

Constitution
Revised 9/10/2011

Article I: Name

The members of this organization hereby name this group the Instrumental Music Ensembles.

Article II: Purpose

The purpose of the Instrumental Ensembles is to provide instrumental music and represent the University on and off campus events when schedule or requested. Events include but are not limited to playing at University football games, Jazz Big Band or Combo performances, Christmas on the Quad, and campus and inter-collegiate wide concerts.

Article III: Membership

Any student at the University of Dubuque may join the University Band. Current members encourage traditional, non-traditional, seminary, graduate students, faculty and staff to participate within the organization.

General Members

General members are required to attend rehearsals as frequently as possible. You are however allowed one unexcused and excused absences upon approval by executive board or director of each specific ensemble.

Article IV: Executive Officers

Section 1. The above listed organization shall have the following executive officers in order to run the organization effectively. Listed below are the duties and requirements in order to serve as an executive officer.

President

Requirements

Full time undergraduate student

Must be enrolled in an instrumental music ensemble which includes Wind Ensemble, Jazz Band, or Pep for credit

Must have two years of general membership in a University Ensemble and be a Junior or Senior in Status

Transfer students are eligible but must have at least 2 semesters continuous of a college level ensemble participation along with 2 semesters of University of Dubuque Instrumental Ensemble enrollment.

Must have a GPA of 3.0 from the previous semester.

Duties

Preside over general and executive committee meetings.

Serve as organizations central voice to college and non-college personnel
Act in the best interest of the band when the general membership and executive board cannot meet
Approves all transactions done by treasurer before check requisitions are handed to SGA
Meet with the director of bands weekly

Vice-President

Requirements

Full time undergraduate student

Must be enrolled in an instrumental music ensemble which includes Wind Ensemble, Jazz Band,
or

Pep for credit

Must have been enrolled in an instrumental ensemble for 2 semesters

Must have a GPA of 3.0 from the previous semester.

Duties

Preside over general and executive committee meetings in the absence of the President

Serve as organizations central voice to college and non-college personnel in the absence of the President

Act in the best interest of the band when the general membership and executive board cannot meet

Must go to all Mandatory and monthly SGA meetings and report back to executive board.

Meet with the director of bands and the band President weekly.

Secretary

Requirements

Full time undergraduate student

Must be enrolled in an instrumental music ensemble which includes Wind Ensemble, Jazz Band,
or

Pep for credit

Must have a GPA of 2.75 from the previous semester.

Duties

Take minutes of weekly band and executive committee meetings, and publish said minutes by Friday 5 p.m. of that week

Takes attendance on a daily bases for instrumental ensembles

Handles Check-in and check-out of instruments

Keeps track of instrument inventory

Treasurer

Requirements

Full time undergraduate student

Must be enrolled in an instrumental music ensemble which includes Wind Ensemble, Jazz Band,
or

Pep for credit

Must have received a B or higher in college level Math

Must have a GPA of 2.75 from the previous semester

Duties

Balances Books

Keep track of budgets and fundraising activity.

Helps to Balance funding

Fills out all Requisition forms to be approved by president

Section 2. Elections of Officers: Officer of the organization shall be elected during the first week in May for the next academic year by a majority vote when quorum is present. Please refer to Article V for meeting and quorum standards.

Section 3. Officers shall take office immediately following an election and serve for one academic year and the summer term after the election.

Section 4. If any executive officer is found in any wrongdoings according the University of Dubuque Handbook, they will be removed immediately. If someone is found in violation of any wrongdoing, they will have a chance to appeal the decision.

Section 5. If a vacancy occurs, then there will be a simple majority vote if quorum is present, to fill the vacancy. A special or emergency band meeting may be scheduled.

Article V: Meetings

Section 1. Meeting will be set by the executive council upon discussion of times with the general membership.

Section 2. A quorum shall consist when 51% of the general membership is convened.

Article VI: Work Study

The work study position(s) will meet with the executive council and attend general meetings.

Article VII: Amendments

Amendments can be made to the constitution with a majority vote when quorum is present. Amendments become effective only after approval by the Office of Student Activities.

Revised on September 10, 2011