Flynn Hall Governing Document
University of St. Thomas
2013-2014

Article I: Name
The name of this organization shall be called the Flynn Hall Council.

Article II: Purpose
Section 1 – The purpose of the Flynn Hall Council shall be:
1.1 To represent the residents’ views to the Residence Hall Association (RHA)
1.2 To provide programs of general interest for the residents.
1.3 To provide a means whereby the residents may express their opinions in areas that directly affect the residents of Flynn Hall.

Article III: Membership
Section 1 – The qualifications for membership are:
1.1 Every student of the University of St. Thomas who resides in Flynn Hall shall be eligible to hold a representative position on Hall Council.
1.2 Flynn Hall Council will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, disability, or age.
Section 2 – The Flynn Hall Council shall consist of the following voting members:
2.1 Three RHA Leadership Team Representatives

Article IV: Executive Structure
Section 1 – The selection of officers shall follow RHA guidelines.
Section 2 – Duties of all Representatives of Flynn Hall Council:
2.1 Shall be installed after Flynn Hall selection to serve for a period of one academic year.
2.2 Shall present the concerns of Flynn Hall Council members to the RHA Leadership Team and Executive Board.
2.3 Shall participate in the planning and implementation of programs and events in Flynn Hall.
Section 3 – Duties of the Meeting Coordinator of Flynn Hall Council:

3.1 Shall preside over Hall Council meetings.
3.2 Shall be responsible to see that all Council members adhere to this document.
3.3 Shall stay informed of relevant issues pertaining to Flynn Hall and its Council.
3.5 Shall be concerned with a positive academic and social living environment.

Section 4 – Duties of the Communications Chair of Flynn Hall Council:

4.1 Shall submit agenda items to the RHA Leadership Team.
4.2 Shall keep a record of Hall Council meetings.
4.3 Shall keep record of Hall Council activities by keeping a journal consisting of programming report forms.
4.4 Shall submit minutes to the Flynn Hall Council and RHA when necessary.

Section 5 – Duties of Finance Chair of Flynn Hall Council:

5.1 Shall work with the Flynn Hall Area Director to prepare a hall budget.
5.2 Shall serve as an advisor to the Flynn Hall Council on financial matters.
5.3 Shall work with the VP of Financial Operations to receive Co-op funding.
5.4 Shall inform the Flynn Hall Council of all financial transactions along with acquiring the approval and signature of the Flynn Hall Area Director.

Section 6 – Duties of Service Chair of Flynn Hall Council:

6.1 Shall be responsible for coordinating all service projects performed by Flynn Hall.
6.2 Shall work to incorporate recognition, both within Flynn Hall and through NRHH.

Section 7 – Hall Council Structure

7.1 Any resident interested in participating in hall council may attend weekly meetings. The Area Director will identify those interested in being part of a leadership team at the All Hall Meeting as well as via email during the second week of school in the fall semester. The role and responsibilities of the leadership team will be to attend meetings regularly, actively participate in the planning and implementation of programs, and participate on committees as determined by the Hall Council Representatives and Area Director.

**Article V: Elections**

Section 1 – Each RHA Representative shall be selected by the Area Director and Operations Manager through a short interview process prior to the due date of Representatives for RHA.
**Article VI: Meetings**

Section 1 – Flynn Hall Council shall meet weekly during the academic year, excluding J-term.

1.1 The meetings are open to any Flynn Hall resident.

1.2 The meetings may be cancelled on occasion due to holiday breaks or finals week.

**Article VII: Dismissal and Succession**

Section 1 – Dismissal

1.1 Dismissal of a Hall Council member is at the discretion of the Area Director and Operations Manager of Flynn Hall.

1.2 Students placed on academic probation may not participate in Flynn Hall Council

Section 2 – Impeachment

2.1 Violation or disregard for any part of this document of Flynn Hall Council is sufficient for impeachment charges brought against any Hall Council member. The rest of the Hall Council shall vote on the impeachment charges brought against the offending member, which will then be presented to the advisor. The advisor will review the charges and make a final decision.

Section 3 – Succession

3.1 In the event of the impeachment or resignation of any representative, a new representative shall be elected or appointed by the entire Hall Council or at the discretion of the Area Director and/or Operations Manager.

**Article VIII: Finance**

Section 1 – Funding and Procedures

1.1 Funding and Procedures are dictated by the current advisor(s) of Flynn Hall Council in coordination with the Area Director.

**Article IX: Amendments**

Section 1 – Any amendment to the Flynn Hall Council Governing Document must be approved by the Flynn Hall Council with a two-thirds majority vote, with not less than two-thirds of the Hall Council voting. The vote will then be proposed to the advisor to finalize any amendments. The Flynn Hall Area Director may make amendments to the Governing Document at any time.