

# Constitution of the HSSV Council

## Article I: Name

The name of this organization shall be the Harper-Schramm-Smith-Village council, henceforth referred to as the HSSV Council

## Article II: Purpose

The purpose of this organization shall be:

- A. To represent the residents of Harper, Schramm, Smith, and the Village in any area that concerns their living environment.
- B. To act as a liaison between the Residence Hall Association (RHA) and the residents of Harper, Schramm, Smith, and the Village.
- C. To serve as a means of communication among the residents of Harper, Schramm, Smith, and the Village.
- D. To communicate any pertinent information to the residents of Harper, Schramm, Smith, and the Village.
- E. To promote unity among residents of Harper, Schramm, Smith, and the Village.
- F. To promote social, recreational, educational, and cultural activities for the benefit of the residents of Harper, Schramm, Smith, and the Village.
- G. To serve as an open forum for the exchange of ideas.

## Article III: Membership

### Section 1: Non-Discrimination

This organization does not discriminate in the selection of members or appointments when discrimination is defined as denying individuals membership or appointment on the basis of gender, age, disability, genetic information, race, color, religion, pregnancy, marital status, veteran's status, national or ethnic origin, gender identity or expression, place of residence, political affiliation, or sexual orientation.

### Section 2: Eligibility

All residents of Harper, Schramm, Smith, and the Village are considered members of Village Council. Only persons residing in Harper, Schramm, Smith, and the Village may serve as voting members of the HSSV Council.

### Section 3: Open Meetings

Anyone shall have the right to attend all meetings and functions of the HSSV Council.

### Section 4: Minimal Organizational Requirements

A student organization shall consist of at least five currently enrolled student members. Non-students will be allowed to participate in any student organization activity, but will not be a voting member, or an elected or appointed officer of said organization. A non-student is someone who is not currently enrolled at the University of Nebraska-Lincoln.

## Article IV: Organizational Structure

### Section 1: General Composition

- A. The HSSV Council shall consist of all Harper, Schramm, Smith, and the Village residents, as well as the members of Executive Board.
- B. The Executive Board of the HSSV Council shall consist of the elected Executive Officers and any appointed directors.

### Section 2: Executive Officers

- A. The Officers of Village Council shall be the President, Vice President, and the Treasurer.
- B. Additional officers may be appointed as needed or desired and shall serve on the executive board.

- C. Resident Assistants may not serve as an elected Executive Officer of the HSSV Council

### Section 3: RHA Senators

- A. The Residence Hall Association Senators shall:
  - a. Attend all RHA meetings.
  - b. Solicit the opinions of Harper, Schramm, Smith, and the Village residents when necessary for upcoming RHA legislation.
  - c. Represent the interests of Village residents at RHA meetings.
  - d. Report RHA actions to the HSSV Council at meetings.
  - e. Serve on an RHA committee.
  - f. Fulfill all requirements set forth for Senators in the RHA Constitution and Bylaws.
- B. Local government officers may fill a senator position, but an RHA senator should not be designated a hall officer.

## Article V: Executive Officers

Section 1: The Executive Officers of Village Council shall include the President, the Vice-President, the Treasurer, and any appointed officers

- C. Qualifications
  - a. All Executive Officers shall live in Harper, Schramm, Smith, and/or the Village.
  - b. All Executive Officers shall meet University eligibility requirements, including a minimum cumulative GPA of 2.0 and be in good standing with the university.
- D. Nominations and Elections
  - a. Persons seeking election to an Executive Office shall abide by all the rules set forth by the Residence Hall Association.
  - b. All RSOs must be categorized as a Fall, Winter, or Spring Organization with ASUN and Student Involvement. RSO officers must take office on one of the following dates: On the first day classes commence fall semester (Fall Organization), the first day classes commence spring semester (Winter Organization), or the second Tuesday of April (Spring Organization). All paperwork will be filed at those times to remain in compliance.
    - 1. This RSO is Spring organization. Elections and appointments must be completed before officers take office.
- E. Terms of Office
  - a. Terms of Executive Officers shall begin following their election after a transition period of no more than three weeks, and shall end in one of the following ways: the transition period of their elected successor is complete; they resign from their position; or they are no longer a resident of Harper, Schramm, Smith, and/or the Village.
  - b. All officers are required (unless excused by the HRA advisor) to attend Fall and Spring training sessions.
- F. Duties and Powers
  - a. The President shall:
    - 1. Attend all Council and RHA meetings.
    - 2. Be responsible for the execution and observance of all provisions of the Constitution.
    - 3. Carry out all duly enacted legislation of the HSSV Council.
    - 4. Report all executive action to the HSSV Council.
    - 5. Represent the views of the residents to RHA and other University committees and administrators.
    - 6. Set regular meeting times with the approval of the HSSV Council.
    - 7. Set regular meeting times of the Executive Board, and preside over all such meetings.
    - 8. Call special sessions of the HSSV Council, giving at least 24 hours prior notice.
    - 9. Set the agendas and preside over all meetings of the HSSV Council.

