**Rutgers University NDEO Student Organization**

**Constitution Article I**: **Mission Statement**

**Section I**: National Dance Education Organization (NDEO) Student Organization at Rutgers University is the official name to which this constitution applies. It will be referred to as the NDEO Student Organization in the rest of this document.

**Section II:** This NDEO Student Organization is affiliated with the National Dance Education Organization and its local state affiliate, DanceNJ.

**Section III**: The NDEO Student Organization affords students the unique opportunity to enter into a continuous dialogue about the current state of dance arts education and other pressing issues pertinent to the field of dance. The Student Organization will strengthen the growing web among students enrolled in all dance program tracks, providing a forum for intellectual and creative exchange. The NDEO Student Organization also provides students interested in dance and dance arts education the chance to:

* Implement mentorship programs with incoming freshmen
* Administer the **National Honor Society for Dance Arts** program
* Sponsor guest teaching artists and other enrichment activities for members
* Make connections with community organizations to offer dance workshops or classes
* Raise money to benefit local dance initiatives and charity programs
* Organize advocacy efforts for dance education either at the university and city/state level
* Support/Mentor students who want to prepare and submit a proposal to present at the annual NDEO National Conference

**Article II: Membership Qualifications**

**Section I:** The NDEO Student Organization will ensure that the school maintains a current NDEO Institutional Membership. Should this institutional membership lapse for more than two months it is understood that this NDEO Student Organization will be considered inactive.

**Section II:** All current dance students are eligible to become a member of the NDEO Student Organization. Students interested in becoming members must be in good standing with the school’s Student Activities Office and must join the National Dance Education Organization at their Undergraduate or Graduate membership level (www.ndeo.org/membership) and renew this membership annually while they are a part of the NDEO Student Organization.

**Section III** Members are required to pay dues to the National Dance Education Organization.

**Section IV:** Members are expected to actively participate during meetings and assist in any organizational needs expressed by the Organization’s officers. Upon graduating, alumni members will act as advisory members with the intention of continually broadening and strengthening the networks among us.

**Section V**: The NDEO Student Organization shall meet a minimum of three times a semester, on a day mutually agreed upon by the majority of interested members. In addition to face-to-face meetings, Google drive, Facebook, email, and the organization’s website will be used for discussions and to update members on Organization activities. In addition to Organization meetings, Committee meetings may be held as needed and designated by the Chair and/or Co-Chair.

**Article III: Offices, Duties, and Elections**

**Section I:** Officer Positions include Chair, Co-Chair, Treasurer, Secretary and NHSDA Administrator. During the inaugural year, the officers will be appointed by the Faculty Advisor. Any student who has been a member of the organization for at least a year is eligible for any of the offices.

**Section II:**

Chair (President): The Chair shall organize, inform members of, and preside over all meetings. The Chair shall act as a liaison between the Student Organization, faculty advisor, and NDEO, specifically regarding conference and other membership benefits or issues. As committee members for specialized activities are formed, the Chair shall remain in close communication with those members heading the committees and shall provide support as needed. It is the duty of the Chair to guide the Student Organization towards fulfilling its mission, which includes, but is not limited to, eliciting new members, maintaining contact with alumni, and seeing the organization’s agendas through.

Co-Chair (Vice President): The Co-Chair shall aid the Chair in fulfilling all duties listed above. All projected course of actions shall be presented to the Co-Chair for peer approval prior to further submission to Student Organization or faculty advisor.

Secretary: The Secretary shall record, archive, and make available copies of meeting minutes and shall manage the organization’s communication activities (ex. emails, Facebook, Twitter, etc.). This position can be split amongst two individuals if needed, in which case one secretary will handle meeting details and organization notes while the other secretary handles the social media component.

Treasurer: The Treasurer shall receive, dispatch, and keep accurate records of all financial matters including any local student organization dues or fundraising monies. The treasurer will work with the Faculty Advisor to track the organizations finances.

NHSDA Administrator (the Faculty Advisor serves in this position): The NHSDA Administrator will keep records of students who are actively earning points and achieving GPA requirements in pursuit of the National Honor Society for Dance Arts induction or graduation with honors. This person, along with the other officers, will lead the planning and organization of NHSDA induction ceremonies.

**Section III**: Members shall offer nominations for officers during the last weeks of spring semester. Positions are filled through acceptance of nomination. If more than one member is recommended for a position that only requires one person a formal election shall occur. All members are expected to vote in the election for the candidate they feel can most successfully execute the duties of the position. A candidate wins by receiving 2/3 majority of the vote. Paper ballots will be made accessible to all members during election week for anonymous voting. Nominees must be active members of the NDEO Student Organization for at least one year to be eligible for office. The term of office shall be for the entire year subsequent to election.

**Section IV**: Impeachment of club officer(s) (for transgressions of misrepresentation of Organization polices and interest, extreme lack of participation, etc.) must be initiated by a written summary of any transgression attested to by at least three organization members. A two-thirds majority of votes is necessary for actual impeachment of officer(s) in question. All impeachment proceedings are subject to review by the school’s Student Activities Office.

**Article IV: Amendments**

**Section I:** Any member may present an amendment to be brought before the entire NDEO Student Organization for consideration. An amendment is ratified with 2/3 majority of a vote including all members. After an amendment is ratified it is the duty of the Chair to readjust the Constitution to include the amendment.