

The Constitution of **{GENRE}** music club

I. NAME AND RELATIONSHIP TO IOWA STATE UNIVERSITY

-The name of this organization shall be Gathering Everyone Nearby to Raucously Entertain, hereafter referred to as GENRE. GENRE is affiliated with Iowa State University.

- The Constitution of GENRE shall be considered subordinate to the constitution of the Government of the Student Body (GSB) and the rules in place by the Student Activities Center (SAC).

- GENRE shall abide by Iowa State University policies as well as local, state, and federal laws.

II. PURPOSE

-To provide ISU musicians with a community in which to meet and interact with other students from a variety of musical backgrounds, as well as providing a medium for them to express their musical talents without inhibition or intimidation

-To provide musical instruments and informal musical education for ISU students who might not otherwise have access to said resources

-To promote an appreciation for all types and genres of music

III. MEMBERSHIP

-The officers of the organization must be students.

-Membership in a student organization must be mainly composed of students (minimum 80% student membership) .

-Voting privileges are restricted to members that have paid their dues for any given semester.

-Non-members are allowed to attend club meetings as spectators, but are not allowed to directly participate in club activities, such as jam sessions.

-GENRE is open to registered students at Iowa State and does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, gender identity, sex, marital status, disability or status as a U.S. Veteran.

IV. DUES

-Individual dues shall be determined at the beginning of each semester by a unanimous vote of all members of the Executive and Creative Boards. If unanimity is not achieved, the dues for the semester in question will be five dollars.

-Individual dues for any semester shall not exceed twenty dollars.

V. OFFICERS

A. ELIGIBILITY

All voting members of GENRE are eligible to run for any position in the club, with the exception of a President, who must have been a member of the club for one of the previous two semesters. Members interested in becoming an officer must meet academic requirements as established by the Student Organization Recognition Policy.

In general, officers of this organization must meet the following requirements:

(a) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(b) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(c) Carry out the responsibilities set forth by the Constitution in a timely matter.

B. DUTIES OF THE EXECUTIVE BOARD

One or two members of GENRE are elected each semester to be **PRESIDENT**.

The responsibilities of a President include, but are not limited to:

- Addressing the club at the beginning of each meeting
- Conducting meetings of the Executive and Creative Boards at least once per month
- Conducting the resolution of all issues that require a vote
- Acting as liaison between GENRE and its faculty Advisor, meeting whenever necessary to discuss issues with the club
- Acting as a representative of GENRE when discussing sponsorship or donations with outside groups
- Acting as liaison between GENRE and the student government, departments, or any other such groups that support the club
- Creating an outline of events prior to each meeting
- Actively participating in as many GENRE activities as possible

SECRETARY

The responsibilities of the Secretary include, but are not limited to:

- Keeping an electronic record of all GENRE activities, as well as noteworthy events that occur during meetings. Any pressing information should be sent to all members via email.
- Giving short announcements at the beginning of each meeting
- Writing and printing all forms and files for GENRE
- Actively participating in as many GENRE activities as possible

TREASURER

The responsibilities of the Treasurer include, but are not limited to:

- Completing the Treasurer Training Course offered by Iowa State University Campus Organizations
- Collecting, depositing, and accounting for all club monies in accordance with ISU Campus Organizations policies and procedures
- Keeping electronic financial records of all club transactions

- Combining all transactions in a single financial report at the end of the semester
- Preparing and submitting a proposed budget to all current club members at the beginning of each semester, in accordance with GSB requirements
- Representing GENRE in all GSB Funding & Allocations meetings
- Actively participating in as many GENRE activities as possible

LOGISTICS CHAIR

The responsibilities of the Logistics Chair include, but are not limited to:

- Procuring spaces for GENRE meetings and other activities
- Collecting forms and approving the rental of GENRE equipment and instruments
- Verifying the membership/non-membership of those attending club meetings
- Keeping an electronic record of the location of all GENRE equipment
- Actively participating in as many GENRE activities as possible

