



# **Black Dance Association Constitution**

## **Article I - Black Dance Association**

The name of this organization is called Black Dance Association located and founded on the campus of The Ohio State University.

### **Section 1: Purpose**

1. The goals for Black Dance Association are:
  - To promote excellence in Black dance education amongst the black students on OSU campus
    - a. Create lifelong networks
    - b. Fruitful relationships
    - c. Recognize leadership throughout the community

## **Article II - Objective**

1. Our goal for this organization is to provide a safe haven for Black dancers while allowing them to be artistically free, with the hopes to network with other Black artists. Students will be able to receive internships, performance and networking opportunities that will help them advance in their careers. It can be difficult to determine your path after college. We want our members to be able to network and make connections with artists in their fields from which they can benefit in the future. Members will be advised and mentored on how to become successful Black professional dancers.

## **Article III - MEMBER SELECTION**

### **Part 1 - Who Can Be A Member**

1. Members and Officers must be enrolled students at The Ohio State University
2. Members must complete all of the membership requirements to be considered a member of the organization.

### **Part 2 - Membership Requirements**

1. Must be pursuing an undergraduate degree at The Ohio State University.
2. Must be at least a part time student.
3. Must be and remain in good academic standings.

### **Part 3 - Member Responsibilities**

1. Must attend regularly scheduled weekly meetings in-person.
2. Must participate in at least three of the major events of the year.

### **Article IV - REMOVAL PROCESS**

1. If member requirements and responsibilities do not meet what is outlined in the constitution, then that member will be dismissed.
2. No member can be dismissed because of personal reasons; only reasons regarding the constitution.
3. Removal is at the discretion of the executive board officers. The board will vote on the matter and if unanimous the member will be removed from meetings and activities regarding the organization.

### **Article V - Officers POSITIONS & DUTIES**

#### **Part 1: Choosing Officers**

1. The president, vice president, secretary, and treasurer are this organization's officials.
2. Written ballots shall be used to elect officers, and each voting active member will have one vote. A win requires a majority of the vote.
3. Each officer will serve a one-year term in office.

#### **Part 2: Officer recall**

1. Officers may be removed from office for misconduct. Malfeasance is outlined as follows:
  - a. An inability to fulfill office responsibilities.
  - b. Willful violation of The Ohio State University Student Organization Rules and Regulations.
  - c. Disrespecting the student conduct code.
  - d. Badly handling club finances.

### **Article VI - Titles**

#### **Part 1 - President:**

- Uphold the values and mission statement of Black Dance Association.
- Notifies members of the general body and the executive board of any changes to the programming. Assists in overseeing the overall operation of the executive committees for Black Dance Association.
- Work closely with other Executive Board members to support programming initiatives by conducting monthly assessments of the organization's process to ensure that the year's goals are reached. Taking charge of designated gathering (inviting special guests for live or online programs)
- Attend every meeting of the executive and general bodies. (Your expulsion from the Executive Board is possible if you miss more than 1 out of 8 events and meetings in a semester without an excuse.)

- Creates, communicates, and implements the organization's vision, mission, and overall directions.
- Coordinates all activities of the organization.
- Acts as liaison to University community
- Serves as official representative of the organization.
- Prepare agenda for meetings, presides at meeting, and calls regular and special meetings

### **Part 2 - Vice President:**

- Uphold the values and mission statement of Black Dance Association.
- Leading meetings in the event that the President is unable to do so
- Ensure that weekly goals are reached by working closely with the Marketing Committee and Event Chairs (including marketing, researching service events, and coming up with creative methods to include the student body in organization initiatives).
- Attend every meeting of the executive and general bodies. (Your expulsion from the Executive Board is possible if you miss more than 1 out of 8 events and meetings in a semester without an excuse.)
- Direct, coordinate, and oversee the activities in the organization, ensuring development and implementation of efficiency.

