**Regional Board of Directors: Host Clause**

1. Regional Board of Directors: Summary
	1. *Definitions*
		1. NACURH
			1. National Association of College and University Residence Halls, or NACURH, Inc., is an internationally recognized organization dedicated to connecting and improving residence life systems of higher education institutions.
		2. IACURH
			1. Intermountain Affiliation of College and University Residence Halls, abbreviated IACURH, which is one of eight (8) regions of NACURH, Inc.
		3. NBD
			1. NACURH Board of Directors, or NBD, serve as leadership for NACURH, Inc. and includes the Director and Finance Officer from each region as well as the NACURH Chairperson, NACURH Associate for Operations (NAO), NACURH Associate for NRHH (NAN), and NACURH Associate for Engagement (NAE).
		4. RBD
			1. The Regional Board Directors, or RBD, serve as leadership for a regional affiliate of NACURH and within IACURH this includes the Regional Director (RD), Associate Director for Administration and Finance (ADAF), Associate Director for NRHH (ADNRHH), Coordinating Officer for NCC Training and Development (CONCCTD), Coordinating Officer for Presidential Relations and RHA (COPRRHA), Coordinating Officer for Service and NRHH (COSN), and Coordinating Officer for Marketing and Technology (COMT).
		5. NRHH
			1. The National Residence Hall Honorary, or NRHH, is a national leadership-based honorary comprised of exemplary students who value recognition and service. NRHH is a branch of NACURH, Inc.
		6. RHA
			1. The Residence Hall Association, or RHA, is an organization whose mission is to foster a sense of community in the residence halls by funding a variety of social, educational, and advocacy programs, along with representing residents’ voices in Housing and Dining Services and other large on-campus organizations.
		7. NCC
			1. The NACURH Communications Coordinator, or NCC, serves as a representative of their school at regional and NACURH levels. Their duties include organizing delegations to attend conferences, managing a conference budget, and providing updates on the region and NACURH to their university.
	2. *Regional Board of Directors Roles and Requirements*
		1. Regional Director (RD)
			1. Preside over all regional business meetings.
			2. Represent IACURH at all proceedings of the NACURH Board of Directors in cooperation with the Associate Director for Administration & Finance.
			3. The Director shall oversee the development of the Leadership Advancement Society of IACURH and maintain a list of all inductees.
			4. Be authorized as a signatory for all authorized expenditures in concurrence with the Associate Director for Administration & Finance (ADAF), Regional Advisor, and Regional NRHH Advisor.
			5. The Director is responsible for the release of the Regional Summit Reports within 30 days of each respective summit.
		2. Associate Director for Administration and Finance (ADAF)
			1. Keep minutes of all business meetings and distribute them within 45 days of the conference, or else the school hosting the Associate Director for Administration & Finance will not be in good standing until such time as the minutes are distributed.
			2. The ADAF shall maintain accurate financial records and publish regional financial reports on a monthly basis.
			3. The ADAF shall maintain all regional documents, including mailing lists, and keep them current.
			4. Be authorized as a signatory for all authorized expenditures in concurrence with the Director, Regional Advisor, and Regional NRHH Advisor.
			5. The ADAF shall assist the Director in representing the IACURH region at all proceedings of the NACURH Board of Directors.
			6. The ADAF shall oversee the financial development and allocations of the Leadership Advancement Society of IACURH funds.
		3. Associate Director for NRHH (ADNRHH)
			1. The ADNRHH shall serve as both the NRHH regional recruiter and OTM selection coordinator and shall attend the NACURH Semi Annual Business Conference.
			2. The ADNRHH shall coordinate the regional awards process as defined in the IACURH Policy Book
			3. The ADNRHH shall oversee the purchasing and ordering of the Leadership Advancement Society of IACURH induction plaques.
			4. The ADNRHH shall chair all regional NRHH Business as prescribed in the NRHH Policy Book.
		4. Coordinating Officers (CONCCTD, COPRRHA, COSN, and COMT)
			1. Four (4) Coordinating Officers shall be assigned to the specific areas of: NCC Training and Development, Presidential Relations and RHA Development, Service and NRHH, and Publications and Technology.
			2. The CO candidates shall have attended at least one business meeting at a Regional Leadership Conference, Regional Business Conference, or virtual business meeting.
				1. This requirement can be waived for COMT candidates that are unable to attend a business meeting with the approval of the current COMT, the Regional Director, and the Regional Advisor. This change will not be held against any candidates as it falls under the NACURH Equity Statement.
			3. The COs shall maintain continual contact with and serve as a regional resource to all IACURH member schools.
			4. The administrative duties of the COs shall be paid for by the IACURH Region, which can include copying, faxing, mailing and telephone costs.
