

**STUDENT CENTERS ACTIVITIES & PROGRAMS
REGISTERED STUDENT ORGANIZATIONS**

FEB 24 2006

Constitution

OFFICE OF
ACTIVITIES & PROGRAMS

Preamble

We, the students at the University of Delaware, do hereby form the organization known as "Delaware Dance Fever" for the purpose of providing another dance outlet for students who wish to better educate themselves through a variety of classes. Students will also have the opportunity to audition for the Delaware Dance Fever Company to compete.

Articles

- I. **Name of the Organization**- The organization shall be known as "Delaware Dance Fever."
- II. **Object of the organization**- To allow students to take classes of all level (beginner, intermediate and advanced) throughout the entire academic year, as opposed to only one semester.
- III. **Affiliation with any other group** - NA
- IV. **Qualification/Criteria for selecting membership** - There are no qualifications for membership, although students who are accepted into the company are required to pay dues (10 dollars + costume and competition fees if not fundraised for). Officers are elected by existing officers and company members through voting based on experience, and active interest. All officers must be Company members.
- V. **Non-Discrimination Clause** - The organization agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures in the Official student handbook and other policies and procedures provided by the University. This organization is a viable, functioning organization, composed of at least six full time undergraduate students and we do not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.
- VI. **Duties and privileges of membership** - Attending free classes provided by appointed instructors and possibly participating in competitions.
- VII. **List other types of non-voting or representing membership** - NA
- VIII. **Absence Policies** - Although there is no absence policy for regular members, those chosen to be a part of the company must take a minimum of at least one class per week. Also, those chosen for the company must attend competition practices and rehearsals.
- IX. **Policies and Procedures for Disciplining/Removing members**- Company members will be given a verbal warning for not adhering to the above attendance policy. If a second warning must be administered, the member is in danger of being removed from the company. Appointed officers will then vote on this company member's status. These rules do not apply to regular members of Delaware Dance Fever.
- X. **Officers** - Delaware Dance Fever will have four officers, President, Vice President, Treasurer and Secretary. These officers will be elected by already existing officers and company members through a vote and must be due

paying members without offences to the attendance policy to qualify for a position.

Section 1: President - This organization shall have a President with the duties of calling and running meetings and handling day-to-day affairs. The President shall be responsible for the registration of the Registered Student Organization and all required paperwork for the continuation of the organization, including Summer Contact Information. The President will receive all information from the Activities and Programs Office from an undisclosed email database. This information is to be used to help your RSO function, so please disseminate the information accordingly. The president will help to appoint all standing and special committees.

Section 2: Vice-President - The Vice-President shall serve the role of President if the President is absent, unable to serve the duties of President, or if the President resigns. The Vice President should also be responsible for checking the organizations mailbox and for disseminating information about other activities offered by the other Registered Student Organizations and business promotions. The Vice President will also assume the duties of the webmaster.

Section 3: Treasurer - The Treasurer shall be responsible for all group expenditures and revenues. The treasurer should also be responsible for requesting funds from the allocation board. The Treasurer will have checks signed by the appropriate administrator after the Treasurer writes the checks.

Section 4: Secretary - The Secretary shall record the events of all meetings of this organization and shall maintain minutes of those meetings. The secretary shall take attendance of those present at group meetings as necessary. You may want to have the Secretary serve as the organizations historian with the goal of being able to pass on accurate records of what the groups has done over the past year and who was involved. The Secretary should also maintain the membership list and email database.

Section 5: Public Relations Chair - The Public Relations Chair shall be responsible for promotion of the group and their events. This would include making posters, flyers, and brochures, updating the web page information, entering information on to the University Events web page, and submitting press releases to the appropriate media. These duties will be shared by all officers.

Section 6: Web Master - The Web Master shall be responsible for the monthly upkeep of the Registered Student Organization web site and have it approved by the executive board. These duties will be assumed by the Vice President.

Section 7: Qualifications for Officers - All Officers (or Executive Board Members) must be full time matriculated undergraduate students at the University of Delaware. A potential officer must be able to complete a full calendar year (i.e. no second semester seniors). Officers must also adhere to the attendance policy and also be due paying members.

Section 8: Election of Officers – Any member of Delaware Dance Fever can run for office. Officers will be elected by company members and existing officers through a Democratic voting system. The position will be based upon which members prove to be most qualified and involved through their affiliation of the organization. In the event of a tie vote, the nominees will participate in a “dance-off”.

Section 9: Procedure for Disciplining/Removal of Officers – All removal and disciplinary actions will be dealt with on a case by case basis.

Section 10: Resignations - If an officer chooses to resign, no officer position will be available again to this member. The remaining officers will choose who will take the open position. In the case of the President resigning, the Vice President shall take their place, and appropriate actions will be taken to fill other positions. Officers will hold their positions until graduation, unless otherwise desired or problems arise.

Section 11: Officer Transition - Officers should be appointed in the spring semester for the spring of the fall semester. A spring appointment will allow time for orientation to take place. By electing in the spring, the former officers will still be around to train new officers.

- XI. **Meetings** – Meetings will be held at the beginning of each semester. Members will be notified via email of any additional meetings if necessary. Officers will meet monthly with their advisor.
- XII. **Dues**– For company members, a 10 dollar due must be paid at the beginning of each semester. This will be collected at the meetings.
- XIII. **By-Laws** - The organization shall establish by-laws to carry out the policies set forth in this constitution. A 2/3 vote or simple majority is generally required to approve by-laws or changes in existing by-laws.
- XIV. **Procedures for decision-making** – All decisions will be made by Officers and possibly Company Members in a Democratic manner.
- XV. **Establishment of Committees** - NA
- XVI. **Selection of an Advisor** – The position of advisor will be appointed by Officers and should be given to a full time employee of the University.
- XVII. **Disbursal of organizational assets should the group become defunct** - The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.
- XVIII. **Define a quorum** - The minimum number of members who have to be present at a meeting in order for business to be conducted legally. It is a protection against the possibility that a small number of individuals within an organization might get together and transact business in an under representative way. All officers must be present for business transactions to be made, as well as 10 Company members.
- XIX. **Rules for Ratifying the Constitution** - Requires a 2/3 or simple majority vote of the organization and approval by the Activities and Programs Office.
- XX. **Rules for amending the Constitution** - Requires a 2/3 vote of the entire membership and advance notice to all members of the proposed change.

President 

Advisor Charlene P. Bunnell