

# DormCon Constitution

Updated May 2021

## Article I: Organization

### Section 1: Name

The name of this organization shall be the Massachusetts Institute of Technology Dormitory Council, hereafter referred to as DormCon.

### Section 2: Purpose

The purpose of this organization shall be to secure for the undergraduate residents of MIT undergraduate dormitories, by mutual effort, those benefits which cannot be obtained through the action of individual house governments.

Dormcon serves three primary roles: to act as a liaison and advocate for student views to other groups and administrators, to provide a resource for event funding, and to facilitate communication with students about dorm issues and changes.

### Section 3: Jurisdiction

The Constitutions of the individual dormitories shall take precedence in all matters not explicitly covered by this DormCon Constitution.

## Article II: Membership

### Section 1: Represented Dormitories

The DormCon Secretary shall maintain on the DormCon website a list of the undergraduate dormitories that are represented by DormCon. DormCon has no obligation to advocate on behalf of the non-represented dormitories.

A non-represented undergraduate dormitory that wishes to receive DormCon representation must apply to DormCon by providing written notice to the DormCon President. The dormitory shall have all the privileges of DormCon representation immediately upon DormCon's approval by vote at a DormCon meeting, as described in Article III, Section 5.

If an undergraduate dormitory wishes to no longer be represented by DormCon, that dormitory's Voting Member on DormCon must inform DormCon of this intent no later than the second-to-last meeting of the academic term. Upon confirmation by the Voting Member at the final meeting of the term, the dormitory will cease to be represented by DormCon at the conclusion of the meeting.

## Section 2: Student Members

Every current undergraduate resident of an MIT undergraduate dormitory shall be a Full Member of DormCon, provided that their dormitory is represented by DormCon. Every undergraduate resident of a non-represented MIT undergraduate dormitory shall be an Associate Member of DormCon. Unless otherwise specified, "member" in this Constitution always refers exclusively to Full Members.

## Section 3: Voting Members

Each dormitory represented by DormCon shall designate exactly one undergraduate resident of that dormitory as a Voting Member of DormCon. Each dormitory's Voting Member shall typically be the dormitory's house committee president.

## Section 4: Financial Responsibilities

All undergraduate residents of the dormitories represented by DormCon shall be subject by DormCon to a tax of five dollars per resident per semester. Dormitories must arrange payment of the DormCon tax before attending their first meeting of each semester.

# Article III: Meetings

## Section 1: Attendance

DormCon meetings shall be open to all Full Members. The officers and Voting Members shall attend all DormCon meetings. A DormCon officer may invite any other person, including Associate Members and MIT faculty, to attend a meeting.

## Section 2: Quorum

A quorum for transacting business at a DormCon meeting shall consist of at least half the Voting Members of DormCon. If a quorum is not present, a meeting may be held but no votes may be taken.

## Section 3: Meeting Frequency

DormCon shall meet once every two weeks during Fall and Spring terms or as seen fit by the President. DormCon must meet at least once a month during Fall and Spring terms. Publicity for a meeting shall include, at a minimum, the date, time, location, and agenda for the meeting and must be distributed at least two days before said meeting and shall be distributed to all Voting Members. Publicity shall also be distributed to all Full and Associate Members who have request notice except in the case of exigent circumstances.

## Section 4: Proxies

A Voting Member of DormCon may appoint a proxy to attend meetings in their absence. The proxy appointed must be an official undergraduate resident of the Voting Member's dormitory. The proxy shall hold all rights and privileges of the Voting Member for the duration of the meeting for which they have been appointed. The name of a proxy for a meeting must be submitted in writing before said meeting to the Secretary by the Voting Member whom the proxy is replacing. The Voting Member shall make a good-faith effort to inform the proxy of the issues and questions that may arise during the meeting so that the proxy may be an active participant.

