RESIDENCE HALL COUNCIL

2008-2009

Vice President
Residence Hall Council Positions

All officers have some common responsibilities within their Residence Hall Council. The first of these responsibilities is to attend meetings and all Hall Council Activities. The second is that every officer must present and maintain the reputation of a positive role model to fellow students in his or her hall, as well as other halls.

**President**
The Hall President will preside over all hall council meetings. This officer will attend all Residence Hall Association meetings. They will participate in all RHA activities and also coordinate activities and programs within his/her hall. In addition, the President is required to attend a Leadership Workshop following hall elections.

**Executive Vice-President**
The Hall Executive Vice-President will assume the duties of the President in his/her absence. If for some reason, the President loses his/her position, the Executive Vice-President will succeed the President. This officer will attend all RHA meetings and participate in all RHA activities. They will also help to coordinate and facilitate activities and programs within their hall. In addition, the Executive Vice-President is required to attend a Leadership Workshop following hall elections.

**Vice-President of Administration**
The Vice-President of Administration will maintain an accurate record of all meetings and attendance. They are also responsible for maintaining an accurate record of all RHC expenditures, as well as handling all correspondence of his/her hall. In addition they are required to take minutes at every meeting and submit a copy to the Hall President before every Tuesday RHA meeting. At any time, you may be asked to submit a copy of expenditures and minutes to the Hall Director or RHA upon request.

**Director of Sports Activities**
The Director of Sports Activities is responsible for the advertisement and recruitment for all intramural events. This officer will submit event rosters to the Intramural office before specific deadlines, as well as notify participants of event dates, times, and practices. In addition, this officer will maintain a high standard for good sportsmanship.
director. You also need to make a copy of the budget and spending every other week and attach it to the minutes so they can be turned into RHA. If you ever have any questions ask your hall director or the Residence Hall Association Executive council.

Example of Hall Minutes

West Mignon Hall
September 23, 2007

Meeting Started at 8:00pm

In attendance:
Cynthia Fitzpatrick
Samantha Arnett
Patrick Scott
Deana Test
Grace Duncan
Joe Smith
Bobby Turner

Not in Attendance:
Brian Stephens
Tabitha Berger

• Fundraising: selling cookies and brownies.
• Talked about having a Movie Night for the Hall
• Discussed RHA events
• Discussed student/housing concerns

Announcements
• SAC is having an event Thursday at 4pm at ADUC.
• RHA Event on Friday at 5pm.

Meeting ended at 8:43pm
When the hall doesn’t always have the money to purchase things for the hall you can always propose that RHA allot you money. To do this…….

1.) First discuss it with the Hall Director,
2.) Write up a proposal, and
3.) Bring it to the RHA Executive Council

They will then review it, and, if it is approved, then they will bring it to the next RHA meeting to be proposed. The hall staff will have the chance to explain, if needed, why they feel this money should be spent for what they are doing. Then it will be voted on and either passed or failed.

If you have money in your account and you would like to obtain items from different area businesses, then you will need to fill out a Purchase Order, which you can get from your Hall Director. There must be two signatures on all RHC P.O’s, the hall director’s and either the Hall President or the VP of Administration.
**Expectations**

As a member of RHC, you will be expected to uphold all of the rules and regulations that govern MSU Residence Halls. The RHA constitution states in Article XI Section 2c that “they (members of RHC’s) cannot be on academic or social probation or have violated residence hall rules according to the currently approved Morehead State University Eagle student handbook.” As role models within the residence halls, as well as on campus, you will be expected to follow all rules and regulations stated in the current Eagle student handbook. If you are involved in a discipline violation, the situation will be reviewed by the RHC advisor (Hall Director/ Area Coordinator), the RHA executive council and RHA advisor. This could result in loss of your position or a probationary status for a specific length of time.

The RHC is expected to take the initiative to plan, implement, and evaluate the activities in the residence hall. The residents of that hall will look to you for leadership and guidance. While social programs are an important part of the residence hall experience, so are those programs that focus on education, wellness, diversity, and campus issues. Each RHC is required to complete programming requirements set by the RHA constitution- no less than one educational, one diversity, and two social programs. However, the RHC is not limited to these requirements.
RHC and advisor. Ideally, a happy medium ground can be found by compromise on both parts.

