

Caribbean and African Dance Club
Lafayette College
CONSTITUTION

ARTICLE I: Name

The name of this organization shall be the [[Caribbean and African Dance Team](#)], also referred to as [[CADC](#)]

ARTICLE II: Purpose and Scope

Section 1: Purpose Statement

The purpose of the Caribbean and African dance team is to promote and celebrate the rich cultural heritage of the Caribbean and African diaspora through dance. Through our performances, we aim to educate and entertain audiences while preserving and sharing the unique rhythms, movements, and traditions of these vibrant cultures. By fostering a community of dancers and enthusiasts, we strive to create a positive and inclusive space that honors diversity and encourages creativity and self-expression.

Section 2: Goals/Objectives

In pursuit of this general purpose, the [[Caribbean and African Dance Team](#)] will aim to:

- A. To develop and refine choreography that authentically represents the dance styles of the Caribbean and Africa.
- B. To perform at a variety of events, including cultural festivals, community events, and private events.
- C. To provide opportunities for members to participate in workshops and classes to further their dance skills and knowledge.
- D. To cultivate a safe and supportive environment for all members to express themselves and feel valued.
- E. To collaborate with other cultural groups and organizations to promote cultural exchange and understanding.
- F. To increase community engagement by hosting performances and events that educate and inspire audiences about the cultural significance of Caribbean and African dance.
- G. To encourage youth involvement by providing workshops and performances in schools and community centers.
- H. To provide opportunities for team members to travel and perform at regional and national cultural events.

Section 3: Relationship & Policy Agreement

As a recognized Lafayette College student organization, the [Caribbean and African Dance Team](#) will have access to advising and resources through the Division of Student Life and the Lafayette College Student Government, however, the [Caribbean and African Dance Team](#) activities are not supervised by Lafayette College staff or Student Government Representatives. The members of the organization itself are responsible for following all College policies and state laws and for ensuring the safety, security, and appropriate and lawful behavior of the membership as well as any students involved in activities sponsored by the organization.

ARTICLE III: Membership

Section 1: Nondiscrimination

In keeping with Lafayette College's policy of nondiscrimination, membership in [Caribbean and African Dance Team] is open to all students of Lafayette College, regardless of race, color, national or ethnic origin, disability, religion, age, military or veteran status, sex, sexual orientation, gender identity or expression, marital or familial status, pregnancy, genetic information, or any other characteristic protected by law.

Section 2: Active Members

Active membership in the [Caribbean and African Dance Team] shall be limited to students who are currently enrolled at Lafayette College. * A person is an active member by attending the regularly scheduled meetings, showcases, and performances. Only students on the executive board who are online can be considered active members. Active members are also mandated to attending at least one scheduled meeting per week to still be considered active. Active members are eligible to vote and hold office. Other members of Lafayette College such as faculty, staff, and alumni may participate but only as non-voting associate or honorary members.

Members must register on DSE via <https://recreation.lafayette.edu/join-a-sports-club/> website.

Section 3: Selection of New Members

To obtain new members, tryouts will be held in which the skills and enthusiasm of the potential members will be assessed. Their willingness to try new things will also be considered in new member selection.

Section 4: Hazing

Lafayette College requires that no student participate in and that no student organization allow any of its prospective members, new members, members, or others to participate in any ceremony or practice that involves mental or physical exhaustion or abuse, or in any way interferes with the students' mental or physical ability to perform their work at Lafayette College. These rites must not reflect unfavorably upon either the group or the College or be of a dangerous, rude, or demeaning nature. Hazing, whether it occurs on or off campus, is prohibited and will be subject to sanctioning through the conduct process.

Section 5: Voluntary Member Withdrawal

Any member can, at any time, voluntarily withdraw their membership from the organization.

Section 6: Non-Voluntary Member Withdrawal

A member can be removed from the organization by

- A. If the member's conduct violates the College's Code of Conduct in a manner warranting disciplinary action from the College. Our organization advisor, Wendy Wilson-Fall will serve as a non-voting mediator for these proceedings.
- B. If the member stops showing up to meetings without communicating to others

ARTICLE IV: Organizational Leadership

Section 1: Officers

The officers of the Caribbean and African Dance Team shall be the President, the Vice President, the Secretary, Treasurer, and Choreographer which will serve as the Executive Committee.

Section 2: The President shall:

- A. Be responsible for overseeing the overall direction and management of the dance team. This includes setting the team's goals, coordinating events and performances, and representing the team to external organizations and individuals. The president is often the main point of contact for the team and acts as a liaison between the team and the broader community.

Section 3: The **Vice-President** shall:

- A. Be responsible for assisting the president in their duties and assuming their responsibilities when necessary. This includes leading meetings and rehearsals, managing the team's finances, and serving as a liaison between the president and other team members. The Vice-President shall also be assisting with the creation of choreography. The VP will also serve as the primary safety officer.

Section 4: The **Secretary** shall:

- A. The secretary is responsible for maintaining the team's administrative and communication tasks. This includes taking minutes during meetings, managing the team's communication channels, organizing team events and performances, and managing the team's social media presence.

Section 5: The **Treasurer** shall:

- A. The treasurer is responsible for managing the team's finances, including tracking income and expenses, creating budgets, and managing fundraising efforts. They are also responsible for ensuring that the team's financial records are accurate and up-to-date.