## Section 5: Voting

### Subsection A: Population Votes

For the purpose of an amendment vote, an election vote, or an impeachment vote, the Voting Members of DormCon shall be entitled to cast one vote per undergraduate officially residing in the dormitory they represent. The population of each dormitory shall be determined by the MIT Housing Office, and each semester, the Secretary shall obtain an accurate population count before the first meeting. If a member of DormCon who is not also a Voting Member is present during an amendment, election, or impeachment vote, they may cast their his or her own single vote, reducing the number of votes cast by their dormitory's Voting Member by one.

## Subsection B: Other Votes

For the purpose of any other vote, the Voting Members of DormCon shall be entitled to cast exactly one vote each. In the event of a tied vote, the President of DormCon shall cast the deciding vote. Substantive decisions of DormCon shall be made by a majority vote, not counting abstentions, unless otherwise noted in this Constitution. These decisions shall be binding upon the membership of DormCon.

# Article IV: Executive Committee

## Section 1: Membership

The Executive Committee of DormCon, hereafter referred to as DormCon Exec, shall consist of the officers enumerated in Section 3 of this Article. These officers shall attend all meetings of DormCon and shall be responsible for the performance of their respective duties as described. Additionally, they shall be responsible for transitioning their successors into office.

## Section 2: Power and Authority

### Subsection A: Representation

DormCon Exec shall be empowered to speak on behalf of DormCon in good faith. DormCon Exec shall put forth its best efforts to represent the views of DormCon accurately and effectively. DormCon officers shall represent the views and interests of the entire set of DormCon-represented dormitories above those of the particular dormitory in which the officer resides. Any action taken by an officer in the capacity of their office must be reported to DormCon before or during the meeting following that action.

### Subsection B: Financial Signatories

The DormCon financial signatories shall be the President, Vice President, Treasurer, and Residence Exploration Chair. The President and Treasurer may add additional DormCon Exec members to the list of financial signatories as they see fit.

## Section 3: Officers

### Subsection A: President

The President shall be responsible for carrying out this Constitution and executing all decisions of DormCon. The President shall oversee and coordinate the efforts and actions of DormCon. The President shall schedule the times and places of meetings at the start of each term and shall ensure that the Voting Members of DormCon are notified of the same. The President shall act as chair of all DormCon meetings.

The President shall be responsible for transmitting to relevant MIT personnel and to the leadership of relevant MIT student groups the names of all DormCon officers upon their election or appointment.

The President, or any proxy designated by the President, shall be the chief representative of DormCon to the departments and offices of MIT and other external organizations.

### Subsection B: Vice President

The Vice President shall assist the President in the execution of the decisions of DormCon and in representing DormCon to the departments and offices of MIT and any other external organization. The Vice President shall serve as Acting-President if the President so decides, for whatever time the President determines. The Vice President shall also serve as Acting-President if the President is incapacitated or if the office of the President otherwise becomes vacant.

### Subsection C: Treasurer

The Treasurer shall be responsible for all of the financial transactions of DormCon. The Treasurer shall oversee the receipt and payment of the money of DormCon, shall ensure timely reimbursement to anyone who has spent money on the authorization of DormCon, and shall monitor all of DormCon's financial account activity. The Treasurer shall keep DormCon's permanent financial records and shall submit regular written reports about the state of DormCon's finances. The Treasurer shall create a budget to be approved by DormCon in accordance with the Dormitory Council Budgeting Guidelines. The Treasurer shall keep copies of all reports of a financial nature presented to DormCon.

## Subsection D: Secretary

The Secretary shall be responsible for maintaining all of the records of DormCon except those specifically assigned to others. The Secretary shall record the minutes of all DormCon meetings, including a list of the attendees of each meeting, and shall distribute said minutes to the members of DormCon within three days of the meeting. The Secretary shall be responsible for the dissemination of information related to DormCon, including meeting publicity. The Secretary shall maintain the DormCon website with current, relevant, and appropriate information about the actions and interests of DormCon.

