor |
 1. Second |
 2. Dissent |
- ii. Reading of the Piece - SA MM 25-10 | Damien Ronk
 1. x
- iii. Proponent Speech | Up to Ten Minutes, extendable up to 3 times with final speaker’s list exhaustion | Damein Ronk
 1. x
- iv. Q/A | Five Minutes, extendable up to 3 times with final speaker’s list exhaustion
 1. x
- v. Discussion | Five Minutes, extendable up to 3 times with final speaker’s list exhaustion
 1. x
- vi. [Voting Form](#)
 1. X-x-x
 2. Result |

After the reading, the next step is the **Proponent’s Speech** delivered by the author of the piece. This speech is allotted up to ten (10) minutes and may be extended up to three (3) times, for a maximum of thirty (30) minutes if necessary. The purpose of this speech is for the author to explain the rationale behind the legislation and its

significance for the region's consideration. Ideally, this speech should remain concise and focused.

Following the proponent's speech, is a **Question and Answer** section, allotted up to five (5) minutes, and may be extended up to three (3) times, for a maximum of fifteen (15) minutes if necessary. The purpose of this time block is for the region to ask questions based on the piece of legislation, and ONLY about the piece of legislation. The author may choose to answer these questions, or yield to a co-author or SEC member for support.

When the question and answer section is complete, the last section is Discussion, allotted up to five (5) minutes, and may be extended up to three (3) times, for a maximum of fifteen (15) minutes if necessary. The purpose of this time block is for the region to vocalize their discussion points/thoughts/feelings/comments, etc., about the piece of legislation that is on the floor. During this time frame, amendments can be created to reword, rewrite, add, or delete any of the **added** sections. This amendment can be seen as friendly or unfriendly, and then followed through the appropriate channels following Robert's Rule of Order. An amendment can be seen as friendly or unfriendly, deemed by the author. If the amendment is friendly, the amendment can be edited into the piece. But, if it's unfriendly, the floor would need to go through Question and Answer, and a Vote to add the edit into the piece.

Lastly, a **Majority (50% +1) Vote** is needed to determine if the piece of legislation is approved or denied. If the piece is denied, then the piece fails and dies. The author may choose to rewrite and resubmit the piece back to the ADAF to reenter the legislation pool. If the piece passes, then the ADAF will add the approved piece into the appropriate governing document; either the SAACURH Constitution, Policy Book, or NRHH Policy Book.

Regional Legislation Breakdown

Parli Pro - What is it and why should we use it?

Parli Pro is short for Parliamentary Procedures, a set of rules governing formal meetings to ensure fairness, efficiency, and order. These rules help SAACURH manage items of business, motions, decisions, voting, and conduct business smoothly. These rules ensure orderly discussion, protect minority opinions while allowing the majority to rule, and prevent confusion or chaos in decision-making. The most widely used system is '*Robert's Rules of Order*', though other variations exist.

- Henry Martyn Robert, a U.S. Army Officer wrote '*Robert's Rules of Order*' in 1876 to create a standardized system for running meetings. His work has shaped how meetings and deliberative assemblies operate, ensuring structured, fair, and efficient decision-making.

Voting Placards

Voting placards are tools used in in-person spaces to visually indicate institutional votes, motions, and other important boardroom information. They help the chair quickly count votes, especially in large boardroom spaces, and help the chair know which institution is speaking and speaking order. These placards are two-sided: one side has the host institution on it, and the other side is a motion sheet on Robert's Rules of Order, helping delegates know what to say and when. The side that displaces the motion sheet, can be held out (for accessibility reasons) to make a point.

Versions of Parli Pro: Virtual and In-Person

- Virtual Spaces
 - Business can be conducted virtually (Zoom, etc.) and in person. When meetings are virtual, parliamentary procedures typically include tools

like the “Raise Hand” feature, chat for motions and seconds, polls for voting, and sometimes dedicated meeting spreadsheets to track speaker lists and maintain order. A presiding officer (Chair) still follows rules to recognize speakers and control debate.

