

CONSTITUTION OF THE EVERETT MOORE BAKER HOUSE  
(as amended April 1997)

Article One – Name

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

Article Two – Object and Authority

Baker House shall govern itself through the Baker House Meeting and the Executive Council which shall have full student governing authority in making judicial and legislative decisions for Baker House and the residents thereof, as granted by the Dormitory Council of the Confederation of Undergraduate Dormitories of MIT. All acts and decisions of the Baker House Meeting and the Executive Council shall be considered to be the acts and decisions of Baker House and the residents thereof.

A decision of the House Meeting may be appealed by the presentation to the President, within 5 school days after the House Meeting, of a petition signed by at least 100 members of Baker House. The President shall then halt action of the questioned decision and it shall be placed on the agenda of the next House Meeting by the Executive Council.

A decision of a Meeting of the Executive Council may be appealed by the presentation to the President, within 5 school days after the meeting, of a petition signed by at least 75 members of Baker House. The President and member(s) of the Executive Council responsible for carrying out the decision shall halt action of the questioned decision and it shall be placed on the agenda of the next House meeting.

Article Three – Qualifications of Members

Section One – Members of Baker House

Any person recognized by the MIT Department of Housing and Food Services as a resident of Baker House shall be considered a resident thereof.

Section Two – Member of the House Meeting and the Executive Council

All members of Baker House shall be members of the House Meeting and only members of Baker House who are also undergraduate students at MIT shall be eligible for membership on the Executive Council. No person shall hold more than one seat simultaneously on the Executive Council. No seat other than Vice President for Residence/Orientation and Social Chair shall be occupied jointly. In view of the difficulty of coordinating R/O activities and House social functions, the positions of VPRO and Social Chair may be held by either one or two people. Only two people who have been elected together may hold either of these positions jointly except in the case of filling vacancies. No person shall have more than one vote in the House Meeting, nor shall anyone delegate any other person to vote as a proxy in that person's place at the House Meeting or at the meetings of the Executive Council. The term of office associated with a regularly elected post shall be one year.

#### Article Four – The House Meeting

##### Section One – Quorum

The quorum for business at the House Meeting shall be 10% of the members of Baker House.

##### Section Two – Meetings

The House Meeting shall be held at least once per calendar month as seen fit by the Executive Council. The Executive Council shall call a House Meeting within 10 school days of the presentation to the President of a petition signed by at least 30 members of Baker House.

##### Section Three – Function of the House Meeting

The House meeting shall make all policy decisions concerning the affairs of Baker House.

##### Section Four – Leadership

The House meeting shall be presided over by the President.

##### Section Five – Agenda

The House Meeting shall consider at any particular meeting those and only those items placed on the Agenda. Items may be placed on the agenda by the Executive Council, but any member of Baker House may place items on the Agenda by presenting to the President, at least six days prior to the House meeting, a petition signed by at least 30 members of Baker House. All regular House Meetings should be scheduled far enough in advance to allow recourse to this method.

#### Section Six – Decisions

Decisions of the House Meeting shall be made by a simple majority vote and shall be binding upon the Executive Council.

#### Section Seven – Postponing of Motions

A motion may be postponed for at least 10 school days without a vote if 10% of the members present or seven members, whichever is greater, approve the postponement. This method may be applied to any particular motion only once.

Section Eight – Unspecified Powers The House Meeting shall have all powers not specifically delegated to the Executive Council nor denied the House Meeting by the Constitution.

#### Section Nine – Removal from Office

The House Meeting may remove any officer of Baker House from office by a two-thirds majority vote.

#### Section Ten – Ratification of Appointments

The House Meeting shall ratify all appointments of the Executive Council.

#### Article Five – The Executive Council

##### Section One – Membership

The Executive Council shall consist of the President, the Vice President for Facilities and Services, the Vice President for Residence/Orientation, the Vice President for Institute

Relations, the Judicial Committee Chair, the Social Chair, the Athletic Chair, the Freshmen Representative, the Treasurer, and the Secretary. The Freshmen Representative shall be a freshman member of Baker House elected at large among the freshmen as prescribed in the Bylaws of the Executive Council.