**Voting Privileges** - Advisors do not have voting privileges in the RHC. That falls to the elected members and 2 floor representatives per floor. RA’s not elected to a position are not voting members and should not be treated as such. RA’s, however, can and should be considered good voices of representation of the population of the hall. We encourage you, as RHC’s, to support the programs presented by the RA’s to show complete support of your residence hall.

**Encouragement** - The advisor can and should be your safety net when taking risks within the hall. They should be very encouraging while at the same time be realistic about the goals set by the RHC. Sometimes it does not seem as if your students are very involved in RHC and programs presented—keep trying, maybe at least one person in your hall has been reached.
HELPFUL HINTS

- Set goals for your RHC- both long term and short term
- Set budget for the year or semester-decide how much should be spent on what events
- Be realistic about your expectations
- Create a plan of action and follow it- update it periodically
- Define what “successful” means to your RHC-a certain level of involvement or number of participants
- Give students the opportunity to voice their concerns
- Think ahead and plan ahead
- Evaluate what is being done in the hall and your effectiveness in the hall; if you don’t feel as if the RHC is effective then reevaluate what you have already done
- You may want to ask residents what activities they would attend if presented
- Encourage involvement by those students that are not members of the RHC; the more people involved, the more fun you will have!
- Focus! Plan! Accomplish! Enjoy!
- Have Fun!
Leadership is . . . .

To think of your position as an opportunity to serve, not as a trumpet call to self-importance.

Giving loyalty to those under you, and not demanding it of them.

Bearing the larger picture always in mind. Ask yourself, "What are we really trying to accomplish?"

Never to ask of others what you would not willingly do yourself.

Working with things as they are, not as you wish they were, nor as you think they ought to be: for the "impossible" dream can be attained only in possible stages.

Working with others' abilities as they are: not as you wish they were, nor as you think they ought to be.

Far-sightedness: gazing beyond the visible to the potential on the horizon.

Recognizing in kindness and compassion, higher principles than can be found in rules and precedents.

Not allowing your decisions to be influenced by personal likes and dislikes.

To view whatever you do as a path to some greater good.

Loving others- not as separate from yourself, but as part of your own greater reality.

These sayings are taken from: "Secrets of Leadership" by J. Donald Walters
Residence Hall Council
RESIDENCE HALL COUNCIL
POSITION DESCRIPTIONS

All officers have some common responsibilities within their Residence Hall Council. The first of these responsibilities is to attend meetings and activities of the Hall Council. The second is that every officer must present and maintain a positive role model to fellow students in his or her hall, as well as in other halls.

President

The Hall President will preside over all hall council meetings. This officer will attend all Residence Hall Association meetings. Also, this officer will participate in all Residence Hall Association activities, as well as coordinate activities and programs within his or her hall. In addition, the president is required to attend a Leadership Workshop directly following hall elections.

Executive Vice-President

The Hall Executive Vice-President will assume the duties of the president in the absence of the president. If for some reason, the president will lose his or her position, the executive vice president will succeed the president. This officer will attend all Residence Hall Association meetings. Also, this officer will participate in all Residence Hall Association activities, as well as help to coordinate and facilitate activities and programs within his or her hall. In addition, the executive vice-president is required to attend a Leadership Workshop directly following the hall elections.

Vice-President of Administration

The Vice-President of Administration will maintain an accurate record of all meeting and absences. This officer is also responsible for maintaining an accurate record of all Residence Hall Council expenditures, as well as handling all correspondence of his or her hall. In addition, this officer is required to submit a copy of the minutes and expenditures to the Hall Director/Area Coordinator and Residence Hall Association upon request.

Director of Sports Activities

The Director of Sports Activities is responsible for the advertisement and recruitment for all intramural events. This officer will submit event rosters to the Intramural Office before specified deadlines, as well as notify participants of event dates, times, and practices. In addition, this officer will maintain high standards for good sportsmanship.

