

## **The Constitution and By-Laws of CELLOHIO**

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

Section 1: Name: CELLOHIO

Section 2: Purpose Statement: We are an ensemble of Ohio State students and cellists dedicated to the advancement of cello culture through community programming, dynamic performances, and other innovative projects inspired by our passionate membership.

Section 3: Objectives: CELLOHIO is the student organization that represents an all cello performing ensemble led by Professor Julia Yang in the Ohio State School of Music. As a result, our objectives are academic, artistic, and social; and are as follows:

- To perform in spaces across campus and throughout the city
- To actively engage and partner with visiting artists and musicians for special programming
- To foster a social community for cello and music students of all ability
- To welcome diverse and creative ideas for new programming
- To serve the community through musical performances and program targeted toward nontraditional or underprivileged audiences

Section 4: Non-Discrimination Policy: *This organization 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.*

### *Article II - Membership: Qualifications and categories of membership.*

Section 1: Voting members will be limited to enrolled Ohio State undergraduate, graduate, and postgraduate students. Faculty and other professionals are encouraged to join the organization if they are interested, but they will be non-voting members.

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

Section 1: Organizational leadership will be determined by a vote of the organization after applicants have the opportunity to express their interest to their peer members.

Section 2: Executive Director: The executive director will oversee the administrative needs of the organization, including, but not limited to: University-mandated student organization registration, venue reservation, music procurement, concert program creation, and website updates. The executive director will be responsible for communicating with membership and assisting the artistic director with any administrative tasks required. The executive director will be listed as the Primary Leader in the Ohio State Student Activities registration.

Section 3: Artistic Director: The artistic director will oversee music selection, performance development, and artistic vision for all CELLOHIO programming. The artistic director will be responsible for providing clear leadership with regards to the visual and aural aspects of performances, including, but not limited to: audience positioning, musician dress code, introductory remarks, etc. The artistic director will be listed as the Secondary Leader in the Ohio State Student Activities registration.

Section 4: Treasurer: The Treasurer will oversee the financials of the organization according to Ohio State University policy. The Treasurer will be responsible for all necessary

paperwork regarding the financial transactions of the organization including, but not limited to: fundraisers, food budgets, and concert expenses.

Section 5: Social Media Manager: The social media director runs the social media accounts and website for cellohio, as well as facilitates communication to all participating members. They keep accounts up to date with event announcements and posts and find ways to engage their audience. They create posts using canva or other graphic design software.

*Article VI – Method of Selecting and/or Removing Officers and Members.*

Section 1: Member selection: Members will be self-selected based on their interest in the organization or their membership in the Ohio State cello ensemble.

Section 2: Officer selection: Applicants will express their interest in a position to the current officers. After describing their ideas via email or live speech to the voting members of the organization, the applicants will be voted upon. Each applicant will only be eligible to run for a single position, and each voting member (including applicants) will be permitted to vote once for each office. Voting may occur via anonymous paper ballot during a meeting or via an emailed, digital survey.

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

Section 1: Advisors of student organizations must be members of the University faculty or Administrative & Professional staff.

Section 2: The Advisor should be a faculty member of the Ohio State School of Music, with strong preference given to the current cello professor.

*Article VIII – Meetings of the Organization: Required meetings and their frequency.*

Section 3: Organization meetings: Meetings shall be held once a week at the same time as cello ensemble rehearsals. CELLOHIO administrative business will take no more than ten minutes of a rehearsal period. CELLOHIO will also communicate via email and GroupMe regularly (weekly-monthly) with all members of the organization, including those with schedule conflicts during rehearsals.

Section 2: Officer meetings: Officers shall meet once a month to discuss organization business. Officers shall also communicate between meetings via email.

*Article IX – Method of Amending Constitution.*

Section 1: Proposed amendments should be communicated in writing to members present at two consecutive meetings and via email. The amendment shall then be voted upon with a digital ballot. A two-thirds majority of participating voting members will be required to pass an amendment.

*Article X – Method of Dissolution of Organization*

Section 1: Should a two-third majority of all voting members support the dissolution of the organization, the executive director will close down the organization through the Ohio State Student Activities portal. The sitting Treasurer will be responsible for processing all debts and assets. Unpaid debts will require the organization to complete sufficient fundraising prior to the dissolution of the organization, and any liquid assets should be donated to the University or a charitable organization of the voting members' choosing.

## **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 not inconsistent with the by-laws of this organization.

### *Article II- Membership*

Members will be self-selected based on their interest in the organization or their membership in the Ohio State cello ensemble.

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

All voting members who have belonged to the organization for a semester will be considered eligible applicants. Before the end of spring semester annually, applicants will be able to express their interest in a position to the current officers. After describing their ideas via email or live speech to the voting members of the organization, the applicants will be voted upon. Each applicant will only be eligible to run for a single position, and each voting member (including applicants) will be permitted to vote once for each office. Voting may occur via anonymous paper ballot during a meeting or via an emailed, digital survey.

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

The Advisor shall be encouraged to connect interested students with the programming of the organization. The feedback and involvement of the Advisor in the musical development and programming goals of the organization shall be met with extreme appreciation and biannual gifts of food of the Advisor’s choice from the ever grateful executive board.

### *Article VII - Meeting Requirements*

Meetings shall be held once a week at the same time as cello ensemble rehearsals. CELLOHIO administrative business will take no more than ten minutes of a rehearsal period. CELLOHIO will also communicate via email or GroupMe regularly (weekly-monthly) with all members of the organization, including those with schedule conflicts during rehearsals. All voting members of the organization shall be able to provide feedback and programming ideas in person or digitally.

### *Article VIII - Method of Amending By-Laws*

Proposed amendments to by-laws should be communicated in writing to voting members present at two consecutive meetings and via email. The amendment to the by-laws shall then be voted upon with a digital ballot. A one half plus one majority of participating voting members will be required to pass an amendment.