Section 6: The Choreographer shall

- A. The choreographer is responsible for developing and teaching the team's dance routines. They work with the team to create choreography that fits the team's style and goals, and they also provide guidance and feedback to team members during rehearsals. The choreographer may also be responsible for organizing dance workshops and other events to help improve the team's skills.

ARTICLE V: Advisor

Section 1: The **Caribbean and African Dance Team** will be advised by a Lafayette College faculty, staff, or a full-time employee.

Section 2: The organization is free to select any eligible employee to serve as the advisor to the organization. Upon selection, the advisor must be approved by the Director of Student Involvement.

Section 3: The Advisor shall:

- A. Provide guidance and support
- B. Advise the group on College policies and procedures and risk management
- C. Attend meetings and major functions of the **[Organization Name]**
- D. **Include any other duties.**

ARTICLE VI: Officer Terms and Election Procedures

Section 1: Term

The terms of all officers of the Caribbean and African Dance Team shall be one year calendar year. Officers may serve multiple consecutive terms.

Section 2: Election Timeline

All officers shall be elected on or before the last day of the fall semester of each year, with their term effective beginning the first day of the spring semester.

Section 3: Officer Criteria

All officers shall be elected from the active members. Any student seeking to hold office must have and maintain good academic and judicial standing. *Include any additional criteria such as a GPA requirement, prior leadership experience, special skills, etc.

Section 4: Election Process

- A. The President will announce that elections will be occurring and communicate the process and timeline to the active members.
- B. A quorum (simple majority) of active members must be present for all meetings where nominations or elections take place.
- C. Any member may nominate any active member for a position, including themselves. All nominations must be accepted by the nominee in order to be considered.
- D. Nominations will be closed by the President after all nominations are accepted for each office.
- E. In the event that only one individual accepts a nomination for a position, they will assume the position for the coming year. If two or more individuals accept the nomination, it will be put to a vote.
- F. Voting shall occur by a secret ballot distributed to each active member in attendance at the meeting. The ballots shall be tabulated by any officer not on the ballot and/or the Advisor. A majority is required to elect Executive Officers.

Section 5: Officer Resignation

Any officer can, at any time, voluntarily resign from their position with proper notice given to the other officers and Advisor.

Section 6: Officer Impeachment

Officers can be impeached by [list the reasons and specific process].

- A. The membership may request that an Executive Officer step down from their duties for failing to complete the duties of their office or if their conduct violates the College's Code of Conduct in a manner warranting disciplinary action from the College. The organization's Advisor should serve as a non-voting mediator for these proceedings. The impeachment hearing must occur while classes are in session. The Executive Officer should be given notice of concerns raised by the membership (verbal and written communication) at a regular meeting at which three-fourths (3/4) of the active members are present.
- B. At the next regular meeting, three-fourths (3/4) of active members must be present in order for the impeachment hearing to begin. The moderator of the impeachment hearing will be the President unless they are being impeached, in which case it will be the Vice President. The moderator cannot be the Officer being impeached. Each side will be given the opportunity to present their case and the active members may ask questions.
- C. The membership upon hearing the case shall vote. A three-fourths (¾) affirmative vote of all present members is required to remove the Executive officer from office.

Section 7: Officer Succession

If not specified within the Officer Duties, list who will assume a certain officer's responsibilities for the interim in the event of resignation or impeachment.

Ex. Should the office of the President be vacant, the Vice President shall become the President and assume all of the responsibilities of that office. Should the office of any of the remaining officers become vacant, a special election will be held at the next meeting, following the process outlined in Article 6, Section 4.

ARTICLE VII: Meetings and Programs

Section 1: The first meeting of the fall semester shall be within two weeks after classes start.

Section 2: At least one business meeting should be held per month. A business meeting is defined as an official publicly advertised meeting with quorum present and minutes recorded.

Section 3: Quorum: A simple majority of the membership is required to conduct business (half plus one).

Section 4: Robert's Rules of Order shall govern meetings in all cases except when in conflict with this constitution and with general College regulations.

Section 5, 6, etc.: Describe any other operations details. For example, list the committees of the organization, the functions of the committees, how members serve on committees, etc. List special events or programs that the organization will host/sponsor.

ARTICLE VIII: Constitutional Amendments

Section 1: Amendments to the Constitution must be proposed in writing by an active member of the [Organization Name] at any regular meeting at which two-thirds ($\frac{2}{3}$) of the active members are present.

Section 2: Proposed amendments shall be voted upon only after two regular meetings following the introduction of the proposal and discussion period.

Section 3: Proposed amendments will become effective following a three-fourths ($\frac{3}{4}$) affirmative vote of the active members.

ARTICLE IX: Risk Management

Section 1: Injuries

- A. To mitigate the risk of personal injuries, we will stretch before and after practice as well as cautioning people to be careful.

Section 2: Finances

- A. To mitigate the risk of running a deficit or compromising the College in the case of a financial audit, we will ensure to only follow our budget and ensure that we do not spend more funds that we are approved

Section 3: Hazing

- A. To reduce the risk of acts or behaviors which could be categorized as hazing, we will have multiple conversations about hazing as well as bonding activities to initiate natural comradery

and build relationships between members.

DOCUMENT HISTORY:

Created: [02/14/2023](#)
