



# **Rochester Producers and Musicians Club**

## **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the Rochester's Producers and Musicians Club (RPM)] 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**

Rochester Producers & Musicians (RPM) is an organization by musical artists, for musical artists. Our goal is to foster a diverse community for students interested in independent music creation and performance organization. We hope to serve as an accommodating vessel providing opportunities for students to network and collaborate, emulating the music industry on a miniature scale.

## **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 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 - Active members attend  $\geq 33\%$  of non-performance RPM-original events per academic semester. Active members are eligible to vote for E-Board positions and assist with the coordination of an RPM performance or non-performance event.
- C. Definition of associate member - All University of Rochester faculty, staff, and graduate students shall be eligible for associate membership but not eligible to hold an officer position. Associate members attend  $< 33\%$  of non-performance RPM-original events and any number of RPM performances per academic semester; associate status is independent of RPM-original performance attendance. 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 ½ of the active membership plus two or more officer(s).

### **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 a simple majority using a hand vote unless otherwise specified by the presiding officer. The President or Co-Presidents shall only vote to break a tie.

## **ARTICLE V - OFFICERS AND QUALIFICATIONS**

### **SECTION ONE - OFFICER POSITIONS**

- A. President or Co-President
  - a. Must have experience navigating the music industry through means such as but not limited to:
    - i. Having released at least one song or project through a music distribution service;
    - ii. Having produced at least one song for an artist not oneself on digital streaming platforms;
    - iii. Having organized or assisted in the organization of live music performance;
    - iv. Having worked in artist management, A&R, music entertainment law, or marketing;
    - v. Any one or combination of aforementioned qualifications unless no one else is qualified.
  - b. Must have completed AME 191 "The Art and Technology of Recording" (or equivalent course granting access to Rettner Audio Studio), unless no one else is qualified.
- B. Lead Engineer
  - a. Must have completed AME 191 and AME 192 "Listening and Audio Production" (or equivalent course granting access to Gavett Audio Studio), unless no one else is qualified.
- C. Business Manager
- D. Creative Director
- E. Publicity Chair
- F. Director of Photography
- G. All officers must be Active Members at the time of election.

### **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 by laws that apply to this organization.
- E. The President or Co-President shall:
  - a. 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.
  - b. Take primary responsibility for sourcing, integrating, and facilitating creatives from the university student body into RPM performance and non-performance events.
  - c. Submit event activity reflections and Student Organization Annual Review (SOAR) reports.
- F. The Lead Engineer shall:
  - a. Be responsible for spearheading the setup and teardown of in-house sound equipment and/or outsourcing necessary parties/equipment for RPM music performances.
  - b. Live engineer sound for in-house RPM performances.
- G. The Business Manager shall:
  - a. Be responsible for requesting and maintaining all finances and keeping detailed records of all RPM transactions.
  - b. Serve as the Virtual EMS representative and reserve spaces.
- H. The Publicity Chair shall:
  - a. Be responsible for posting on RPM social media channels pertaining to RPM events and co-sponsorships.
  - b. Oversee communication of creative concepts pertaining to RPM events, under the supervision of the President or Co-President, between the Creative Director and the Director of Photography.
- I. The Creative Director shall:
  - a. Design creative assets for the promotion of RPM performance and non-performance events.
  - b. Communicate with the executive board about acquiring necessary source material for the completion and promotion of RPM events (e.g. performer photoshoots, set design).
  - c. Execute intended marketing campaign with the Publicity Chair.
- J. The Director of Photography shall:
  - a. Heed leadership in RPM performance photography and videography.
  - b. Edit and distribute photos and/or videos from performances to performers.
  - c. Be in frequent communication with the Publicity Chair and the Creative Director for exchanging promotional material.

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

- A. Timing of Elections - Elections will be held two weeks before the last day of classes in the academic school year.
- B. Nomination and Elections Procedure - Active members shall be nominated to the executive board by presiding E-Board members. A vote by current active members

and E-Board members will occur virtually.

- a. A hearing will take place during a General Member Meeting prior to virtual elections wherein nominated candidates may make a case for their officer positions.
- b. Active E-Board members may not vote for themselves.
- C. Term of Office - Officers will take office at the beginning of the academic school year and transition from the first E-Board meeting post-elections until the end of the following Fall Semester. Terms of office for each position will last for one school year.
  - a. A co-presidential party may run for election as one presidential candidate. b. An officer may hold the same E-Board position for a maximum of two consecutive school years, upon re-election.

#### **SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS**

- A. At the first valid meeting following a vacancy of an office, the position is to be filled in 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 Rochester's Producers and Musicians Club 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 Rochester Producers and Musicians Club. 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 Rochester's Producers and Musicians Club abides by the nondiscrimination policy of the University of Rochester.



4/30/2024

Signature of Confirmation

Date

Kalil Sykes

**Co-President, Rochester Producers and Musicians Club**



4/30/2024

Signature of Confirmation

Date

Joshua Jung

**Co-President, Rochester Producers and Musicians Club**



10/8/2024

Signature of Approval

Date

Jessie Li

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