

# STUDENT ORGANIZATION CONSTITUTION



## Dance Council Of Majors

### Article I - Name and Purpose

Dance Council of Majors has been established for the purpose of enhancing learning of dance, encouraging collaborative spirit, promoting fellowship and bonding within the dance community, and motivating others to engage in the art of dance.

### Article II - Scope

This organization is subject to the jurisdiction of the Student Government Association of the University of Maryland, Baltimore County, as well as to the President of the University and his/her designee.

### Article III - Membership

A UMBC student can become a member of this organization by:

- Pursuing a major or minor in dance
- Winning the majority vote at the start of each semester
- Actively participating in events and activities
- Attending required meetings and town hall discussions
- Completing necessary training and individual tasks

Membership in this organization will not be denied because of race, color, age, sex, gender identity or expression, sexual orientation, physical or mental disability, disabled veteran or veteran status, national origin, or religion.

### Article IV - Officers and Elections

#### • Officers:

The officers of Dance Council of Majors shall be the President, Vice-president, Treasurer, Secretary, Social Media Chair, Event Coordinator, and Freshman Representative.

Roles of President and Vice President are only available to those who have served as an officer for DCOM for at least two semesters prior.

#### The duties of the President shall include:

- Acting as the official representative of the organization and its student members for communicating with SGA and UMBC faculty and staff.
- Lead all executive board meetings, town halls, and assist the secretary in building agendas for all meetings.
- Maintaining constant contact with the advisor of the organization.
- Oversee DCOM communications both among the board and externally.
- Managing member recruitment/retention
- Overseeing all committees, projects and events.

- . Developing partnerships with those within the university and beyond.
- . Upholding and sharing the mission of the organization.
- . Exploring and sharing the history of the organization.
- . Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Vice President shall include:**

- . Assuming the role of President in the event of the President's absence or incapacity
- . Acting as a direct liaison to the students within the organization.
- . Managing member recruitment/retention.
- . Assisting the President and other officers in organizational tasks.
- . Ensuring that the executive board and initiatives align with the organization's mission and values.
- . Developing partnerships with those within the university and beyond.
- . Upholding and sharing the mission of the organization.
- . Exploring and sharing the history of the organization
- . Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Treasurer shall include:**

- . Planning all fundraisers for the organization.
- . Managing the organization's funds and ensuring compliance with all financial rules and guidelines.
- . Engages with the Student Government Association and more specifically, the Finance Board, to submit a semesterly budget for events.
- . Developing partnerships with those within the university and beyond.
- . Upholding and sharing the mission of the organization.
- . Exploring and sharing the history of the organization.
- . Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Secretary shall include:**

- . Managing public relations, communications, events, and projects.
- . Recording and archiving information from meetings and activities within the organization.
- . Working in partnership with the president to develop meeting agendas.
- . Assisting in all administrative duties required by the organization.
- . Developing partnerships with those within the university and beyond.
- . Upholding and sharing the mission of the organization.
- . Exploring and sharing the history of the organization.
- . Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Secretary of External Relations shall include:**

- . Creating event flyers for DCOM social media and communications.
- . Creating additional content for DCOM social media pages.
- . This can include recording snippets from classes, student projects, interviews, etc.
- . Spearheading social media campaigns for DCOM initiatives and projects.
- . Collaborating with the Secretary of Social Media Management to meet deadlines and plan content.

**The duties of the Social Media Chair shall include:**

- . Creating a post schedule.
- . Executing all social media posts and ensuring they are published on time.
- . Creating post captions.
- . Formulating account aesthetics, themes, and certifying quality of content.

- Creating, printing, and posting event flyers for DCOM social media and communications.
- Recording snippets from classes, student projects, interviews, etc, if needed
- Spearheading social media campaigns for DCOM initiatives and projects.
- Developing partnerships with those within the university and beyond.
- Upholding and sharing the mission of the organization.
- Exploring and sharing the history of the organization.
- Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Event Coordinator shall include:**

- Spearheading all event planning.
- Overseeing the setup of all events.
- Composing a list of required materials for events.
- Overseeing the completion of all events.
- Overseeing the cleanup of all events.
- Updating the rest of the executive board on the planning of future events.
- Reserving event spaces and completing the necessary training for 25Live.
- Developing partnerships with those within the university and beyond.
- Upholding and sharing the mission of the organization.
- Exploring and sharing the history of the organization.
- Full and active participation in DCOM meetings, initiatives, events, etc.

**The duties of the Freshmen Representative shall include:**

- Taking on the role of *mentee* and familiarizing themselves with all roles and responsibilities.
- Act as a liaison between the freshmen/ new students, and the upperclassmen/ DCOM executive board.
- Developing partnerships with those within the university and beyond.
- Upholding and sharing the mission of the organization.
- Exploring and sharing the history of the organization.
- Full and active participation in DCOM meetings, initiatives, events, etc.

- **Elections:**

All officers shall be elected to a term of one semester. The timeline for elections (excluding Freshman Representative) is outlined as such:

**Fall semester**

- November 26: Officer position interest form opens.
- November 30: Officer position interest form closes.
- December 1: Campaigning materials posted.
- December 4: Voting polls open.
- December 10: Voting polls close .

**Spring semester**

- April 24: Officer position interest form opens.
- April 28: Officer position interest form closes.
- April 29: Campaigning materials posted.
- May 2: Voting polls open.
- May 8: Voting polls close.

The role of Freshman Representative shall be voted on by the executive board members. Students interested shall submit an officer interest form within the first two weeks of the semester. Board members will then vote by a ballot where the person receiving the majority of votes wins, but if no one receives a majority a runoff occurs between the two candidates with the most votes.

In addition, in the case that a vacancy occurs in any of the elected positions identified in this Article, an election will be held to fill the position.

Nominations shall be initiated from the floor and elections done by a ballot where the person receiving the majority of votes wins, but if no one receives a majority a runoff occurs between the two candidates with the most votes.

Officer positions must be claimed within 24 hours of the closing of election polls.

Officers may be removed throughout the year by a 2/3 vote of the other members present at a meeting.

Before the vote, the individual(s) proposing to remove the officer will explain the specific reasons for the proposed action, which must involve misconduct or failure to fulfill officer responsibilities, and the officer will have the opportunity to respond.

### **Article V - Town Halls**

Town Halls will occur twice a month, starting in September for the Fall semester, and February for the Spring semester.

These will be in person meetings, where all executive board members must be present. The first meeting shall be open to any former or current member of the UMBC community to attend. The second meeting will be reserved for current members of the UMBC Dance Department.

Town Halls may be held virtually due to public health restrictions of the time, space availability, or other extraneous circumstances. A link to virtually join the meeting must be provided the morning of the virtual Town Halls planned date.

### **Article VI - Amendments**

This Constitution may be amended by a 2/3 vote of all members present at the meeting. All amendments must be approved in accordance with Student Government Association policy before becoming legally binding.

### **Signatures of Current Members:**

*By signing this document, you agree to all responsibilities asked of you, you understand all content within this document, and you agree to uphold and abide by this document so long as you remain on this executive board.*

<i>President</i>	<i>Vice President</i>	<i>Treasurer</i>	<i>Secretary</i>
<i>Kayla Logue</i>	<i>Cassidy Cipolla Milchak</i>	<i>Joanna Pedro</i>	<i>Nyla Ratajczak-Dickson</i>
<i>Social Media Chair</i>	<i>Event Coordinator</i>	<i>Freshman Representative</i>	
<i>Leroy Dugan</i>	<i>Madison Kayser</i>		

### **Organization Type**

Academic/Departmental

### **Organization Funding Status**

Funded