

Music Production Club Constitution

Preamble

The Constitution of the Music Production club seeks to outline the rules and regulations concerning the operation of the club. The Constitution, its amendments, and its bylaws shall be the highest form of authority to be followed by all members of the club.

Purpose

The goal of the Music Production Club at Indiana University, also known as the “MPC” is to gather a diverse, multi-genre group of musicians with the purpose of collaborating and learning more about music from each other.

Membership Expectations

- General Club Meetings will hold no more than twice per month. Attendance is Mandatory (Look to **General Meetings** section for more info)
- Participation is essential. Members are required to **create quality content** and/or **constructively critique and promote** the works of fellow members.

Article I: General Membership

Section 1

Attaining General Membership status requires both a written application and a showcase of prior musical work. The application must then be reviewed and receive a unanimous approval by club officers. Membership is open to Indiana University students of all grade levels.

Section 2

Revocation of membership shall be left to the discretion of the operating Officers. Reasons for revocation include, but are not limited to: plagiarism of work, failure to

attend club meetings, and failure to comply with laws established by the club constitution and its amendments.

The steps to dismissal include, but are not limited to:

1. 1st warning accompanied by a 1 month probationary period
2. Evaluation by the sitting president of conduct over the aforementioned period
3. If the president decides grounds for dismissal are substantial, he must gain a second vote from at least 1 more officer before dismissal is confirmed.

Article II: University Compliance

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

Article III: Officer Positions

Section 1

Club Membership class will consist of two positions, General Membership and Officer. Subtitles of the Officer position include but are not limited to: President, Vice President, Treasurer, Chair of Marketing, and Chair of Event Planning. New membership positions can be created through the approval of the club President.

President- General Supervisor. Ensures that all officers are performing properly, deals with disciplinary issues. President also shares in the responsibilities of all other officers. Possess Veto power.

Vice President- Same as president **without Veto power**

Treasurer- Develops the budget. Responsible for club accounts. Individual must produce monthly reports to president and vice-president.

Chair of Marketing- Responsible for maintaining positive club image. Also, individual will be responsible for promoting the club and building an online presence

Chair of Event Planning- Individual is responsible for creating and organizing innovative club events

Section 2

Once voted in, officer positions will remain valid for up to 2 years. At the two year point, elections may be held to appoint a new officer or retain the incumbent leader. Officer vacancies will be elected during January of each year. Newly elected Officers will then shadow the previous Officer to learn the roles of the position. This transitional period will last the rest of the school year. The newly elected Officer will only gain authority as an Officer at the beginning of the next school year. A winner will be decided

Longevity and Immersion Requirement

In order to run for the office of President or Vice-President, said individual must have served in an officer position for at least 1 year, and must have been a member of the club for at least 2 years.

Academic Standard

Officers are also required to maintain a minimum grade point average of 3.0 per semester. One semester below academic standards may lead to a semester long probation. 2 semesters below academic standards will allow the officer's position to be subject to an election.

Election Standard

Election to office is won by a simple majority among general members, and at least a 2/3 majority among officers. After the simple majority vote, officers will evaluate the candidate and vote on fitness for office.

Section 3

Revocation of an Officer position requires a unanimous decision by the other officers coupled by a two-thirds general vote.

Reasons for Revocation Include:

- Sexual Misconduct
- Theft (Club funds & Members' Music)
- Disengagement & Continued absence from club functions (65% absence in a semester).

Section 4

Officer meetings may be called by any Officer of the club. All officers do not have to be present for an Officer meeting to occur, but all Officers must be present in the case of a vote. Officers may, but are not required submit their vote electronically if they are not physically present.

Officer meetings must occur at least once every two weeks. The times, dates, and locations of these meetings will be determined by the President at the approval of the board

Article IV: General Meetings

General Meetings will occur no more than once every two weeks at the same time and day throughout the year. The time and day will be decided on at the beginning of each school year by club Officers. Attendance to club meetings is mandatory barring mitigating circumstances. Two unexcused absences per semester for both Officers and General members will result in a warning and after three unexcused absences Officers have the right to revoke membership. Revocation will require a two-thirds Officers vote.

For Officer attendance policy, refer to section 3 of the **Officer Positions**

Article V: Hazing

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 VI: Membership Dues and Budget

Membership dues and the club budget will be determined by group officers at the beginning of each year. This determination will be based on projected needs for event hosting combined with projected audio equipment needs. Dues will be collected by the club Treasurer and are mandatory. Failure to pay club dues will result in suspension of membership until it is paid.

Club Budgets are the responsibility of the treasurer. They must be completed on a yearly basis. Budgets must be approved by the president, and any two other officers including the treasurer.

Article VII: Finances

Club finances will be primarily handled by the Treasurer. All financial activity must be in accordance with the Student Organization Accounts office policies and procedures.

All club **Expenditure** must be approved by the President & Vice President. The treasurer must also be duly informed for bookkeeping purposes.

Article VIII: 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 from for-profit companies if acting as a representative of a student organization.

Article IX: Working With Children

Programs Involving Children This organization, when working with children will be aware of and abide by the University's Programs Involving Children (PIC) Policy.

Article X: Amendments

All club members must be notified of proposed amendments. Ratification of an amendment requires a two-thirds majority vote of all members.

Article XI: Intellectual Property

Any collaborations and as a result musical product or ideas are not owned by the club. They are the property of the artists. The club will not be allowed to profit from such creations unless said work was created for the sole purpose of the club e.g Clubs showcase album.

Disclaimer: The main purpose of the organization is to provide a space for networking, brainstorming, and collaboration; not the actual production of the music