SCHOOL OF PERFORMING ARTS
STUDENT ACTIVITIES COUNCIL
COSTITUTION, 2016

Article I: ORGANIZATION NAME
The name of the organization shall be SCHOOL OF PERFORMING ARTS STUDENT ACTIVITIES COUNCIL (SPASAC).

Article II: PURPOSE STATEMENT (as submitted on registration form)
It shall be the purpose of (SPASAC) to create bonds within the School of Performing Arts, Wichita State University and the surrounding communities through the use of performance to engage in community service and outreach.
“The Organization and its members agree to adhere to city, state, national laws and University policies.”

Article III: NON-HAZING STATEMENT
This organization will not conspire to engage in hazing, or commit any act which endangers the health or safety of a person, or subject him or her to onerous, degrading or hazardous tasks, for the purpose of admission into, or affiliation with any Organization. Said acts are considered hazing regardless of an individual’s willingness to participate in the activity. This organization is in accordance with all university policies regarding hazing, including the Wichita State University Student Code of Conduct and the Kansas Hazing Law Statute 21-3434.

Article IV: MEMBERSHIP AND ELIGIBILITY CRITERIA
8.10 Statement of Nondiscrimination in Educational Programs and Activities. It is the policy of Wichita State University to prohibit discrimination in educational programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, gender identity, marital status, and political affiliation, status as a veteran, genetic information or disability.

Section A: Membership is open to any enrolled WSU student who:
1. Possess an interest in the activities within the College of Fine Arts.
2. Are interested in using art (including but not limited to; singing, dancing, acting, etc) for community service, outreach and fundraising.

Section B: Dues and collection procedures (if any):
1. The fiscal year of the organization shall be from July 1st to June 30th
2. The amount of annual dues shall be determined each year by the president and faculty advisor
3. Dues shall not exceed $20.00 per year or $10 per enrolled semester.
4. The disbursement of dues shall not be based on race, religion, color, national origin, gender, age, sexual orientation, gender identity, marital status, political affiliation, veteran status, genetic information or disability.

Section C: A member may be removed:
1. The organization and its members agree to adhere to city, state and federal laws, to the Student Code of Conduct, University Policies and Student Government Association Guidelines—any member found violating this may be removed from the organization.
2. Two unexcused consecutive meetings; or
3. Fails to attend at least 4 SPASAC events in one semester. Said expelled member will be notified by email by the council secretary.

Section D: Removal of membership procedures:
If there is a grievance for any reason against a member, it will be addressed at the first available SPASAC meeting. Any member may have their membership revoked by a 2/3 vote of the Executive Board. Any member removed may appeal to the general membership. Said member shall be considered reinstated with 2/3 approval of the members.

Article V: OFFICERS

Section A: The School of Performing Arts Student Activities Council shall have a President, Vice President, Secretary, Treasurer, Social Media Correspondent, Activities Coordinator, Community Outreach (2), Campus Coordinator, and Advisor. These officers comprise the Executive Committee or Board.

Section B: All officers must be members of SPASAC and currently enrolled at Wichita State University.

Section C: The Advisor must be a full-time faculty or staff member at Wichita State University.

Section D: The term of office shall be from May 1.

Section E: Election of officers shall be held annually. At least 2 weeks’ notice shall be given before the election meeting. Nominations shall be initiated from the floor and elections done by ballot. The person receiving majority vote will be elected.

Section F: Any officer may be removed from membership by a 2/3 vote of the Executive Board. Any officer removed may appeal to the general membership.
Said officer shall be considered reinstated with 2/3 approvals of the members.

**Section G:** Any vacancy, which may occur in an office, shall be filled via appointment by the President pending ratification at the next group business meeting.

**Article VI: DUTIES OF OFFICERS**

**Section A:** The President – Hannah Fernandes
1. The President shall be the chief executive officer
2. The President shall appoint all committee chairpersons
3. The President, with approval of the executive board, directs the budget
4. Vacancies in offices will be filled by appointment of the President with approval of the general membership

**Section B:** The Vice President - Kristen Bock
1. The Vice President shall be the parliamentarian for the organization.
2. The Vice President shall assume the duties of the President should the office become vacant or in the absence of the President.
3. The Vice President will keep and have available current copies of the constitution.
4. The Vice President will be responsible for scheduling programs.
5. The Vice President will perform other duties as directed by the President.

**Section C:** The Secretary - Martha Easton
1. The Secretary shall be responsible for keeping the minutes of all general body meetings and executive board meetings.
2. The Secretary will provide a copy of the minutes for each officer and keep a master on file.
3. The Secretary shall maintain a complete and accurate account of attendance and membership status.

