INTER-RESIDENCE HALL ASSOCIATION
MISSION STATEMENT

The Inter-Residence Hall Association, herein referred to as IRHA, has been established at the University of Florida for the purpose of coordinating area council activities and representing and serving the collective interests of all the residents as decided by the representatives to IRHA. IRHA will promote the University’s academic and social missions and encourage leadership development among its members. IRHA will further serve as a channel of communication between the residence hall community, the Department of Housing and Residence Education, the University community and outside interests.

The members of the community of the University of Florida and IRHA come from diverse backgrounds and social groups, thus IRHA shall not discriminate on the basis of race, ethnicity, creed, color, sex, sexual orientation, gender identity and expression, national origin, age, religion, disability, or any other classification as provided by law. We believe that each person has worth and should be treated with dignity and respect.

REVISED SUMMER 2011
THE INTER-RESIDENCE HALL ASSOCIATION
CONSTITUTION

ARTICLE I
NAME OF ORGANIZATION

Section A IRHA has been established at the University of Florida for the purpose of coordinating area council activities and representing and serving the collective interests of all the residents as decided by the representatives to IRHA. (X08)

ARTICLE II PURPOSE
STATEMENT

Section A IRHA will promote the University’s academic and social missions and encourage leadership development among its members. (X08)

Section B IRHA will further serve as a channel of communication between the residence hall community, the Department of Housing and Residence Education, the University community, and outside interests. (X08)

Section C The members of the community of the University of Florida and IRHA come from diverse backgrounds and social groups. We believe that each person has worth and should be treated with dignity and respect. (F09)

ARTICLE III COMPLIANCE
STATEMENT

Section A Upon approval by the Center for Student Activities and Involvement, IRHA shall be a registered student organization at the University of Florida. IRHA shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University’s regulations related to Non-Discrimination, Hazing, Commercial Activity, and Student Leader Eligibility. (X08)

ARTICLE IV
NON-DISCRIMINATION

Section A Student organizations that wish to register with the Center for Student Activities and Involvement must agree that they will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations, or veteran status as protected under the Vietnam Era Veterans’ Readjustment Assistance Act.

Section B IRHA shall not haze any prospective member for the purpose of admission into or affiliation with the organization. IRHA shall follow the guidelines set forth in the Florida Administrative Code: Section 6C1-4.16; Student Affairs; Student Conduct Code; prohibition of hazing; procedures and penalties.

Section C Members of IRHA are free to leave or dissociate without fear of retribution or harassment. (S08)

Section D IRHA shall show no preference towards or voice public support for or in opposition to any political organization or party. This includes, but is not limited to, UF Student Government, local, state, and national political parties. (S08) 3
Section E IRHA is a not-for-profit organization. (F05)

Section F IRHA will abide by University of Florida rules and regulations. (F05)

ARTICLE V
MEMBERSHIP

Section A Membership in this organization is open to enrolled students at the University of Florida. Non-students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment. (X08)

Section B The voting membership shall be defined as the IRHA Executive Board, Area Representatives, Members-at-Large, Associate and Alumni Members.

ARTICLE VI
POWERS AND DUTIES OF THE OFFICERS

Section A The officers of IRHA shall be President, Vice-President, Auditor, Business Manager, Secretary, and National Communications Coordinator. The officers of IRHA shall make up the Executive Board.
1. The Executive Board shall set directional policy for IRHA and the IRHA Adviser.
2. No officer has the right to vote except during elections and impeachment.
3. The Executive Board shall be elected each spring in accordance with the IRHA Policy and Procedures Handbook.
4. The term of an Executive Board officer shall begin in April once they are sworn in and end when the succeeding board is sworn in the following April.