## Subsection E: Residence Exploration Chair

The Residence Exploration Chair, hereafter referred to as the REX Chair, shall be responsible for coordinating and overseeing all of DormCon's REX and Orientation activities, including the jointly-run dorm events held during Orientation Week and Campus Preview Weekend (CPW) and any other communication or interaction between upcoming students and dorm communities for the purpose of residence selection. The REX Chair shall be DormCon's primary liaison to any groups involved in REX or CPW on any issues related to REX or CPW. The REX Chair shall be the primary contact for REX or CPW officers from individual DormCon-represented dormitories and shall be responsible for making sure that these officers receive all necessary and requested information with regard to REX and CPW.

The REX Chair shall assemble meetings of REX officers from each DormCon-represented dormitory as appropriate. These meetings shall occur at least once prior to Campus Preview Weekend and at least once prior to Orientation Week to discuss schedules, policies and other issues related to those events, and whenever such a meeting is requested by DormCon, another student group, or an administrative office that wishes to discuss REX issues of relevance to dorm communities. The REX Chair may invite appropriate administrators or representatives of other student organizations to these meetings.

DormCon may elect up to two REX Chairs.

## Subsection F: Housing Chair

The Housing Chair shall serve as DormCon's main advocate and liaison on all issues related to the housing of students in DormCon-represented dormitories. The Housing Chair shall meet when necessary with the undergraduate housing management.

Dormcon may elect up to two Housing Chairs.

## Subsection G: Judicial Committee Chair

The Judicial Committee Chair, hereafter referred to as the JudComm Chair, shall oversee the DormCon Judicial Committee described in Article VI, Section 2. The JudComm Chair shall be a resource for individual house Judicial Committees from Dormcon-represented dormitories. In case of conflict or disagreement arising from the wording of this Constitution, any Bylaws, or any amendments to either, the JudComm Chair shall have the power to interpret the meaning or intent therein, subject to reversal of this interpretation by a three-fourths majority vote of DormCon.

The Judicial Committee Chair shall also run DormCon elections. However, if a JudComm Chair is running in an election, they must recuse themselves from running the election in question. If no JudComm Chair is available to run an election, the election shall be run by the DormCon President.

DormCon may elect up to two JudComm Chairs.

## Subsection H: Risk Management Chair

The Risk Management Chair shall be responsible for disseminating information to members on DormCon such as risk management guidelines, MIT policies, and laws concerning safety and liability. The Risk Management Chair shall be a resource for the individual DormCon-represented dormitories seeking advice on risk management. The Risk Management Chair shall work with relevant MIT personnel to provide social host training programs to interested members. The Risk Management Chair shall assist the REX Chair in working to establish standards for appropriate behavior during Campus Preview Weekend and Orientation Week, but shall have no role in enforcing said standards.

DormCon may elect up to two Risk Management Chairs.

## Subsection I: Dining Chair

The Dining Chair shall serve as DormCon's main advocate and liaison on all issues related to food and dining for undergraduate students living in DormCon-represented dormitories. The Dining Chair shall maintain close relations with the relevant MIT personnel. The Dining Chair shall represent DormCon to any MIT committees that examine the dining system. The Dining Chair shall also represent the collective interests of DormCon-represented dormitories and their respective dining chairs to DormCon and to the appropriate MIT offices with respect to dining issues, including issues related to dormitory dining halls and dormitory kitchens. The Dining Chair shall work with the dining chairs in DormCon-represented dormitories and in other student organizations, as required.

DormCon may elect up to two Dining Chairs.

## Subsection J: i3/RAC Chair

The i3/RAC Chair shall be the undergraduate point-person for all aspects of the Interactive Introduction to the Institute (i3) Project and shall also be the head of the DormCon Rooming Committee as outlined in Article IV, Section 6. The i3/RAC Chair shall be responsible for meeting with and communicating project parameters and deadlines to individual dormitory i3 Coordinators from DormCon-represented dormitories and relevant MIT personnel to ensure the successful completion of the project. The i3/RAC Chair is responsible for all issues related to rooming assignment within dormitories. The i3/RAC Chair shall be elected at one of the last two DormCon Meetings of the fall semester.

