



Audio Engineering Society

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish Audio Engineering Society (AES) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The purpose of this organization is to promote professional and social opportunities for students at the University of Rochester interested in audio engineering. Our primary goals are to serve the Rochester community by creating awareness for audio and music engineering. We aim to do this through education, and networking opportunities. We would like to encourage members to become a part of the national Audio Engineering Society, and take part in events outside of the campus scope.

ARTICLE III - MEMBERSHIP

SECTION ONE - MEMBERSHIP

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member – An active member must attend at least 50% of society events or meetings within a single semester. A member can be considered “active” whether or not they are a part of the Audio and Music Engineering program.
- C. Definition of associate member - A member of the National Audio Engineering

Society and/or members of the Audio and Music Engineering program at the University of Rochester, regardless of whether or not they attend events or meetings on campus.

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as the presence of 1/2 of active members.

SECTION TWO - VOTING

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. President
- B. Vice President
- C. Secretary
- D. Business Manager (Treasurer)
- E. Open Sessions Coordinator

SECTION TWO - DUTIES OF OFFICERS

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers and delegate duties to maintain a functioning club that fulfills the purposes set forth above.
- F. The Business Manager (Treasurer) shall be responsible for maintaining all finances and keeping detailed records of all transactions.
- G. The Vice President shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association.
- H. The Secretary shall take roll call at all meetings, tally votes, keep an accurate list of

organization members and take and maintain meeting minutes.

- I. The Open Sessions Coordinator shall be responsible for overseeing the planning and execution of Open Sessions events. This includes:
 - a. Scheduling and Booking an artist or band for each Open Session
 - b. Communicating with the Studio Manager, Social Media Coordinator, and head engineers about the details of the Session
 - c. Serving as the main point of contact for the Artist
 - d. Informing the Artist of the waiver before confirming the session, and ensuring its completion before the Session
 - e. Ensuring the live room is set for audience members and managing event attendance

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure -
 - a. Active and associate members will then be able to nominate their peers for various positions.
 - b. Seniors can not be nominated for officer positions and are not eligible for nominations as they will not be able to complete the term.
 - c. Nominees for Open Sessions Coordinator must submit a platform detailing why and how they are equipped to handle the responsibilities of the position. If a nominee does not submit a platform, the executive board reserves the right to disqualify the nominee from running.
 - d. Officer positions will be determined by a vote of all active and associate members.
 - e. A tie in voting will be resolved by a vote of the outgoing executive board.
 - f. If a student holding an elected position is studying abroad during the term, the student will nominate at least two potential replacements to fill the position. The replacement will be chosen from the list of nominees by a majority vote from active and associate members.
- B. Term of Office – Term of office is one calendar year/two semesters, with the term beginning in the spring semester of the school year.
- C. Timing of Elections – The election process will occur during the end of the fall semester each school year, at least two weeks before the last day of classes. New officers will be announced at the final event of the Fall semester.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three*.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a $\frac{2}{3}$ majority of the entire active membership to pass. Any member of the organization

may call for a vote of no confidence.

- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

SECTION FIVE – PROVISIONS OF ADVISOR(S)

- A. The academic advisor must be a professor in the Audio and Music Engineering program.
- B. They shall serve as a liaison to the Audio and Music Engineering program in cases where we need funding or resources
- C. They can also attend executive board meetings and have voting power during such meetings.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

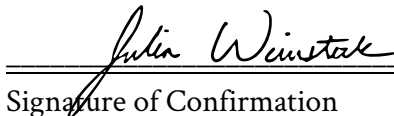
- A. The Audio Engineering Society of the University of Rochester will abide their Resource Agreement.

ARTICLE VII - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Audio Engineering Society. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

ARTICLE VIII - NONDISCRIMINATION POLICY

The Audio Engineering Society abides by the nondiscrimination policy of the University of Rochester.



Signature of Confirmation

Julia Weinstock

President, Audio Engineering Society



Signature of Approval

Eden-Lyn Thomas

Eden-Lyn Thomas

**Chair, Student Organization Administration & Review
Committee**

2/26/21

Date

Date

02/26/2021

Date

Date