10. Meet with officers at least bi-weekly.
  11. Meet with an advisor for a one-on-one at least bi-weekly
  12. Manage the hall newsletters.
  13. Fulfill such duties as required of local government presidents by the RHA Constitution and Bylaws.
  14. Actively recruit new members.
  15. Submits EPRs on NvolveU
- b. The Vice-President shall:
1. Attend all Council meetings
  2. Assume the duties of the President if the President is absent.
  3. Serve as the interim HSSV Council President if the presidency is vacated.
  4. Ensure that items being voted upon are clearly and concisely stated and so that HSSV Council members are casting informed votes.
  5. Help set the agenda and run meetings alongside the President
  6. Coordinate with Building Directors
  7. Maintain a calendar of events
    - a) Track advertising and have access to Canva
  8. Meet with an advisor for a one-on-one at least bi-weekly
  9. Submit EPRs on NvolveU in the stead of the president
- c. The Treasurer shall:
1. Attend all Council meetings
  2. Keep all financial records of the HSSV Council.
    - a) Complete audits with an advisor at least once a month
    - b) Complete audits with the RHA advisor at least once a semester
  3. Conform to the current University regulations for handling funds.
  4. Assist the President in preparing a budget, and present it to Village Council for approval.
  5. Present financial reports as directed by Village Council, the Executive Officers and/or the advisors, at least twice per semester.
  6. Attend at least one informal, informational training session sponsored by Student Organization Financial Services (SOFS).
  7. Works closely with SOFS to ensure concise, efficient and timely budgeting.
  8. Keep meeting minutes for general Council Meetings
  9. Meet with an advisor for a one-on-one at least bi-weekly
- d. The Director of Communications
1. Attend all Council meetings
  2. Prepare and present any promotional items for events
  3. Run the social media pages
  4. Track Council meeting minutes
- e. The Director of Advocacy
1. Attend all Council meetings
  2. Act as a liaison with the President for events that involve an outside partner.
  3. Reports to the council on issues that should be addressed by the Council
- f. Building Directors
1. Attend All Council meetings
  2. Serve as a representative of Harper, Schramm, Smith, or the Village
    - a) One per building to a max of four total

3. One can be appointed per each of the four buildings.
4. Act as an advocate for issues within your building.
5. Act as a liaison from local building RAs to the HSSV Council.

G. Vacancies

- a. Should a vacancy occur in any Executive Office, that vacancy shall be publicized immediately by the preceding officer.
- b. To determine the preceding officer, the chain of command in the event of a vacancy shall be: President, Vice-President, Treasurer, Secretary, and RHA Senators.
- c. Vacancies, due to resignation of office or impeachment, of any executive board position shall be filled by the following process:
  1. The President shall present the executive board with name of the candidate.
  2. The executive board shall meet with the candidate and discuss their nomination.
  3. Upon approval from the executive board, a bill will be submitted by the President on behalf of the executive board for approval of the Senate.
- d. Persons elected to fill a vacancy shall serve the remainder of the original term.
- e. Temporary vacancies, due to illness or legitimate, unforeseen circumstances, shall be temporarily filled by the next executive officer in succession, until such time that the original officer is able to return to the position.

H. Recall

- a. Any Executive Officer shall be subject to a recall election when the presiding officer receives a petition to that effect, and bearing the signatures of at least 30% of the residents of Harper, Schramm, Smith, and the Village. This must be done within 30 days of the election.
- b. The recall elections shall be held at the next regularly scheduled Council meeting. The question shall be only whether or not that person shall continue in office. A two-thirds majority vote of the membership shall be necessary to remove that officer.
- c. Any vacancies created by recall elections shall be filled according to paragraph E.