DormCon may elect up to two i3/RAC Chairs.

## Section 4: Executive Meetings

DormCon Exec meetings shall be open to all DormCon Exec members. DormCon Exec may invite any other person to attend meetings as seen fit by its leadership.

DormCon Exec shall meet once every two weeks or as seen fit by the President.

## Article V: Elections

### Section 1: Eligibility

All Full and Associate Members of DormCon shall be eligible to serve as officers of DormCon. There shall be one and only one MIT undergraduate serving in each of the DormCon offices, unless otherwise noted in this Constitution. No officer of DormCon may simultaneously hold a position on the executive board of the InterFraternity Council or the Panhellenic Association, or be an officer on the Living Group Council. The President, Vice President, and Secretary of DormCon may not simultaneously hold a position as a Principle Officer of the Undergraduate Association.

The offices of the President, Vice President, and JudComm Chair shall each be held by different MIT undergraduates. Any undergraduate holding any of these three offices shall not simultaneously hold any other DormCon office.

If a current officer becomes ineligible to serve for any reason, that office shall immediately become vacant.



## Section 2: Timing of Elections and Tenure of Office

Elections for the offices of President, Vice President, Treasurer, Secretary, Housing Chair, JudComm Chair, Risk Management Chair, and Dining Chair shall be held annually no later than the second-to-last meeting of the spring academic term. These elections shall proceed in the order listed above, and officer-elects shall take office during the last meeting of the spring semester. Elections for the REX Chairs and i3/RAC Chairs shall be held annually no later than the last meeting of the fall semester, and the officer-elect shall take office immediately. If elections (for any given officer) are not able to be held during the aforementioned times, they shall be held as soon as possible thereafter. An officer's tenure shall end when their successor takes office.

## Section 3: Impeachment

A two-thirds population vote at a DormCon meeting shall be necessary and sufficient to impeach a DormCon officer. The election to fill the office made vacant by a successful impeachment shall occur at the DormCon meeting following the meeting during which the impeachment took place, or as soon as possible thereafter.

## Section 4: Vacancies

In the event of a vacancy in the office of the President, the Vice President shall serve as Acting-President until the next regular DormCon meeting. At that meeting, or as soon as possible thereafter, an election shall be held to fill the position of President. If the Acting-President is elected to the position of President, an election for Vice President shall be held immediately to fill that office.

In the event of a vacancy in any DormCon office other than the President, the President shall appoint any eligible person to serve in said office until the next regular DormCon meeting. At that meeting, or as soon as possible thereafter, an election shall be held to elect a permanent replacement for said appointee. No person who has been impeached shall be appointed to a DormCon office.

# Article VI: Committees and Other Positions

## Section 1: Creation of Committees and Appointment of Representatives

DormCon may create or dissolve committees of a temporary nature from time to time as it deems necessary. The President shall appoint the members and chairs of all such committees,

unless otherwise noted in this Constitution. Such appointments are subject to approval by a majority vote at the DormCon meeting following said appointments. Additionally the President may appoint any person who is a member of DormCon to carry out any of the duties of DormCon. Such an appointment is subject to approval by a majority vote at the DormCon meeting following said appointment. These persons and committees shall be responsible to DormCon.

## Section 2: Judicial Committee

The DormCon Judicial Committee, hereafter referred to as DormCon JudComm, shall be a standing committee of DormCon. DormCon JudComm shall mediate and adjudicate all disputes which come before it. The membership, rules, and procedures of DormCon JudComm may be found in the Dormitory Council Judicial Committee Code, which shall be considered an extension of this Constitution and which shall be subject to the same rules and procedures for amendment and ratification as this Constitution.