Director of Public Relations

The Director of Public Relations will coordinate the publicity of all hall activities and programs. This officer is also responsible for promoting activities of the RHA, Student Government Association, and Student Activities Council within the hall.
VICE PRESIDENT OF ADMINISTRATION INFO

Being the secretary of your RHC is a very important job. You have to have good attendance to your RHC meetings and you need to keep your notes up to date. Every week you and your council should be getting together and you are the one in charge of taking notes and key information that is discussed in your meetings.

In this manual there is also minutes from a hall council meeting. The following items should be included in your minutes and will be turned in to your hall president before Wednesday every week.

1. Date
2. Time began
3. All in attendance
4. Those absent
5. Any important notes discussed
6. Any future dates
7. Programs going on in and around your hall
8. Ideas for future programs
9. Other information you feel that is important to add
10. Time the meeting was adjourned

As the treasurer, you are in charge of the funds and the money that comes in and out of your budget. There are many different things that you can spend your money on, hall improvements, programs, prizes, parties, dances, etc. Although it needs to be appropriate and your hall director and the majority of your council must approve it, you, as a council, have the right to use your money towards many things that will help out your hall.

All of these things need to be kept in your notes, you need to discuss a time every month to go over the additions and deletions to your budget with your director and president. Also, you need to keep a copy of your budget. As the treasurer you need to keep account of all money that goes through your council. If there are ever receipts that you have, you need to make a copy of it and then you need to turn it in to your director. You also need to make a copy of your budget and spending every other week and turn it in to your hall president with the council minutes so that they can be turned into RHA. If you ever have questions then you need to ask your director or you can always call any of the Residence Hall Association executive council.
Meeting started at 8:00pm.

In attendance:
  Patrick Scott
  Lonnie Miller
  Adam Rossman
  Craig Mills
  Nick Hargett
  Todd Kelch
  Nathan Merritt

Not in Attendance:
  Phillip James
  Bobby Wilson
  Josh Hurley
  Jonathon Crum
  Matt Saeli

✓ Talked about Flag Football Tourney
✓ Cookout for residence
✓ Fundraising for paper towel dispensers
✓ Talked about RHA Week events

Meeting adjourned at 8:45pm.
How to type a proposal

WHEREAS: The Mignon Hall Residence Council is committed to providing services for residents and

WHEREAS: The students have requested a vacuum be purchased and

WHEREAS: To be used by all residents of hall and

WHEREAS: The Mignon Hall Council is prepared to pay half of the cost of the vacuum and

WHEREAS: We would request your help for half of the funding to purchase the vacuum and

WHEREAS: We have priced the Eureka Bravo II at $99.96

BE IT PROPOSED: The Executive RHA assist on our request to pay half of the cost of the vacuum.

Respectfully Submitted,

Mignon Hall Residence Council
Although you don't always have the money to do some things in your hall, you can always propose that RHA allot you money. There are a few things you need to do for this to happen. First you need to discuss it with your hall director. After this has been done, you need to write up a proposal and bring it to the RHA executives. They will review it and then, if approved, it will be brought to the next RHA meeting. The hall staff will have a chance to explain, if needed, why they feel they should get this amount of money for what they are doing. There is an attached proposal, you can go by this format, or you can come up with your own.

If you have the money in your account and you would like to turn in a purchase order to obtain items from different area businesses, then you need to fill out a P.O. There is a copy of a sample P.O. in this manual also. There must be at least two signatures on all RHC P.O.'s, the hall director's and either the hall president or hall vice president of administration.

If there are any questions about either of the enclosed forms, you are always welcome to ask any RHA executive officer.
Expectations
Expectations

As a member of the RHC, you will be expected to uphold all of the rules and regulations that govern MSU Residence Halls. The RHA constitution states in Article XI Section 2c that "they (members of RHC's) cannot be on academic or social probation or have violated residence hall rules according to the currently approved Morehead State University Eagle Student Handbook." As role models within the residence halls as well as on campus you will be expected to follow all rules and regulations stated in the current Eagle student handbook. If you are involved in a discipline violation the situation will be reviewed by the RHC advisor (hall director/area coordinator), the RHA executive council and RHA advisor. This could result in loss of your position or a probationary status for a specific length of time.