- Chat Overview and Protocol
 - Put an “x” in the chat box to be added to the speaker's list
 - Put an “m” in the chat box to display a motion
 - Put an “POI” in the chat is display a Point Of Information
 - Use %%% or &&& for snaps in the chat box
 - Please make sure to “mute” your microphone when not speaking to reduce background noise
 - We will always have an “open forum” and “Q&A” session at the end of each meeting for general discussion or questions not covered in the agenda
 - Please make sure to plan entity updates prior to or at the beginning of each meeting
 - Please do not have your video on mute unless necessary; it is an expectation
- In-Person Spaces
 - Traditional parliamentary procedures involve a chair running the meeting, delegates raising their provided institutional placard to be recognized, for roll call, and to make motions and vote. Formal meetings may also use gavels, podiums, and strict adherence to *Robert's Rules of Order.*

SAACURH Parliamentary Resources

- [Regional Parli Pro Presentation](#)
 - Each year, the region creates a Parli Pro Presentation that's shared at both the RLC and RBC Prep Chat. This presentation houses all of SAACURH's Parli Pro Rules, 'what if' possibilities, and other important resources.
- [Alphabet Soup](#)
 - Alphabet Soup is a regional resource that has *almost all* regional and national acronyms and their meanings.
- [Parli Pro Boardroom Diagrams](#)

- Boardroom Diagrams are sets of graphics that represent Parli Pro next steps in a visual way. These diagrams can be used to help delegates know where to go with their next discussion points, questions, and what happens when amendments are introduced to pieces.

Boardroom Arrangements

Combined Boardroom

This meeting serves as a decision-making space for business items that would typically be addressed in the NCC and NRHH Boardrooms. It includes discussions and votes on legislation that impacts both NCC and NRHH policies, as well as the confirmation of key regional positions. The meeting is chaired by the Regional Director and provides a platform to hear and deliberate on any legislation or proposals that affect both NRHH and RHA. Representation and voting responsibilities are divided accordingly—NCCs vote on matters specific to NCC operations, while NRHH Representatives cast votes on issues pertaining to NRHH. This structure ensures that decisions are made collaboratively while maintaining the integrity of each governing body's responsibilities. Regional board elections and confirmations are done in this space, too. A closed boardroom is implemented for crucial legislation and elections so that representatives have the information they need to vote. This specific boardroom is designed for all attendees to stay within the boardroom space, only being able to leave at the discretion of the chair.

NCC Boardroom

This meeting serves as the primary decision-making body for official SAACURH business unless otherwise specified in the governing documents. It is responsible for voting on key matters such as regional legislation, financial decisions, budget allocations, conference planning, and the selection of future conference host sites. Additionally, it plays a crucial role in recognizing excellence within the region by considering award bids for honors such as SAACURH School of the Year, RHA President of the Year, the Evelyn A. Wallington Advisor of the Year, and the Distinguished Service Award. The meeting is chaired by the Regional Director,

ensuring orderly discussion and decision-making, though the ADAF steps in if the Regional Director is unavailable. Representation in this meeting is structured to ensure fairness, with NCCs serving as the voting delegates, and each member school in good standing holding one vote in the decision-making process. This structure helps maintain transparency, inclusivity, and equitable representation across SAACURH institutions.

NRHH Boardroom

This meeting is dedicated to voting on all official NRHH business as outlined by NACURH or SAACURH governing documents. Items up for discussion and decision include NRHH legislation, recognition-based initiatives, and regional policy changes that impact NRHH. Additionally, the meeting serves as a platform to review and vote on award bids, including NRHH Member of the Year, NRHH Building Block of the Year, Outstanding Advocacy Initiative, First Year Experience Award, and the SEAHO Student of the Year. The meeting is chaired by the AD-NRHH, with the CO-NBD presiding in their absence. Voting rights are granted to NRHH chapters, with each chapter in good standing receiving one vote to ensure fair and representative decision-making.

