



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Trebellious

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish Trebellious 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

Trebellious is an all-gender a cappella group focused on expanding the a cappella community by teaching workshops open to all people at the University of Rochester. Our goal is to provide access to and education about a cappella music to anyone, regardless of experience level, and foster a community focused on the learning and love of music. We also maintain a "teaching group" that is audition-based and holds separate rehearsals to be able to provide that musical education to our workshop.

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 – An active member is defined as attending at least 50% of a semester's workshops.
- 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 compete nor travel as part of a college student organization. An associate member is defined as attending at least 30% of a semester's workshops.
- D. Definition of Teaching Group member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible to audition for Trebellious's teaching group. Active and associate membership applies to

Teaching Group as well as the group as a whole. A teaching group member must abide by the attendance policy, which shall be discussed and signed as a contract at the beginning of each semester.

SECTION TWO – TEACHING GROUP ATTENDANCE POLICY

- A. If the group is aware of a conflict a member has and still keeps rehearsal or schedules a performance at that time, the member who is unable to attend does not incur any punishment for those particular absences.
 - 1. This policy includes all rehearsals, both teaching group and workshop.
- B. Excused Absences
 - 1. In order for an absence to be considered excused, the member missing a rehearsal or performance needs to have let both the president and the music director of teaching group know at least 24 hours beforehand. If the reason for the absence is considered excused but the member did not tell the president and music director 24 hours in advance, it is up to the discretion of the president and music director as to whether or not the absence is considered excused.
 - 2. Reasons for an excused absence include: any highly contagious illness or illness that prevent a member from physically attending rehearsal, conflicting class or exam time, mandatory work shifts or meetings, being physically unable to come to rehearsal due to something outside the member's control, etc.
- C. Unexcused Absences
 - 1. Most circumstances that are not listed as an excused absence will be considered an unexcused absence, as well things that could have been scheduled around rehearsal
 - 2. Examples of unexcused absences include: Studying, homework, needing to sleep/rest, noncontagious illness that at most prevents a member from singing, something that could have been scheduled around rehearsal, etc.
 - 3. A planned trip counts as an unexcused absence. However, if the member attends the next practice visibly showing that they have worked on the missed material, their absence will then be considered excused.
- D. Lateness
 - 1. If a member is more than 30 minutes late with a reasonable excuse, such as something that was not in their control (missed bus, etc.) it will not count towards their attendance.
 - 2. If a member is 30 or more minutes late without a reasonable excuse, it will count as an unexcused absence.
 - 3. If a member is consistently late, but by less than 30 minutes, the executive board will meet with the member to work out a solution, whether that may be assigning an excused absence or helping with a recurring situation.
- E. Any member who misses rehearsal, excused or unexcused, is responsible for checking the practice agenda/talking to members of the group before and after missing rehearsal to catch up on anything they missed.

- F. If the executive board feels that a member has not kept up on work they missed, they may require the member have an extra practice with either the music director or assistant music director in order to keep the member and group from falling behind
- G. Each member has one skip day that they can use during the semester for any reason. Skip days are absences that incur no punishment and do not count towards overall absences. However, a member must give 24 hours' notice to the music director and president that they will be using their skip day.
- H. Consequences for incurred absences
 - 1. A member that has reached 3 excused absences or 1 unexcused absence must call 2 businesses/venues that Trebellious could potentially perform at or plan an event for the group. This can be a social event for the workshop members or an event Trebellious holds for the students at the University of Rochester.
 - 2. A member who reaches 6 excused absences or 2 unexcused absences will be unable to audition for any more solos for the remainder of the semester but may keep ones they have already received.
 - 3. A member who reaches 9 excused absences or 3 unexcused absences will have their solos revoked and given to the group-chosen second. If the member does not have a solo, the executive board will come up with a punishment of equal severity.
 - 4. A member who has 10 or more excused absences or 4 or more unexcused absences will be unable to perform at the semester show and may be up for removal from the Trebellious teaching group if the executive board decides that is what is best for the group.
- I. If any members feel that they have extenuating circumstances or that their situation is not outlined in this contract, they should contact the executive board to talk about how to go forward

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as one half of the active membership plus two officers.

