Preamble

We, the members of the National Association for Music Education Collegiate, have the opportunity to enjoy its associations, to share its responsibilities, and to increase our interest, knowledge and productivity in all areas of music education.

Article I – Name and Affiliation

Section 1
This chapter shall be known as the NAfME Collegiate – The Ohio State University Chapter. NAfME Collegiate stands for the National Association for Music Education Collegiate.

Section 2
This chapter shall be affiliated with the Ohio Music Education Association and NAfME.

Article II – Purpose

It shall be the purpose of this organization to:

• Make available to members opportunities for professional development
• Acquaint students with the privileges and responsibilities of the music education profession
• Provide to its members opportunities to become acquainted with leaders in the music education profession as gained from participation in programs and demonstrations, discussions and performing groups planned by the chapter, the state music education association, and the National Association for Music Education
• Assist the school in various projects throughout the year
• Provide opportunity for contacts with NAfME student members of other schools
Article III - Membership Eligibility and Benefits

Section 1
Membership shall be open to any student enrolled in The Ohio State University who is interested in the teaching of music, and who is not employed full-time in the field of music education.

Section 2
Students who fulfill the requirements as stated in Section 1 may become members of this chapter on payment of dues as stated in Article IV.

Section 3
Non-Discrimination Policy: This organization and its members shall not discriminate against any individual(s) for reasons of race, color, creed, religion, gender identity or expression, sexual orientation, national origin, age, sex, disability, or veteran status.

Section 4
Graduating collegiate members of this chapter will have the opportunity to receive regular NAfME membership at a special introductory rate in the year of or immediately following their graduation as a first-year teacher of full-time employment in music education.

Section 5
Any member of this chapter may participate in the activities carried on by this collegiate chapter and by NAfME, including its divisions and the federated state associations. All collegiate members, after complying with registration requirements, may attend all NAfME conventions – national, divisional, and those of the federated state associations.

Section 6
Every collegiate member of this chapter will receive issues of the official NAfME periodicals Music Educators Journal, Teaching Music, and Triad, and if applicable, issues of the official state music educators associating periodicals.

Section 7
Any NAfME Collegiate member of this chapter may receive subscriptions to the Journal of Research in Music Education, General Music Today, UPDATE: Applications of Research in Music Education, and Journal of Music Teacher Education upon payment of the prescribed additional fees.

Section 8
All optional member services offered by NAfME are available to the collegiate members of this chapter. Refer to the Member Benefits and Services section in the NAfME Collegiate Chapter Handbook for additional services.
Article IV – Method of Selecting and/or Removing Members

Section 1
General membership in this chapter shall be gained through attendance of one meeting during the semester in which one wishes to join, registration with NAfME, and payment of chapter and national dues each academic school year. Once these requirements are met, membership shall continue through the remainder of the academic school year.

Section 2
Active Membership in this chapter is attained once a member has been a current member of the NAfME Collegiate chapter at The Ohio State University for at least one full semester, is still a current member, and has not had any outstanding balances with the collegiate chapter or NAfME for at least one full semester.

Section 3
All active members of the NAfME Collegiate chapter at The Ohio State University are expected to attend meetings and functions, conduct themselves in a way that reflects well upon the organization, and uphold the interests of the chapter on campus and at NAfME functions. Should any active member fail to meet these expectations, a meeting of the Executive Board shall be held to discuss the removal of said member. A vote shall be held at the next chapter meeting following the meeting of the Executive Board, and a majority vote of the membership in favor of removing said member shall result in their removal. For removal of Officers to Active Member status, refer to Article XI.

Article V – Finances

Section 1
Dues for NAfME Collegiate membership are for an academic year. The total dues collected each year for NAfME Collegiate membership represent both national and state dues. National dues for NAfME Collegiate membership are less than one-third the cost of regular NAfME membership. Each state music educators association appropriates state dues. Students eligible for NAfME Collegiate membership become members of NAfME and their federated state music educators association when proper national and state dues are sent to the NAfME national office.

Section 2
Additional dues of S20 shall be levied by the collegiate chapter to help finance the activities of the chapter.
Article VI – Executive Council

Section 1

Management of this chapter is the responsibility of the Executive Council and is upheld by this constitution.

Section 2

The Executive Council shall consist of the officers of this chapter and the chapter advisor as an ex officio member.

Section 3

The Executive Council shall meet each Semester to discuss matters pertaining to the organization and its well-being.

Section 4

The Executive Council shall have the power to make necessary decisions in all matters not specifically acted upon by the group.

Article VII – Chapter Advisor

Section 1

There shall be a chapter advisor who is a member of the music faculty at The Ohio State University and who is a member of NAfME. The chapter advisor shall serve as ex officio on the Executive Council.