RHA Boardroom

This meeting focuses on voting matters related to RHA, including case studies and legislation that directly impact Residence Hall Associations or their equivalent. Discussions cover RHA engagement strategies, policy considerations, and award bids such as Building Block RHA, NRHH Representative of the Year, NCC of the Year, and NRHH President of the Year. The meeting is chaired by the CO-RHAD, with another SEC member stepping in if they are absent. One vote is granted to the RHA representative from each institution, ensuring that all member schools have a voice in shaping RHA policies and initiatives.

Regional Leadership Conference (RLC)

This gathering is dedicated to leadership development, networking, and recognition within the region. While some official business may be conducted, the primary focus is on training, personal and professional growth, and fostering engagement

among residence hall leaders. Attendees include student leaders, NCCs, NRHH and RHA representatives, advisors, and NACURH-affiliated delegates, creating a collaborative environment for learning and development.

Regional Business Conference (RBC)

This gathering is primarily focused on governance, business meetings, and voting on policy changes within the region. Key business conducted includes voting on amendments to regional governing documents, elections for regional leadership positions, reviewing financial reports and budgets, and bid presentations for regional conference hosting. Attendees include NRHH Representatives, NCCs, RHA Representatives, and regional leadership, all of whom participate in boardroom meetings, business discussions, and voting sessions. The event also features case studies and policy reviews to ensure informed decision-making and strategic planning for the region.

NACURH Annual Conference

This national-level conference combines leadership development with large-scale governance decisions that impact NACURH as a whole. Key business conducted includes voting on national NACURH policies and amendments, selecting national award recipients, and electing NACURH-level executive positions. Attendees consist of delegates from all NACURH-affiliated regions, national and regional board members, and advisors, fostering collaboration across institutions. The conference features educational and leadership sessions, national networking opportunities, and recognition of outstanding achievements at the NACURH level. Additionally, business meetings focus on policy discussions and governance decisions to shape the future of the organization.

Acronyms

- RD: Regional Director
- ADAF: Associate Director for Administration and Finance
- AD-NRHH: Associate Director for NRHH
- CO: Coordinating Officer
- CO-RHAD: Coordinating Officer for RHA Development
- CO-NBD: Coordinating Officer for NRHH and Bid Development
- CO-LA: Coordinating Officer for Leadership and Advocacy
- CO-PRS: Coordinating Officer for Public Relations and Spirit
- DADs: Team composed of the Regional Director, ADAF, and AD-NRHH.
- SAACURH: South Atlantic Affiliate of College and University Residence Halls
- NACURH: National Association of College and University Residence Halls
- NBD: NACURH Board of Directors
- NNBD: NACURH NRHH Board
- SEC: SAACURH Executive Committee
- NCC: National Communications Coordinator
- NCC-iT: National Communications Coordinator - In Training
- NCO: NACURH Corporate Office
- NRHH: National Residence Hall Honorary
- OTM: Of The Month
- AC: Annual Conference (NACURH Conference)
- ART: Advisor, Retention, and Training
- RBD: Regional Board of Directors
- RBC: Regional Business Conference
- RLC: Regional Leadership Conference
- ACUHO-I: Association of College and University Housing Officers - International
- SEAHO - Southeastern Association of Housing Officers
- NCHO - North Carolina Housing Officers
- SCHOA - South Carolina Housing Officers Association

Websites & Social Media

SAACURH Website - <https://www.saacurh.nacurh.org/>

OTM Website - <https://www.nrhh.nacurh.org/submit-an-otm>

NACURH Website - <https://www.nacurh.org/>

NACURH Store Website - <https://www.store.nacurh.org/>

NRHH Website - <https://www.nrhh.nacurh.org/>

Instagram -

[@saacurh](#)

[@sa regionalconf](#)

[@sa businessconf](#)

Minutes, Vaults, & Other Resources

Governing Documents

- [SAA Constitution](#)
- [SAA Policy Book](#)
- [SAA NRHH Policy Book](#)
- [SAACURH Conference Minute Vault](#)
- [SAACURH Bid Vault](#)
- [SAACURH Legislation Template](#)
- [SAACURH Parli-Pro Presentation](#)
- [SAACURH Parli-Pro Flowchart](#)

SAACURH Executive Committee

Region Director | sa_director@nacurh.org

- The Regional Director oversees SAACURH operations by presiding over meetings, executing NCC directives, managing communications with the SEC, appointing officers, coordinating publications and conferences, facilitating regional engagement, submitting required reports, and ensuring compliance with NACURH policies and Robert's Rules of Order.