### **Part 3 - Marketing Chair**

- Uphold the values and mission statement of Black Dance Association.
- Work with the Vice President to create flyers.
- Spreading the word around campus and recruiting.
- Manage the social media and create engaging and genuine ways to engage the student body through social media and newsletters.
- If there is a joint event with another group, communicate with the Secretary to ensure Marketing has enough time to generate flyers.
- Collect innovative ideas for promoting the International Blacks in Dance, which is held in January.

### **Part 4 - Secretary**

- Uphold the values and mission statement of Black Dance Association.
- Keeps meeting's minutes while providing feedback and ways we can improve.
- Typing and preparing documents, organizing meetings.
- Maintains accurate and current information of the organization and membership.
- Assists the president and vice-president to coordinate organization activities.
- Keep attendance records for meetings.
- Keep in touch with the Marketing Committee on a weekly basis to ensure that flyers are created for joint programming.

- For newsletter updates, consult the Event Chair Committee and the Programming and Outreach Committee.
- During executive board meetings, take notes (and actively record the meeting via Zoom).
- Record information from speakers and members during general body meetings. Control member participation at general body meetings.
- Make and keep up-to-date a list of every general body member.
- Attend every meeting of the executive and general bodies.
- Collect scheduling conflicts amongst the Executive Board.

### **Part 5 - Treasurer**

- Uphold the values and mission statement of Black Dance Association
- Financial transactions, and fundraising.
- Acts as Black Dance Association point of contact for all questions regarding organizational finance.
- Keeps a complete and up-to-date record of all organizational funds.
- In charge of dispersal.
- In charge of Black Dance Association GoFundMe and Bank Account.
- Take part in online and virtual treasurer training between the months of August and September.
- Together works with the Events Chairs, President, and Vice President to create a budget for each semester.
- Prepare all funding requests for the Ohio Union's budget by the Fall and Spring funding periods.
- Coordinates with Event Chairs to host one big fundraiser each semester.

### **Part 6 - Event Chair**

- Uphold the values and mission statement of Black Dance Association.
  - Creates and plans events for the organization including meeting events, Community service events, Fundraisers, performances, networking opportunities, and social events.
  - Create creative concepts or programs to benefit membership.
  - Cooperate closely with the President, Vice President, and Treasurer to make some sessions interactive.
  - By organizing and conducting an icebreaker at the start of some sessions, you may foster a sense of community.
  - Conduct surveys to understand the needs, concerns, and preferences of members.
  - Increase understanding of the benefits of joining Black Dance Association.
- Attend additional events as a representative of Black Dance Association to promote it and grow membership. Create social gatherings for the members apart from weekly meetings.

- Should generate a set schedule of events (quarterly) at least a month prior to the start of the semester/next quarter.
  - Fall semester, (2) event calendars should be set by:  
July 15th, 2024  
October 8th, 2024
  - Spring semester, (2) event calendars should be set by:  
December 10th, 2024  
February 24th, 2025
- Should create at minimum three open service events for the Black Dance Association General Body within the event calendar.
- Should include Executive Boards schedule conflicts to put into the event calendar.
- Attend every meeting of the executive and general bodies. (Your expulsion from the Executive Board is possible if you miss more than 1 out of 8 events and meetings in a semester without an excuse.)
- Create social gatherings for members between biweekly sessions (follow the guidelines for virtual meeting activities)
- Work together with the chairs of recruitment and leadership and development to make certain programs interactive.
- Develop a sense of community by organizing and implementing icebreaker activities at the start of some sessions. Distribute surveys to find out what the members' needs, concerns, and preferences are (such as special guests they would want.)
- Promote the advantages of joining Black Dance Association in other events to promote and grow membership.

## **Article VII - OFFICER SELECTION PROCESS**

A general body member will have the opportunity to run for an E-Board position at the conclusion of a complete term (school year). Students who are currently serving on the E-Board have the option of resigning from their positions, running for the same position again, or running for a different one.