The RHC is expected to take the initiative to plan, implement, and evaluate the activities in the residence hall. The residents of that hall will look to you for leadership and guidance. While social programs are an important part of the residence hall experience, so are those programs that focus on education, wellness, diversity, and campus issues. Each RHC is required to complete programming requirements set by the RHA constitution- no less than one educational, one diversity, and two social programs. However, the RHC is not limited to these requirements. Any additional program/activities offered to the residents of you hall will be considered when the RHA executive council is considering the annual Hall of the Year bids. Each hall is encouraged to complete and bid for the Hall of the Year honor.
Advisors

Hall Directors/Area Coordinators are the designated advisors of the RHC. They will have the responsibility of presiding over the elections and serving as a guide and mentor for the RHC. Advisors are not responsible for the programs, activities, or events that the RHC plans or implements.

Role of advisors- Your advisor will not be the innovator or initiator within your organization. The responsibility falls to the students serving as members of RHC. The advisor role is one of simply that- advising. They can and should have input into the planning of events within your organization but should not be the primary planner. If a question arises about a program that the advisor is not positive about, the RHC should ask and expect a honest answer as to why the advisor is cautious about presenting this particular program. You must realize that many times the advisor has many years of experience in RHC and can usually know what programs will or will not be successful within your hall. Sometimes you may have to convince the advisor that the program is important enough that the risk should be taken. If a program is not successful the RHC should evaluate why it was not successful and make sure the necessary changes are made for the next program.

Budget- The responsibility for justifying why and how hall funds are used falls to the entire RHC along with the advisor. Each hall is given a budget to begin the year with, from this budget most RHC do fun raisers to make more money for their hall. You must as a group learn to spend your money carefully so that it will last you the entire year, you may want to divide your base figure in half and use each half within the two semesters. The advisor is held accountable for the spending of the budget to the Office of Student Housing and Office of Student Life. Understandable you may encounter some very close examination of this spending and raising of money; this may very well translate into a cautious advisor when large sums of money are being spent for just a few programs. You must ask yourself these questions when voting to spend the money: do this money benefit the entire population of the hall or will just a few benefit? Is this a wise spending decision and do you have money left to present other programs for the rest of the year? If it is a program of magnitude can we share the expense, planning and implementation with another hall? Is this a risk we should take and what is the definition of a successful program-do we need a certain number of participants and involvement to be successful? A purchase order must be submitted to the Office of Student Housing with the approval of both the RHC and advisor to fund any hall activities. The issue of money is always major consideration to both the RHC and advisor, ideally a happy medium ground can be found by compromise on both parts.

Voting privileges- Advisors do not have voting privileges in the RHC. That falls to the elected members and 2 floor representatives per floor. RA's not elected to a position are not voting members and should not be treated as such. RA's, however can and should be considered good voices of representation of the population of the hall. We encourage you, as RHCs to support the programs presented by the RA's to show complete support of your resident hall.

Encouragement- The advisor can and should be your safety net when taking risks within the hall. They should be very encouraging while at the same time be realistic about the goals set by the RHC. Sometimes it does not seem as if your students are very involved in RHC and programs presented but keep trying maybe you have reached at least one student in your hall. You may be able to provide that needed support and motivation to other members of the RHC when they need it.
Encouragement
RHA MOTIVATION AND ENCOURAGEMENT

Along with leadership and teamwork, motivation and encouragement are essential for any successful organization. Building the morale of team members can encourage them to work harder and dedicate more of themselves to the group effort.

You can motivate the other members of the Residence Hall Council (RHC) by showing your willingness to dedicate yourself to the issues at hand and work with the RHC to come up with a solution or make a decision. Remember: if you don't put forth any effort, why should your RHC?? Show that you care!!!

Also, try to encourage each and every member to come up with and share any ideas they may have programs or hall improvements. Praise members for their contributions and you may want to come up with a type of reward for good ideas that are used. A suggestion for reward is a gift certificate from a local business. They are often donated and are used as prizes at parties or mixers. You can save some of these as prizes for RHC members.

You can also encourage and motivate RHC members by either a random drawing or a specific choice for hall council member of the month. Each council member can receive a prize or reward of your choice.

