

CONSTITUTION
OF THE
EVERETT MOORE BAKER HOUSE
AND
BY-LAWS OF THE
EVERETT MOORE BAKER HOUSE COMMITTEE

February 27, 1962

CONSTITUTION OF THE EVERETT MOORE BAKER HOUSE.

Article I: Name

The name of this organization shall be the Everett Moore Baker House of the Massachusetts Institute of Technology, hereafter referred to as the Baker House.

Article II: Object and Authority

The Baker House shall govern itself through the Baker House Committee which shall have full student governing authority in making judicial and legislative decisions for the Baker House and residents thereof, as granted by the Dormitory Council of the Confederation of Undergraduate Men's Dormitories of the Massachusetts Institute of Technology. All acts and decisions of this committee shall be considered to be acts and decisions of the Baker House and the residents thereof.

Article III: Qualifications of Members

Section 1 --- Members of Baker House

Any person residing in the Baker House shall be considered a member thereof, providing that he is an undergraduate student of M.I.T.

Section 2 --- Members of the Baker House Committee

Only undergraduate students at M.I.T. who are residents of the Baker House and have been so for at least one term, and who are not members of any other living group shall be eligible for membership on the Baker House Committee. The President and the Vice-President shall be either a Senior in a five year course, a Junior, or a Sophomore, upon the day of his election. No person shall hold more than one voting seat on the House Committee nor shall any voting seat be occupied jointly. The term of office attendant with a regularly elected post shall be one year.

Article IV: Members of the Baker House Committee and their Election

Section 1 --- General

The voting members of the Baker House Committee shall be the President, the Vice-President, and two Hall Chairmen from each floor and shall hereafter be referred to as the "entire House Committee." The non-voting members of the Committee shall be the treasurer, the chairman of the secretariat, the social chairman, the athletic chairman, the judicial chairman, the director of the department of internal services, the director of the department of internal facilities, the elections chairman, and any previous house presidents. They shall be responsible for the complete and efficient performance of their duties prescribed below in the By-Laws of the Baker House Committee.

Section 2 --- Election of the Members of the Baker House Committee

The members shall be elected in the following manner: the President, Vice-President, social chairman, and athletic chairman shall be nominated and elected annually by the members of the Baker House;

the Hall Chairmen shall be nominated and elected by the members of the floor on which they reside and which they shall represent. The elections shall be held in the manner prescribed in the By-Laws. The non-voting members of the Baker House Committee, with the exception of the social chairman and the athletic chairman, shall be nominated and elected by the voting members of the Committee within four school weeks after the general elections in the spring, in the manner prescribed in the By-Laws.

Section 3 --- Powers and Duties of the Members of the Baker House Committee

a) General

Any officer or member of the Baker House Committee holding an office discussed in the most recent edition of Robert's Rules of Order will have the powers and duties mentioned therein unless conflicting with those duties specified in this Constitution or in the By-Laws of the Baker House Committee, and will also have such specific duties as are assigned in this Constitution, the By-Laws, or temporarily assigned by a two-thirds vote of the Baker House Committee.

b) Voting Members

a) The President shall be responsible for reviewing the Constitution of the Baker House and the By-Laws of the Baker House Committee within a month of the beginning of his term of office and certify as to the accuracy and correctness of the copy on file with the Dormitory Council. In cases of conflict or disagreement arising from the wording of the Constitution or By-Laws, the President shall rule on the meaning or intent therein and his decision shall be final unless appealed and overruled by two thirds of the entire House Committee. By virtue of his office the President shall be a member of Dormitory Council, a member of Institute Committee, and a ex-officio member of all committees and sub-committees of the Baker House Committee.

b) The Vice-President shall be the representative to the Dormitory Council and shall be a representative-at-large of the House to the Baker House Committee. He shall be responsible for the freshman orientation program of the Baker house and for the Freshman Council (if any). However, if he sees fit, he may delegate these responsibilities to a person deemed fit by a majority of the House Committee. He shall also be an ex-officio member of all committees and sub-committees of House Committee.

