

HALL CAUCUS BYLAWS

ARTICLE I

Officers

Section 1. In addition to the RHSA Head Senator, hereinafter referred to as “the Chair,” the officers of Hall Caucus shall be a Vice Chair and a Secretary.

Section 2. The Chair shall be responsible for the overall direction and management of Hall Caucus. The Chair shall preside over Hall Caucus and enforce the rules that govern its conduct; represent Hall Caucus in its relations with the Associated Students of the University of Washington Student Senate, hereinafter referred to as “the Student Senate,” the Residence Hall Student Association, hereinafter referred to as “the RHSA,” and other bodies outside Hall Caucus; and appoint all committees.

Section 3. The Vice Chair shall preside over meetings in the Chair’s absence; assist the Chair; assign to Hall Caucus members the duty of attending RHSA General Council meetings; and advise the Chair in regard to questions of order and parliamentary procedure.

Section 4. The Secretary shall be responsible for maintaining records of the proceedings of Hall Caucus and for keeping custody of these records and other documents in the possession of Hall Caucus.

ARTICLE II

Elections

Section 1. The Vice Chair and Secretary shall be elected by ballot during the second meeting of the Autumn Quarter to serve for the remainder of the session.

Section 2. The Chair shall call for nominations to both offices during the first and second meetings of the Autumn Quarter, provided that a quorum is present at both meetings. Each member may nominate one other member or him- or herself to each office. Nominations shall be closed for both offices before voting for either office may take place.

Section 3. Following the closure of nominations, each candidate to the office of Secretary may address Hall Caucus for up to three minutes. The other members may then ask the candidates questions, to which each candidate may respond for up to one minute. A discussion may be held, and then Hall Caucus shall proceed to vote. The Chair shall read each ballot aloud, tally the votes, and appoint the candidate who receives the greatest number of votes to the office of Secretary. The candidates shall not be present during the discussion, voting, and counting of votes and shall cast their votes before leaving the room. If two or more candidates receive the same number of votes, the Chair shall appoint the Secretary from among the tied candidates. Immediately following the appointment of the Secretary, this process shall be repeated to select the Vice Chair. If an unopposed candidate does not receive a majority of the votes cast, then he or she shall not be appointed to the office, and the election process for that office shall be repeated at the following regular meeting.

ARTICLE III *Executive Board*

Section 1. The Hall Caucus Executive Board shall be comprised of the Chair, the Vice Chair, and the Secretary.

Section 2. The Executive Board shall have the power to cancel or re-schedule regular meetings, to choose the time and location of each meeting, and to draft the agenda for each meeting. The Executive Board shall perform such other duties as are prescribed in these Bylaws.

Section 3. The Executive Board shall meet as often as it deems necessary. Two of its members shall constitute a quorum. No decision shall be made without the unanimous consent of the officers present.

ARTICLE IV *Meetings and Attendance*

Section 1. Sessions of Hall Caucus shall be commensurate with those of the Student Senate.

Section 2. Hall Caucus shall meet once every week during a session, with the exception of the first two weeks of the autumn quarter, the last week of each quarter, and university vacations.

Section 3. The presence of at least ten members of Hall Caucus, including the Chair, shall be necessary to constitute a meeting of Hall Caucus for the exercise of its powers.

Section 4. If at least ten members are not present at a meeting time, the Chair shall call the meeting to order and those present shall proceed with the agenda,

but shall not elect any officers, make any amendment to the Bylaws, pass any resolution, confirm or reject a nominee to the position of RHSA Head Senator, or vote to remove the Chair from office. If, during the course of such a meeting, at least ten members come to be in attendance, Hall Caucus may then exercise all powers that have herein been granted to it.

Section 5. Every member is bound to attend every meeting of Hall Caucus unless leave has been granted to him or her by the Chair.

Section 6. If neither the Chair nor the Vice Chair is present within ten minutes after a designated meeting time, the meeting shall not be held.

Section 7. The Executive Board may summon special meetings of Hall Caucus with twenty-four hours' prior notice.

Section 8. If a Senator shall be absent without the permission of the Chair from three meetings within a Quarter, the Executive Board shall notify the president of his or her constituency.

ARTICLE V

Senator of the Week and Fun Times

Section 1. The Executive Board may commend a member of Hall Caucus for exemplary service or dedication by designating him or her as "the Senator of the Week."

Section 2. At each meeting, there may be an activity for the purpose of amusing the members of Hall Caucus and fostering a spirit of camaraderie among them. This activity shall be included in the agenda under the heading "Fun Times" and shall be planned by the Senator of the Week.

ARTICLE VI

Parliamentary Authority

The rules contained in the current edition of *The Standard Code of Parliamentary Procedure* shall govern Hall Caucus in all cases to which they are applicable and in which they do not contravene these Bylaws.

ARTICLE VII

Amendment of Bylaws

A two-thirds majority of those present at a meeting may amend these Bylaws, provided that the amendment had been submitted at the previous regular Hall Caucus meeting.