I. Duplication

- a. No person shall hold two Executive Offices simultaneously.

Section 2: Removal of Officers

A. Impeachment of Elected Officers

- a. Valid grounds for impeachment shall be:
  - i. Failure to discharge the duties of office.
  - ii. Conduct unbecoming of an Executive Officer.
- b. Impeachment proceedings shall be initiated by the passage of a resolution of impeachment. Said resolution shall: detail the charges against the officer and require a two-thirds majority for passage.
- c. Upon passage of a resolution of impeachment, the accused officer shall have his/her case heard before the HSSV Council Executive board in a session before the general assembly meeting, with a requirement of two-thirds majority vote.
- d. If said officer is impeached by the HSSV Council by a two-thirds majority, he/she shall immediately be removed from office.

B. An appointed officer may be removed by legislation specifying such action. Such legislation shall require a two-thirds majority vote.

- a. Valid grounds for removal of appointed officers shall be:
  - i. Failure to discharge the duties of office.
  - ii. Conduct unbecoming of a Council officer.

- iii. Failure to work in accordance with the HSSV Council, its Executive Board directives and Constitution.

## **Article VI: Advisors**

RSOs shall have one Primary Advisor, which must be a regular Academic/Administrative or Managerial/Professional faculty/staff member of the University of Nebraska-Lincoln, and may have any number of Secondary Advisors, which may be regular Academic/Administrative, Managerial/Professional, or Office/Service staff members or Graduate Assistants of the University of Nebraska-Lincoln.

Section 1: In order to qualify for an advisor, the individual must be Academic/Administrative or Managerial Professional faculty/staff of the University of Nebraska – Lincoln for the complex in which Harper, Schramm, Smith, and the Village resides.

Section 2: The advisor of the HSSV Council shall be one of the Residence Directors of Harper, Schramm, Smith, or the Village or an individual appointed by Residence Life.

Section 3: The advisor shall be responsible for attending all HSSV Council and Executive Board meetings or have a qualified representative, Residence Life Staff member, proxy for them.

Section 4: The HSSV Council may petition the Director of Residence Life to appoint a new advisor, with the passage of such a motion requiring a two-thirds majority vote by the HSSV Council.

## **Article VII: Meetings and Procedures**

### Section 1: HSSV Council Meetings

The HSSV Council shall meet no later than the third week of the semester and at intervals thereafter of not more than two weeks, through the fourteenth week of the semester. The HSSV Council shall not meet during dead week or finals week of each semester, unless a (simple) majority of the executive board deems it necessary.

### Section 2: Voting Privileges

- A. All executive board members, with the exceptions of the president, will have one vote.
- B. Other residents of Harper, Schramm, Smith, and the Village, as well as the Residence Director/ Resident Assistants, shall not have the right to vote.
- C. In the event of a tie, the primary advisor shall cast the deciding vote

### Section 3: Quorum

A quorum shall consist of a simple majority (50% +1) of the entire present voting membership of the HSSV Council.

### Section 4: Attendance

#### A. Executive Board

- a. All Executive Board members shall be required to attend all meetings of the HSSV Council except when excused by the President.
- b. No proxy can be provided to assume the duties of an Executive Board member.

### Section 5: Legislation

- A. Legislative powers shall rest in the HSSV Council and shall be concerned with, but not limited to:
  - a. Matters of mutual concern to all floors.
  - b. Passage of motions stating policy recommendations, reflecting hall opinion(s), or offering approval on matters of interest to hall residents.
  - c. Approval of the HSSV Council budget and authorization of expenditures by the Treasurer.

- d. Enactment of HSSV Council Bylaws by a two-thirds vote of the current voting membership.
- e. Impeachment of members of the Executive Board by the procedures specified in this Constitution.
- f. Calling special elections or approving election procedures by the procedures specified in this Constitution.

Section 6: Meeting Procedures

- A. Meetings shall be run by the rules and regulations set forth by the HSSV Council and its members.