Section 2

The Responsibilities of the chapter advisor shall be to:

• Act as a representative of NAfME to the students: inform the students of the nature, purpose, and function of NAfME; encourage interest and participation of students in NAfME activities; and act as a liaison with the various levels of NAfME.
• Serve as an advisor and guide in formulation of chapter programs and policies
• Serve as a resource person
• Explain the benefits of NAfME Collegiate membership during orientation meetings, methods classes, and other functions that involve music education students
• Encourage the development of student, initiative, leadership, and imagination to build a sense of responsibility on the part of students
• Help officers in fulfilling their respective duties, including the maintenance of chapter records
• Meet with chapter officers to help with planning and implementing chapter activities
• Promote professional attitudes among chapter members
• Work for support of the chapter by members of the college faculty and explore with department chairpersons the possible funding of chapter activities
• Represent the interests of the chapter on campus and at NAfME functions
• Promote the concept of chapter importance in training music education students

**Article VIII – General Duties of Officers**

*Section 1*

The officers of the chapter shall be President, Vice President, Secretary, Treasurer, Publicity Chair, and Fundraising Chair.

*Section 2*

Any candidate for office shall have been a member of this chapter for at least one full semester prior to nomination.

*Section 3*

Each officer shall assume his or her office starting Spring Semester, and serve through Fall Semester of the upcoming school year. All offices consist of a one-year term.

*Section 4*

In the event that a vacancy occurs in the office of President, the Vice President shall assume the duties of president for the remainder of the term of office. Vacancies in any of the other offices shall be filled by election following the same rules as stated in Article X.

*Section 5*

The officers of this chapter, along with the chapter advisor, shall be considered the Executive Council for the chapter.

**Article IX – Individual Duties of Officers**

*Section 1*

It is the duty of the President to complete and manage registration for organization, coordinate meetings and programs, be the primary contact and correspondent for the organization, provide vision and direction for the organization, develop an agenda and preside at meetings, uphold the principles of the constitution, appoint committees as required, and coordinate and oversee elections.
Section 2

It is the duty of the vice president to preside in the absence of the president, and to assist the rest of the Executive Council in their responsibilities. The vice president is also responsible for the appointment of committees in conjunction with the president, and the management of the organization website.

Section 3

It is the duty of the Secretary to keep records of all members in the NAfME Collegiate chapter, including attendance at meetings, up-to-date emails, and other accurate current information. This officer will also head up the creation of the chapter’s newsletter, monitor the chapter’s email address, and take minutes at meetings.

Section 4

It is the duty of the Treasurer to keep accurate records of meetings and business, keep a role of current paid membership, and be responsible for and account for the collection of any monies and/or payment of any debts of the organization.

Section 5

It is the duty of the Publicity Chair to inform all current and prospective members of all upcoming chapter events and meetings with ample advance notice. It is also his/her duty to keep the NAfME Collegiate bulletin board professional, inviting, informative, and current. This officer is responsible for handling all publicity for upcoming events and looking for new and effective ways to communicate with the membership.

Section 6

It is the duty of the Fundraising Chair to work with the other officers to create fundraisers to benefit the membership and advance the ideals of the organization. This officer is responsible for handling all aspects of the fundraiser; and communicating directly with the Treasurer for funds needed and gained.

Article X – Election

Section 1

Election of officers shall be held in fall semester of the current year for the following school year.

Section 2

The Executive Council shall construct a slate of candidates.
Section 3
Nominations may be accepted from the floor of the meeting, through an email to an officer, or in person to an officer. Nominations must come from active NAfME Collegiate members of The Ohio State University chapter as defined in Article X Section 6.

Section 4
Any active NAfME Collegiate members of The Ohio State University chapter, as defined in Article X Section 6, are eligible to vote in the chapter’s election of officers.

Section 5
A candidate must receive a majority of the votes cast for that office to be elected.

Section 6
An active NAfME Collegiate member of The Ohio State University chapter is defined as any individual who has been a current member of the NAfME Collegiate chapter at The Ohio State University for at least one full semester, is still a current member, and has not had any outstanding balances with the collegiate chapter or NAfME for at least one full semester.

Section 7
See Article IX for additional election responsibilities of the President.

Article XI – Recall

Section 1
All officers are subject to recall by a signed petition of at least 30 percent of the membership of the chapter.

Section 2
Eligibility for recall votes shall be limited to active NAfME Collegiate members of The Ohio State University chapter as defined in Article X Section 6.

Section 3
Should a recall election occur, Article VIII, Section 4, shall still apply.

Section 4
Should an officer be recalled, he/she shall still remain an Active Member of the organization. To remove the former officer from Active Membership, refer to Article IV, Section 3.
Article XII – Committees  
Section 1  
The President shall have the power to appoint special committees with the approval of the Executive Council.

Article XIII – Meetings  
Section 1  
There shall be at least twelve (six per semester) regular meetings of this chapter per year.  
Section 2  
The meeting time shall be determined by the Executive Council in order to meet the needs of the majority of the chapter.  
Section 3  
Special meetings may be called at any other time as determined by the Executive Council.

Article XIV – Amendments  
Section 1  
This constitution may be amended by a majority vote of all of the Executive Committee.

Article XV – Method of Dissolution of Organization  
Section 1  
If this chapter should ever need to dissolve for any reason, the advisor will supervise and approve the actions for dissolution. Any and all debts shall be settled through the state music educators association with the assistance of the chapter advisor. All assets will remain frozen for reorganization or donated to the state music educators association at the advisors digression. The organization may be reorganized with the approval of a qualified advisor.