Article 1
Purpose
Section 1. The purpose of Morrison Hall Council shall be:
- To be a means for residents to present their views and concerns.
- To present resident’s concerns to the Hall Director.
- To provide programs of purpose and general interest to the Hall.
- To coordinate service activities that follow the mission of The University of St. Thomas.

Article II
Membership
Section 1. The qualifications of membership are:
- Every student of the University of St. Thomas who resides in Morrison Hall shall be able to vote in the hall council election and be eligible to hold office in Morrison Hall Council.
- The University of St. Thomas will not discriminate against or harass any student because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, disability, age (40 or over), marital status or status with regard to public assistance.

Section 2. The Morrison Hall Council shall consist of the following:
- 3 Residence Hall Association Representatives
- Executive Board Members
- Hall Council members

Section 3. Ex Officio-nonvoting members
- Morrison Hall Director
- Hall Council Advisor(s)
- Apartment Coordinators

Article III
Election and Selection
Section 1. Election of Morrison Hall Representatives and Executive Board:
shall consist of a confidence vote during the hall council meeting and final placement decisions by the hall council advisor(s).

Students with the most votes during the hall council meeting receive the first preference for position placements made by the hall council advisors based off student’s preferences.

Section 2. Process for recruiting the Morrison Hall Council Members:

shall be selected on a volunteer basis at the beginning of each semester.

Article IV

Position Structure

Executive Positions: Sections 1-5

Section 1. Duties of Morrison Hall Council President:

shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.

shall be responsible for making and distributing meeting agendas prior to the weekly meeting

shall be responsible for taking resident concerns to the Morrison Hall Council

shall inform Morrison Hall Council and Morrison Hall residents of current University events by giving reports at Morrison Hall Council meetings.

Section 2. Duties of Morrison Hall Council Administrative Director:

shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.

shall be responsible for taking accurate meeting minutes, making sure to include attendance, topics discussed and tasks assigned.

shall send meeting minutes to the Hall Council Manager, Advisor(s) and Hall Director.

shall plan and coordinate at least 2 volunteer projects for the Hall Council per semester, one on campus and one off campus.

shall communicate with on campus clubs and volunteer organizations for partnership opportunities.

shall inform the Morrison Hall Council and its advisors of all financial transactions regarding the Hall budget.

Section 3. Duties of Morrison Hall Council Programming Director(s):

shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.

shall be responsible for recruiting volunteers for Hall Council Events.

shall be responsible for delegating event advertising and decorations in a timely manner.

shall work with Hall Council Manager in communicating necessary agenda items.

shall have a financial plan for each event and communicate with Hall Council.

shall foresee any necessary event needs and make sure they are accomplished in a timely manner.

shall inform the Morrison Hall Council and its advisors of all financial transactions regarding the Hall budget.

Section 4. Duties of Morrison Hall Council Publicity Director:
Shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.
Shall be responsible for knowing and adhering to poster and advertisement guidelines both on-campus and in-hall
Shall create poster and print advertisements to promote programming and other events through delegation to other hall council members.
Shall create online advertisements to send to Apartment Coordinators.
Shall distribute emails to the Apartment Coordinators to send to their residents.
Shall inform the Morrison Hall Council and its advisors of all financial transactions regarding the Hall budget.

Section 5: Duties of the Morrison Hall Council Vice President(s) for Operations:
Shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.
Shall be held accountable to continually assist other executive board members with projects as assigned

Section 6: Duties of the Residence Hall Association Representatives:
Shall be installed after Morrison Hall elections to serve for a period of one (1) academic year.
Shall be responsible for bringing programming and resident’s concerns from the Morrison Hall Council to the Residence Hall Association
Shall be responsible for bringing programming and ideas from the Residence Hall Association back to the Morrison Hall Council
Shall prepare and send any documents or agendas to the Residence Hall Association, as needed.

Section 7. Duties of Morrison Hall Council Members:
Optional responsibilities of Hall Council members depending on the goals of the year.
Shall work with the Hall Council advisor/Hall Director to make and distribute the Morrison Hall Monthly Newsletter to the Morrison Hall residents, updating them on upcoming Morrison Hall Council events or news from RHA.