c) Non-Voting Members

c) All non-voting members of House Committee shall be directly responsible to the Baker House Committee for the proper performance of their duties. They shall, at all times, keep an accurate record of all monies, inventories, and financial transactions of their sub-committees.

d) The treasurer shall receive and pay all monies of the House Committee as authorized by it and shall be directly responsible for its financial transactions. He shall keep a permanent record of the finances of the House Committee including cash on hand, current receivables and payables, capital assets and, in conjunction with all sub-committee chairmen, an inventory of all materials owned by the House. He shall, at least once a month during the school year or more frequently if so directed by House Committee, submit written reports to the House Committee and the Dormitory Council Treasurer. The financial records of the treasurer shall be open to all members of the Baker House.

e) The chairman of the secretariat shall be responsible for the Secretariat which shall include the Baker Trade Commission, the Baker Letter, the Publicity Committee, the Historian, and all records and correspondence. He shall act as recording secretary at all meetings of the House Committee or he may appoint, with the consent of a majority

of House Committee, a member of Baker House to assume this duty. The chairman of the secretariat shall, from time to time, publish corrected copies of this Constitution and By-Laws for distribution on request. He shall transmit to the Dormitory Council the names of all officers of the House Committee upon their election and shall notify the Bursar in writing of the name of the treasurer upon his election. The records of the Secretariat shall be open to all members of the Baker House.

f) The social chairman shall be responsible for the proper functioning of the Social Committee as described in the By-Laws and should from time to time report to the Baker House Committee, in the meantime keeping his records open to members of the Baker House Committee.

g) The athletic chairman shall be responsible for the duties specified in the By-Laws.

h) The judicial chairman shall be responsible for the efficient and proper functioning of the Judicial Committee and shall be a member of the Dormitory Council Judicial Committee.

i) The director of the department of internal services shall be responsible for the department of Internal Services which shall include the Commons Committee, the Buttery Committee, the Fire Warden, the First Aid Committee, co-ordination of the tutorial program, and, with the assistance of the Vice-President, the Freshman Co-ordination Committee, including freshman counsellors and quiz reviews, and shall assist the Vice-President with the Freshman Orientation Program and the Freshman Council.

j) The director of the department of internal facilities shall be responsible for his department, which should, in turn, should be responsible for the acquisition and maintenance of general house equipment as delegated by the House Committee and shall be responsible for the lounges and the libraries.

k) The elections chairman shall be responsible for the complete carrying out of each House election, including any special elections necessary. He shall, plan, publicize, and execute all procedures related to every House or floor election or initiative, referendum, or recall. He shall tabulate, in the presence of two non-candidate members of Baker House, all ballots cast therein according to the preferential system as stated in the Dormitory Council Constitution and By-Laws, except that ballots marked with an "x" or a "check" shall be considered equal to a "one" and also designating the voter's first preference of the candidates, providing no form of preferential balloting appears. The elections chairman shall announce the results immediately after the tabulation and shall file within one school week, a complete numerical tally with the chairman of the secretariat, who shall make the detailed numerical results available to all qualified voters upon request.

Section 4 --- Judicial Committee

Members of the judicial committee to serve under the judicial chairman shall be elected by the House Committee to serve terms concurrent with that of the judicial chairman in the manner prescribed in the By-Laws. Members will not be considered to be non-voting members of House Committee, but will be subject to the same qualifications, rules, and regulations as non-voting members, except that they are not required to attend House Committee meetings unless so directed by the House Committee or the judicial chairman.

Section 5 --- Vacancies

a) In the event of the absence or other temporary incapacity of the House President, the following shall be the order of replacement

among the officers of House Committee, who shall perform the duties and have the privileges of the House President until he should resume them: Vice-President, treasurer, chairman of the secretariat, social chairman, athletic chairman. In the event that none of these is present at a meeting, it shall be cancelled. No person shall have a vote by virtue of temporary replacement of the President alone. Should the President be permanently unable to carry out his duties, the Vice-President shall assume the office of President and a special election for the office of Vice-President shall be held within four school weeks.

b) In the event of a vacancy in any other position on the Baker House Committee other than President, a special election shall be held, within four school weeks, to fill the vacancy provided that more than four school weeks remain before the next general election. All vacancies shall be filled only for the unexpired part of the term of office vacated.

