

Music Educators National Conference
Collegiate Chapter No. 286
University of Delaware
Chapter Constitution
Revision 2.0- September 6th, 2009

UNIVERSITY OF DELAWARE
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SEP 03 2010

OFFICE OF
ACTIVITIES & PROGRAMS

PREAMBLE

It is our desire to become members of the Music Educators National Conference as the Collegiate Chapter of the University of Delaware, to enjoy its associations, to share its responsibilities, and to increase our interest, knowledge and productivity in all areas of music education.

Article I Name and Affiliation

Section 1: *Title*

This chapter shall be known as the University of Delaware Collegiate Chapter of the Music Education National Conference and shall be listed in the MENC records as Chapter No. 286.

Section 2: *Affiliation*

This chapter shall have affiliate relationship to the Delaware Music Educators Association (DMEA).

Article II Purpose

It shall be the purpose of this organization to:

- Make available to members opportunities for professional development.
- Acquaint students with the privileges and responsibilities of the music education profession.
- Provide opportunities for members to become acquainted with leaders in the music education profession through participation in chapter, district, state, division, and national conferences.
- Assist the school in various projects throughout the year.
- Provide opportunity for contacts with CMENC members of other schools.
- Bring together students interested in music education.
- Bring music into the surrounding community through service projects.

Article III Membership Eligibility and Benefits

Section 1: *Eligibility*

Membership shall be open to any student enrolled at the University of Delaware who is interested in the teaching of music and who is not employed full-time in the field of music education.

Section 2: *Membership*

Students who fulfill the requirements as stated in Section 1 may become members of this chapter upon payment of dues as stated in Article IV.

Section 3: *Membership After Graduation*

Graduating Collegiate members of this chapter will have the opportunity to receive regular MENC membership at a special introductory rate in the year of or immediately following their graduation, as a first-year teacher employed full-time in music education.

Section 4: *Membership Privileges*

Any member of this chapter may participate in the activities carried on by this Collegiate chapter and by MENC, including its divisions and the federated state associations. All Collegiate members, after complying with registration requirements, may attend all MENC conventions-national, divisional, and those of the federated state associations. Student membership includes all rights and privileges of active membership of MENC except those of voting and holding office.

Section 5: *Publications*

Every Collegiate member of this chapter will receive issues of the official MENC periodicals *Music Educators Journal* and *Teaching Music*, and issues of the *DMEA Notes*.

Section 6: *Music Education Research*

Any MENC Collegiate member of this chapter may receive a subscription to the *Journal of Research in Music Education*, upon payment of the prescribed additional fee.

Section 7: *MENC Services*

All optional member services offered by MENC are available to the Collegiate members of this chapter. See Part IV: Member Benefits and Services in the *MENC Collegiate Chapter Handbook*.

Section 8: *Member in Good Standing*

Once a member meets the follow criteria, they are considered a *member in good standing*.

- Pays chapter dues as stated in Article XII.
- Attend two-thirds (66%) of meetings and events.

Article IV Finance

Section 1: *Chapter Dues*

Dues for MENC collegiate membership are for an academic year. The total dues collected each year for MENC collegiate membership represent both national and state dues. National dues for MENC Collegiate membership are less than one-third the cost of regular MENC membership. State dues are appropriated by each state music educators association. Students eligible for MENC Collegiate membership become members of MENC and their federated state music educators association when proper national and state dues are sent to the MENC national office.

Article V Executive Council

Section 1: *Definition*

Management of this organization shall be vested in an Executive Council responsible to the entire membership to uphold this constitution.

Section 2: *Council Members*

This Council shall consist of the officers of the organization, the Advisory Board, and the advisor as an ex officio member.

Section 3: *Meetings*

This Council shall meet at least once between regular meetings to organize and advise the offices.

Section 4: *Power*

This Council shall have the power to make necessary decisions in all matters not specifically acted upon by the group.

Article VI Faculty Advisor

Section 1: *Definition*

There shall be a faculty advisor (sponsor) who shall be a member of MENC and shall serve as an ex officio on the Executive Council.

Section 2: *Responsibilities*

The responsibilities of this advisor shall be:

- Act as a representative of MENC to the students.

- Inform the students of the nature, purpose, and function of MENC.
- Encourage interest and participation of students in MENC activities.
- Act as a liaison with the various levels of MENC.
- Serve as an advisor and guide in formulation of chapter programs and policies.
- Serve as a resource person.
- Encourage students to activate their membership online through the MENC website. If students prefer, the students can download a copy of the MENC Collegiate application form from the MENC website, complete the form, and remit it with their dues based on their state affiliation.
- Receive and distribute fall enrollment materials to potential members.
- Explain the benefits of MENC collegiate membership during orientation meetings, methods classes, and other functions that involve music education students.
- Receive the August, September, and October MENC publications and distribute these periodicals to their students to promote MENC membership.
- Encourage the development of student initiative, leadership, and imagination, to build a sense of responsibility on the part of students.
- Help officers in fulfilling their respective duties, including the maintenance of chapter records.
- Meet with chapter officers to help with planning and implementing chapter activities.
- Promote professional attitudes among chapter members.
- Work for support of the chapter by members of the college faculty and explore with department chairpersons the possible funding of chapter activities.
- Represent the interests of the chapter on campus and at MENC functions.
- Promote the concept of chapter importance in training music education students.

