

MUSICIANS' CLUB CONSTITUTION

PREAMBLE:

We, the members of Musicians' Club at UCSD, subscribe to the regulations and policies of the University of California, San Diego and establish this Constitution to govern the matters within our organization.

ARTICLE I: Name

- 1) The name of this organization is: Musicians' Club at UCSD.

ARTICLE II: Purpose/Mission

The purpose of Musicians' Club at UCSD is to create a community among musically involved individuals both in performance and appreciation. This organization will provide an outlet for artists to perform with their peers, nurture an atmosphere of creativity, and provide support for our artists and community through music.

ARTICLE III: Non-profit statement.

- 1) The Musicians' Club at UCSD is a non-profit student organization.

ARTICLE IV: Membership

- 1) Membership is free and open to anyone in the UCSD community. This includes, but is not limited to: undergraduate students, graduate students, faculty members, and alumni. Non-members are welcome to attend Musicians' Club events; these will be announced on our Facebook page: www.facebook.com/musiciansclub.ucsd.
- 2) Members must adhere to the Policies Applying to Campus Activities, Organization and Students section on Student Conduct & Discipline (https://students.ucsd.edu/files/student-conduct/PACAOS-100_StudentConductDiscipline.pdf). The officers reserve the right to disallow members to participate in any Musicians' Club event if a member does not comply with these policies.
- 3) Officers reserve the right to add conduct policies through an amendment. These new policies must be specific and clearly stated to any members to whom it applies.
- 4) If the Musicians' Club hosts an event, cast fees may be required in order to participate. The amount will be determined by the officers.

ARTICLE V: Meetings

- 1) Musicians' Club weekly Officer Meetings are open to the public. Musicians' Club Officers are not permitted to exclude visitors from said meetings.
 - a) Special meetings:
 - i) For specific issues that require closed meetings, Musicians' Club officers can host meetings open only to the Officers and those invited by the officer(s) hosting the meeting.
 - ii) These issues can only address the issue that the meeting was designed to address.
 - 2) Officer meetings are weekly. The day and time are to be determined by the officers.
 - 3) General body meetings will be held every even week on campus during the academic quarters.
 - 4) Musician's Club officers may eject visitors from meetings (Officer Meetings and General Body Meetings) only if they do not adhere to UCSD Student Conduct Policies.
 - 5) If for any circumstance a vote is deemed necessary during an officer meeting, the vote must adhere to the following policies in order to be considered valid:
 - a) A minimum of 2/3 of the board members (rounding up) must be physically present for a vote to be held.
 - b) Only board member positions (positions that required the officer to be elected) are able to vote, but anyone present at the meeting has the right to be heard.
 - c) An open discussion will be held about the proposal with time allocated by the VPC. This will include the explanation of the proposal with relevant documents, items, and outside interest.

- d) A vote passes if it is approved by 2/3 majority of the entire officer board non-attending officers that have not formally abstained are included as an abstained vote.
- e) If a proposal has over a 1/3 vote of abstained, the vote cannot reach a decision and will be tabled for further discussion.

ARTICLE VI: Officers

1. Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.
2. The officers of this organization shall consist of: President, Vice President, Finance Director, Engagement Director, and Performance Coordinator.
3. Officer members are required to be present at all officer meetings and attend most of the club events.
Description of officer titles and duties:
 - a) The **President** supervises and provides direction over all affairs of the association. This includes but is not limited to enforcing event deadlines, delegating responsibilities, and rendering aid when necessary. The President is responsible for the well-being of Musicians' Club, and officially represents Musicians' Club outside in the community. The President will also manage logistics for large club events, working out dates, times, locations, and take necessary steps to ensure these events take place according to plan.
 - b) The **Vice President** shall be responsible for planning Board meetings, holding other officers accountable for their responsibilities, and taking meeting minutes during board meetings. Furthermore, they shall be responsible for internal communication between the Board and club members, as well as managing the Club's Google account, Facebook group, and Slack server.
 - c) The **Engagement Director** shall be responsible for planning and managing regular club activities such as workshops, sessions, and social events. Furthermore, they will be responsible for ensuring club equipment is available and properly maintained.
 - d) The **Finance Director** of this association shall have responsibility over the distribution, collection, and recordkeeping of all financial matters within the club. The Financial Director shall maintain the organization's bank account, create a budget for all expenditures, and a consistent system of sponsorships for the organization. The Financial Director will approve all the club's expenditures.
 - e) The **Performance Director** is responsible for musical direction of quarterly large shows, including Iconic. This includes oversight and/or selection of the setlist, group formation, auditions, performer selection, and the show's aesthetic/thematic direction.
4. Positions may be fluid and board members may share or trade certain responsibilities outlined by their position with other board members. Significant changes in responsibilities that occur during the year should be amended into the constitution.
5. New positions may be added given a 2/3rds (two-thirds) vote by the officers.
 - a) New positions should also be amended into the Constitution.
6. Vacant Officer Positions
 - a) Should an officer resign during their elected year, or should an officer position be added, actions will be followed to replace the vacated position
 - i) Should another officer desire to replace the vacant position, officers may switch positions given a 2/3 (two-thirds) majority by the other officers. The other officers are only able to vote for one candidate. The newly vacant position would then be available for nomination and election.
 - ii) Vacant Executive Board positions may only be replaced through this provision by another Executive Board member, and a Board of Directors position may only be replaced through this provision by another Board of Director.
 - iii) Elections will be held in the GBM following the nomination meeting as written in Article VIII.
7. Impeachment and Removal of Officers
 - a) If an officer is deemed a detrimental asset to the club's well-being and to the community, a majority vote among the entire Officer board must be made to impeach an officer.