Article V: Meetings of the Baker House Committee

The meetings of the House Committee shall be held from time to time as the Committee deems necessary and expedient for the efficient execution of its purpose and duties defined here and shall be called and conducted according to the procedure prescribed in the By-Laws.

Article VI: Method of Amending this Constitution

A two-thirds affirmative vote of those members of Baker House voting shall be necessary and sufficient to amend this Constitution or any part thereof providing a majority of the members of the House vote, subject to the final approval of Dormitory Council. Amendments shall be voted upon by the House within four school weeks of either recommendation by the entire House Committee by roll call vote or upon receipt of a petition signed by at least one third of the members of Baker House. Such a petition should be presented to the House President.

Article VII: Validity of past proceedings

All decisions reached, rules, and regulations made, or obligations incurred by previous Baker House Committees shall remain valid and binding unless modified or invalidated by this Constitution and/or By-Laws.

Article VIII: Ratification

This Constitution shall be ratified when approved by a two-thirds vote of those members of Baker House voting, providing that a majority vote, immediately, subject to approval by Dormitory Council.

BY-LAWS OF THE BAKER HOUSE COMMITTEE AND THE BAKER HOUSE

Article I - Object of the By-Laws

These By-Laws shall be the governing rules of the Baker House Committee delegating the specific authorities and responsibilities allowed under the Constitution of the Baker House.

Article II - Membership

Section 1 - General

A voting or a non-voting member of the House Committee, as recognized by the Constitution, may attend all meetings of the House Committee, make motions, and raise questions of privilege. A member of Baker House, as defined in the Constitution, may attend all meetings of the House Committee except those closed meetings which are defined in Article IV, Section 3 of these By-Laws.

Section 2 - Qualifications

The qualifications for membership on the House Committee shall be those specified in the Constitution. Only a voting member of the House Committee, as recognized by the Constitution, may cast a vote by virtue of his office held.

Section 3 - Elections

All elections shall be conducted under the direction of the elections chairman; in the event that the elections chairman is unable to fulfill his duties, the President shall assume these duties temporarily.

The elections for President, Vice-President, social chairman, and athletic chairman shall be held annually on the fourth Tuesday of the Spring Term. Nomination for the position of President or Vice-President shall be made by a petition signed by one third of the members of the Baker House, and for social chairman and athletic chairman by a petition signed by one quarter of the members of the Baker House. In order that the candidates appear on the ballot, the petitions must be filed with the elections chairman or the President before Midnight on the Saturday preceding the election. Election petitions may be obtained at least three weeks before the election from the elections chairman, but no reasonable facsimile of said petition may be refused by the elections chairman, provided that it contain the candidate's name, the office for which he is running, his class, his address in Baker House, and the required number of valid signatures. The names shall be placed on the ballot in alphabetical order. The elections chairman shall post the petition cover sheets at the place of balloting at least twenty-four hours before voting begins. A member of Baker House may sign as many petitions for the same office as he sees fit, but may sign a single candidate's petition only once.

One Hall Chairman shall be elected from and by the members of each floor in Baker House on the third Tuesday of the Fall Term and another shall be so elected on the fourth Tuesday of the Spring Term. Nominations for these positions of Hall Chairman shall be by petition signed by one half of the members of the floor on which he resides and which he will represent in the House Committee. The same rules for petitions and posting of cover sheets apply as they did in the previous paragraph.

No one may be a candidate for an office if he is to graduate more than four school weeks before the end of his term of office.

