

## **Score Study Club Constitution**

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

#### **Section 1: Name**

The name of the club is *Score Study Club*. This club is not associated with any national or international organization.

#### **Section 2: Purpose**

Our purpose is to provide student performers with score reading experience as well as assistance and guidance when conducting from a score. Performers will gain experience interpreting a score through group investigation as to how each individual part fits into a score. We seek to provide this experience to anyone with basic music literacy (must be able to read in treble and bass clefs). As we explore and learn, we seek to promote inclusion by investigating and studying music written by composers from diverse backgrounds.

#### **Section 3: Non-Discrimination Policy**

Score Study Club does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

As a student organization at The Ohio State University, Score Study Club expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here at

<https://hr.osu.edu/public/documents/policy/policy115.pdf>.

If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleIX.osu.edu> or by contacting the Ohio State Title IX Coordinator at [titleIX@osu.edu](mailto:titleIX@osu.edu).

***Article II- Membership: Qualifications and Categories of Membership.***

Score Study Club's voting membership will be limited to currently enrolled Ohio State students. Other non-student members may become members and participate in meetings, but they may not vote in elections or run for office.

II.a. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

***Article III- Methods for Removing Members and Executive Officers***

III.a. If a member engages in behavior that is detrimental to advancing the purpose of Score Study Club, violates the organization's constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with Score Study Club's current advisor.

III.b. Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct,

university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization's advisor.

III.c. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending), the executive board, in consultation with the organization's advisor, may vote to temporarily suspend a member or executive officer.

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

The leaders of Score Study Club include the president, vice president, treasurer, secretary, editor, and advisor. The leaders represent the Executive Committee of the Organization and serve as members of the Score Study Club. The terms of office would be for a full fall and spring semester. We will have a closed meeting to club members in the spring in order to vote on new leaders for the upcoming semester. The people who want to run for office should prepare a speech to give before people vote on who they want to elect for the upcoming positions.

***President:*** Planning and running the meetings. Duties for planning the meetings include picking out a piece of music for the club to study during the meeting and making arrangements to get copies of the music created for the meetings. If there is going to be a guest speaker, the President is in charge of making arrangements and plans with the guest speaker. For example, if a guest is coming in two weeks to talk about the Holst

Suite in Eb, the president may want to have the club start looking at the Holst Suite in Eb the week beforehand.

**Vice President:** Making sure that we have enough score materials for the meeting. They should pass out the materials at the meetings and assist the President in planning the upcoming meetings. Ideally, the President and the Vice President are working together to plan and organize the meetings.

**Treasurer:** The treasurer is in charge of managing the funds of the Score Study Club and is in charge of collecting dues from our paying members.

**Secretary:** The secretary is in charge of uploading the scores to our online google drive and to send out emails with the digital scores to our members. They should also write a few notes down on what we did during the meeting and what kind of things we want to cover in our upcoming meetings. The secretary is also in charge of keeping track of attendance.

**Editor:** Posting information about the upcoming meetings to the Instagram account and occasionally writing a small newsletter to the school of music newsletter.

**Advisor:** The advisor should assist the President and Vice President in creating a plan for the meeting and to provide assistance at the meeting with questions regarding the music theory aspect of score reading. They should also provide us with the tools to create copies of the music before the meetings.

### **Article V- Election/ Selection of Organization Leadership**

The elections will be held in the spring semester. Only members of the organization are eligible to run for elections. The candidates needs to have attended at

least five meetings throughout the semester. The people voting on the new officers need to have attended at least three meetings.

***Article VI- Executive Committee: Size and composition of the Committee.***

The Executive Committee (like a board of trustees or directors) represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership. In many organizations, this Committee is composed of the organization leaders, chairpersons of the standing committees, and sometimes ex officio positions from related student organizations.

***Article VII- Advisor(s) or Advisory Board: Qualification Criteria***

Advisors of student organizations must be full-time members of the University faculty or Administrative & Professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. Responsibilities and expectations of the advisor will be discussed with the advisor prior to the first official meeting of the club.

***Article VIII- Meetings and events of the Organization: Required Meetings and their frequency.***

All of the meetings for Score Study Club are optional, although if you want to run for office you need to attend at least five meetings. This way there is flexibility for membership and attendance at meetings. Each meeting will cover a specific topic and will be only covered at that meeting which allows for people to pick and choose what meetings they want to attend.

***Article IX- Attendees of Events of the Organization: Required events and their frequency.***

Members in attendance at meetings should be respectful to the guest speakers and to other officers who are speaking to them. Failure to be respectful will result in them being removed from the meeting and future meetings of the Score Study Club.

***Article X- Method of Amending Constitution: Proposals, notice, and voting requirements.***

Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

***Article XI- Method of Dissolution Organization***

In order for the dissolution of the organization there should be a two-thirds majority vote of the club's members wanting to end the organization. If there are any organization debts, they need to be taken care of by the president and the treasurer of the organization. Then the president needs to notify Student Activity Staff in order for them to remove the Score Study Club from the website.

**By-Laws**

***Article 1 – Parliamentary Authority***

The rules contained in the Score Study 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***

**Paying Members:** Paying members will pay dues each semester and will receive a black binder, paper scores, and materials to use for score studying.

**Non-Paying Members:** Non-Paying Members will receive access to digital scores in order to participate in the meetings.

### ***Article III- Election / Appointment of Government Leadership***

Elections will take place at the end of the spring semester. In order to run for office you need to have attended at least five meetings. In order to vote for the future officers you need to have attended at least three meetings.

### ***Article IV- Executive Committee***

Specific duties of the Committee and its responsibilities to the membership are stated below.

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#### ***Article V - Advisor/Advisory Board Responsibilities***

The advisor should assist in planning meetings, requiring paper copies of the scores, and in helping with theory knowledge at the meetings. The advisor is welcome to attend all meetings, but is not required to be at the meetings.

#### ***Article VI - Meeting Requirements***



Meetings will occur on either a weekly basis and will be optional to members. Members are encouraged to attend meetings when they are available and there will be no penalty for missing meetings. Officers should do their best to be at as many meetings as possible.

***Article VII - 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 the next general meeting with a 2/3 majority vote of the membership present.