

# LECTURES, CONCERTS, & EXHIBITIONS

## *CONSTITUTION*

### PREAMBLE

The purpose of the Lectures, Concerts, & Exhibitions Committee is to bring in outside cultural events to Western Carolina University. The committee is designed to provide learning experiences for committee members in events promotion and production and to provide the WCU students and community with world-class fine arts programming. Membership in LCE will be open to all students, faculty, or staff members regardless of race, color, national origin, religion, sex, age, disability, or sexual orientation. The committee shall strive to encourage a diverse membership.

### ARTICLE I- NAME

The name of this organization shall be Lectures, Concerts, & Exhibitions, also referred to as LCE.

### ARTICLE II- MEMBERSHIP

Section 1. The Committee will consist of two full or part time faculty members, one staff member, and three full or part time students.

Section 2. Students, faculty, and staff may apply to the committee when there are vacancies. All applicants must be in good standing with the University.

Section 3. Students interested in the arts, upper classmen, graduate students, and non-traditional students are especially encouraged to apply.

Section 4. Each member is expected to serve for two years. A member may not serve two consecutive terms unless there are no applications. Applications are completed in the fall and appointments begin at the start of spring semester.

Section 5. Only appointed official members have voting power.

### ARTICLE III- COMMITTEE STRUCTURE

The Chair of the committee is appointed each year by the Director of the University Center. The committee is operated on an egalitarian basis. Decisions are made by

consensus. There are no officers. In the event that the committee cannot make a decision by consensus, the Chairperson will make the final decision.

#### ARTICLE IV- MEETINGS

Section 1. Meetings are held once a month during fall and spring semesters. Additional meetings may be necessary to accomplish the work of the committee.

Section 2. The Chair of the committee may call special meetings. Committee members must be notified at least five business days before the special meeting.

Section 3. A quorum for the conduct of official business shall be defined as a majority of members present.

#### ARTICLE V- REMOVAL FROM COMMITTEE

Section 1. Members may be removed from the committee by two-thirds of the voting members on the basis of not fulfilling the purpose of the organization as outlined in the Constitution and Bylaws.

Section 2. Only the Chair of the organization or the Director of the UC may initiate removal of committee members.

Section 3. Any member who is impeached and removed from membership shall not be eligible to rejoin the organization during the next academic year.

Section 4. Grounds for removal include: lack of participation in events, failure to fulfill assigned duties, and/or excessive absences from meetings. Excessive is defined as missing more than 50% of the scheduled meetings in a semester or academic year. It is at the discretion of the Chair whether an absence is considered excusable or not.

#### ARTICLE VI- RULES OF PROCEDURE

Section 1. Agenda is decided on before meetings. There will be time for brainstorming at each meeting.

Section 2. In order to maintain active status, the organization agrees to abide by those rules and procedures, including financial regulations, of WCU.

Section 3. Any member of the committee may make recommendation of acts for consideration. Non-committee members may request acts by asking the members of the committee to present the request at a meeting.

#### ARTICLE VII- AMENDMENTS

Section 1. Amendments to this constitution may be proposed by any of the voting members.

Section 2. The majority of official voting members present is necessary to approve amendments to this Constitution.

Section 3. Amendments to this Constitution shall be added upon their approval.

### ***BYLAWS***

#### ARTICLE 1- DUTIES OF OFFICERS

The duties of the committee members shall be to:

- a. Attend meetings regularly.
- b. Research and recommend acts and art forms.
- c. Vote on and approve/deny acts.
- d. Schedule venues.
- e. Assist at events with stage management, advertising, artist hospitality, etc.
- f. Oversee event details.

#### ARTICLE II- MEMBERSHIP RECRUITMENT

Section 1. Recruitment shall be held at the beginning of November and selections will occur at the December meeting.

Section 2. Any member of the organization or WCU student, faculty, or staff member may nominate candidates.

Section 3. Academic departments involved in the Arts (Art, English, Theatre, Music, and Dance), Graduate and non-traditional student organizations and Multicultural offices will be invited to recommend students.

### ARTICLE III- FINANCES

Section 1. Sources of funding shall include allotment from Student Activities Fees, income from ticket sales, and other grants or subsidies LCE might obtain including collaboration with other departments.

Section 2. Funds will be used for the production of events as directed by the voting members.

Section 3. Groups requesting funding for performances or other activities from LCE must make a presentation to the Committee regarding said funding.

Section 4. A percentage of LCE's funding will be set aside each academic year to collaborate with WCU and community partners. No more than ten percent of that designated funding may be given to one group.

Section 5. Five percent of each academic year's budget will be designated as a reserve fund.

Section 6. All finances shall be handled in accordance with the established fiscal procedures in effect for WCU.