AD for Administration and Finance | sa_adaf@nacurh.org

- The Regional Associate Director for Administration and Finance (ADAF) supports SAACURH operations by managing finances, maintaining records, coordinating grants, administering documents, recording and distributing meeting minutes, ensuring policy compliance, assisting with strategic planning, representing SAACURH at conferences, and assuming the Regional Director's duties if necessary.

AD for NRHH | sa_adnrhh@nacurh.org

- The AD-NRHH advocates for regional NRHH interests by chairing boardrooms, supporting member chapters, overseeing OTM voting, coordinating recognition efforts, managing NACURH affiliations, interpreting policies, attending conferences, submitting reports, and fulfilling additional duties as assigned by the Regional Director or NACURH policies.

CO for RHA Development | sa_rhadevelopment@nacurh.org

- The CO-RHAD supports and oversees RHA organizations, coordinates president activities, chairs meetings, develops resources and guides, facilitates chats, recruits member schools, and fulfills various duties related to RHA development, conference participation, and reporting as outlined by the Regional Director or NACURH policies.

CO for NRHH and Bid Development | sa_bidding@nacurh.org

- The CO-NBD manages the bidding process for regional conferences, records and distributes NRHH meeting minutes, supports NRHH affiliation and recruitment, maintains the Bidding Resource Drive, and fulfills reporting and other duties as assigned by the Regional Director or NACURH policies.

CO for Leadership and Advocacy | sa_advocacy@nacurh.org

- The CO-LA oversees and coordinates advocacy and service projects, manages the Leadership and Advocacy Committee, supports philanthropy partnerships, develops leadership resources, organizes events, and ensures regular communication with philanthropy partners, while fulfilling reporting and additional duties as assigned by the Regional Director or NACURH policies.

CO for Public Relations and Spirit | sa_publicrelations@nacurh.org

- The CO-PRS manages public relations and spirit initiatives by overseeing committees, coordinating roll calls, maintaining archives and the website, promoting events via social media, leading spirit competitions, organizing regional merchandise, and fulfilling reporting and other duties as assigned by the Regional Director or NACURH policies.

Regional Leadership Conference Chair | sa_conf@nacurh.org

Regional Business Conference Chair | sa_businessconf@nacurh.org

- The individuals are responsible for initiating the planning of their respective conferences, leading conference staff to create the conference experience, and serving as ex-officio members, actively participating in all related activities.

Regional Advisor | sa_advisor@nacurh.org

- The Regional Advisor ensures SAACURH policies are followed, provides consultation on NACURH matters, presents reports, attends regional meetings and conferences, monitors GPA requirements for Executive Committee members, and fulfills other responsibilities as assigned by the Regional Director or NACURH policies.

Regional NRHH Advisor | sa_nrhhadvisor@nacurh.org

- The Regional NRHH Advisor supports the Regional Director, AD-NRHH, CO-NBD, CO-LA, and Regional Business Conference Chair, ensures SAACURH, NACURH, and NRHH policies are followed, facilitates Diamond Chats, advises NRHH and Leadership and Advocacy Committees, assists in developing bids, OTMs, and philanthropy initiatives, recruits new chapters, verifies NRHH boardroom votes, and provides transition support for the NRHH Advisor-Elect, while attending conferences and fulfilling other responsibilities as assigned.

Regional ARE Coordinator | sa_are@nacurh.org

- The ARE Coordinator attends the SAACURH Regional Leadership and Business Conferences, coordinates sessions and presenters, maintains contact with on-campus advisors, tracks ART program attendance, provides monthly updates to the Regional Advisor, and serves a one-year term from NACURH to NACURH, with their conference registration included in the budget but travel expenses not covered by SAACURH.