Section B The duties of the President shall be:
1. to act as the representative of the interests of the students in the residence halls to General Housing and Residence Life & Education meetings, the Housing Staff Advisory Board, the Center for Student Activities and Involvement and other University of Florida entities directly affecting residents; (X11)
2. to organize and preside over the IRHA General Body meetings; (X11)
3. to appoint committee chairs with consultation of the IRHA officers; (X11)
4. to appoint directorships with consultations of the IRHA officers; (X11)
5. to appoint ad-hoc committees and task forces as necessary; (X11)
6. to coordinate the activities of IRHA committees and directorships; (X11)
7. to serve as an ex-officio member of all committees; (X11)
8. to coordinate Fall Leadership, Spring retreat, Executive Board retreats, IRHA Spring Banquet, and the IRHA Executive Board transition; (X11)
9. to serve as the Co-National Communications Coordinator as eligible; (X11)
10. to coordinate co-programming with other organizations; (X11)
11. to submit an end-of-semester transition report of his/her activities to the IRHA Vice President; (X11)
12. to write, or appoint a designee to write, letters of support for officers, award, and conference bids; (X11)
13. to be responsible for the Outside Revenue Account; (X11)
14. to serve as the counterpart on the IRHA Executive Board for the Area Government Presidents; (X11)
15. to meet weekly with the IRHA Adviser. (X11)
Section C The duties of the Vice President shall be:
1. to assume the duties of the President in his/her absence; (X11)
2. to serve as the Director of IRHA’s special event, the Technology Director, the Chair of the Judiciary Committee and the Vice Chair of the Gator Dining Services Committee; (X11)
3. to appoint the administrative and event directors of IRHA’s special event, with the consultation of the IRHA officers; (X11)
4. to direct and oversee the updating of IRHA’s official documents and serve as IRHA’s Parliamentarian; (X11)
5. to validate all of the Area Governments’ and IRHA’s constitutions with the Center for Student Activities and Involvement; (X11)
6. to collect and organize the end of semester transition reports and present them to the IRHA Executive Board, IRHA members and IRHA Adviser at or before the 2nd meeting of the next semester; (X11)
7. to serve as the counterpart on the IRHA Executive Board for the Area Government Vice Presidents; (X11)
8. to meet regularly with the IRHA Adviser. (X11)

Section D The duties of the Auditor shall be:
1. to be responsible for the Housing Account; (X11)
2. to be responsible for the Student Government Account; (X11)
3. to keep accurate records of all financial transitions or IRHA and its committees, regarding the Housing Account and Student Government Account; (X11)
4. to be responsible for receiving and expending funds as authorized by IRHA, regarding the Housing Account and Student Government Account; (X11)
5. to prepare the annual and semester Housing Account budgets with the assistance of the President and Finance Committee; (X11)
6. to prepare the annual and semester Student Government Account budgets with the assistance of the President and Finance Committee; (X11)
7. to coordinate the annual IRHA Budgets’ Presentation to the Department of Housing and Residence Education with the assistance of the President, Business Manager and Secretary; (X11)
8. to serve as the Chair of the Finance Committee; (X11)
9. to serve as the Co-Chair of the Allocations Committee; (X11)
10. to serve as the Vice Chair of the Outreach and Area Improvements Committee; (X11)
11. to serve as the Finance Director for IRHA’s special event; (X11)
12. to coordinate the production and distribution of Activity Cards; (X11)
13. to enforce the IRHA Finance Manual; (X11)
14. to audit each Area Government’s accounts regularly and prepare evaluations of the audits in a timely manner, as per the Finance Manual; (X11)
15. to be placed on Area Government checking accounts; (X11)
16. to maintain contact with outside vendors; (X11)
17. to submit an end-of-semester transition report of his/her activities to the IRHA Vice President; (X11)
16. to serve as the counterpart on the IRHA Executive Board for the Area Government Treasurers; (X11)
17. to meet regularly with the IRHA Adviser. (X11)