SECTION TWO - MEETINGS

- J. The date and time for executive board meetings shall be decided upon at the beginning of the semester. These meetings should be weekly, or more often as the group may require.
- K. All officers of the executive board, those defined in *Article V*, are required to attend all executive board meetings unless excused by the other board members at prior notice.
- L. Executive board meetings shall be open to all members.

SECTION THREE – WORKSHOP REHEARSALS

A. The date and time for workshop rehearsals shall be decided upon at the beginning of the semester. These meetings should be weekly, with extra rehearsals held as needed or requested. The duration of these meetings shall be at least one hour.

B. Workshop rehearsals shall be open to all who are eligible to be members.

SECTION FOUR – TEACHING GROUP REHEARSALS

A. The dates and times for teaching group rehearsals shall be decided upon at the beginning of the semester. These rehearsals should total 6 hours per week, with extra rehearsals held as needed.

SECTION FIVE - 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 or this constitution.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

A. President

B. Workshop Director

C. Business Manager

D. Secretary

E. Publicity Manager

F. Music Director of the Teaching Group

G. Assistant Music Director of the Teaching Group

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 President shall also be the primary contact for any alumni relations.

G. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions.

H. The Secretary 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.

I. The Secretary shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.

J. The Secretary shall also be the primary contact with any other student organizations, from the University of Rochester or not.

- K. The Workshop Director shall preside over the weekly workshops and manage all music, performances, and communications pertaining to the workshops.
- L. The Publicity Manager shall manage all promotional materials and public image creation, including any social media or websites.
- M. The Music Director shall direct the Teaching Group, planning and running all music selection, arrangement, and performance as well as rehearsals and auditions.
- N. The Assistant Music Director shall assist the Music Director in their duties directing the Teaching Group

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure – Any active member can be nominated for an officer position by any current member (including themselves). All active members are eligible for the president, business manager, secretary, and publicity manager positions. All teaching group members are eligible for the workshop, music, and assistant music director positions. After nomination, all candidates will give their platform and answer any questions with the other candidates out of the room. Once all the candidates have spoken, a discussion and simple majority by hand vote will follow to determine the new officer. Members may vote for one candidate, abstain from the vote, or vote “no confidence.” A vote of no confidence is used exclusively in the case that a member has absolutely no confidence in the ability of any of the candidates running to serve in the relevant position. Three or more votes of no confidence after discussion will result in a position vacancy; Any fewer will result in further discussion.
 - a. All officers are allowed to run for their position for a consecutive year, but all positions will be open for reelection every year.
 - b. If a member cannot attend an election, they may contact the executive board to discuss a prepared delivery of their platform, but they will not be able to vote.
- B. Term of Office – The president, business manager, secretary, and publicity manager shall hold year-long terms beginning and ending in December. The workshop director, music director, and assistant music director shall hold year-long terms beginning and ending in May.
- C. Timing of Elections
 - 1. The president, business manager, secretary, and publicity manager shall be elected at a normal rehearsal time in the week or two weeks following the fall semester show. The workshop director, music director, and assistant music director shall be elected under the same circumstances in the spring. In both cases, elections will be held at least 2 weeks before the last day of classes each semester.
 - 2. All officers except the music director and assistant music director of the teaching group shall be elected during a valid workshop rehearsal. The excepted positions shall be elected during a valid teaching group rehearsal.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, a date for elections must be decided. If time sensitive business by the vacant position needs to be

performed before a new officer is elected, the president must delegate the work to other e-board members and/or themself.

- B. The position is to be filled by the same manner described in *Article V, Section Three*.
- C. A vote of no confidence is a vote to remove an officer. Such a vote shall require a two-thirds majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- D. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- E. An officer position shall be declared vacant as the result of a vote of no confidence.
- F. Members may be removed from the group if they do not follow the attendance policy or if they perform an act that intentionally harms the group. Other actions or behaviors that detract from the purpose and the goal of Trebellious may subject a member to removal at the discretion of the rest of the group.
- G. If a problem requires such action, the procedure is as follows.
 - 1. At least one member of the executive board shall discuss the problem at hand with the offender, as well as the possible consequences for their actions or behavior. Consequences may include (but are not limited to): limitation on the number of solos for which the member may audition, revocation of all solo audition rights, revocation of all current solos, a vote of no confidence, and, in cases such as those noted above, removal from the group.
 - 2. The consequence given, as well as its duration, will be decided upon by a simple majority vote from the executive board, though they must inform the group of their intended actions and be open to input from the group.
 - 3. The executive board members will also keep the group adviser informed of the situation.
 - 4. If after multiple offenses and consultations a member refuses to correct or show effort in correcting their behavior, the executive board must consult the rest of the group and the group advisor before making a decision to ask the member to leave the group.