Council members will be encouraged to participate more in RHA and RHC activities if they are kept completely up to date on all activities concerning RHA and RHC. Keep your members involved and you will have a successful and productive year.

You also may want to make copies of the following handouts for each of your RHC members to remind them of their importance.
HELPFUL HINTS

⇒ Set goals for your RHC - both long term and short term
⇒ Set budget for the year or semester - decide how much should be spent on what events
⇒ Be realistic about your expectations
⇒ Create a plan of action and follow it - update it periodically
⇒ Define what successful means to your RHC - a certain level of involvement or number of participants
⇒ Give students the opportunity to voice their concerns
⇒ Think ahead and plan ahead
⇒ Evaluate what is being done in the hall and your effectiveness in the hall,
  if you don not feel as if the RHC is effective then reevaluate what you have already done
⇒ You may want to ask residents what activities they would attend if presented
⇒ Encourage involvement by those students that are not members of the RHC, the more people involved the more fun you have
⇒ Focus! Plan! Accomplish! Enjoy!
⇒ HAVE FUN!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!
Leadership is………..

To think of your position as an opportunity to serve, not as a trumpet call to self-importance.

Giving loyalty to those under you, and not demanding it first of them.

Bearing the larger picture always in mind. Ask yourself, "What are we really trying to accomplish?"

Never to ask of others what you would not willingly do yourself.

Working with things as they are, not as you wish they were, nor as you think they ought to be: for the “impossible” dream can be attained only in possible stages.

Working with others’ abilities as they are: not as you wish they were, nor as you think they ought to be.

Far-sightedness: gazing beyond the visible to the potential on the horizon.

Recognizing in kindness and compassion higher principles than can be found in rules and precedents.

Not allowing your decisions to be influenced by personal likes and dislikes.

To view whatever you do as a path to some greater good.

Loving others- not as separate from yourself, but as part of your own greater reality

These sayings are taken from: Secrets of Leadership by J. Donald Walters.
Parliamentary Procedure
BASICS OF PARLIAMENTARY PROCEDURE

The Order of Business

A typical order of business includes:

- Call to order
- Roll call (or determine quorum)
- Reading and approval of minutes
- Reports of officers and standing and special committees
- Unfinished business
- New business
- Adjournment

Possible additions: invocation or ceremony, communications, announcements, a speaker, etc.

Typical language used by chair

- "I call this meeting to order."
- "Will the secretary, Joe Davis, please call the roll?"
- "We have a quorum. Will the secretary please read the minutes of the last meeting?"
- "Are there any corrections to the minutes?"
- "If there are no (further) corrections, the minutes stand approved (as read/as corrected)."
- "We'll now move to officers' reports. Will the treasurer, Maria Johnson, please submit her report?"
- "Are there any questions concerning the treasurer's report? (If none) Thank you, Maria. Will the vice-president, Jack Holmes, please give his report?"
- "We'll now move on to unfinished business. At the last meeting Janice Ryan of the Office Operations Committee moved that... Is there any discussion?"
- "The meeting is now open for new business."
- "The chair recognizes Nidia Arroyo." (or simply, "Nidia?")
- "It has been moved and seconded that... Is there any discussion?"
- "We will now vote on the motion that... All in favor say 'Aye.' All opposed say 'Nay.' The motion is carried."
- "If there's no objection, the meeting is hereby adjourned." (Or, "Is there a motion to adjourn?")

Types of motions

- **Main Motion** introduce new business before the group. They take the form of proposing actions. Example: "I move that we reduce our first-year dues for new members."

- **Subsidiary motions** propose various ways of dealing with a main motion that's on the floor. Example: "I move we reconsider the motion, that we reduce the first year dues for new members."

- **Privileged motions** deal with issues requiring immediate attention but not related to the motion on the floor. Example: "I move that we recess until 7:00 pm this evening so that members may attend the dinner program."

- **Incidental motions** deal with procedural matters that must be resolved before the meeting continues. Example: "Point of order. We do not have a quorum."

Handling a main motion

Member asks for and gets recognition from the chair. Member says, "I move that..." Another member seconds motion, or chair asks, "Is there a second?"

Chair states motion and asks for discussion.

