

Ashdown House Constitution

Constitution of the MIT Ashdown House Student Organization

I. Name

- The MIT Ashdown House Student Organization

II. Purpose

- To provide for the general welfare of the students residing in Ashdown House and to encourage a spirit of scholarship and fellowship.

III. Membership

- Membership shall consist of all residents of Ashdown House, with the exception of Housemasters, Associate Housemasters and their families. Members are eligible to vote in all elections.

IV. Government

- The representative governing body shall be an Executive Committee (AHEC) of five voting members elected from the House. All five shall be members of the Organization.

V. Duties and Powers

- The duties of the Executive Committee shall be:

1. To represent the interests of the students living in Ashdown House.
2. To promote educational, cultural, social, and athletic interests within the house.
3. To control the disposition of the House Tax for the benefit of the House residents.
4. To have an audit made of the Treasurer's books at the end of the Committee's term of office.
5. To hold elections as prescribed by the Constitution.
6. To call and publicize the Annual General Meeting at least one week before elections, at which nominations for the new Committee shall be called for.
7. To inform the residents of all Ashdown House activities.

In addition, the Executive Committee shall be empowered:

8. To appear before and petition any recognized authority on behalf of the House residents.
9. To control and promote the use of House avocational and recreational facilities.
10. To form committees and subcommittees when necessary and appoint their chairpersons.

VI. Roles of Executive Committee members

1. The Chairperson shall set the agenda and preside at the Executive Committee meetings, coordinate and direct the activities of the Executive Committee, and act as the chief representative of the Ashdown House Student Organization.

2. A person, distinct from the Chairperson, shall receive and maintain responsibility for all money of the Organization, maintain the financial records of the organization, disburse funds as authorized by the Executive Committee, present periodic reports of the financial status of the Organization, submit a budget proposal to the Executive Committee at the beginning of each term, and act as the financial representative of the Ashdown House Student Organization.

3. The following duties will be divided among the Executive Committee members:

- i. The coordination, monitoring and recording of the activities of all officers appointed by the Executive Committee, as well as the coordination of officer appointments.
- ii. Ensuring the recording, posting and filing of the agenda and the official minutes of every Executive Committee meeting, conducting correspondence for the Committee, maintaining the files of the Committee, and coordinating publicity.
- iii. Acting in the Chairperson's place when he or she is absent.

VII. Meetings

- Executive Committee meetings shall be held at least twice a month, open to all members of the

Organization; and the decisions shall be made by a majority vote of Executive Committee members present. Housemasters and Associate Housemasters may cast a single joint vote to decide any ties. The agenda shall be posted at least one day before each meeting. Four members of the Committee shall constitute a quorum unless the Committee has fewer than four voting members. In this case, three members shall constitute a quorum.

VIII. Elections

1. Elections by secret ballot shall be held in the spring term and the new Executive Committee shall take office by Commencement day. The election date shall be announced at least one month in advance.
2. Elections shall be supervised by Election Committee appointed by the Executive Committee; no candidate for office shall be on the Election Committee. Nominations shall be made from the floor at the Annual General Meeting held at least one week before the election. The names of any other members may be placed on the ballot upon submission of a written petition, not later than five days before the election. All candidates shall give notice in writing to the Election Committee of their acceptance of the nominations no later than four days before the election. The election results shall be made public.
3. Voting shall be by the system of equal representation described below. Each voter may vote once for his/her choice of up to five unique candidates. There will be no ranking within the choice of candidates of a voter. The five AHEC members will be elected in order of total point score of all voters.
4. The candidate with the most votes in the election has the option of being Chairperson. An option not exercised passes downward according to the order of finish in the election. All other roles shall be decided by the members of the Committee, decisions requiring at least three favorable votes. This method failing, preference shall be given according to the order of finish in the election. A subsequent decision to reconsider any of these assignments shall require a minimum of four favorable votes.
5. Any election ties shall be resolved through runoff elections, to be held within one week of the general election. Runoff elections will be run in a manner similar to the one described in this article, to be elaborated in a separate policy.
6. In the transitional period between the election of a new Executive Committee and its taking office, the appointment of officers for terms starting on or after the newly elected Executive Committee falls under the sole authority and responsibility of said newly elected Executive Committee, with than the Executive Committee currently in office serving in an advisory capacity.
7. Impeachment proceedings may be brought against any member of the Executive Committee on petition of 20 members. This action must be posted for at least two weeks and must be voted upon by the members within three weeks of initiation of the action. Approval requires at least two-thirds of the vote cast. Successful impeachment results in the impeached being removed from the Executive Committee, thereby creating a Permanent Vacancy in the Executive Committee.
8. Amendments may originate in the House on petition of 20 members, or in the Executive Committee. Any amendment must be posted for at least two weeks and must be voted on within three weeks of initiation of action. Approval shall require at least two-thirds of the vote cast.
9. A referendum may be initiated by a petition signed by 20 residents and must be voted on within one week of initiation of action. Approval shall require a majority vote. The Executive Committee is bound by the result of the referendum and is obliged to implement it, to the extent that it can.

IX. Vacancies

1. Permanent vacancies in the Executive Committee shall be filled by the Executive Committee from unelected candidates in the order of rank on the ballot at the election from in which the Executive Committee was elected. This method failing, the Executive Committee may select a member to serve for a specified term.

2. Temporary Vacancies (less than a total of four months) shall be filled by the person to be gone for that time. If a member is absent for a particular meeting, he/she may give his proxy to another person if proper credentials (a letter from the absent member, for example) are presented to the Executive Committee.

X. Adoption

- Adoption of this Constitution shall require approval of two-thirds of the vote cast. If approved, it shall then replace the previous one, effective immediately.

XI. ASA God Clause

- The MIT Ashdown House Student Organization agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Board to ensure that they are in accordance with the aforementioned rules and regulations.