## Section Two – Duties and Responsibilities

The duties and responsibilities of the Executive Council shall be as follows: it shall coordinate social functions, athletic functions, special events, and freshman orientation; it shall supervise elections, renovation, fire drills, Commons, facilities such as the library, vending machines, the dark room, and House amplification equipment, the copy machine, parking permits, and room assignments, and shall administer the Uniform Judicial Code; it shall supervise the Baker Letter, the historian, and the operation of the silk-screen and the crank; it shall select, subject to ratification by the House Meeting, a Treasurer who shall keep financial records and make budgets and reports, and a Secretary who shall make and distribute minutes of all meetings of the Executive Council and of the House Meetings. The Executive Council shall annually review this constitution and parietal rules and recommend changes as it thinks are necessary.

## Section Three – Meetings

The Executive Council shall meet at least once per week. All its meetings shall be open to members of Baker House and shall be well publicized.

The first item of business at any meeting of the Executive Council shall be the approval of the minutes of the previous Executive council meeting. The minutes of a House meeting shall be approved at the first Executive Council meeting following the said House meeting, immediately after the approval of Executive Council minutes. Approval shall be by a two-thirds majority of the Executive Council present or a simple majority of a House Meeting. If the minutes are not approved as published, then they must be corrected until they are approved and before any other business of an Executive Council meeting is conducted.

## Section Four – Agenda

The Executive Council shall prepare an agenda for each House Meeting. Any member of Baker House may place items on the agenda of the weekly meeting of the Executive Council, which must then either act upon those items or place them on the agenda of the next House Meeting. The Executive Council shall make no policy decisions.

#### Section Five – Function

The Executive Council shall implement the policies adopted by the House Meeting.

#### Section Six – Bylaws

The Executive Council shall prepare for itself a set of bylaws which may be adopted or altered by a two-thirds vote of its members after five days posted notice. The Bylaws of the Executive Council shall define and separate its duties and responsibilities as outlined in Section Two of this Article.

#### Section Seven – Budgets

Before the first House Meeting of each term, each member of the Executive Council shall prepare a budget for the activities for which that member is responsible. The House Meeting shall ratify these budgets and shall have the sole power to amend them. The ratification of the budget shall allow the members of the Executive Council to spend according to those budgets and within their limits as they see fit, but all expenditures greater than \$15 shall be approved in advance by a vote of the majority of the Executive Council.

#### Section Eight – Publicity

The Executive Council shall publicize each House Meeting. The publicity shall be distributed at least five days in advance to each member of Baker House individually in writing and shall contain the date, time, and place of the meeting, the agenda for that meeting, and any other relevant information the Executive Council may wish to include.

#### Article Six – Elections

##### Section One – General Elections

The President, the Vice Presidents, the Social Chair, and the Athletic Chair shall be nominated and elected annually by the members of Baker House in a manner to be described in the Bylaws of the Executive Council.

## Section Two – Judicial Committee

The Judicial Committee of four members plus a chairman shall be chosen as follows:

All candidates for Judicial Committee Chairman and Judicial Committee member shall be screened by the outgoing Judicial Committee Chairman at least three days but not more than one month prior to the election for the position in question. This screening shall involve questions regarding legal knowledge only. On this basis, the Executive Council in session at the time of the screening shall nominate all candidates demonstrating satisfactory knowledge of judicial affairs. No less than five candidates for Judicial committee member shall be nominated, and no one shall be nominated later than three days before the election for the position in question.

The Judicial Committee Chairman shall be elected annually at the General Elections. The losing nominees shall be entered on the list of member candidates. The Judicial Committee members shall be elected two weeks after the General Elections, in a manner to be specified in the Bylaws of the Executive Council.

## Article Seven – Vacancies

### Section One – The President

In the event of the absence or other temporary incapacity of the House President, the following shall be the order of replacement, among the members of the Executive Council, who shall perform the duties and have the privileges of the House President until the President should resume them: the Vice President for Facilities and Services, the Vice President for Residence/Orientation, the Vice President for Institute Relations, the Judicial Committee Chair, the Social Chair, the Athletic Chair. In the event that none of the Vice Presidents nor the President is present at a meeting of the Executive council, it shall be canceled. Should the President be permanently unable to carry out the presidential duties, the Vice President for Facilities and Services shall assume the office of

President and a special election for the office of Vice President for Facilities and Service shall be held within four school weeks.

