

Preamble: We, the students at the University of Delaware, do hereby form the organization known as the Percussion Club for the purpose of assembling percussionists from various disciplines to share information about jobs/ careers in the field of percussion and to provide financial aid for enhancing the education of members in good standing.

Articles:

- I. **Name-** The organization shall be known as the Percussion Club.

- II. **Object-** The Percussion Club will fulfill those goals set forth in the preamble by holding regular meetings, booking guest artists to perform at UD, and organizing trips to various percussion oriented concerts held off-campus.

- III. **Membership Criteria-** Full time, matriculated undergraduate students at the University of Delaware who agree with the purpose and object of this group may audition to join. The audition must demonstrate an understanding of at least one percussion medium for at least two current officers of the Percussion Club.

- IV. **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.

- V. **Duties and Privileges of Membership-** Membership in good standing with the percussion club requires attendance at: one or more percussion oriented concerts per semester (i.e. Percussion Ensemble or Steel Band), two/ thirds of all held meetings, and all percussion degree recitals. Only members in good standing may vote or run for office, and attend trips hosted by the Percussion Club.
- VI. **Non-Voting Membership-** Part time/ graduate students, alumni, community and honorary members may attend: meetings, events, and trips (pending sufficient funds).
- VII. **Probationary Policy-** Failure to maintain good-standing membership and/or demonstrating acts whose interest's conflict with the goals of the Percussion Club will prompt a probationary period for the following semester.
- VIII. **Disciplinary Policy-** Failure adhering to the guidelines good-standing membership while on probation will result in a termination of membership.
- IX. **Officer Qualifications-** All Officers (or Executive Board Members) must be full time matriculated undergraduate students at the University of Delaware with a minimum GPA of 2.25. Any potential officer must be able to complete a full academic calendar year (i.e. no second semester seniors or semester abroad students).

X. **Officers:**

- **Section 1: President-** This organization shall have a President with the duties of calling & 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 Start-of-the-Year, Mid-Year and End-of-the-Year packets.) The President will receive all information from the Activities and Programs Office from an undisclosed email database. The president will help to appoint all standing and special committees. Presidential nomination is only available to members who have served on the Executive Board for at least one year.
- **Section 2: Treasurer-** The Treasurer shall be responsible for all group expenditures and revenues. The Treasurer shall write all checks and have all checks signed by the Activities and Programs staff for the purpose of the organization. The treasurer will also maintain all group ledgers. The treasurer should also be responsible for requesting funds from the allocation board.
- **Section 3: Vice-President-** The Vice-President shall work closely with the President to fulfill the duties as described above. The Vice-President will also serve the role of President if the President is absent, unable to serve the duties, or if the President resigns. The Vice President shall 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.

- **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. The Secretary will maintain the membership list & email database and 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.
- **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, submitting press releases to the appropriate media, and ensuring the group is represented at events designed to help promote the organization & build membership.

XI. **Election of Officers-** Candidates may be nominated by members (in good standing) or may self-nominate. Elections will take place at the penultimate meeting of each school year. Votes will be cast on a secret ballot.

- **Section 1: Procedure for Disciplining/Removal of Officers-** an Officer who is unable to complete his/her given responsibilities in a timely fashion and/or does not meet the requirements of a member in good-standing shall be notified of the discrepancy(s) and will be subject to a hearing where members and officers shall to vote for or against the resignation of said Officer's term. If the President is removed, the Vice President shall fill the vacancy and will be replaced by the Public

Relations Officer who will retain his/her duties to the Percussion Club's public relations for the remainder of the semester. Should the Secretary or Treasurer be removed, the remaining officers will vote on which member will fill the position.

- **Section 2: Resignations-** a statement of resignation by any officer must be made public, two meetings in advance of the resignation. The position will be filled by a majority vote of the Officer board.

 - **Section 3: Officer Transition-** Newly elected officers will receive notes from last years Board meetings and shall sit in with the Board for the meetings that remain.
- XII. **Meetings-** for members and Officers will be held on a monthly basis. Executive Board meetings will be held twice a month.
- XIII. **By-Laws-** requires two/ thirds vote by the good standing members and a majority vote from the Executive Board to allow changing.
- XIV. **Decision Making Procedures-** Look to the rules contained in Roberts Rules of Order to govern the organization in all cases to which they are applicable and in which they are not inconsistent with the by-laws or the special rules of order of this society.
- XV. **Establishment of Committees-** Committees will be established on a volunteer basis.

- XVI. **Advisor-** The advisor of the Percussion Club will be Professor Harvey Price.
- XVII. **Organizational Assets-** The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.
- XVIII. **Quorums-** at least 50% of the members in good standing and three of five Officers must be present for a quorum. Four of the five Officers must be present for an Executive quorum.
- XIX. **Ratifying the Constitution-** two/ thirds of the members in good standing and three of the five Officers vote in favor of the ratification.
- XX. **Amending the Constitution-** two/ thirds of the members in good standing and three of the five Officers must vote in favor of the amendment.

Signatures:

President: Frank Lavo

Vice President: [Signature]

Activities and Program Staff: [Signature]

Date: 12/3/2010