Theatre Arts Group (TAG) Constitution

Article I- Name, Purpose, and Non-Discrimination Policy of the Organization

Section 1: Name
Theatre Arts Group

Section 2: Purpose
The purpose of Theatre Arts Group is to provide mentorship and a safe space for creative, artistic expression to the underrepresented students of the Columbus area, through theatre education and performance arts practice.

Section 3: Non-Discrimination Policy
Theatre Arts Group (TAG) does not discriminate in its programs or activities on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender (including pregnancy, sexual harassment and other sexual misconduct including acts of sexual violence such as rape, sexual assault, sexual exploitation and coercion), gender identity and/or expression (including a transgender identity), sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law.

Article II- Membership: Qualifications and Categories of Membership
Membership is extended to all currently enrolled undergraduate student applicants who demonstrate interest in membership and are selected by application to uphold the same values as those of this organization. Once accepted, no further application will be required for following years.

Article III- Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.

Section 1: Director
The Director will have an office term of two years and will be elected by a majority vote of active members. The Director will be responsible for overseeing the officers, will chair general organization meetings, and will be responsible for long term strategy and managing day to day operations.

Section 2: Technical Director
The Technical Director will have an office term of one year and will be appointed by the current director of that term. The Technical Director will be responsible for managing the technical components of production (i.e. set design and building, lighting, sound, costumes, and props) and facilitating student involvement in production.
Section 3: Financial Officer
The Financial Officer will fulfill the duties of Treasurer and will have an office term of one year and will be appointed by the current director of that term. The Treasurer will be responsible for managing all financial matters.

Section 4: Communications Officer
The Communications Officer will have an office term of one year and will be appointed by the current director of that term. The Communications Officer will be responsible for weekly updates through email, managing schedules, and facilitating communication between targeted schools and TAG.

Article IV-V Executive Committee and Standing Committees
The Executive Committee consists of all elected and appointed officers. Theatre Arts Group has no current need for standing committees.

Article VI– Methods of Selecting and/or Removing Officers and Members
Members and officers are expected to attend as many general body meetings as possible and contribute to the overall success of the organization. Likewise, if a member holds a position, he or she is responsible for carrying out all duties associated with that position. If a member or officer is not fulfilling their duties or is exhibiting behavior that is detrimental to the health of the organization, another member can submit a complaint to any member of the Executive Committee. The Executive Committee member who receives the complaint is required to notify the specified member that a complaint was filed about them and then present it to the rest of the Committee. The complaint will be discussed between that Executive Committee Member and the Director, who will jointly make an assessment about the termination of the member or officer.

Article VII– Advisors or Advisory Board: Qualification Criteria
Advisor of TAG must be a member of the University faculty or Administrative & Professional staff. The advisor should be expected to be engaged and committed to the organization and to advising its participants. The advisor would facilitate internal and external outreach, both to the University and to the greater Columbus community.

Article VIII– Meetings of the Organization: Required meetings and their frequency
All members are required to attend biweekly general meetings. Volunteering requirements (i.e., “outreach meetings”) in the school will be decided on a semester-to-semester basis, but the general expectation is once per week.
Article IX—Method of Amending Constitution: Proposals, notice, and voting requirements

Proposed Amendments shall be submitted by any member of the organization and distributed in writing to all other members. The Amendment will then be voted on in a general body meeting, and may be passed with a two-thirds majority vote.

Article IX—Method of Amending Constitution: Proposals, notice, and voting requirements

The dissolution proposal may be brought forth by any member of the executive board. The decision to dissolve will be made with a four-fifths majority vote in a general body meeting. All organization debts should be resolved prior to dissolution.

By Laws

Article I – Parliamentary Authority

The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are consistent with the bylaws of this organization.

Article II – Membership

New membership will open each fall through a competitive application process. Membership acceptance shall be determined by the current Director and other Executive Committee members. Dues will not be required. There will not be varying “types” of membership. As specified in Article VI, complaints can be filed about other members and a termination process will be initiated within the Executive Committee. Additionally, if a member chooses to terminate his/her own membership, he/she must do so at the end of the academic school year.

Article III – Election / Appointment of Government Leadership

Section 1: Elections

Every other Fall Semester, members of TAG who desire to be the next Director will notify the current Director. The possible nominee must have been a member for at least one full, academic year. In the first week of Spring Semester, members will vote on the nominees. Elections must be held on a day in which all members are present. Procedures for the election process are at the discretion of the Executive Committee.
Section 2: Impeachments
A vote of three-fourths in a general body meeting shall be required to remove any officer from office. In the event that an officer position is vacant, appointments (for Executive Committee members) or an election (for the Director) must be handled within two weeks.

Section 3: Appointments
Every Spring Semester, after the new Director is elected, he/she will appoint members for the Executive Committee based on an interest form that potential appointees must submit. He/she will use his/her own discretion in making decisions.

Article IV – Executive Committee (if needed)
The Executive Committee will meet if needed. Otherwise, it is expected they continue communication about long-term initiatives and short-term goals.

Article V – Standing Committee (if needed)
No Standing Committee is needed.

Article VI – Advisor / Advisory Board Requirements
The advisor is required to fulfill all duties as established by the Registration Guidelines for Student Organizations, including but not limited to: verifying the organization’s information and agreeing to the terms of the Campus Safety Act by signing off on the organization’s online registration, signing off on CSA funding requests, being listed as a signatory on the organization’s checking account, attending an advisor certification session once every three years, and signing off on reservations of University space and equipment, as requested by the University department granting the reservation. Additionally, it is expected that the Adviser and the Director meet once per semester. Further obligations may be negotiated annually between the Executive Committee and the acting Advisor.

Article VII – Meeting Requirements
General meetings will occur at least twice a month and led by the Director. Additionally, participants are expected to attend outreach meetings at least once a week. If not possible due to academic or work conflicts, members are expected to communicate their schedule with the Director at the start of every semester.

Article VIII – Method of Amending By-Laws
Amendments to the By-Laws may be proposed by any member of the Executive Committee, and decided upon collectively by the Executive Committee.