

McCroskey Hall Constitution International House Washington State University

Mission Statement

The International House of Washington State University is a unique residence hall where domestic and international students can live and learn together in a culturally diverse environment. Building on a tradition begun at Washington State University in 1919 with the establishment of the nation's first independent French and Spanish Houses, the International House supports the University's commitment to internationalization as stated in the *Common Understandings* and *Planning for the Second Century* documents.

Consistent with Washington State University's teaching, research, and service missions, as well as with the unique residential nature of the Washington State University campus, the International House will:

- Promote cultural awareness and understanding built on personal contact and the exchange of ideas and opinions between people of different nations, races, religions, creeds, and lifestyles.
- Provide a comfortable, secure, and aesthetically pleasing physical environment conducive to the attainment of the educational goals of the residents.
- Provide a locale for a variety of cultural and educational activities in which student residents, non-residents, faculty, and community members may participate.
- Extend learning beyond the traditional boundaries of the classroom setting by providing cross-cultural learning activities directly related to students' field of study or interest.
- Enhance the international competence and confidence of residents who are or will be involved in any of the cooperative projects currently existing between Washington State University and several foreign countries.
- Initiate and maintain collaborative relationships between the residents of the International House and university departments and institutes and with other groups and organizations within the university community, Washington State, and around the world for the benefit of all concerned.
- Strengthen relationships between the International House and its alumni and friends throughout the world.

Article I Name

1. The name of this community shall be “*McCroskey International House.*”

Article II Membership

1. Members of the International House community must be students of Washington State University.
2. All members of the International House community must sign, agree, and adhere to the Community Involvement Agreement. The Community Involvement Agreement must be signed at the first all hall meeting or within the first week of class.
3. No person shall be denied membership in our community based on race; gender; religion; age; color; creed; national or ethnic origin; physical, mental, or sensory disability; martial status; sexual orientation; or status as a Vietnam-era or disable veteran.

Article III Committees

Section One: General

1. Committee sign-ups shall proceed as stated in Article VI, Section 2.5
2. Every member of the McCroskey community is required to be a member of at least one committee, and to actively participate in that committee. Non-participation constitutes a violation of the Community Involvement Agreement and may result in intervention by the R.E.D.
3. Committee shall be chosen at the beginning of every semester.
4. Committee can be combined by the majority vote of the Programming Board if it is determined that there are not enough people do the duties of the single committee.
5. Should one committee have a large number of members at the expense of another committee, the Programming Board has the ability to divide its membership up between the other committees so that every committee has a suitable number of members. Members should be consulted before relocation.
6. Committee Chairs are responsible for the upkeep of the committee binder.

7. Every committee member shall sign a Committee Involvement Agreement to be designed each semester on a committee by committee basis.

Section Two: Duties of Individual Committees

1. Yearbook and Historian Committee

This committee shall be responsible for documenting the hall's activities, daily life, and individuals during the semester and putting together a yearbook at the end of the semester that will stay within the hall for future McCroskey residents to look back upon. They shall also be consultants for the McCroskey page(s) that shall go into the University's Chinook yearbook. A publishable version of the yearbook may be made available on a CD and paper.

2. Newsletter Committee

The Newsletter Committee will be responsible for producing a newsletter on a twice monthly basis. Members are responsible for collecting articles from committee chairs, staff, residents, and other outside sources as required or needed. Committee members may also be asked to attend and report on hall events. Production and distribution of the newsletter is required of the committee. This committee shall also be responsible for keeping and distributing minutes from government meetings.

3. Activities Committee

Plan and publicize social activities in and out of the hall. Activities may include but are not limited to: a Halloween Dance; Male and Female Service Auction; Formal Semester Dinners; Ski Trips; Valentine's Activities; Raft Trips; etc.

4. International Week / Cultural Nights Committee

Coordinate International Week events in conjunction with International Programs. Plans for International Week typically include a dance and potluck that are held in McCroskey Hall, along with other events (i.e. speakers, ethnical dance, etc.).

5. Social Involvement

Social Involvement Committee is responsible for the presentation of culture dinners at least three times per semester hosted by residents of the hall to share parts of their culture. They are also responsible for hall birthday cards, and occasional hall birthday cakes. The R.E.D. shall provide a list of current residents and their birth dates. In addition to these duties, the Social Involvement Committee is responsible for hall shirts (either t-shirts or sweatshirts) on a semester basis, and for the McCroskey awards to be handed out at the end of each semester.

6. Community Involvement

Promote McCroskey Residents' involvement in the greater Pullman community. Responsible for organizing and encouraging community service, intramural sports teams, on campus event support, and organizing groups to attend Cougar athletic events.

7. **Coffee Hour**

Coffee Hour Committee is responsible for creating weekly coffee hours at a time to be determined by the committee. The committee, if desired, will provide coffee, tea, hot chocolate, and cookies. Coffee Hour is to be a fun, educational activity for all residents and guests of McCroskey Hall. This committee will also be responsible for the annual Pumpkin Carving event as well as presenting an international movie every other week.

8. **RHA Representatives**

Residence Hall Association Representatives are responsible for attending weekly RHA meetings as required by RHA. They are also required to attend the Programming Board meeting to communicate RHA events and voting procedures.