Section E The duties of the Business Manager shall be:
1. to act with the Area Governments and the Auditor in authorizing the purchase and receipt of equipment; (X11)
2. to serve as the Vice Chair of the Finance Committee; (X11)
3. to serve as the Chair of the Outreach and Area Improvements Committee; (X11)
4. to serve as the Co-Chair of the Allocations Committee; (X11)
5. to enforce the IRHA Finance Manual; (X11)
6. to coordinate the use of IRHA equipment and be responsible for its upkeep; (X11)
7. to coordinate the Housing Permanent Improvement process; (X11)
8. to coordinate the ordering, purchasing and distribution of Fall Welcome Back Items; (X11)
9. to maintain contact with outside vendors; (X11)
10. to submit an end-of-semester transition report of his/her activities to the IRHA Vice President; (X11)
11. to serve as the counterpart on the IRHA Executive Board for the Area Government Business Managers; (X11)
12. to meet regularly with the IRHA Adviser. (X11)

Section F The duties of the Secretary shall be:
1. to take minutes at general body meetings and prepare them for distribution and approval at the next general body meeting; (X11)
2. to keep an accurate record of general body meeting and attendance and to enforce the attendance and service requirement policies; (X11)
3. to inform any IRHA member when his/her membership is revoked; (X11)
4. to prepare a written agenda for general body meetings in accordance with the President; (X11)
5. to send out a newsletter to all of IRHA with officer reports and general updates from the general body meetings; (X11)
6. to coordinate, collect and compile Area Government Program Reports; (X11)
7. to distribute information of interest to its members; (X11)
8. to coordinate IRHA social events; (X11)
9. to be responsible for the Gator Dining Services Account; (X11)
10. to serve as the chair of the Gator Dining Services Committee and coordinate transactions with Gator Dining Services and manage IRHA’s business relationship with them; (X11)
11. to serve as the Vice Chair of the Judiciary Committee; (X11)
12. to serve as the Gator Dining Services Account Finance Director for IRHA’s special event; (X11)
13. to submit an end-of-semester transition report of his/her activities to the IRHA Vice President; (X11)
14. to serve as the counterpart on the IRHA Executive Board for the Area Government Secretaries; (X11)
15. to meet regularly with the IRHA Adviser. (X11)

Section G The duties of the National Communications Coordinator shall be:
1. to coordinate all conference preparation, including conference delegation selection with the assistance of the President or acting Co-National Communications Coordinator; (X11)
2. to attend conferences, including but not limited to Mini-FARH, FARH, SAACURH, No-Frills, and NACURH Conferences, and serve as the delegation leader at those conferences; (X11)
3. to represent UF at all conference business meetings; (X11)
4. to manage all IRHA recognition and work with the James C. Grimm Chapter of the National Residence Hall Honorary (NRHH) to coordinate the Of the Month awards as necessary; (X11)
5. to coordinate the bid process with the assistance of the IRHA Executive Board and the IRHA body for all state, regional, and national Residence Hall Association awards; (X11)
6. to present all personal, positional and school award bids to the IRHA body; (X11)
7. to inform IRHA of state, regional and national residence hall news; (X11)
8. to serve as the chair of the Public Relations Committee and maintain all IRHA publications; (X11)
9. to submit an end-of-semester transition report of his/her activities to the IRHA Vice President;
10. to serve as the counterpart on the IRHA Executive Board for the Area Government Publicity Directors;
   (X11)
11. to meet regularly with the IRHA Adviser. (X11)

Section H Impeachment resolutions shall be considered by IRHA once submitted by five voting members. Officers of IRHA may be impeached by a majority vote. Impeachment trials shall be conducted in accordance with the Policy and Procedures Handbook and the parliamentary authority. Officers of IRHA may be removed by a two-thirds vote in an impeachment trial.

ARTICLE VII
QUALIFICATIONS FOR ELECTION AND OFFICERS

Section A In order to qualify for IRHA Executive Board Election, each candidate must:
1. have served or will have served one semester as a voting member of IRHA during that year at the time of election.
2. be in full compliance with University of Florida rule: 6C1-4.003 Student Affairs: Student Leader Eligibility. (S08)