Members ask to be recognized and enter into debate. Maker of motion has first right to floor. Debate only on merits of motion, addressed only to chair.

Chair puts question to vote. Chair announces result of vote.

While a main motion is pending no other main motions may be introduced. Privileged, subsidiary and incidental motions are permitted in order of rank.

Types of votes

- **Voice vote**- most often used.

- **Rising vote**- members stand to be counted.

Minutes must include

- The kind of meeting being held regular, special (e.g., annual), adjourned.
- The name of your organization.
- The time, date, and place of the meeting.
- The names of the secretary and presiding officer serving at that meeting.
- For a small gathering, the names of all members present and a list of those absent.
- Summaries of reports (separate paragraph for each.)
- Exact final wordings of all main motions, approvals of the previous minutes and any corrections.
- The results of votes on main motions.
- The time of adjournment.
- The signatures of the acting secretary and chair.
Show of hands - used in smaller groups instead of voice or rising votes, if no member objects.

General (or unanimous) consent - members vote by remaining silent when asked for objections.

Ballot or roll call - must be done when majority orders it.
Parliamentary Procedure

I. Getting Ready for the Meeting
   1. Prepare the room
   2. Have all reports ready before the meeting time.
   3. Take roll.
      i. The secretary may take the roll as people enter the room.
      ii. The secretary may simply count the members if only the total number present is important.
      iii. Call roll by name if it's important to know who is present.
   4. The president should be prepared and have a list of all committees and who serves on each.

II. Official Raps of the Gavel
   1. Rap is used to call the meeting to order.
   2. Raps are used to adjourn or recess.
   3. Or more raps are used to call the meeting to order!

III. The order of Business
   1. Call to order
   2. Special Program of a serious nature
   3. Reading of the minutes by the secretary
   4. Financial report by the treasurer
   5. Committee reports
      i. Special Committee reports
      ii. Standing Committee reports
   6. Unfinished business (if any)
   7. New Business
   8. Special program (if any)
   9. Adjournment
   10. Recreation and/or refreshments (if any)

MOTIONS

I. To Adjourn “I move that we adjourn”
   - Cannot interrupt the speaker
   - Requires a second
   - Cannot be amended
   - Cannot be debated
   - Requires a majority vote (51%)

Continued
Motions continued:

II. To Recess: “I move that we recess for…….”
- Cannot interrupt the speaker
- Requires a second
- Can be amended
- Can be debated
- Requires a majority vote (51%)

III. Main Motion: “I move that…….”
- Must be seconded
- May be amended
- Can be debated
- Requires a majority vote (51%)

IV. Question (to call for a vote): “I call question.” Or “I call a vote”
- Cannot interrupt the speaker
- No second in required
- Cannot be amended
- Cannot be debated
- Requires a 2/3 vote (out of 60 votes, 40 would be required to vote yes)

Types of Votes:
1. Voice (Aye for yes, No for no.) Aye=1
2. Counted (by raise of hands)
3. Ballot (secret vote on pieces of paper)
4. Roll call (each person is called by name).
5. Vote of Acclamation (every one claps or stands).

If a voice vote has been called and a member disagrees with the chairperson’s ruling, he or she may call “division of the house”. The chairperson must then call for a “counted” vote by a show of hands.

V. Previous Question: To vote on whether or not to vote. “I call previous question.”
- Cannot interrupt a speaker
- Not debatable
- Requires a second
- 2/3 vote required!

VI. to Amend: “I move that we (add) (delete) or (substitute)…”
- Cannot interrupt the speaker
- Requires a second
- Debatable
- May be amended
- Majority vote required (51%)

The amendment must be voted on before the main motion is voted on.