ARTICLE VI - AUDITIONS

SECTION ONE – WORKSHOP SOLO AUDITIONS

- A. Upon announcement of workshop songs selected for the semester, the workshop and music directors will organize open audition times for interested workshop members.
- B. Workshop members may audition for any or all of the semester's songs.
- C. During the audition, the auditionees will work on an excerpt from their chosen song with the directors.
- D. After all of the auditions have concluded, the directors will decide together who should perform each solo, and how the songs' solos shall be divided, if applicable.
- E. If no one auditions for a specific solo, one of two decisions can be made:

1. The group, only if given permission by the arranger, can vote unanimously to remove the song.
2. All members of the group must audition for the song.

SECTION TWO – TEACHING GROUP AUDITIONS

- A. Auditions will be held every semester in an effort to constantly improve the a cappella education that the group is able to bring to workshop.
- B. All potential teaching group members must audition during a the three-day audition period at the beginning of every semester, signing up for a specific audition slot during one of the daily 4-5 hour blocks of time the teaching group chooses for auditions.
- C. Audition slots shall be between fifteen and twenty minutes long, and several breaks should be scheduled between slots to make up for potential lost time.
- D. All auditions will include warm-ups and a solo but may also include pitch-matching or sight-reading exercises as deemed appropriate by the music director.
- E. Callbacks must be scheduled for the following day as soon as auditions have ended, and all auditionees must be notified if they have or have not received a callback as soon as they are scheduled. At this time, any additional preparation necessary for the callbacks must be communicated to progressing auditionees as well.
- F. Callbacks will primarily consist of singing with the current group but may also include another solo. Different auditionees may have portions of their callbacks separately or concurrently.
- G. If a potential member cannot make the callback time, they may arrange to set up a special time during the same day. If they are unavailable the entire day, they must forfeit their right to be called back, but may still be considered for group membership.
- H. After callbacks, a unanimous vote of approval must be achieved by its members in order for an individual to be eligible for teaching group membership. Acceptance and rejection emails must be sent on the same day as callbacks.

SECTION THREE – TEACHING GROUP SOLO AUDITIONS

- A. Teaching group solo auditions are held in front of the entire teaching group during rehearsals.
- B. Auditions determine both the primary and secondary soloist for each song. The secondary soloist exists in case of illness or absence of the primary soloist.
- C. Members will be notified of a song's solo audition before the rehearsal during which it occurs, with sections to be sung specified by the Music Director and Assistant Music Director.
- D. Each auditionee sings the specified section once a cappella, with feedback given and taken into account if repeating the audition section. Any teaching group member reserves the right to opt in or out of an audition until the preliminary vote.
- E. After each auditionee takes his or her turn, the entire group votes for their two preferred soloists by a simple anonymous vote, either using paper or a computer-

generated counting system. A non-auditionee, preferably a member of the executive board, will act as the moderator and tally the votes.

- F. The auditionees with the most votes, how many specifically decided by the moderator, will leave the room. The rest of the group will hold a discussion, directed by moderator, and decide who shall be the primary and secondary soloists using a simple majority vote. At the discretion of the discussion group, a stalemate will be settled by random draw.
- G. If no one auditions for a specific solo, one of two decisions can be made:
 - 1. The group, only if given permission by the arranger, can vote unanimously to remove the song.
 - 2. All members of the group must audition for the song.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

- A. Trebellious 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 Trebellious. 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

Trebellious abides by the nondiscrimination policy of the University of Rochester.



Signature of Confirmation

Lillian Altonen

President, Trebellious



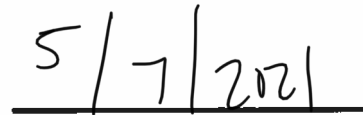
Date



Signature of Approval

Eden-Lyn Thomas

Chair, Student Organization Administration & Review Committee



Date