- b) The officer in question will have a chance to address the body to defend their case in the following meeting.
- c) The officer will be removed if all of the remaining officers unanimously vote to revoke the officer of their responsibilities.

Article VII. Risk Management

- 1. Musicians' Club at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.
- 2. Musicians' Club at UCSD understands that the University does not assume legal liability for the actions of the organization.
- 3. Musicians' Club at UCSD does **not** intend to:
 - a) Work with minors or the elderly
 - b) Provide any medical assistance
 - c) Provide opportunities for international travel
 - d) Handle hazardous chemicals, material, equipment, or machinery.
- 4. We ensure that our gig setups are safe and we use trustworthy tech and gear. On the chance that one of our members has a possible injury during an event, we will assess the severity before driving them to a hospital or calling 911 if necessary.

Article VIII: Elections

- 1) Elections will be held during the fourth week of Spring Quarter.
 - a) In the case of Article VI.5, this section (Article VIII.1) can be ignored.
- 2) The general members must be notified about the Nomination GBM at least a week in advance. The Election GBM will be held at earliest a week after the Nomination GBM.
- 3) Any member can apply to be a candidate for any board member position
- 4) The period of time that a board member will be held from when the member is elected and the elected will remain in office for 1 (one) academic year for a term, with the exception of the case of Article VI.5 and VI.6, in which case board members will remain in office until the end of the academic year they enter office.
- 5) A member can hold an office position for as many terms as the member is elected, but can only hold one position at a time.
- 6) A member who runs for a Board position must:
 - a) Obtain two nominations - from another general body member and a self-nomination.
 - b) Be in good academic standing (cumulative GPA above 2.0).
 - c) Be a registered full time student at UCSD.
- 7) Nominations are open to the general body member after the start of the Nomination GBM, and close right before the Election process starts at the Election GBM.
- 8) Elections will be done through an anonymous paper ballot at the Election GBM. Results will be announced once they've been counted.
- 9) The officers will be voted for in order that they appear in the constitution.
- 10) To win, the candidate must receive the greatest percentage of the casted votes.
 - a) In the event of a tie, where the number of tied candidates is less than the number of total candidates, the vote will be casted again between only the tied candidates. This process is to be repeated if there are more than two tied candidates.
 - b) In the event of a tie, the previous position holder will decide the tiebreak.
- 11) The transition period from old board to new board will be from week four to week eight.

ARTICLE IX: Committees

- 1) If the officers deem it necessary, a committee may be created in order to help with a particular event. The committee dissolves as soon as the event it was created to support has finished.
- 2) Committee positions and number of committee members are to be determined by the Vice President Internal, with the advice of the other officers.

ARTICLE X : Amendments

- 1) In order to amend the constitution, there must first be a primary petition. The petitions will be done during GBMs, and as long as 25% of the members present at the GBM sign the petition, it will be considered by the officers.
 - a) Amendments proposed by current board members are an exception, they may be voted on by the board without the requirement of petitioning general body members.
- 2) For amendments to be amended into the constitution, the officers must have a majority 2/3rds (two-thirds) vote.
- 3) Results must be announced at the earliest GBM, and if passed, will be amended into the constitution.