On the day of the election of any of the above officers, eligible persons may vote from eight A.M. to eight P.M., and no ballots shall be counted until the balloting is over. In the event of disqualification of a single Hall Chairman or two Hall Chairmen calling for a special election as defined in Section 5 of this Article, the elections chairman may, with the consent of two thirds of the House Committee, hold a canvas election on that floor(s), in which each member of that floor is given a fair and reasonable chance to vote after having been individually notified in writing at least forty-eight hours in advance of said canvas. All such canvas elections shall occur on a Tuesday and election petitions for the post being filled shall be due on the Saturday preceding by midnight.

Under extenuating circumstances any member of Baker House may cast, in advance of the election, an absentee ballot with the elections chairman.

Section 4 - Election of Non-Voting Members of the House Committee and Members of the Judicial Committee

The non-voting members of the House Committee as recognized in the Constitution, with the exception of social chairman and athletic chairman, shall be elected by a majority vote of the House Committee at the organizational meeting as defined in Article V. The election of non-voting members shall be secret preferential ballot with only the newly-elected members of House Committee and the six Hall Chairmen whose term of office does not expire until the coming Fall having votes in such elections.

Any vacancies in non-voting positions shall be filled by a majority vote of the House Committee meeting in regular session. It shall be the duty of the President to make known to the members of the House that such a vacancy exists at least one week before said election. Nominations for non-voting positions on House Committee may be made at said meeting by any Voting or Non-voting member of the House Committee or by a written petition signed by ten per cent of the members of Baker House.

Section 5 - Dismissal from House Committee

Any member of Baker House moving out of Baker House or joining any other living group shall immediately be removed from the rolls of Baker House, thereby losing all voting privileges on House Committee and in the House.

Any Hall Chairman that shall move from his floor during his term of office shall cease to represent his floor and shall lose his vote on House Committee. A special election shall be held under the terms of Article II, Section 3.

Any member of the House Committee who is absent two consecutive meetings or a total of three meetings during the academic term, except in the case of sickness or unavoidable absence, is automatically expelled from the House Committee and a special election shall be held by the elections chairman to fill the vacancy, unless there are less than four weeks before the next general house election. Proxies for House Committee members shall be considered absences. Absence from more than half of a meeting, as determined by the acting secretary, shall constitute an absence. Any member may be expelled from office for extreme neglect of duty by a two-thirds vote of the entire voting Committee voting by secret ballot, the member under consideration not being allowed to vote.

Article III: - Officers

Section 1 -- President and Vice-President

The duties of the President and Vice-President are defined in the Constitution.

Section 2 -- Treasurer

The treasurer shall prepare the semi-annual House Committee budgets with the House President, subject to the modification of the House Committee, by the fourth meeting of the fall term and by the second meeting following his election in the spring term. He shall assist sub-committees of the House Committee in the preparation of their budgets. He shall submit a complete, itemized report to House Committee on the financial transactions of the previous year at the organizational meeting. He shall also submit monthly reports to House Committee which include all monies spent in that month as well as current inventories of all sub-committees. He shall transact such business as necessary to maintain the safety of Baker House finances and shall perform all those duties mentioned in the Constitution.

Section 3 -- Chairman of the Secretariat

The chairman of the secretariat, or his deputy, shall prepare copies of the minutes of every meeting of the House Committee, one to be posted within forty-eight hours of every meeting, one to be kept by him, and one copy to be given to the secretary of Dormitory Council upon request.

The chairman of the secretariat shall keep and maintain a permanent addendum to the Constitution and these By-Laws composed of a list of all amendments and their dates of passage for use when publishing revised editions of these items. The chairman of the secretariat shall be responsible for issuing notices of special meetings and other information which House Committee may direct.

He shall demand and receive final written reports from all temporary sub-committees; he shall also demand and receive annual written reports from all standing sub-committees to be turned in by the fourth Wednesday of the Spring term. He shall keep all sub-committee reports. He shall post annually, for a reasonable length of time, such appropriate copies of the Constitution and By-Laws and other rules and regulations as he may deem necessary to adequately inform the members of Baker House of its rules and regulations. He shall have control of and responsibility for all bulletin boards of the House (with the exception of the athletic chairman's boards) and shall insure proper maintenance of same.