Section B Qualifications for officers once in office shall be as follows:
1. All officers shall be in full compliance with Florida Administrative Code: 6C1-4.003 Student Affairs: Student Organizations.
2. The President, Auditor and Business Manager must reside in the residence halls during the summer semesters and meet the requirements to live on-campus, as set by the Department of Housing and Residence Education. (X11)
3. All officers must reside in the residence halls during the fall and spring semesters and meet the requirements to live on-campus, as set by the Department of Housing and Residence Education.
4. All officers shall meet the provisions of the IRHA Attendance Policy and Service Requirement as outlined in Policy III of the IRHA Policy and Procedures Handbook.
5. Any officer that cannot maintain the attendance or service requirements will immediately lose their office. (S08)
6. The President may not be employed by the Department of Housing and Residence Education during his/her term of office.
7. All officers must vacate any other position(s) he/she holds in IRHA except Residence Hall Week positions. (F09)
8. No officer may hold any office in an Area Government or Council.
9. Any officer in violation of the above requirements will be removed from office unless an appeal is filed with the Judiciary Committee and it passes in a two-thirds (2/3) vote.

ARTICLE VIII
OFFICER ELECTIONS AND VACANCIES

Section A Voting will occur by secret ballot. A majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients immediately following.

Section B The IRHA President and IRHA Adviser shall count the votes. If the President is a candidate in the election, the next highest ranking officer not running in the election shall count the votes with the IRHA Adviser.
Section C If there is a tie, a five minute break will occur. Each candidate may give a one minute speech after which the body may ask two more questions. The candidate with the majority vote will be declared the winner.

Section D If the office of IRHA President is vacated, the IRHA Vice President will assume the office of IRHA President and vacate the office of IRHA Vice President.

Section E. If any IRHA Executive Office, with the exception of the IRHA President, is vacated for any reason, the remaining IRHA Executive Board shall select a replacement that will assume the vacated office upon confirmation by IRHA. Confirmation is a majority vote of IRHA. Selection must be made within two weeks of the vacancy. This clause may be suspended provided there is an approved timeline and procedure to fill the vacancy. (S06)

ARTICLE IX
FACULTY ADVISER

Section A The duties of the Adviser shall be:
1. To meet weekly with the IRHA President; (X11)
2. To meet regularly with the IRHA Vice President, Auditor, Business Manager, Secretary and National Communications Coordinator; (X11)
3. To attend general body meetings or appoint a professional designee from the Department of Housing and Residence Education to serve in their absence if unable to attend the meeting; (X11)
4. To attend IRHA Executive Board meetings as schedule permits; (X11)
5. To coordinate the selection of IRHA Event and Committee advisers with the assistance of the President;
6. To assist Area Government advisers as necessary. (X11)

Section B At the first meeting of the fall semester, as stated in their contract and job description, the Assistant Director of Housing for Residence Life and Education shall be appointed as a non-voting member and adviser of IRHA. (S06, X10)

ARTICLE X
IRHA POLICY AND PROCEDURES HANDBOOK AND IRHA FINANCE MANUAL

Section A The IRHA Policy and Procedures Handbook must be ratified by the IRHA body according to the stipulations for ratification delineated in the IRHA Policy and Procedures Handbook. Any changes to the IRHA Policy and Procedures Handbook must be approved by the Judiciary Committee in one reading by a two-thirds (2/3) vote and then by the IRHA body in two readings: the first by a majority and the second by a two-thirds (2/3) vote. (F09)

Section B Any changes to the IRHA Finance Manual must be approved by the IRHA Allocations Committee by a majority vote in one reading and a two-thirds (2/3) vote in a second reading. (S10)

ARTICLE XI DISSOLUTION OF ORGANIZATION

Section A In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the “University of Florida Foundation Kelly Martz Endowed Scholarship Fund.” (F09)

ARTICLE XII
MEETINGS
Section A Regular meetings shall be held at a time and place designated by the President, with the concurrence of IRHA.

Section B Special meetings may be called by the President or by one-third (1/3) of the voting membership after a written, verbal, or electronic notification is given to all IRHA members at least twenty four (24) hours prior to the meeting.

Section C A quorum shall be necessary to conduct all business and shall consist of a simple majority of the voting membership of IRHA (excluding Alumni Members) and an IRHA officer to chair the meeting.

