MPC Constitution

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

Section 1 - Name:
Music Producers Club at The Ohio State University

Section 2 - Purpose:
To encourage the creation, collaboration, and production of both digital and analog music through discussion, meetings, and events.

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

Article II - Membership:
Any student or faculty of The Ohio State University may be a member of the club. There is no application process and no prerequisites necessary.

Article III - Organization Leadership:
All officers may serve a total of two 2-year terms, the second of which requiring a reelection. If a current officer is beginning a fifth year at the Ohio State University, he or she may serve a third term, also requiring a reelection. Elections will be held once every two years in April of the Spring Semester.

Officer positions and duties are as follows:

President (Mandatory position)—To plan, organize, and run weekly club meetings and semi-semesterly officer meetings.

Vice President (Optional position)—To gauge quality of meetings. Understand how well the meeting went and how it can be improved.

Treasurer (Mandatory position)—To manage club funds by monitoring and managing spending.

Marketing Director (Optional position)—To manage and post club information on social media accounts.

Outreach Coordinator (Optional position)—To manage and maintain relationships with other student organizations, speakers, and prospective members.

Article IV – Method of Selecting and/or Removing Officers and Members.
Officers may resign. Officers may be voted off by a majority vote of the officers due to nonfulfillment of duties, proving to be unfit to lead, breaking the University’s Code of Student Conduct, or breaking US law.
Article V – Advisor(s) or Advisory Board: Qualification Criteria.
Advisors of student organizations must be members of the University faculty or Administrative & Professional staff. Advisors should be available for consultation via email and regular office hours regularly in order to help with the internal structure of the club as needed.

Article VI – Meetings of the Organization:
Meetings will be held once a week in the evening in a specified location. The time, location and day of the week will be specified at the beginning of each academic term excluding summer. Board meetings for organization leaders will be held twice per academic term excluding summer term. These meetings should take place towards the beginning and end of the term.

Article VII – Method of Amending Constitution:
Proposals may be drafted by any club member. Proposed amendments are to be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present (and to conduct any business an organization should have quorum present at a business meeting, which is at minimum 50% + 1—a majority—of total organization members). The constitution should not be amended easily or frequently.

Article VIII – Method of Dissolution of Organization Requirements:
Should the organization lack a succeeding president or treasurer, and the current president or treasurer will no longer be at the Ohio State University for the next semester (excluding the summer semester), the club must be disbanded. Should any organization assets and debt exist, assets are to be donated to the Ohio State University and debts are to be paid off by remaining club funds. If there are no remaining club funds, they are to be paid off by evenly distributing the debt among the current organization officers for them to pay out-of-pocket.

By-Laws

Article I – Parliamentary Authority
The rules contained in Music Producers Club’s constitution shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

Article II- Membership Procedures
Any student or faculty of The Ohio State University may be a member of the club. There is no application process and are no prerequisites necessary, simply attend a minimum of two meetings per semester. There will be no dues required. Termination of membership will be decided by the board if the member excessively ignores officer requests of compliance, breaks the University’s Code of Student Conduct, or breaks US law.
**Article III- Election / Appointment of Government Leadership** Elections rules and procedures

A member may be eligible for office if he or she has been a member for a minimum of one semester. A member may be nominated if he or she gains a majority vote, 50% + 1, during the nominating process and is eligible for office. If a member is not eligible for office as stated above, said member may also be nominated if he or she gains a unanimous vote during the nominating process. Ballots will be anonymously written on paper.

**Article IV - Advisor/Advisory Board Responsibilities**

Advisors should be available for consultation via email and regular office hours regularly in order to help with the internal structure of the club as needed. No meeting attendance is necessary. The advisor will be free to make the decision to be or not to be a second signer on checks on a per-transaction basis.

**Article V - Meeting Requirements**

A minimum of only two regular meetings per semester are required for membership. A quorum will consist of a minimum of five members present.

**Article VI - Method of Amending By-Laws**

By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at a later general meeting with a 2/3 majority vote of the membership present.

Constitution Rev. 5/2016