



## **Carillon Guild**

### **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the Carillon Guild (BELLS) 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 Carillon Guild's mission is to promote student leadership in the on-campus carillon community in order to keep carillon relevant to all students and encourage the upkeep of the instrument.

### **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 members and associate members shall be listed on the organization's CCC 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 - In order to maintain active membership, a student must be taking MUSC104 or MUSC204. They must also attend 20% of Guild events in a semester.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to perform, compete, nor travel as part of a college student organization.

### **ARTICLE IV - MEETINGS AND VOTING**

#### **SECTION ONE - QUORUM**

- A. A meeting shall be valid if a quorum is present. Quorum is defined as a minimum  $\frac{1}{4}$  of the active membership plus one officer.

## **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- The President of the Carillon Guild must have taken or is currently taking MUSC104 or MUSC 204, unless no one else is qualified.
- B. The Business Manager must have taken or is currently taking MUSC104 or MUSC 204, unless no one else is qualified.

### **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 shall be responsible for maintaining all finances and keep detailed records of all transactions.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. Nomination and Elections Procedure – Elections will be held at the second meeting, by raising of hands. Nominees can be selected by either the nominee themselves or by another person, with the nominee's permission.
- B. Term of Office – Officers will begin their duties as soon as elections are finished, and they will maintain their role until the following semester's elections.
- C. Timing of Elections – Elections will take place during the second meeting of the Guild every semester. As meetings are intended to take place multiple times a week, elections will occur most likely in the second or third week of classes. Elections will take place more than two weeks from the end of the 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.

## **ARTICLE VI - RESOURCES**

### **SECTION ONE - RESOURCES**


- A. The Carillon Guild of the University of Rochester will abide by 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 Carillon Guild. 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 Carillon Guild abides by the nondiscrimination policy of the University of Rochester.

	11/8/24
_____ Signature of Confirmation Gwendoline Saarie President, Carillon Guild	_____ Date

	11/8/2024
_____ Signature of Approval Jessie Li Chair, Student Organization Administration & Review Committee	_____ Date