## **Article VIII - OFFICER REMOVAL PROCESS CRITERIA**

1. A three-strike rule will be enforced. A strike is enforced on an officer if the President and Vice President believe that they are not conducting their role effectively. One strike to each rule break or non-performance of role. Once an officer gets to three strikes per semester, their officer role will be discussed between the President, Vice President, Grad Advisor, and Advisor to determine if they will continue in their position or will be removed.

2. If someone holds a position, a voting will happen at the end of each term (school year in the month of April) to determine if a person wants to leave their position, run for a new position, or stay in their current position. If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member will be removed through a majority vote of the officers in consultation with the organization's advisor. Violation of the constitution, failure to perform duties, attend meetings, 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 will result in either suspension or expulsion of said position's duties and/or the organization entirely.

### **Article VIII - NON-DISCRIMINATION CLAUSE**

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 veterans status, or any other bases under the law, in its activities, programs, admission, and employment. As a student at The Ohio State University, Black Dance Association 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

### **Article X - Meetings and Events**

- General Body Meetings bi-weekly Thursdays 6PM - 7:30PM.
- Executive Board Meetings take place the following Thursday when the general body is not meeting 6PM - 7:30PM.
- Additional meetings can be called by the President or Vice President if need be.
- Attendance of active members will be tracked by a sign in sheet at meetings and events.
- Meetings will be controlled by the Event Chairs and assisted with the President and Vice President.

### **Article XI - Committees**

The Committees are established to help the organization reach its goals in an organized manner to become successful

#### **1. Primary Leadership Committee:**

- a. Advisor
- b. Grad-Advisor
- c. President
- d. Vice-President
- e. Treasurer
- f. Secretary

**2. Programming and Outreach Committee:**

- a. Marketing Chair
- b. Secretary
- c. Event Chair

**3. Marketing Committee:**

- a. Marketing Chair
- b. Event Chair
- c. Secretary
- d. President
- e. Vice President

**4. Service Committee:**

- a. President
- b. Vice President
- c. Secretary
- d. Treasurer
- e. Social Outreach Chair
- f. Event Chair

**Article XII - Advisor & Graduate-Advisor Qualification Criteria**

**Part 1: Advisor Qualification**

- 1. Advisor must be a full-time member of the University's Dance faculty or Administrative and Professional staff.
- 2. Advisor should be there to support the organization achieving its goals and outcomes. The Advisor should be available to assist any organization committees when needed and attend organization meetings when needed.

**Part 2: Graduate Advisor Qualification**

- 1. Graduate Advisor must be a full-time Graduate student working towards their Masters in Fine Arts at The Ohio State University.
- 2. Advisor should be there to support the organization achieving its goals and outcomes. The Graduate Advisor should be available to assist any organization committees when needed and attend organization meetings when needed.
- 3. The Graduate Advisor should also be made available to assist in the creation of events and hosting when needed.

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

Black Dance Association's constitution must be reviewed once a year before each Fall Semester. If changes need to be made then the current Executive board can make changes with the current President and Vice President overseeing the constitution. The student or students wishing to amend the constitution must make a written proposal to the organization as a whole on the

matter. The proposal must be read at multiple meetings. At a different meeting a vote will take place and two thirds vote is needed for the amendment to take effect. If and after the Executive board makes changes, the constitution must be reviewed by the current Advisor for any other changes.

**Article XIII – Attendees of Events of the Organization: Required events and their frequency.**

**Part 1:**

1. Students exemplifying behavior that interfere with students, faculty, or staff access to an appropriate and successful educational or work environment and/or do not align with the organization's constitution, the Code of Student Conduct, university policy, or federal, state or local law may be dismissed. If behavior is continued, the organization has permission to remove membership of the student resulting in that student not available to attend any events or meeting.

**Part 2:**

2. The organization reserves the right to address member or event attendee behavior where the member's or event attendee's behavior is disruptive or not in alignment with the organization's constitution. If behavior is continued, the organization has permission to remove membership of the student resulting in that student not available to attend any events or meeting.