**Article VIII: Regulatory Powers**

Section 1: The HSSV Council shall have the following regulatory powers:

- A. To determine the use of its allotted funds.
- B. To create standing and ad-hoc committees, as the HSSV Council deems necessary.
- C. To recall any Executive Officer as regulated by this Constitution.
- D. To decide questions arising from elections contested on the grounds of violating this Constitution.
- E. To perform any and all other duties set forth in the Constitution and Bylaws.
- F. To use allotted funds as chosen within the University regulations.

**Article IX: Finance**

Section 1: There shall be no dues or membership fees required by the HSSV Council.

Section 2: All money-making projects shall be subject to approval by the office of Student Involvement.

Section 3: Organizational moneys will be handled by Student Organization Financial Services in association with the Treasurer, regardless of source.

Section 4: RSOs shall operate according to the rules and guidelines of a non-profit entity. No part of the organization's net earnings will inure to the benefit of individuals. The RSO must establish that it will not be organized or operated for the benefit of private interests, such as the creator or the creator's family, shareholders of the organization, other designated individuals, or persons controlled directly or indirectly by such private interests. The RSO shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in this document. The organization will not, as a substantial part of its activities, attempt to influence legislation (unless it elects to come under the provisions allowing certain lobbying expenditures) or participate to any extent in a political campaign for or against any candidate for public office. Notwithstanding any other provision of this constitution the RSO shall not carry on any other activities not permitted to be carried on by an organization exempt Federal Income Tax under Section 501 of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue laws). Organizational monies will be handled by Student Organizational Financial Services, regardless of source.

Section 5: Local Governments shall receive an allowance per student resident under the Local Government jurisdiction; as determined annually by the Association Senate.

Section 6: A Local Government's Executive Board must approve all floor and committee expenses if they are below 40% of the total funds for that floor or committee respectively. The General Assembly must approve all floor and committee expenses above 40% of the total funds for that floor and committee.

**Article X: Elections**

Section 1: Regular Elections

- A. Regular elections of the HSSV Council officers shall be held in accordance with the guidelines set by the Residence Hall Association Bylaws.
- B. Any Person may run for more than one position
  - a. Should any person win more than one position the electee shall be offered their choice of position

## Section 2: Special Elections

Special elections shall follow the guidelines set by the Residence Hall Association Bylaws and any other stipulations as specified by the HSSV Council. No person may run for more than one position, when applicable.

## Article XI: Amendments

Section 1: Proposals for amendments to this Constitution shall be originated by a two-thirds vote of the voting members of the HSSV Council.

Section 2: A petition bearing the signatures of not less than thirty percent of the residents of Harper, Schramm, Smith, and the Village will be required to force a vote from the voting membership.

Section 3: Proposals shall be published and distributed in their entirety not less than one week prior to the scheduled vote, and shall be adequately publicized by whatever means the HSSV Council deems appropriate, not less than two days prior to the scheduled vote.

Section 4: Proposals shall then be voted upon by the HSSV Council, with a two-thirds majority of the voting membership necessary for adoption.

Section 5: All amendments must be ASUN approved through a resubmission process on NVolveU.

*No non-mandatory provisions that conflict with mandatory provisions.*

## Article XII: Process for Dissolution

Upon the dissolution of the RSO the officers and advisors shall after paying or making provisions for the payment of all liabilities of the RSO, dispose of all the assets of RSO exclusively for charitable, educational, religious, or scientific purpose as shall at the time qualify as an exempt organization. Under section 501C of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law), as the officers and advisors shall determine. Any such assets not disposed of shall be disposed of by the Office of Vice Chancellor of Student Affairs, exclusively for such purposes to such organization(s), as determined by the Office of Vice Chancellor of Student Affairs.

## Article XIII: Supremacy Clause

In the event that this Constitution's wording does not match the required passages outlined in the ASUN bylaws, this organization recognizes that it is still subject to the required passages outlined in the ASUN bylaws, including in any cases that might arise in front of the Student Court.

## Article XIV: Executive Approval

Effective Date. **This constitution shall go into effect May 14th, 2022.**

Village Council Bylaws

- Meeting time shall be determined every year on a weekly basis
- Election Dates will be held in the Spring Semester on or after April 1st

*These bylaws are effective:*

*Executive Approval*

*President* Christopher Bean *Date* April 18, 2022

*Treasurer* Alex Kihne *Date* April 18, 2022

**APPROVED**

**DENIED**

*Initials* \_\_\_\_\_ *Date* \_\_\_\_\_