**Section D:** The Treasurer - Jessica Curtiss
1. The Treasurer shall keep a current record of all financial transactions.
2. The Treasurer shall develop quarterly reports containing a list of all receipts and disbursements and distribute them among the membership.
3. The Treasurer will be responsible for checking the accuracy of all bills and invoices and paying them correctly and on time.
4. The Treasurer will perform other duties as directed by the President.

**Section E:** Social Media Correspondent (SMC) – Amanda Huehl Phillips
1. The SMC will be responsible for all social media accounts created by
SPASAC; Instagram, Facebook, Twitter, etc.

2. The SMC will be responsible for PR for upcoming events hosted or involving SPASAC, including but not limited to; campus or community activities, SPA related events.

3. The SMC will perform other duties as directed by the President.

Section F: Activities Coordinator – Lexy Witcher

1. The Activities Coordinator will be responsible for securing performance locations.

2. The Activities Coordinator will be responsible for the organization of personnel for scheduled activities.

3. The Activities Coordinator will perform other duties as directed by the President.

Section G: Community Outreach Advocate (2) – Solomon Dodd, Karen Blackmon

1. The COA will be responsible for the research of community programs needing attention.

2. The COA will be responsible for maintaining contact with community groups; high schools, local theatres, hospitals, charitable groups, etc.

3. The COA will be a resident of Wichita for a year.

4. The COA will perform other duties as directed by the President.

Section H: Campus Coordinator (2) – Julia Pottinger, Lucas Lowry

1. The Campus Coordinator will be responsible for the research of campus programs needing attention.

2. The Campus Coordinator will be responsible for maintaining contact with campus organizations.

3. The Campus Coordinator will perform other duties as directed by the President.

Section I: The Advisor – The University Faculty/Staff Advisor – Jamie Urban

1. The Advisor shall assist the group in the execution of roles and responsibilities.

2. The Advisor shall sign off on all necessary paperwork, forms and spending.

3. The Advisor shall provide feedback to the organization regarding its operation and functioning.

4. The Advisor shall serve as a resource

5. The Advisor should provide advice upon request and also should share knowledge and expertise

6. The Advisor shall be a full time faculty or staff member of Wichita State
University
7. The Advisor will be a non-voting member of the organization

Article VII: GROUP COMMITTEE STRUCTURE
Section A: The following committees shall be appointed by the President, subject to ratification by the organization during a regular business meeting.
Section B: The duties of the standing committees shall be determined once the committee is selected.

Article VIII: VOTING
Section A: A quorum will be majority.
Section B: Each member in good standing may vote.

Article IX: ELECTIONS
Section A: Candidates for any office of this organization must be Regular Members and must a current WSU student.
Section B: Candidates for any office of this organization shall be nominated by the voting membership or shall nominate themselves.
Section C: Election of officers shall take place at a meeting of this organization, called for that purpose, with term of office lasting one year.
Section D: Election of officers shall be by a majority vote.
Section E: In case of a tie, the current President shall cast the deciding vote.
Section F: If there is only one candidate, this candidate will fill the position.
Section G: Officers may be re-elected.

Article X: REMOVAL
Section A: Any officer may be removed by a three-fourths vote of the membership.
Section B: In case of a tie, the Faculty Advisor shall cast the deciding vote.
Section C: A vacancy of any office shall be filled by Presidential appointment, subject to the approval of the membership.

Article XI: MEETINGS
Section A: Meetings of this organization shall be no less than once a month during the Fall and Spring semesters, the general day and hour to be set by the voting membership, Second Sunday of the Month.
Section B: Special meetings shall be called at the discretion of the President
upon the request of upcoming events.

Section C: The President shall have the authority to modify the meeting calendar as benefits the majority of the voting members’ schedules of this organization.

Article XII: RULES OF PROCEDURE

Section A: This organization shall use parliamentary procedure in the management of this group. This will specifically be... (Robert Rules or Consensus Model)

Section B: No business shall be conducted without the presence of a quorum.

Section C: Business shall be decided by majority vote.

Section D: All references to voting or approval of the membership of this organization refers to voting membership except where specified.

Article XIII: AMENDMENTS

Section A: One or more voting members of the organization may author an amendment to this Constitution.

Section B: The amendment shall be submitted in writing to the Executive Board for review and recommendation concerning legality, punctuation, placement and word order.

Section C: The Executive Board shall present the amendment at the next meeting of this organization, a copy of the amendment being given to each voting member (refers to voting member) of this organization. This shall constitute a first reading.

Section D: At the next meeting following the acceptance of an amendment, updated copies of this Constitution shall be given to each voting member.

Article XIV: SIGNATURES

Section A: The President and Advisor must sign off on any contracts entered into by the organization.

Section B: The President and Advisor must sign off on any expenditure by the organization.

Ratification Date: ________________________________

Current President Signature: ________________________________

Advisor Signature: ________________________________