Article VII Officers

Section 1: *Officers*

This organization shall elect a President, Vice-President, Treasurer, and Secretary.

Section 2: *Eligibility*

Any candidate for office shall have been a *member in good standing* of the organization for at least one full semester prior to nomination.

Section 3: *Term*

Each officer shall become an *Officer Elect* at the commencement of the fall semester and assume full responsibilities by the beginning of spring semester. If an office is reelected from the previous year, they continue the full responsibilities of the office at the beginning fall semester.

Section 4: *Vacancy*

In case of a vacancy occurs in the office of President, the Vice-President shall assume the duties of that office for the remainder of the term of office. Vacancies in any of the other offices shall be filled by election.

Section 5: *Executive Council*

These officers shall comprise a part of the Executive Council. (See Article V)

Article VIII Duties of Officers

Section 1: *President*

It is the duty of the President to preside at meetings, represent the organization, uphold the principles of the constitution, act as a liaison between the student chapter and advisor, the UD chapter and MENC, other RSOs, and the surrounding community via the official chapter website, be responsible for meeting times and locations, appoint members to committees approved by the Executive Council, and organize recruitment efforts.

Section 2: *Vice-President*

It is the duty of the Vice-President to preside in the absence of the President, arrange programs, and oversee at least two community service projects as specified by the Executive Council, and take minutes and attendance in absence of the Secretary.

Section 3: *Treasurer*

It is the duty of the Treasurer to keep in touch with members of this chapter and other chapters, maintain close connection with the MENC national office, report the chapter activities for publication in state and national publications, and follow the policies established by the University of Delaware's RSO program.

Section 4: *Secretary*

It is the duty of the Secretary to record and distribute the minutes of Executive Council and chapter meetings electronically, take attendance at these meetings and events, and maintain contact with the members and other organizations, and publicize meetings and events.

Article IX
Elections

Section 1: *Elections*

Elections for offices for the next school year will be held the last meeting of the spring semester. To be elected, a candidate must receive a majority of the votes cast for that office.

Section 2: *Nominations*

Nominations for offices will be held prior to the elections. In order to be nominated, the member must be a *member in good standing*. They must be nominated by themselves or another paid member and second by a different paid member. In the event that a *member in good standing* cannot attend this meeting, a nomination may be made in written form and given to the President prior to the meeting at which the nominations will be held.

Section 3: *Voting*

Only paid members shall vote.

Section 5: *Format*

The format of these elections shall be secret ballot. In case of a tie for an office, there will be a revote for the contended office. If a tie still exists after the vote, the Faculty Advisor will make the final decision.

Section 6: *Officers Elect*

Upon the election of new officers, they will become *Officers Elect* for the following fall semester in order to be trained by the current officer and will assume full responsibilities of the office the following spring.

Section 7: *Advisory Board*

Seniors who held an office the previous school year will become part of the *Advisory Board* in the following spring semester after training the new officer.

Article X Recall

Section 1: *Presentation*

All offices are subject to recall by a signed petition of at least 30 percent of the paid members of the chapter. In this case, Article VII, Section 4 shall still apply.

Article XI Committees

Section 1: *Standing Committees*

There shall be standing committees appointed by the President, with approval of the Executive Council.

- Service
- Website

Section 2: *Special Committees*

The President shall have the power to appoint special committees with the approval of the Executive Council.

Article XII Chapter Meetings

Section 1: *Occurrence*

The chapter shall meet at least once a month at a time determined by the chapter majority.

Section 2: *Special Meetings*

Special meetings may be called at any other times as determined by the Executive Council or the chapter president, provided three days notice is given in a public place (e.g., the bulletin board).

Section 3: *Attendance*

To be a *member in good standing* members must attend at least two-thirds (66%) of meeting and events. If a member cannot attend a meeting or events they must give written notification to the Secretary before the meeting or event.

Section 5: *Exceptions*

Exceptions for attendance include the following.

- Class conflicts
- Rehearsals
- Department Concerts
- RSO obligations
- Illness
- Other Emergencies

All others will be approved by the Executive Council. Excused absences will not affect *member in good standing* status.

Article XIII Chapter Membership Benefits

Section 1: *Chapter T-Shirts*

Only *members in good standing* will receive a complimentary chapter T-Shirt. All other members can purchase a T-Shirt at retail price.

Section 2: *Conference Financing*

In the event that chapter money is designated to aid members in financing the attendance of MENC related conferences, only *members in good standing* shall receive funding. Exceptions shall be approved by the Executive Council.

Section 3: *Other Benefits*

Any other chapter benefits will only be rewarded to *members in good standing*.

Article XIV Amendments

Section 1: *Definition*

This constitution may be amended by a two-thirds majority vote of the paid members in attendance at the specified meeting.

Section 2: *Notice*

All members shall receive notice of proposed amendment 4 days before the meeting.