

MIT Chinese Choral Society

CONSTITUTION

Article 1 - Name

The name of this organization is MIT Chinese Choral Society (CCCS or MITCCS).

Article 2 - Purpose

1. The goal of this organization is to promote Chinese culture and music through the study and performance of Chinese choral works.
2. This is a non-political and non-profit organization.

Article 3 - Membership Criteria

1. Membership in this organization shall be open to all members of the MIT community who are interested in singing, regardless of age, gender or nationality.
2. The qualifications of membership in this organization are to observe and act according to the Constitution.
3. The responsibilities of members include:
 - Regular attendance of rehearsals at scheduled times.
 - Payment of annual membership dues.
 - Attendance at General Meetings.
 - Respect the decisions made by the Executive Committee and decisions made during General Meetings.
4. The rights of members include:
 - Participation in all activities of this organization.
 - To vote in General Meetings.
 - To be nominated, elected, and appointed as President or Executive Committee officers.
 - To initiate or second a petition.
 - To request a summary of the organization's finances from the Treasurer.

5. Those who have paid their membership dues of the given year become voting members. The term of membership is valid from May 1st of a given year to April 30th of the following year.
6. (Exceptions) Membership dues will be waived for those who cannot pay dues due to financial hardship.
7. Those who have not paid membership dues but participate in the organization, such as attending rehearsals and performing in concerts, are considered associate, or non-voting, members. Associate members do not have the rights to vote, to serve as society officers, or to initiate/second a petition.
8. At least five members and fifty-percent of the voting membership must currently be students at MIT.

Article 4 - General Meetings

1. All voting members of the current term have the obligation to attend the General Meeting.
2. A General Meeting must be called by the President at least once a term.
3. One-third of the voting membership may request by petition to call a General Meeting. The President and the Executive Committee must respond to such a request and call a General Meeting within thirty days.
4. The General Meeting requires a quorum of the greater of five members or fifty-percent of the voting membership.
5. Decisions are made by voting after discussions. A simple majority is required for a motion to pass.
6. The decisions of a General Meeting overrules the authority of any Executive Committee decision.
7. The agenda of the meeting must be announced prior to the day of the meeting.

Article 5 - Officers and Duties

1. The Executive Committee
 - This organization shall be governed by the Executive Committee.
 - The Executive Committee shall be chaired by the President, who is elected by voting members during a General Meeting.
 - The following Executive Committee Officers, optional unless otherwise noted, shall then be appointed by the President:
 - Vice-President, 1-2 persons
 - Treasurer (required)
 - Secretary
 - Music Archivist

- Members-at-Large
 - The term of office for all Executive Committee members shall begin on May 1st and terminate on April 30th of the following year.
 - Each President may hold office for a maximum of 2 consecutive years.
 - The transfer of office shall be completed within two weeks of the election.
 - In the event that no new president is elected, the Executive Committee shall remain in office until a new Executive Committee has been elected.
 - The responsibilities of the Executive Committee are:
 - To organize society events, including concerts, fundraisers, and socials.
 - To determine amount of annual membership dues. Increases in membership dues must be approved at a General Meeting.
 - To obtain a conductor and an accompanist for rehearsals and concerts.
 - To set the concert repertoire in consultation with the conductor.
2. President
- The President shall act as the official representative of this organization.
 - The President shall be responsible for overseeing operations of the Executive Committee in sponsoring activities.
 - The President shall be responsible for calling General Meetings and setting the agenda for the meeting.
 - The President, during his/her term of office, must be an MIT student.
3. Vice-President
- The Vice-President shall assist the President in overseeing the operations of this organization.
 - The Vice-President shall assume the duties of the President in the event that the President is unable to serve.
4. Treasurer
- The Treasurer shall collect all membership dues.
 - The Treasurer shall be responsible for all receipts and reimbursements under the direction of the Executive Committee.
 - The Treasurer shall keep an account of all receipts and reimbursements, and prepare a summary record of the organization's finances before the end of each year, or present a summary upon request of clarification by any member of the organization.
 - The Treasurer shall compile an annual financial report and present this report to the Executive Committee before the last meeting of the term.
 - The Treasurer shall prepare and compile an annual budget proposal for major activities.
5. Secretary