## Section 3: Rooming Committee

The DormCon Rooming Committee shall be a standing committee of DormCon. The members of the Rooming Committee shall be the i3/RAC Chair and at least one Rooming Assignment Chair from each MIT undergraduate DormCon-represented dormitory. This committee shall ensure that individual dorm in-house rooming policies are established, fair, and in accordance with MIT housing policies. Furthermore, the DormCon Rooming Committee shall help formulate any changes to general in-house rooming policies.

## Article VII: Amendments

A three-fourths population vote at a DormCon meeting shall be necessary and sufficient to amend this Constitution.

## Article VIII: Ratification

This Constitution shall be adopted by a vote in the manner of an amendment vote. It shall supersede all previous versions of the DormCon Constitution.

# **DormCon Constitutional Amendments**

## **Clarification of Election Voting Proceedings**

### Article V: Elections

#### Section 3: Election Voting (Sections 3&4 will become 4&5)

The election order for different positions is up to the discretion of JudComm

The winner of each election is determined using instant runoff voting. In the case of a tie between two individuals for a position that can be held by two people, they may choose to serve as co-chairs or to hold a runoff election. In the case of a tie between two tickets with the inability to allow both tickets to serve as co-chairs, the president of DormCon shall cast the tie-breaking vote.

New officers take office on January 1st, for those elected during regular Fall elections, and June 1st, for those elected during Spring elections. During the transition period (the time between election results and taking office), outgoing officers have the responsibility of training the incoming officers and handing over turnover files.

An office becomes vacant when the individual holding that office resigns or is no longer an official resident of a dormitory. An Officer may resign by informing the DormCon President of one's resignation, or the DormCon President may assume that an officer has resigned if that officer fails to communicate with DormCon Exec or otherwise fails to undertake the responsibilities of that office.

Any other election ambiguity is up to the discretion of JudComm.

## **Creation of a Tech Chair**

### Article IV: Executive Committee

#### Section 3: Officers

##### Subsection K: Technology Chair

The Technology Chair shall oversee the DormCon website and enact necessary changes for the maintenance and digital publication of information for the student body. The Technology Chair shall work with the DormCon Secretary to ensure the DormCon website has current, relevant, and appropriate information about the actions and interests of DormCon. The Technology Chair shall maintain high standards of confidentiality and ethics when dealing with DormCon's website and sensitive issues.

The Technology Chair shall also serve as DormCon's main advocate and liaison on all issues related to Information Systems and Technology (IST) services, IST software and hardware, secure computing, and Athena Clusters. The Technology Chair shall work with Information Systems and Technology (IST) in improving student experience with MIT services related to IST. The Technology Chair shall be a DormCon representative for the Information Systems and Technology Student Advisory Committee (ISTSAC).

DormCon may elect up to one Technology Chair.

## **Martial Law Addition to President Responsibilities**

### Article IV: Executive Committee

#### Section 3: Officers

##### Subsection A: President

The President has the ability to invoke Martial Law for DormCon with the approval of 3/4ths (rounding up) of voting members during a meeting. Invocation of Martial Law suspends the authority of the DormCon constitution until it is reinstated by majority of voting members during a meeting.

# In the Case of Emergency that Induces Reduced Capacity Housing:

## Article 1: Organization

### Section 2: Purpose

One of the three primary roles of DormCon pertains to providing a resource for event funding; in times of reduced capacity housing, the term events will encompass virtual events.

## Article 1: Organization

### Section 2 : Purpose

### Article 2: Membership

### Section 2: Student and Section 3: Voting Members

### All Other Articles & Sections that Use the Term "Resident"

The term "resident" will include freshmen, students in emergency housing, and undergraduates continuing their MIT career with a housing guarantee prior to declaration of emergency. The updated term of "resident" shall also apply to DormCon officers in the case of modified emergency housing.