Section 8. All active members of Hall Council are responsible for:
Shall Adhering to the Morrison Hall Governing Document.
Coordinating the programming of hall events and activities.
Providing the Morrison Hall Council and its advisors with an evaluation of each program sponsored by the Morrison Hall Council.
Addressing concerns of the common areas and the community to the Council.
Preparing decorations for Hall events.
Making and distributing advertisements for Hall events in a creative and timely manner.
Promoting hall community through each planned event or activity.
Volunteering at different Hall Council sponsored events.

Section 9. Hall Council Advisor(s)
Advise all aspects of the Hall Council.
Approve Hall Council funding requests before submitting them to the RHA Executive Board, STAR or any other organization.

Approve all programs and any complimentary request for service (RFS) prior to submittal.

Shall be available to Hall Council members for concerns, questions and discussion.

Shall keep a hall budget and update on a regular basis.

Shall be responsible for learning about ways to increase Hall funds, such as cooperative funding, Pepsi funds, and weekend programming funds.

Shall be responsible for keeping and reporting all receipts.

Hall council advisor reserves the right to make changes to executive board structure for any reason

**Article V**

**Conduct of Membership**

Section 1. Ethical Guidelines

- As student leaders at the University of St. Thomas, we realize and accept our responsibilities as role models to our peers and recognize the necessity and importance of behaving in a manner conducive to the student code of conduct and the mission of the University.

- All Morrison Hall Council members have the right and the responsibility to confront other members of the Morrison Hall Council. This responsibility includes but is not limited to behavior and/or referral of incident to an adviser. These are our ethical guidelines, and we will carry these rights and responsibilities with us throughout the Morrison Hall Council.

- If a University or Residence Hall policy is violated by any member, the individual case will be reviewed by the Morrison Hall Council Advisers. A meeting will be held between the Advisers and the member. Upon review, Advisers shall decide upon the student’s status of membership. If a student is placed on conduct probation with the University, it may be grounds for dismissal.

Section 2. Dismissal

- Four (4) unexcused absences per academic year from Morrison Hall Council meetings, or placement on academic probation will bring about a hearing between the Morrison Hall Council Advisers and the member. The advisers will decide what constitutes as an excused absence.

Section 3. Impeachment

- Violation or disregard for any part of the Morrison Hall Governing Document is sufficient for impeachment charges being brought against any members of the Morrison Hall Representatives or the Morrison Hall Executive Board. The Morrison Hall General Council shall vote on the impeachment charges being brought against the member. Impeachment requires a 2/3 majority of the members of the Morrison Hall General Council and advisers.

Section 4. Succession

- If one of the representatives fails to complete their duties through resignation of position or impeachment, they shall be replaced by the next highest majority of votes from the Morrison General Council.
If one of the executive board or representatives fails to complete their duties through resignation of position or impeachment, they shall be replaced by the next highest majority of votes from the Morrison General Council.

**Article VI**

**Finance**

Section 1. Funding and Procedures:
- The revenue of the Morrison Hall Council shall come from the Office of Residence Life and funds collected via the Judicial Process.
- All monies spent must be overseen by the Morrison Hall Director and Advisor.
- All monies spent must be approved by the Morrison Hall Council and its advisers.
- All monies spent must be accompanied by receipts.

**Article VII**

**Amendments**

- Any amendment to the Governing Documents of the Morrison Hall Council must be approved by the Morrison Hall Council with a 2/3 majority vote with no less than 2/3 of the council voting. The amendment must then be approved by the Morrison Hall Council Advisers.

**Article VIII**

**Executive Parliamentary Procedure**

- This shall be the procedure for passing proposals to the constitution.
- All proposals are passed only after a unanimous agreement of no contest.
- Each member shall be asked their opinion about the written proposal before discussion takes place.
- Discussion about a proposal shall strive to compromise between differing opinions.
- Common assent on the revised proposal with any amendments is sufficient for enactment.
- Proposals are tabled indefinitely by common assent.
- Hall council advisor(s) and hall director reserve the right to make changes to the constitution for any reason.