- The Secretary shall record and announce the minutes of all General Meetings and Executive Committee Meetings.
 - The Secretary shall prepare a directory of all members.
 - The Secretary shall keep records of all activities, including General Meetings, Executive Committee Meetings, and concerts, and present the records to the Executive Committee before the last meeting of the term.
 - The Secretary shall keep copies of this Constitution and provide them to all members of this organization upon request.
6. Music Archivist
- The Music Archivist shall be responsible for organizing and distributing sheet music under the direction of the Executive Committee.
 - The Music Archivist shall keep all sheet music materials and present the record to the Committee before the last meeting of the term.

Article 6 - Elections

1. The President shall be elected by a General Meeting, which shall be held no later than April 20th of a given year. The current President shall call a General Meeting and the current Executive Committee shall inform and call for all voting members to attend this General Meeting at least 14 days prior to the meeting.
2. Current members who fulfill the qualifications of voting membership may register as candidates or be nominated for the position of President up to 14 days prior to the election.
3. The General Meeting for the election must have a quorum of fifty-percent of the voting membership or five members, whichever is greater. In the case when the quorum is not met, the current President shall reschedule the election and notify all members of the rescheduled meeting.
4. If no candidates are registered for the election, the new President shall be nominated and elected by the voting membership.
5. All voting members have the right to vote and are required to attend the meeting. In case a member cannot be present at the General Meeting, the member must submit a written excuse to the Executive Committee.
6. A candidate is elected by receiving a majority of the votes among those members who are present at the elections. If any disagreement arises concerning an election result, the validity of the elections shall be decided by a vote in the General Meeting.

Article 7 - Removal and/or Replacement of Officers

1. In the event of resignation or removal of an officer, the replacement officer shall be appointed by the President.
2. In the event of the resignation or removal of the President, the current Vice-President shall assume presidency and appoint a replacement for the position he/she vacated.
3. Grounds for removal of an officer:
 - Non-fulfillment of membership requirement
 - Negligence in fulfilling his/her duties
 - Mis-use of his/her power as an officer
4. Procedure for removal of an officer:
 - The current membership may submit a petition, signed by at least one-third of the voting membership or five members, whichever is greater, for the removal of a particular officer from his/her office.
 - The Executive Committee shall assemble a General Meeting within 14 days of receiving such a petition.
 - A quorum of two-thirds of the voting membership must be met.
 - The officer in question has the right to defend him/herself at this meeting.
 - The officer in question may be removed by a majority vote at this meeting.

Article 8 - Constitutional Amendments

1. The current membership may submit a petition, signed by at least one-third of the voting membership or five members, whichever is greater, along with the proposed Amendment, to the Executive Committee for consideration.
2. The Executive Committee shall announce the proposed Amendment and assemble a General Meeting within 14 days of receiving such a petition.
3. A quorum of two-thirds of the voting membership is required for Constitutional amendments.
4. An approval of the proposed Amendment requires a simple majority vote in the General Meeting.

Article 9 - By-Laws

1. By-Laws and amendments to existing By-Laws may be proposed by the Executive Committee or by petition from at least one-quarter of the voting membership or five members, whichever is greater.
2. The Executive Committee shall announce the proposed By-Laws and/or amendments and assemble a General Meeting within 14 days of receiving the petition and proposal.

3. A quorum of three-fifths of the voting membership is required for amending the By-Laws.
4. An approval of the proposed By-Laws and/or amendments to the By-Laws requires a simple majority vote in the General Meeting.

Article 10 - ASA Governance Clause

MIT Chinese Choral Society agrees to abide by the rules and regulations of the Association of Student Activities, and its executive committee. MIT Chinese Choral Society will not discriminate anyone based on any characteristic in the MIT non-discrimination policy. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Committee to insure that they are in accordance with the aforementioned rules and regulations.