Section 4 -- Judicial Chairman

The judicial committee chairman shall submit a report to House Committee after each Baker House Judicial Committee hearing. He shall report to the House Committee on the activities of the Dormitory Council Judicial Committee.

Section 5 -- Social Chairman

The social chairman shall be responsible for the preparation of the annual House social budget, with the assistance of the treasurer. He shall also submit a tentative social calendar for the Fall term at the third regular meeting of the term, and a tentative social calendar for the Spring term by the second regular meeting following the election of the President. Both the social budget and the social calendar shall be subject to the approval of and modification by the House Committee

at any time. The social committee chairman must submit an itemized, detailed financial report in writing after every social event to House Committee at the meeting following directly after such event, one copy of which is to be filed with the treasurer.

Section 6 -- Athletic Chairman

The athletic chairman shall organize and direct all athletic events in which members of Baker House exclusively participate. He shall also represent and direct teams of the House members which participate outside the House. He shall enter teams in all intramural sports for which there is sufficient interest in the House, and sponsor and run intra-dormitory contests in all sports in which there is sufficient interest amongst the members of the House. He shall have the responsibility for and jurisdiction over, all the athletic equipment of the House. He shall maintain detailed financial records of all transactions and keep them readily available should House Committee need to refer to them.

Article IV: Meetings

Section 1 -- Regular Meetings

Regular meetings of the House committee shall be held at least once a week during the academic year except during vacations, reading periods, and examinations. The President shall give the members of the House notice of a meeting at least twenty-four hours before such meeting is to take place.

Section 2 -- Special Meetings

Special meetings of the House Committee may be called by the President or by four voting members of the House Committee who shall present a written petition to the President. Upon presentation of such a petition, notice must be posted within twenty-four hours and the meeting held within forty-eight hours.

Section 3 -- Closed Meetings

All regular and special meetings of the House Committee shall be open to all persons except by a two-thirds vote. No business may be transacted or votes taken in closed session; only discussion may occur.

Section 4 -- Quorum

A quorum to vote on issues at any meeting of House Committee shall consist of two-thirds of the entire voting membership thereof, including proxies. Otherwise, the meeting may be held but no votes may be taken and no decisions may be reached.

Section 5 -- Proxies

Any member of the House Committee may send a proxy invested with the full privileges of that member to any meeting of the House Committee upon presentation by the proxy of a written authorization to the acting secretary. However, no proxy shall fulfill the duties of an officer, nor shall he transfer this proxy to another person. All proxies for Hall Chairmen shall be from the same floor as the authorizing Hall Chairman.

Section 6 -- Roll Call Votes

Roll call votes shall be taken by floors with the first floor voting first. The Hall Chairman whose term expires first shall

vote before the other Hall Chairman on each floor. After Hall Chairmen the order shall be Vice-President and then President. Roll call votes must be taken on all amendments to these By-Laws, and when requested by two voting members of House Committee.

Section 7 -- Adjournment and Organizational Meetings

The adjournment meeting of the House Committee shall be held annually on the Wednesday following the election of the House President. At this meeting the outgoing President shall call the meeting to order, the acting secretary shall have the minutes of the previous meeting approved, and all final reports shall be presented. After the transaction of all old business the elections shall be approved and the new officers and Hall Chairmen shall immediately take office. The new House Committee shall then elect a treasurer and a chairman of the secretariat in the manner described below. All non-voting members who have not been replaced shall continue to hold office until the next regular meeting at which elections shall take place in the following order: judicial chairman, the four members of judicial committee, the director of the department of internal services, the director of the department of internal facilities, and the elections chairman. These elections shall be by secret preferential ballot and only voting members of the House Committee shall vote. Nominations and voting for each office shall take place one at a time. The ballots shall be counted by the House President.