			5. Shall participate in the First-Time Delegate Scholarship selection process.
			6. Additional CO duties and roles are found in the NACURH Ruling Documents.
			7. Be in attendance at a NACURH affiliated school in good standing and shall remain residents of residence halls at their member schools during their term of office as prescribed by the NACURH bylaws.
2. Host School Requirements of RBD/NBD Members
	1. *RBD/NBD position responsibilities:*
		1. Attend periodic one-on-ones with the regional advisor.
		2. Preparing and submitting written reports and articles as required by the position.
		3. Submitting information in May/June for the Annual Regional Report as directed by the Regional Director and/or NACURH Chairperson.
		4. Sit on NACURH committees as needed.
		5. Maintain a presence and respond to questions and concerns on the regional listserv.
		6. Responding to emails sent to the IACURH/NACURH email provided and forwarding any pressing matters to the RHA President, NRHH President, and/or NCC emails.
		7. Attend virtual video or phone call chats as determined by the Regional Director to conduct regional or NACURH executive business in the region.
		8. Attend conferences and corresponding meetings/summits throughout the year to conduct business as deemed necessary by the Regional Director.
		9. Performing specific duties to their position.
		10. Financial requirements and needs must be communicated and arranged with the Advisor and the Director of Finance.
			1. The Conference Expenses budget is not responsible for sending the RBD/NBD member(s) to regional or NACURH conferences. The NCC and Advisors can be consulted in terms of travel expenses. The RBD/NBD is allowed to travel with a delegation to and from the conference, but their fee will not be covered by the Conference Expenses budget. They must submit their own budget from which their conference fees/expenses can be pulled from for them specifically.
			2. Since every RBD/NBD position requires different funding, this must be done for each position even if there are multiple RBD/NBD members present or a RBD/NBD member is serving multiple terms.
		11. In the following business week after the Regional Leadership Conference, Regional Business Conference, and the NACURH Annual Conference, RBD/NBD member(s) are not required to hold office hours, respond to emails within three (3) business days, or attend Cabinet meetings, in conjunction with the IACURH policy of a communication “blackout week.” RBD/NBD members may still be required to respond to communications from the COMT and Regional Director.
	2. *Compensated RBD/NBD Member Requirements*
		1. Present to the RHA, NRHH, and RLP Cabinet spaces about their position and regional or NACURH involvement once at the beginning of their term in conjunction with the NCC.
		2. Be available to be a part of any conference recap presentations for any of the RHA, NRHH, or Cabinet spaces.
		3. Shall attend a minimum of one delegate meeting per conference to get to know the CSU delegation.
		4. Attend either one RHA and/or NRHH meeting per week as well as the weekly Cabinet meetings, unless an absence is approved by the organization’s Advisor and/or President.
			1. The RBD/NBD Member may choose whether to attend either only RHA or NRHH meetings throughout their term if their position is directly involved with one organization or the other. If their position is not organization specific, they will talk to the Advisor and organization President to determine which organization’s meetings to attend. If the Member would like to attend both organizations’ meetings weekly, they are free to do so, but are only required to attend one or the other.
		5. Shall hold floor and voting rights in both organizations.
		6. Shall make periodic reports about the regional and NACURH happenings separate from those that relate to the NCC position, i.e. NACURH or regional elections, NACURH or regional changes to structure, NACURH or regional chats and roundtables, etc.
		7. Shall lead at least one project per semester as decided upon by the Advisor and/or Cabinet.
		8. Shall hold at least five (5) office hours per week in the RLP office.
		9. Shall meet with the RLP Advisor at an agreed upon time throughout the year as seen fit.
		10. Residential Leadership Programs Liaisonship
			1. Shall co-advise a hall council in conjunction with the ARD in the residence hall they are hosted in.
	3. *Uncompensated RBD/NBD Member Requirements*
		1. Present to the RHA, NRHH, and RLP Cabinet spaces about their position and regional or national involvement once at the beginning of their term.
		2. Be available to be a part of any conference recap presentations for any of the RHA, NRHH, or Cabinet spaces.
			1. May not have to present, but may be available to provide extra information to assist the presentation.
		3. Shall attend one delegate meeting per conference to get to know the CSU delegation.
		4. May or may not choose to attend respective organizations meetings and Cabinet meetings weekly, but this is not required.
		5. May hold floor but not voting rights in both organizations
		6. May make periodic reports about the regional and NACURH happenings separate from those that relate to the NCC position, ie NACURH or regional elections, NACURH or regional changes to structure, NACURH or regional chats and roundtables, etc.
		7. May meet with the RLP Advisor at an agreed upon time throughout the year as seen fit.