PUBLICITY CHAIR

The responsibilities of the Publicity Chair include, but are not limited to:

- Heightening Iowa State University's awareness of GENRE
- Creating and distributing GENRE advertisements
- Gathering information about local performances and music ensembles
- Communicating with the Secretary regarding said performances and ensembles
- Actively participating in as many GENRE activities as possible

C. ELECTION OF THE EXECUTIVE BOARD

The officers listed in Article V, Section B shall all be elected at the end of each academic year. Potential officers may nominate themselves, or they may accept nomination from any other paying member of GENRE. Once nominated, potential officers may be elected by a majority vote of all members of the club.

Any officer on the Executive Board may choose to resign at any time. In this event, an interim officer will be nominated by the Executive Board and subsequently elected outright by a normal majority vote.

D. DUTIES OF THE CREATIVE BOARD

The Creative Board has no set positions and no explicit number of officers; it is meant to change with the demographics represented by GENRE's members.

A Creative Chair may choose his or her title based on a specific type of music or a specific instrument. Examples include Chairman of Guitar, Chairman of Jazz, and Chairman of Special Interests.

These officers are to possess at least an intermediate knowledge of the style or instrument corresponding to their title. It is recommended that they have experience with basic music theory and are able to arrange music. It is likely that a Creative Chair will spend time giving basic instruction to other musicians. They are to represent their peers in Board meetings and communicate the opinions of club members to the Executive Board.

E. FORMATION OF THE CREATIVE BOARD

To propose the formation of a new position within the Creative Board, a member of GENRE must attend a Board meeting at any time during the semester. There, he or she will give a short speech about why the position is necessary, as well as why he or she is best suited for the position. After the speech the position can be approved and the potential officer elected with a 2/3 majority vote of the combined Executive and Creative Boards.

A Creative Chair may hold his or her position indefinitely, provided that he or she continues to perform his or her duties to the club, as assessed by the Executive Board. A Creative Chair may choose to resign, or he or she may be ousted from the position by a unanimous vote of the Executive Board. The position is then fully dissolved.

VI. ADVISOR

A. DUTIES

The faculty Advisor is responsible for staying in contact with GENRE via its Executive Board. The Advisor shall maintain an awareness of any outstanding club activities, and occasionally meet with members of the Executive Board to discuss issues involving the club.

The Advisor is to be made aware of all financial expenditures.

It is the Adviser's duty to ensure the club conforms to the standards set forth by Iowa State University and the Student Activities Center.

B. ELECTION

The Advisor will be elected by a majority vote of the Executive Board. The Advisor's term is indefinite, as long as the individual remains as an ISU faculty member.

Advisors may resign at any time, or be removed by a 2/3 majority vote of the Executive Board. In the event of any vacancy, a new Advisor must be elected by a majority vote of the Executive Board by the end of the following semester.

VII. REMOVAL OF OFFICERS AND ADVISORS

Officers or advisers may be removed from office by $\frac{1}{2}$ vote of the other Executive Board officers and $\frac{3}{4}$ of the general membership if actions are deemed inappropriate by the membership. The officer is permitted to speak before the Executive Board and the general membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Board regarding the charges.

VIII. FINANCES

Finances for GENRE will be managed by the Treasurer, with concurrence by the combined Executive and Creative Boards.

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign every expenditure before payment.

All financial expenditures must be in the general interest of the club as a whole.

Should this club be dissolved, all surplus dues shall be returned to current members, and all funding from outside organizations shall be returned to the organization from which that money came.

IX. AMENDMENTS & RATIFICATION

²This item is an exact duplicate of a statement in the SAC Constitution and Bylaws Guidelines
This constitution must be ratified by a 2/3 vote of club members.

Amendments may be proposed by any club member. If the amendment is supported by any officer it must be brought to a vote. A 2/3 vote will add the amendment to the constitution. All changes in the constitution must be reported to the Student Activity Center within a week.