Article V: Election Procedure

a) All and any members of Baker House, as defined in the Constitution, shall be eligible to vote in all Baker House elections.

b) All general House elections and other elections, including canvas elections, shall be by secret preferential ballot, and locked ballot boxes shall be used. The place of voting must at all times be under the surveillance of the elections chairman or a person authorized by him.

c) At the first House Committee meeting following an election, the said election must be approved as to its fairness and legality by a three-fourths vote of the entire voting membership of House Committee. In addition all ballots shall be turned over to the chairman of the secretariat immediately after tabulation and they shall be kept by him for at least ten school days, during which time any persons, providing that they constitute at least five per cent of those eligible to vote in said election, may demand a recount in the joint presence of themselves, the elections chairman, the chairman of the secretariat, and the President. Except in the case of miscounts, any part of an election which is not approved shall be reheled within two weeks after its disapproval. All counting of the ballots shall be done by the elections chairman and witnessed by at least two non-candidate members of the House.

Article VI: Sub-committees

Section 1 -- Special Sub-committees

There shall be two special sub-committees of the House Committee as follows: Parking committee, and Room assignments committee. The parking committee shall be responsible for the distribution of

parking stickers for the "student" lots and for keeping the parking rules and regulations enforced. The room assignments committee shall be responsible for all regular room assignments in the House. (i.e. those assignments not handled directly by the Dean of Residence). The chairmen of both these committees as well as the members of said committees shall be appointed by the President and the members of the respective committees subject to the approval of a majority of House Committee.

Section 2 -- Standing Sub-committees

a) Judicial Committee

The House judicial committee shall assist the House judicial chairman in all House judicial matters that he may request. The House judicial committee shall have the power to set up its own judicial procedure, provided that it does not conflict with House Committee legislation, the Baker House Constitution, the Baker House Committee By-Laws, or the Dormitory Council Judicial Code. If the judicial chairman shall be involved in a case, the Dormitory Council judicial chairman shall preside for the duration of said case. The committee shall be composed of five members including the judicial chairman, all of whom have been elected by the House Committee after residing at least one term in the Baker House. Three of the four members of the committee and the chairman shall constitute a quorum to hold hearings, make recommendations, and pass sentences.

b) Social Committee

The social committee shall be formed as the social chairman sees fit in order to best facilitate the proper carrying out of the House social program and the social calendar as planned with House Committee.

c) Athletic Committee

The athletic committee shall be formed by the Athletic chairman as he sees fit in order to best facilitate the proper carrying out of the House athletic program.

d) The Department of Internal Facilities, The Department of Internal Services, the Secretariat:

The respective chairman of each of the above committees shall form as he sees fit a committee to assist him in his duties or in any such further duties as the House Committee, by a two-thirds vote, shall assign him.

e) Other Sub-committees

Other sub-committees (hereafter referred to as "temporary") shall be created as the need arises. The chairman of said sub-committee shall be appointed by the chairman of the standing sub-committee under whose jurisdiction he will fall, or by the President in the case of a sub-committee which does not logically fall directly under the jurisdiction of another standing sub-committee.

Section 3 -- Division of Responsibility

All Sub-committee chairmen shall be held directly responsible to the House Committee for the proper functioning of their committees. All appointments to committees shall be reported to the House Committee at the next meeting, except in the case of persons working for the committee or sub-committee in a temporary capacity (i.e. for a period less than one week). All appointments of committee members shall be subject to review and change by a majority of the voting members of the House Committee.

Article VII: Parliamentary Authority

The most recent edition of Robert's Rules of Order shall be the parliamentary authority in all cases except when in conflict with the Constitution or these By-Laws of the House Committee. The Vice-President shall have a copy of said text at all meetings and shall act as parliamentarian unless some other more qualified person is appointed by House Committee.

Article VIII: Initiative et. al.

Section 1 -- Recall

Upon written petition to House Committee of fifty per cent of the constituents concerned, the elections chairman shall call, on the third Tuesday following the receipt of said petition, a special election for the office stated in the petition. Any qualified member of the House may run in such an election. Until this election is approved by the House Committee in the usual manner, the incumbent shall fill the duties of the office. No petition for subsequent recall elections shall be accepted until at least one month has elapsed from the date of the approval of the previous election.