VII. to Refer to Committee: “I move that we refer this motion to (name of committee) because (state your reason) and report back to us by (state a specific date or time.)
- Requires a second
- Requires a 2/3 vote
COMMITTEES

There are three types of committees:
1. Standing Committees (permanent committees)
2. Special Committees (organized for a special purpose)
3. Committee of the whole (everyone)

OTHER MOTIONS:

I. Motion to “Table” a motion: “I move to table this motion.”
   Used to set aside the motion for a time. It may or may not come back up. Use this when you need more time to think about a motion or to get more facts.
   • Requires a second
   • Not amendable
   • Not debatable
   • Requires a majority vote (51%)

II. Motion to “Take from the Table” a motion:
   Used to bring back a previous motion that was tabled for discussion at this point in time.
   • Requires a second
   • Cannot be amended
   • Cannot be debated
   • Requires a majority vote
Conferences
The ABC's of RHA.... And what they mean

RHA (Residence Hall Association)
The governing body of campus residence halls. Might also be called I-RHC, RSA, RHF, RHC, OR RHG. Campus business is taken care of here.

NCC (National Communications Coordinator)
In charge of delegations at conferences and conference registrations. Communicates with other schools on what his or her organization has done or is doing. Also attends business meetings as a representative of his/her school and is the only acting vote in the meeting.

NCCit (National Communications Coordinator in Training)
Assist the NCC in duties at conferences, registration or of his/her organization. Mainly the NCCit is learning the ropes. Also may attend business meetings but does not hold a vote.

OTM's (Of the Months)
Monthly awards presented to individuals on the school's campus or with in the organization exhibiting outstanding achievement. Also given out on the state level, the regional level, and the national level.

KARH (Kentucky Association of Residence Halls)
The Association of the campus halls in the state of Kentucky. Consists of programs, roll call, banquet, and a business meeting, which involves any business or laws or amendments pertaining to the state Association.

SBD (State board of Directors)
The executive body over the state affiliates. Usually consist of a State Director, A.D. Administration, A.D. Recognition, A.D. Finance, and A.D. Technology.
SMCURH (South Atlantic Affiliate of College and University Residence Halls)
A regional affiliate made up of campus halls in Kentucky, Tennessee, Virginia, North and South Carolina, Alabama, Mississippi, Georgia, and Florida. Consist of banquet, programs, roll call, and a business meeting in which all regional business is taken care of.

RBD (Regional Board of Directors)
The executive body of the regional affiliate. Usually consist of a Regional Director, A.D. of Administration, A.D. of NRHH, Regional Education Coordinator, Regional Affiliation Coordinator, Regional Development Coordinator, Regional Publication Coordinator, Regional Advisor, and NRHH Advisor.

NRHH (National Residence Hall Honorary)
A select group of hall residence on a schools campus. The representative of the chapter at schools in the region come together to conduct business much in the way the NCC's and State Directors do in the meetings.

POY (Program of the Year)
Program presented at a conference or on a school campus may submit a bid for program of the year award. Is voted on at the annual NACURH conference.

SALT (Student Award for Leadership Training)
A regional award presented to student exhibiting outstanding leadership.

SOY (School of the Year)
A regional award presented to a regional school showing outstanding achievement in programming in campus residence halls.

NACURH (National Association of College and University Residence Halls)
The national organization made of hall governments in all eight regions. Consist of a banquet, programs, roll call, and a business meeting in which business pertaining to the national association is taken care of.

NBD (National Board of Directors)
The executive body of the National Association. Usually consist of the National Chairperson, National Associate for Finance, National Associate for
Administration, Advisor, Conference Resource Consultant, and Conference Resource Consultant-elect.

**NIC (National Information Center)**
A collection of all programs submitted. Each school may have access to the information on these programs.

**Other Regions**
- **CAACURH** - (Central Atlantic Affiliate of College and University Residence Halls) Ohio, Pennsylvania, West Virginia, Maryland, New Jersey, and Delaware.
- **SWACURH** - (South West Affiliate of College and University Residence Halls) Texas, Oklahoma, Arkansas, and Louisiana.
- **MACURH** - (Mid-west Affiliate of College and University Residence Halls) Minnesota, Iowa, Missouri, Nebraska, Kansas, North and South Dakota.
- **IACURH** - (Inter-mountal Affiliate of College and University Residence Halls) Idaho, Montana, Colorado, Utah, Arizona, New Mexico, and Wyoming.

**OMC (On Campus Marketing)**
NACURH endorsed fundraising agency.

**NoFrills (No Acronym Here)**
A regional conference strictly for business of the region. There are no programs, banquet, or roll call. Usually held in the spring after all state conferences.