Section D All portions of regular and special meetings of IRHA shall be considered open to the student body. (S09)

ARTICLE XIII COMMITTEES AND DIRECTORSHIPS

Section A Presidents’ Council, Judiciary, Finance, Outreach and Area Improvements, Allocations, Gator Dining Services, and Public Relations committees shall be standing committees of IRHA. (S08)

Section B The composition, powers, and responsibilities of the standing committees of IRHA may be found in Policy XIII of the IRHA Policy and Procedures Handbook.

Section C The ResTV Director, RA Relations Director, Sports/Health Promotions Director, Environmental Concerns Director, Community Service Director and Historian shall be standing directorships of IRHA.

Section D The powers and responsibilities of the standing directorships of IRHA may be found in Policy XII of the IRHA Policy and Procedures Handbook.

ARTICLE XIV MEMBERSHIP IN NATIONAL, REGIONAL, AND STATE ORGANIZATIONS

Section A IRHA shall be a dues-paying member of the National Association of College and University Residence Halls (NACURH), the South Atlantic Affiliate of College and University Residence Halls (SAACURH), and the Florida Association of Residence Halls (FARH).

Section B IRHA shall remain in good standing with NACURH, SAACURH, and FARH.

ARTICLE XV PRESIDENTIAL VETOES

Section A The IRHA President shall have the power to veto legislation (except for officer impeachment, removal, and resolutions) on the following grounds:

1. If it is deemed that there is fiscal irresponsibility in the legislation that is not in the best interest of the residents. (P09)
2. The legislation is deemed not in the best interests of IRHA. (S08)

Section B The President shall have the power to enact a line-item veto. A line-item veto is defined as the selective removal or revocation of any specific part of the legislation.

Section C All veto procedures may be found in Policy IX of the IRHA Policy and Procedures Handbook.
FINANCES

Section A IRHA will apply for funding from Student Government each year, as it is not guaranteed.

Section B There shall be no membership dues. (F05)

ARTICLE XVII
RATIFICATION

Section A This Constitution shall be ratified, as opposed to amended, whenever a new policy is added to the Constitution.

Section B This Constitution shall take full effect upon approval by a majority vote on the first reading and a two-thirds (2/3) vote on the second reading.

Section C This Constitution must be passed by a two-thirds (2/3) vote by IRHA’s Judiciary Committee before being voted on by the IRHA body.

Section D This Constitution supersedes all previous constitutions of IRHA and the Inter-hall Council, rendering them null and void.

Section E Any provisions in this Constitution inconsistent with the policies and regulations of the University of Florida Student Body shall be null and void.

Section F The author of any constitutional ratification must distribute the Constitution to the IRHA body at least one week prior to the first reading. The Constitution must also be distributed to the IRHA Body at least one week prior to the second reading if any changes are made.

ARTICLE XVIII
SUSPENSION

Section A No clause in this constitution may be suspended unless otherwise noted. (S06)

ARTICLE XIX
AMENDMENTS

Section A Whenever an existing policy within this Constitution is changed, it shall be considered a constitutional amendment, unless the Constitution is already being ratified.

Section B All proposed amendments to this Constitution must be read at one Judiciary Committee meeting and two consecutive meetings of IRHA. For passage, an amendment requires a two-thirds (2/3) vote by the Judiciary Committee, two-thirds (2/3) vote on the first reading and a four-fifths (4/5) vote on the second reading.

Section C The author of any constitutional amendment must distribute that amendment to the IRHA body at least one week prior to the first reading. The amendment must also be distributed to the IRHA Body at least one week prior to the second reading if any changes are made. (F09)

Section D Grammatical and spelling amendments and revisions may be made without approval of the IRHA body at the IRHA Vice President's discretion.
**Section E** Once all amendments have been approved by the IRHA body, this constitution shall be subject to approval of the Center for Student Activities and Involvement.

**Section F** This Constitution must undergo review and revision at least once every two years by the IRHA Vice President and the IRHA Judiciary Committee.