

**The Constitution of
The Composers' Guild of
The University of Missouri–Kansas City
Conservatory of Music and Dance**

November 2014

Article I: Name

- A. The name of the organization shall be the Composers' Guild of the Conservatory of Music and Dance of the University of Missouri–Kansas City.
- B. The Composers' Guild is sponsored by the Society of Composers, Inc. UMKC Official Student Chapter.
- C. The name may be shortened to "Guild" on all correspondences and materials.

Article II: Purpose

- A. The purpose of the organization shall be:
 - 1. To promote the composition of new music by student composers.
 - 2. The education of new music.
 - 3. Performances of its members' works.
 - 4. The discussion and development of new music ideas among its members.
 - 5. To acquire items that will benefit the UMKC Composition Department, such as scores, recordings, and equipment.

6. To acquire funding for its members to travel to composition conferences and for master classes and guest lectures by visiting professional composers.

Article III: Membership

- A. Membership shall be open to all duly enrolled UMKC students. Membership and activities are open to all currently enrolled students regardless of race, color, creed, sex, sexual orientation, gender identity, gender expression, age, national origin, disability, or veteran's status.
- B. Membership in the Composers' Guild is automatically granted to all students duly enrolled as a composition major or in a composition class at the Conservatory of Music and Dance at UMKC.
- C. All members of the Composers' Guild are strongly encouraged to join the Society of Composers, Inc. (SCI) UMKC Official Student Chapter. Annual dues for SCI membership are \$17.50.

Article VI: Meetings

- A. There are no regularly scheduled General Meetings of the Composers' Guild.
- B. General Meetings for all members will be held at times decided by the Executive Officers as needed.
- C. The President of the Composer's Guild will schedule meetings on the last Friday of every month, as availability of the officers permits. In the occasion that a meeting is impossible at this time, an alternate time will be established.
- D. A minimum of four (4) concerts will be performed each academic year.

Article V: Committees

- A. There are no standing committees within the Composers' Guild

Article VI: Officers

- A. The Officers shall consist of a President, Vice President, Secretary, Public Relations Officer, and a Treasurer. Nominations are open to all enrolled composition students, regardless of degree level.
- B. Officers of this organization must be chosen in an election format open to all current members. Every effort will be made to notify all members of said election and, further, to reasonably accommodate the needs of all members desiring to participate.
- C. The Officers shall be elected for a term of one academic year by a ½ majority vote of the membership on the first day of each fall semester.
- D. The Officers are encouraged to either already be members of the SCI UMKC Official Chapter or become members of SCI following election.
- E. Officers must meet minimum eligibility requirements, including a cumulative GPA of 2.5 and six credit hours of current enrollment, and must not be on student conduct disciplinary or honor code probation. The requirement to be enrolled in six credit hours will be waived for Doctoral students who have completed their formal degree course work, have passed their comprehensive or matriculation examination, and are continuously enrolled in at least one hour of research in the Fall and Winter semesters.

Article VII: Advisor

- A. The Advisor for this organization shall be a qualified UMKC Composition Faculty member and the current UMKC Composition Department Chairperson.
- B. The Advisor/Composition Department Chairperson is selected at the discretion of the current Composition Department Faculty members.
- C. The Advisor will attend an Executive Officers' Meeting only when deemed necessary by the Executive Officers.

Article VIII: Finances

- A. Composers' Guild, as a registered UMKC Student Organization, maintains funds through its UMKC Student Organization account.
- B. Composers' Guild, as a Conservatory Student Organization that is a part of the Conservatory Student Association (CSA), may acquire funding from the CSA as needed.
- C. The books of account shall be kept up to date and open to the inspection of the University auditor.
- D. Paying dues is not a mandatory requirement to be consider a member of this organization.

Anti-Hazing Clause IX:

Hazing is strictly prohibited in the State of Missouri and by the University. Hazing is defined as any willful act, occurring on or off the campus of an educational institution, directed against a student or a prospective member of an organization operating under the sanction of an educational institution, that recklessly endangers the mental or physical health or safety of a student or prospective member for the purpose of initiation or admission into or continued membership in any such organization. Hazing is a class C Felony.

1. Acts of Hazing include, but are not limited to:
 - i. Any activity that recklessly endangers the physical health or safety of the student or prospective member, including but not limited to physical brutality, whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance
 - ii. Any activity that endangers the mental health of the student or prospective member, including but not limited to sleep deprivation, physical confinement, or other extreme stress inducing activity.
 - iii. Any activity that requires the student or prospective member to perform a duty or task which involves a violation of the criminal laws of this state or any political subdivision in this state.

