

Lafayette Dance Company
Lafayette College
CONSTITUTION

ARTICLE I: Name

The name of this organization shall be the Lafayette Dance Company.

ARTICLE II: Purpose and Scope

Section 1: Purpose Statement

The purpose of this club is to provide the Lafayette community with the opportunity to learn, choreograph and perform the art of dance. The organization shall create a comfortable and creative atmosphere for students to experience different dance styles including ballet, tap, jazz, hip-hop, modern, lyrical, contemporary, Bollywood, and any others of which interest is expressed.

Section 2: Goals/Objectives

In pursuit of this general purpose, the Lafayette Dance Company will aim to:

- A. Hold multiple weekly classes designed to improve technique
- B. Provide students with previous dance experience with the opportunity to share their talents by choreographing a dance or leading a class of their own
- C. Cooperate with the administration, faculty, and students of Lafayette, as well as other student organizations to spread the art of dance into the community
- D. Coordinate and execute a showcase each semester to show our dancers' talents with the Lafayette community

Section 3: Relationship & Policy Agreement

As a recognized Lafayette College student organization, the Lafayette Dance Company will have access to advising and resources through the Division of Student Life and the Lafayette College Student Government, however, the Lafayette Dance Company 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 Lafayette Dance Company 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 Lafayette Dance Company shall be limited to students who are currently enrolled at Lafayette College. Active membership means that students attend weekly classes, teach a

class, or are involved with club activities. Members must attend a majority of rehearsals for each of the classes they choose to participate in throughout the semester, as well as dress rehearsals and performances. They also should be active in projects the organization participates in. There are no dues. Members must register for Lafayette Dance Company on DoSportsEasy, via the <https://recreation.lafayette.edu/join-a-sports-club/> website. Registration on OurCampus is recommended. Only active members are eligible to vote and hold office. Other members of the Lafayette College community including faculty, staff, and alumni are invited to participate, but not as voting-members.

Section 3: Selection of New Members

All new members will show up to the dance classes of choice during the first week of dance classes being offered, typically the third week of the fall semester, or second week of the spring semester. This week is a trial period, so they do not need to commit to returning the next week. If new (and returning) members return to the class the next week, they must register on DSE and OurCampus and join the club GroupMe. All new members are welcome as long as they meet the criteria required to be an active member.

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. The membership may request that an active member be removed if their conduct violates the College's Code of Conduct in a manner warranting disciplinary action from the College. The Organization Advisor should serve as a non-voting mediator for these proceedings. The removal of an Executive Officer is described in Article 6, Section 6.
- B. The active member should be given notice of concerns raised by the membership (verbal and in writing) by the Executive Officers with the Advisor present.
- C. A second meeting should be held between the active member, Executive Officers, and Advisor to discuss the concerns and determine the outcome.

ARTICLE IV: Organizational Leadership

Section 1: Officers

The officers of the Lafayette Dance Company shall be the President, the Vice President, the Secretary, the Treasurer, and the Public Relations Officer, which will serve as the Executive Committee. Since classes are student taught, there is no coach or instructor, and as we do not compete, there are no team captains.

Section 2: The President shall:

- A. Attend the scheduling meetings and SCORE workshops as needed
- B. Coordinate the class schedule based on the availabilities of student teachers and the studio times we receive
- C. Coordinate the fall & spring showcases with the Williams staff, including class order, music preparation, lights/sound, and all other logistical procedures

Section 3: The Vice-President shall:

- A. Assist the President with tasks as needed
- B. Act as the primary safety leader & risk manager
- C. Attend the scheduling meetings and SCORE workshops as needed
- D. Coordinate the activities of the secretary, treasurer, and PR chair

Section 4: The Secretary shall:

- A. Communicate with general body, teaching students, and executive board about club happenings via our email list
- B. Assist in making programs for the showcases
- C. Completing writing tasks necessary for club functioning as needed
- D. Attend the scheduling meetings and SCORE workshops as needed

Section 5: The Treasurer shall:

- A. Prepare budget request for student government at the beginning of each semester
- B. Work with teaching students to allocate funding for costuming
- C. Work with executive board to allocate funding for programs, posters, etc.
- D. Fill out purchasing forms through Student Involvement
- E. Generally keep track of our budget throughout the semester
- F. Attend the scheduling meetings and SCORE workshops as needed

Section 6: The Public Relations Chair shall:

- G. Engage with the Lafayette Community through our social media
- H. Organize all media related to the club, including photography and videography of our showcases
- I. Prepare all advertising materials and graphics for posters, etc.
- J. Attend the scheduling meetings and SCORE workshops as needed

ARTICLE V: Advisor

Section 1: The Lafayette Dance Company 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 Lafayette Dance Company

ARTICLE VI: Officer Terms and Election Procedures

Section 1: Term

The terms of all officers of the Lafayette Dance Company shall be one year by calendar year.

Section 2: Election Timeline

All officers shall be elected on or before the last day of the fall semester, with their term beginning the first day of the spring semester. The president-elect will work with the past president to ensure the reliable and accurate transfer of information necessary to successfully run the club.

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. No additional requirements are applicable.

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. 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.
- C. Nominations will be closed by the President after all nominations are accepted for each office.
- D. 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.
- E. Voting shall occur by a secret ballot distributed to each active member. The ballots shall be tabulated by the President (if not running for office again), otherwise by another officer not on the ballot. 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. Officers who plan to go abroad will be asked to resign from their position and their position will be re-elected.

Section 6: Officer Impeachment

Officers can be impeached by:

- 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 ($\frac{3}{4}$) affirmative vote of all present members is required to remove the Executive officer from office.

Section 7: Officer Succession

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.

ARTICLE VIII: Constitutional Amendments

Section 1: Amendments to the Constitution must be proposed in writing by an active member of the Lafayette Dance Company 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. Members shall be required to complete warm-up exercises prior to performance of any choreography to lessen the likelihood of injury. In the event of an injury, an officer must complete an incident report form after ensuring the injured receives the help they need.

Section 2: Finances

- A. Only officers may make purchases of equipment or uniforms, and allocate funds toward co-sponsoring events. All officers shall be aware of the budget and the money in the treasury. Funds will be raised as necessary through dues or ticket sales at performances.

Section 3: Hazing

- A. There is a zero-tolerance policy toward hazing, as outlined in the Lafayette Student Handbook. Any member engaging in such behavior shall be subject to immediate dismissal. The member shall have the right of written appeal to be submitted to the officers and Sports Club professional staff.

DOCUMENT HISTORY:

Created: February 14, 2023; Edited: March 8, 2023

Signature: Amanda Crocker, president