#### Section Two – Other Vacancies in the Executive Council

In the event of a vacancy in any generally elected position on the Executive council other than the President, a VPRO, or a Social Chair, 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 remaining part of the term of office vacated. The President may appoint a temporary replacement until the special election is held or in cases of temporary absence, but this replacement shall not have a vote on the Executive Council.

In the temporary but prolonged absence of one of two VPsRO or Social Chairs, the remaining one may appoint a replacement with the approval of the Executive Council. This replacement shall not have a vote on the Executive Council. In the permanent absence of one of one VPRO or Social Chair, the Executive Council shall decide whether to replace the absent officer, provided that four school weeks remain before the next general election. In such a case the remaining officer shall appoint a replacement who must be approved at the next House Meeting and who will have all the rights of a normally elected officer. If the office of VPRO or Social Chair is completely vacant, replacement shall be handled in the same manner as the other officers. If a special election is held for an office, two people may run jointly in the same manner as in a general election.

#### Section Three – Other Vacancies

In the event of a vacancy in the offices of Secretary or Treasurer, the Executive Council shall make a new selection for that office, and the selection shall be subject to ratification at the next House Meeting. In the event of a vacancy in any of the positions on the Judicial Committee, the Judicial Committee Chair shall make a new selection for that office, subject to ratification at the next House Meeting. If, however, the Judicial Committee consisted of a chairman and five members, should a vacancy in a position other than the chair arise, no new selection to the Committee shall be made.

In the event of a vacancy in the position of Judicial Committee Chair, the President will make a temporary appointment from the members of the Judicial Committee, subject to the approval of the Executive Council, to serve until a special election. This special election will be held within four school weeks, provided that more than four school weeks remain before the next general election. If not, the appointee will serve until the next general election.

#### Article Eight – General Assembly Representatives

The representatives of Baker House to the General Assembly of the MIT Undergraduate Association shall be nominated and elected annually by the members of Baker House in a manner to be described in the Bylaws of the Executive Council in accordance with the Constitution of the MIT Undergraduate Association, and they shall represent the residents of Baker House at all meetings of the General Assembly. They shall keep the residents of Baker House informed about actions and plans of the General Assembly and shall solicit ideas and views from the residents of Baker House. They shall, as a group, seek to maintain close contact with every resident of Baker House.

#### Article Nine – 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 House vote, subject to the final approval of the Dormitory council. Amendments shall be voted upon by the House following at least five days individual published notice and within four weeks of any of the following: recommendation by two-thirds of the Executive Council, recommendation by the House Meeting, or receipt by the House President of a petition signed by a least one-third of the members of Baker House.

#### Article Ten – Previous Governments

All decisions reached, rules and regulations made, or obligations contracted by previous Baker House governments shall remain valid and binding unless modified or invalidated by this Constitution and/or Bylaws.

#### Article Eleven – Ratification

This Constitution shall be ratified when approved by a two-thirds vote of those members of Baker House voting, provided that a majority vote, immediately, but subject to the approval of the Dormitory Council. Four months after the ratification of this Constitution, a review shall be made of the operation of Baker House government under this Constitution by the Executive Council. Upon completion of this review, the Executive Council shall present its finding to the next House Meeting, which will then decide whether or not to hold a new House election concerning this Constitution. Should, at that time, a majority of the residents of Baker House voting prefer the previous method of government, the previous Constitution shall be restored unaltered. If not, the form of government described in this Constitution shall be retained permanently.

Amendment VII (approved 5/74)

Commencing in the fall of 1975 and lasting only until the spring of 1975, a voting member of the Executive Council shall be the Woman Representative. She shall be a female member of Baker House elected at large among the women members of the House, as prescribed in the Bylaws of the Executive Council.

Revised November 1996.