Article I. The Name and Object of the Organization
   A. The organization shall be known as the Inter-House Council of the University of Chicago.
   B. The objectives of the Inter-House Council are to provide a representative assembly elected to serve as a liaison between the residents of the House System and Housing & Residence Life, for the consideration and resolution of questions of interest, as well as to promote community within Housing.

Article II. The General Assembly
   A. A Representative is any member filling a House Seat in the General Assembly of the Inter-House Council as defined by this Constitution.
   B. An Observer is any member filling non-House Seats in the General Assembly of the Inter-House as defined by this Constitution, including members of the Finance Committee excluding the IHC Finance Committee Chair (HARC External Chair).
   C. The General Assembly of the Inter-House Council of the University of Chicago shall consist of one Representative Seat from each house of the Houses.
   D. Student Government shall have one Observer Seat in the General Assembly.
   E. Representatives and Observers shall be selected by their constituent bodies per the rules of their respective bodies.
   F. Each Representative or Observer shall be a registered student and a resident of the Houses.

Article III. The Executive Committee
   A. The Executive Committee shall consist of the Officers, the Permanent Committee Chairs, the Inter-House Council Liaison to Student Government, the HARC External Chair (IHC Finance Committee) and the Inter-House Council Advisor.
   B. All Executive Committee members, with the exception of the Inter-House Council Advisor, must be registered students and members of the Houses.

Article IV. Officers
   A. The Officers of the Inter-House Council of the University of Chicago are the President, the Vice President, and the Secretary.
   B. President
      a. The President shall have been a Member of the Inter-House Council of the University of Chicago for at least two full quarters, they shall be at least a second year prior to their election, and they shall have been on either the Executive Committee or a Permanent Committee.
      b. The President shall preside at General Assembly and Executive Committee meetings.
      c. The President shall have the right to appoint and dismiss Permanent Committee Chairs acting with the Vice President.
      d. The President shall only vote to break a tie.
      e. The President shall be present for the entire academic year. If the President leaves for any reason, the Vice President shall succeed the President and they shall then call a special election to replace the Vice President.
C. Vice President
   a. The Vice President shall have been a member of the Inter-House Council of the University of Chicago for at least two full quarters prior to their election.
   b. The Vice President shall act as any other Officer in their absence.
   c. The Vice President shall assist the President in their duties.
   d. The Vice President shall have the right to appoint and dismiss Permanent Committee Chairs acting with the President.
   e. The Vice President shall act as Treasurer to oversee all funds and transactions for Inter-house Council as well as for the Finance Committee. The funds for Inter-house Council and IHC Finance Committee (HARC) shall be separate, and neither body may use funds directly or indirectly from the other.

D. Secretary
   a. The Secretary shall have been a member of the Inter-House Council of the University of Chicago for at least one full quarter prior to their election.
   b. The Secretary shall write and distribute minutes of General Assembly meetings no later than three days after a meeting has concluded, and they shall notify the General Assembly of meetings at least twenty four hours in advance.
   c. The Secretary shall keep a record of attendance that shall be publically available.
   d. The Secretary shall act as the Vice President in their absence.
   e. The Secretary shall maintain an email listhost, web site, or any other electronic media necessary to the function and promotion of the Inter-House Council of the University of Chicago unless the President and Vice President shall appoint another person to do such tasks.

Article V. Inter-House Council Liaison to Student Government

A. The Inter-House Council Liaison to Student Government shall be a member of the Executive Committee.
B. The President and Vice President shall select the Inter-House Council Liaison to Student Government via an appropriate application process before the end of Spring Quarter.
C. The Inter-House Council Liaison to Student Government shall be selected from the General Assembly of the Inter-House Council of the University of Chicago.
D. The Inter-House Council Liaison to Student Government shall serve as an Observer of the College Council of Student Government and, when necessary, to the General Assembly of Student Government.
E. The Inter-House Council Liaison to Student Government shall report to the Executive Committee and the General Assembly about the activities of Student Government. Other duties may include: avoiding the duplication of efforts, facilitating any cooperation deemed necessary between the Inter-House Council and Student Government, informing Student Government about the structure and process of the Inter-House Council.

Article VI. HARC External Chair (IHC Finance Committee)

A. The HARC External Chair shall be a member of the Executive Committee.
B. The HARC External Chair shall be elected during the final meeting of Spring quarter, from among interested members of the IHC through a popular vote of current HARC members.
C. The HARC External Chair is responsible for all communication between HARC and other groups, including Housing & Residence Life. They are also responsible for attending weekly IHC Ex Com meetings and General Meetings.
D. The HARC External Chair shall serve as an Observer of the Housing Activities Resource Council.
E. The HARC External Chair shall report to the Executive Committee and to HARC about the activities of the Housing Activities Resource Council. Other duties may include: avoiding the duplication of efforts, facilitating and encouraging HARC proposals, informing IHC about the structure and process of the Housing Activities Resource Council.