9. **University Relations Committee**

This committee shall focus on bridging the gap between McCroskey Hall and WSU as well as outside organizations, groups, and businesses. Their duties will be to work closely with all of the committees in communicating and relaying information between McCroskey Hall and the university as well as any other organizations they may do business with.

Article IV Programming Board

Section One: General

1. Programming Board shall consist of the Committee Chairs, Resident Advisors (R.A.s), R.E.D, and RHA Representatives. The R.E.D. shall serve as an advisor to the Programming Board.
2. The R.A.s and the R.E.D. are non-voting members of the Programming Board. In the case of a tie, the R.E.D. shall have a single tie-breaking vote.
3. The Programming Board is responsible for approving a budget and expenditures; taking action on the concerns of the hall community; and approving any use of the hall for hall-sponsored events as well as non-hall-sponsored events. Any outside requests for use of the hall shall be presented through a proposal to the Programming Board at least two weeks prior to the request date. The Programming Board shall have sole authority to make exceptions to this rule.
4. Attendance to the Programming Board meeting is mandatory except with one day notice to the R.E.D. Committee Chairs are allowed two unexcused absences, with other approved by the Programming Board.

Section Two: Hall Meetings

1. The R.E.D. and the Programming Board are responsible for facilitating all hall meetings. Other individuals may facilitate and/or call a meeting by bringing the request to the

Programming Board.

2. The Programming Board meeting before the hall meeting shall make all arrangements for the official hall meeting. At this time, the Programming Board will decide what role each member will play in the meeting.
3. Advertising for such meetings shall be done with posters located in the front entryway/lobby of the hall as well as on each floor. All such advertising shall include the topic(s) to be discussed.
4. If any resident wishes to add topics to be discussed at the hall meetings, those topics can be presented to any member of the Programming Board and/or the R.E.D. at least one day prior to the meeting.
5. The R.A.s shall be responsible for facilitating the first two hall meetings. At the first meeting, to be held either the weekend before school starts or during the first week of school, an introduction to the hall and the description of the community involvement agreements, mandatory community standards, committees, and other hall positions shall be read along with any other information they may wish to present. At the second meeting, to be held no more than two weeks later, committee sign-ups will be confirmed.
6. Committee placement will be evaluated and adjusted as necessary by the Programming Board at the following Programming Board meeting.

Section Three: Committee Meetings

1. All committees shall meet as often as the chair deems necessary.
2. Committee meeting time shall be posted in a common area.

Article V Elections

Section One: General

1. The respective committee members will elect committee chairs and co-chairs.
2. Elections shall be completed by the 3rd week of the fall semester.
3. The RHA representative positions shall be filled by any volunteers. Should more applicants volunteer for the position than there are seats open to McCroskey on RHA council, an election will be held immediately. There shall be at least two representatives and an alternate, with the hope that one of the three positions is filled by an international student. One position will be filled at the end of spring semester for the upcoming year

and the other position will be filled at the beginning of the following school year.

4. An Activities Committee chairperson shall be elected during the spring semester for the following school year.
5. Programming Board members may be removed from office by a two-third (2/3) majority vote of the programming board.

Article VI

Meetings

Section One: Programming Board Meetings

1. Programming Board meetings are to be held at a time mutually accepted amongst all members of the Programming Board. It shall be decided at the first meeting where and when all meetings shall be held from then on.
2. Each Programming Board member will be assigned a meeting during the semester at which to facilitate. It is the member's responsibility to create a meeting agenda. It is also their responsibility to take attendance and minutes at the previous meeting to which they are assigned.
3. The minutes will be posted in a common area and a secondary copy will be placed in a Minutes Notebook within the two days following the Programming Board meeting.
4. A Programming Board meeting agenda shall include the following: RHA Report; Committee Reports; Staff Announcements; and Public Testimony/Open Forum.
5. Anyone interested may attend the Programming Board meeting to raise an issue or to give their input.
6. Five or more members must be present for quorum to be met.

Article VII

Budget

Section One: General

1. Any non-line item purchase using government funds must be reported to the programming board.
2. Purchases using government funds between 51 and 100 dollars require pre-approval by the programming board. A simple majority is required to pass.

3. Purchases using government funds of over 100 dollars require pre-approval by the programming board. A 2/3 vote of approval is required to pass.

Article VIII

Constitutional Review

Section One: General

1. This constitution shall be reviewed every year at the beginning of the year, or when deemed necessary by the Programming Board.
2. A constitutional review committee consisting of at least five residents and/or Programming Board members shall review the constitution and present its recommendations to the Programming Board for voting approval.
3. This constitution may be amended at any time with a two-thirds (2/3) vote of the Programming Board.

REVISED: 8/31/2006

Amendments (revision history)

2006-08-31 (annual review of the constitution)

Article III, Section Two, Part 9

Added "University Relations Committee"

Description:

This committee shall focus on bridging the gap between McCroskey Hall and WSU as well as outside organizations, groups, and businesses. Their duties will be to work closely with all of the committees in communicating and relaying information between McCroskey Hall and the university as well as any other organizations they may do business with.

2006-08-31 (annual review of the constitution)

Article III, Section Three

Removed by unanimous vote of the programming board members