

Iowa State Singers Constitution

Article I: Name

The name of this organization shall be Iowa State Singers.

Article II: Purpose & Goals

SECTION ONE

Iowa State Singers is a 1-credit University class that is also a student organization. The purpose of the group is to serve as a mixed choir that studies, prepares and performs choral music. The goals of the organization include performing at Iowa State University events, giving concerts, helping to establish strong music programs at Iowa State University, and to simply create beautiful music. The organization's activities include singing, traveling, and various social activities within the group. Iowa State Singers is an independent group that is not affiliated with any other organization.

SECTION TWO

Iowa State Singers abides by and supports established Iowa State University policies, State and Federal Laws.

Article III: Membership

Membership shall be open to all registered students at Iowa State University. Iowa State University does not discriminate on the basis of race, color, age, religion, national origin, sexual orientation, sex, marital status, disability or status as a U.S. Vietnam Era Veteran. The membership selection process will be composed of an annual singing audition, held before the beginning of the fall semester. The final say of membership will be given by the Iowa State Singers' choir director.

MEMBERSHIP REQUIREMENT

As a member, one is required to attend organization meetings (daily class) regularly, pay dues if required, and actively support organization projects. Membership requires a year-long commitment to the organization. Membership will be revoked by the choir director's decision, if actions are deemed inappropriate by the membership and/or director.

Article IV: Officers

ELECTION OF OFFICE

Election of officers will require a majority vote from the general membership. If a candidate fails to receive a majority of votes, a run-off election will be held within the top two candidates that received the most votes. Elections will take place in December of each year, at the end of the fall semester.

Members interested in becoming an officer of this organization must meet the following academic requirements:

- (a) Have a minimum grade point ratio (GPA) as stated below and meet that minimum 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) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

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TERM OF OFFICE

The term of office will be one full year, from January to January. All officers shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall appoint such committees that are needed to carry out organization goals.

ESTABLISHED OFFICER POSITIONS AND DUTIES

1. President
 - Preside over all meetings
 - Represent organization on campus
 - Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and the Student Activities Center
 - Maintain communication with organization adviser (choir director)
2. Vice-president
 - Preside over meetings in the absence of the President
 - Schedule meetings/events with appropriate University offices
3. Secretary
 - Maintain an accurate record of all organization meetings and post for members
 - Maintain membership directory
 - Correspond when necessary with University administration and other recognized organizations
4. Treasurer
 - Maintain accurate record of organization transactions
 - Collect dues if required
 - Maintain budget records
 - Cosign organization checks and vouchers along with the Adviser
 - Arrange fundraising opportunities for the organization
 - Solicits additional funding if needed from the Student Government Association in conjunction with the President
5. Social Chairs
 - Plan social events for the organization
 - Encourage fellowship between members
 - Coordinate organization promotion and publicity of events
6. Adviser
 - Maintain communication and meet with officer(s) regularly
 - Awareness and approval of financial expenditures
 - Ensure that the organization is operating in conformity with the standards set forth by Iowa State University and Student Activities Center

OFFICER/ADVISER REMOVAL

Officers may be removed from office by one-half vote of the other officers and three-fourths of the general membership, if actions are deemed inappropriate by the membership. The officer is permitted to speak before the Executive Committee 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 Committee regarding the charges.

OFFICER REPLACEMENT

In the case of an officer removal, a new election will be held at the time in the general membership to fill the vacancy.

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Article V: Finances

The finances of Iowa State Singers will be handled by the treasurer. All purchases will be discussed and approved by the Executive Committee and the Adviser. If the organization is dissolved, the organization's funds will be dealt with by the Music Department.

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 24 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

DUES

Iowa State Singers will establish reasonable dues (around \$15.00) that must be paid by all members. The amount of the dues will be determined in the beginning of the academic year by the Executive Committee and presented to the general membership for a three-fourths vote. Dues must be paid by the third week of the semester. The treasurer shall maintain all financial records and shall countersign with the president for all organization transactions.

Article VI: Amendment Process & Ratification

To adopt the constitution, it will be voted on and approved by the general membership of Iowa State Singers. Upon approval, the updated constitution, amendments, and/or bylaws will be promptly submitted to the Student Activities Center.

AMENDMENTS

Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendment(s) will be voted on at a subsequent meeting. In order to adopt the amendment, a vote of two-thirds of the general membership is necessary. Amended constitution will be submitted within 10 days to the Student Activities Center for approval.

RATIFICATION

This constitution shall become effective upon approval by a three-fourths vote of the membership. Ratified constitutions must be submitted to the Student Activities Center within 10 days for final approval.

Article VII: Amendments

AMENDMENT ONE (May, 2008)

Concerning Article VI, Amendments—

Further amendments to this constitution shall be written in Article VII: Amendments. The original integrity of Articles I through VI shall be maintained.

AMENDMENT TWO (May, 2008)

Concerning Article IV, Election of Office, paragraph (a)—

In the election of officers, the phrase “minimum grade point ratio”, “minimum grade point average” or “minimum GPA” shall henceforth read “minimum *cumulative* GPA”. Cumulative GPA shall be calculated according to the guidelines set forth by the Office of the Registrar.

AMENDMENT THREE (May, 2008)

Concerning Article IV, Established Officer Positions and Duties, sub-section 6 (Adviser)—

The Advisership of this organization is held by a paid-staff member of the Music Department faculty, specifically that of the director of the academic course “Music 161”. The Department of Music holds all authority in removal and replacement of the adviser.

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AMENDMENT FOUR *(May, 2008)*

Concerning Article V, Dues—

The last sentence shall read, “The treasurer shall maintain all financial records and shall countersign with the Adviser for all organization transactions.

AMENDMENT FIVE *(November, 2010)*

Concerning Article III, Membership—

Paragraph one shall read, “The Iowa State Singers 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. The membership selection process will be composed of an annual singing audition, held before the beginning of the fall semester. The final say of membership will be given by the Iowa State Singers’ choir director.”

Thomas Hales
President, Iowa State Singers

Date

Dr. James Rodde
Adviser, Iowa State Singers

Date

Assistant Director of Student Activities

Date