Article X: Amendments

- A. Amendments to this charter shall be determined by a vote of the Executive Officers, and must pass by a 2/3 vote.
- B. It is further understood that if this organization desires at any time in the future to change in any way the provisions of this charter, that before such action is taken, the organization will submit for approval to the Student Government Association and the Student Life Office every detail of the desired changes to be made.

Article X: By-Laws

- A. The Composers' Guild, as a Conservatory student organization, is a member of the Conservatory Student Association (CSA), and must adhere to all guidelines in accordance to membership in that organization.
- B. The Composers' Guild, as a Conservatory student organization, is beholden to all rules and regulations set forth by the Conservatory.
 - 1. Any and all publicity matters (including posters, advertisements, announcements, etc.) will be handled by the Public Affairs and Media/Marketing Department of the Conservatory.
- C. Executive Officer Duties
 - 1. President
 - i. The President is the ranking member of the Composers' Guild and is the presiding officer at the Officers' Meetings.
 - ii. The President schedules and prepares an agenda for the Officers' Meetings.
 - iii. The President serves as the principal liaison between the Composers' Guild and the Conservatory Administration, Faculty, and Staff.
 - iv. The President oversees the duties of the other Executive Officers.

- v. The President is strongly encouraged to be an SCI member, as the President is the SCI Representative and manages the SCI UMKC Official Student Chapter.
- vi. The President informs the membership about SCI related events.

2. Vice President

- i. The Vice President fulfills the responsibilities of the President when she/he is unable to perform such duties.
- ii. The Vice President manages all components of Composers' Guild Concerts, including accepting submissions, programming, and concert production.

3. Secretary

- i. The Secretary records minutes at all Officers' Meetings and reports the minutes to the membership.

4. Treasurer

- i. The Treasurer collects SCI membership dues and manages the budget.
- ii. The Treasurer maintains accurate records of all funds and accounts.
- iii. The Treasurer attends each monthly CSA meeting.
- iv. The Treasurer writes and submits funding proposals to CSA on behalf of the Composers' Guild.

5. Public Relations Officer

- I. The PRO will be responsible for organizing an annual collaboration between the composition department and an instrumental studio.
- II. The PRO will publicize all concerts held by the Composer's Guild.

D. Members

1. Membership in the Composers' Guild is automatically granted to all students duly enrolled as a composition major or in a composition class at the Conservatory of Music and Dance at UMKC.
2. Members are eligible to have original compositions performed on Composers' Guild Concerts.
3. The member is responsible for securing performers and their rehearsals for Composers' Guild Concerts.
4. Members of the Composers' Guild are strongly encouraged to join the SCI UMKC Official Student Chapter. Annual dues for student membership to SCI are \$17.50. The benefits of becoming a member of SCI include eligibility for many composition competitions and conferences open to SCI members only.
5. Paying dues is not a mandatory requirement to be considered a member of this organization.

E. Meeting Procedure (*See Article IV*)

1. The President arranges monthly meetings for the Executive Officers.
2. There is no formal procedure for the Officers' Meetings. Meetings are conducted in an "open discussion" format.
3. A majority of the Executive Officers must be present.
4. Minutes of the Officers' Meetings are recorded by the Secretary. The Secretary reports the minutes to the membership by e-mail (*See Article X.I*).

F. Concerts

1. Concerts are scheduled by the Faculty Advisor.
2. There shall be a minimum of two (2) concerts per semester on campus.
3. All Composers' Guild members are eligible to submit an original composition for performance on a Composers' Guild Concert.

4. Recordings will be made available by the UMKC Recording Studio.

G. Voting

1. All decisions will be made by a majority vote of the Officers, with the exception of the election of Officers (*See Article VI.B*).

H. Funding (*See Article VIII*)

1. The Composers' Guild will acquire items with its funding that will benefit the UMKC Composition Department, such as scores, recordings, and equipment.
2. The Composers' Guild will also work to acquire funding for its members to travel to composition conferences and for master classes and guest lectures by visiting professional composers.
3. Funding for the Composers' Guild is primarily awarded through approved proposals from the CSA (*See Article X.C.5 and X.C.4.iv*).

I. Communication (*See Article X.B.1*)

1. The Composers' Guild e-mail address (guild@listserv.umkc.edu) functions as the primary method of communication between the Executive Officers, the Membership, the Advisor, and the Composition Faculty.