

Students of Music Librarianship Group Constitution

Updated 1/7/2019

Preamble

The Students of Music Librarianship Group will be a group for students interested in Library Science and/or musicology, music theory, music education, or performance. It will serve as a networking tool for these students within the university and to other Music Librarianship program across the country, as well as a unified promoter of Music Librarianship to other universities. This group intends to promote interest in Music Librarianship through outreach to the university community and beyond through activities and support of its members to attend local and national conferences.

Article I: Membership

SMLG allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

All officers of this organization and the majority of members must be current students at Indiana University; membership is limited to those with an interest in music and library science; there will be no classes of membership, and one applies for membership through contacting the officers and submitting dues.

Article II: Statement of University Compliance

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

Article III: Executive Officers

President: serve as the leader of the organization, responsible for delegating duties to other officers and members as deemed necessary

Vice President: assist president in executive duties, responsible for delegating duties to other officers and members as deemed necessary with the consent of president

Secretary/Webmaster: Take summary notes at all scheduled events, keep record of minutes and attendance during meetings; and make minutes available to advisor, officers, and all members; responsible for the maintenance of website and any other social-networking sites

Treasurer: maintain a balanced budget for the organization, keep tally of membership dues

All officers will serve for a year with the option of running for the same or another position in the future; officers are required to have a thorough understanding of both music and library science so as to interact comfortably with the school of library science and the school of music; officer vacancies are filled through an election process by those in the group; officers may resign with the consent of the president and will be relieved of their duties when another officer has been elected.

Executive officer meetings will be held at least once per month with the option of additional meetings; decisions will be made by a consensus of all officers present.

Officers will be elected based on a vote by members of the group; in the situation of vacant offices, the group may hold another election. If the president position remains open, the vice president may serve as the president; in the case of other empty positions, the responsibilities of an empty position will be divided among all elected officers.

Article IV: Advisor

The advisor will stay current on the activities of the group through the secretary's notes on executive meetings and membership meetings and will attend at least one meeting every other month.

Article V: Meetings

Membership meetings will take place once per month after the officers' meeting; meetings will be advertised through the group's website, email, or other media deemed appropriate by the officers; any officers may call a meeting with the consent of the president or vice president; emergency meetings will be called by the president as that person deems necessary; members will be notified via the group's website, email, or other media deemed appropriate by the officers; attendance at executive and general meetings will be recorded by the secretary.

Article VI: Elections

Elections will be held once per year in September; any member of the group may run for any office through self-nomination or nomination by their peers; elections will take place by paper or online ballot through the SMLG BeINvolved site; 1/3 of SMLG's members must participate in the election process for officers to be elected; members will be notified of elections one month before they are scheduled to take place.

Article VII: Anti-Hazing Policy

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

Article VIII: Dues and Budgets

Dues will be charged to all members; the amount is a yearly charge of five dollars; members who have not paid their dues will not receive electronic updates on events and meetings of the group until dues are paid; dues may be collected by any officer but will be handled afterward by the treasurer; all officers will participate in creating the budget with the treasurer responsible for its maintenance; the budget will be revised during a bi-annual reassessment of this constitution.

Article IX: Finances

The treasurer will be in charge of financial affairs; this group will apply for and maintain a student organization account; this organization shall comply with all Indiana University regulations, and local, state, and federal laws; in the event of the dissolution of this group, any remaining assets will be donated to an organization chosen by the executive officers.

Article X: Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.

Article XI: Amendments

Members will be notified of proposed amendments via the group's website, email, or other media deemed appropriate by the officers; 1/3 of members present must approve any amendment to this constitution.