Article VII. Permanent Committees

A. All Permanent Committees shall have a Chairperson.
B. The incoming President, Vice President, and Secretary, along with the outgoing President, Vice President, Secretary, and Committee Chairs shall select permanent Committee Chairs via an application process before the end of Spring Quarter.
C. All Permanent Committee members must be selected from the General Assembly or the Executive Committee of the Inter-House Council of the University of Chicago. The only exception is the HARC External Chair which shall be selected by the members of HARC.
D. Each Permanent Committee Chair shall have the right to appoint and dismiss members of the General Assembly to any campus-wide committee under their purview with the approval of the Executive Committee as directed in this Constitution.
E. The Permanent Committees shall consist of a Dining Committee, a Housing and Facilities Committee, a Social & Philanthropy Committee, a Transportation and Safety Committee, and the IHC Finance Committee (HARC External Chair).
   a. The Dining Committee shall represent the interests of the Inter-House Council of the University of Chicago to the Campus Dining Advisory Board and other such bodies as necessary.
   b. The Housing and Facilities Committee shall discuss matters relating to residence life, including, but not limited to, programming and facilities.
   c. The Social & Philanthropy Committee shall organize and execute any social events held by the Inter-House Council of the University of Chicago.
   d. The Transportation and Safety Committee shall represent the interests of the Inter-House Council of the University of Chicago to the Transportation Student Advisory Board and other such bodies as necessary.
   e. The Finance Committee shall work to help fund social activities that include collaboration of two or more Houses. The Finance Committee shall set, follow, and abide by agreed-upon procedures and policies within a separate document.

Article VIII. Meetings

A. General Assembly Meetings
   a. The General Assembly of the Inter-House Council of the University of Chicago shall meet weekly unless by unanimous consent the General Assembly shall deem it unnecessary to meet.
   b. In no event shall the General Assembly deem more than two meetings per academic Quarter unnecessary.
   c. The first meeting of the General Assembly shall not be held later than the end of Second Week of each Quarter.
   d. No meetings shall be held during finals week.
B. Executive Committee Meetings
   a. The Executive Committee shall meet weekly unless by unanimous consent members of the Executive Committee deem a meeting unnecessary.
b. The first meeting of the Executive Committee shall be held no later than the Second Week of each Quarter.

Article IX. Voting and Elections

A. Voting

a. All Members of the Inter-House Council General Assembly and Executive Committee shall have voting rights except Observers, the Advisor, and the President unless otherwise stated in this Constitution.

b. Only Representatives, Permanent Committee Chairs, the Inter-House Council Liaison to Student Government, and the Officers in active seats with voting rights shall be eligible to vote.

c. Each Member shall have one vote.

d. The President shall vote only in the event of a tie.

e. A vote shall pass by a simple majority of those both present and eligible to vote.

f. Voting procedures will vary between “Administrative” and “Policy” decision-making processes.

i. Administrative voting takes place when the outcome of voting procedures does not extend beyond the Inter-House Council (e.g. election of officers, cancelling/rescheduling meetings).

1. Administrative voting procedure shall be as follows:

   2. Prior to each Administrative vote, the Secretary will determine whether a Seat is active. The Seat shall lose administrative voting rights if a representative or their proxy has failed to attend more than 60% of the General Assembly meetings held that quarter up until the time of the vote. When 60% of the total meetings is not a whole number, the minimum requisite attendance shall be rounded down.

   3. Example calculation: An administrative vote takes place at the 8th meeting of the quarter. 60% of 8 meetings is 4.8, which we round down to 4 meetings. Only Members that have attended or sent a proxy to 4 or more meetings will retain an active Seat.

ii. Policy voting takes place when the outcome of voting procedures extends beyond the body of the Inter-House Council, and affects all residents of Housing & Residence Life (e.g. enacting new Housing policies or changes to existing policies)

1. Policy voting procedure shall be as follows:

   2. If a Member misses two consecutive General Assembly meetings prior to the vote, their Seat shall be rendered inactive and it shall lose voting rights.

   3. A Seat rendered inactive shall regain voting rights after its Member has attended two consecutive meetings of the General Assembly.

   4. Seats default to an active state at the beginning of each Quarter and the previous Quarter’s attendance shall not be considered with regards to the current Quarter’s activity.

B. Elections

i. Elections shall be held Fifth Week of Spring Quarter unless decided otherwise by the President or Advisor. Officers elected at this time shall assume their duties Tenth Week of Spring Quarter.

ii. Elections shall be conducted as an Administrative Vote.

iii. Prior to the election, each candidate shall be given an equal amount of time to speak. The presiding Officer may extend the allotted time.
iv. The President shall vote in the event of a tie.

v. Votes shall be counted by the standing President and the Advisor.

vi. Elections for vacant Offices shall be called by the presiding Officer. There shall be a period of at least one week between the call for elections and the date on which elections shall be held.

vii. Any candidate for an Office shall disclose any and all plans that they may have for leaving the University of Chicago or Housing & Residence Life for any period of time during the term for which they are running. This includes, but is not limited to, study-abroad programs and leaves of absence.

Article X. Amending this Constitution

A. Any Member of the Inter-House Council of the University of Chicago may propose amendments.
B. Amendments must be prepared in writing and presented to the President at least one day prior to the meeting at which they shall be proposed.
C. Amendments shall not be ratified at the same meeting during which they are proposed.
D. Amendments shall be ratified in the Quarter in which they are presented.
E. Amendments shall be ratified by Administrative Vote.

Article XII. Ratification of this Constitution

The Ratification of this document by a two-thirds majority of those voting by Administrative Vote shall be sufficient for establishment of this document as the Constitution of the Inter-House Council of the University of Chicago.