Section 2 -- Referendum and Initiative Procedure

Upon the request of twenty-five per cent of the qualified voters in the House or upon the request of House Committee, the elections chairman shall call, on the second Tuesday following the receipt of such a petition or request an election to vote on said question on a House-wide scale. The same fraction of votes (e.g. two-thirds, one-half, three-fourths) necessary to pass this question in the House Committee shall apply to the total number voting in said election, provided that at least fifty per cent of the eligible house members vote.

Article IX: Rules, Regulations, and Operating Procedure

Section 1 -- Financial Procedure

The House Committee shall establish and maintain a double-signature checking account, the co-signers to be the President and the treasurer. Disbursements in excess of fifteen dollars shall be made only on the order of the House Committee. Bills and receipts showing the expenditure of the House Committee funds shall be returned to and retained by the treasurer. The treasurer shall set up such procedures as he deems necessary in order to present to the House Committee a clear, timely, and accurate report on the financial condition of the House. The treasurer, at the direction of the House Committee, shall set up such petty cash funds and inventory accounts as are necessary for the various and sundry committees and sub-committees. Reports shall be made monthly to the treasurer of the state of said funds and shall include a complete report of income, disbursements, and inventory of both cash and materials, as well as receivables and payables. All agents of the House Committee shall keep open records of all cash and materials on hand and must forthwith transmit all amounts over the maximum allowed in their petty cash funds or inventory to the treasurer within forty-eight hours of receipt of said items. All agents of House Committee shall submit to the Committee for approval a budget of expenditures and income of both funds and inventories.

Section 2 -- Lounge Rules

Rules for the use of Baker House public areas and lounges shall be made by the D.I.F. subject to the approval of the House Committee and subject to the following modifications: a) Priority of usage - 1. House Committee (provided that one week's notice is given); 2. any member of the House; 3. any non-member of the House. b) the group using the lounge areas shall have the said area cleaned by noon of the following day or before the next usage of said area, whichever comes first.

Section 3 -- Mailboxes

a) All advertising literature deposited in Baker House mailboxes shall contain a definite message and shall state the sender. b) Any party placing such literature in the boxes shall have the permission of the Chairman of the Secretariat or House Committee, unless it has the proper address affixed.

Section 4 -- Bulletin Boards

Keys to all locked bulletin boards in Baker House shall be retained by the chairman of the secretariat who shall post information as directed by the House Committee, or at his own discretion in the absence of such directions. Any member of House Committee shall have the authority to remove from any open bulletin board or any wall of the House literature which he deems improper or in bad taste.

Section 5 -- Suspension of the By-Laws

Individual By-Laws may be suspended for not longer than the consideration of a particular question by a two-thirds affirmative vote of the entire House Committee.

Section 6 -- Judicial Procedure

The Baker House Judicial Committee shall carry out its duties in accordance with the Baker House Committee Constitution and By-Laws, the Dormitory Council By-Laws, and the Dormitory Council Judicial Code. In addition to enforcing the general Dormitory Council Uniform Rules and Regulations, the Judicial committee shall be responsible for enforcing all rules and regulations passed by the Baker House Committee.

All members of the House Committee and its sub-committees shall at all times have the power and duty to enforce all general dormitory rules and regulations and to report all violations and violators thereof. Failure to do so when able shall be sufficient cause for expulsion from all and any student government positions held.

Article X: Method of Amending the By-Laws

Any amendments to these By-Laws shall be passed either by an affirmative roll call vote of two-thirds of the entire House Committee with five days' posted notice or by the initiative procedure outlined in Article VIII, Section 3, of these By-Laws, with the understanding that a two-thirds affirmative vote of those members of the House voting, provided that a majority of the house votes, shall be necessary if the initiative procedure is used. Final approval of the Dormitory Council, after approval by one of the above methods, must be obtained.

Article XI: Ratification

These By-Laws shall be ratified when approved by two-thirds of

those voting in the ratification procedure, provided that a majority of the House votes, and shall become effective immediately, subject to the approval of Dormitory Council.