

Constitution
Of
Cultural Performing Arts Council
Formerly known as The Cultural Affairs Committee
University of Wisconsin-Whitewater

Article I

Name

The organization shall be known as the Cultural Performing Arts Council formerly known as Cultural Affairs Committee, henceforth referred to as the *CPAC*.

Article II

Purpose

The Cultural Performing Arts Council formerly known as Cultural Affairs Committee is dedicated to assisting in the selection of cultural, diverse, educational, and entertaining events for students and community members, while providing opportunities for members to gain educational experiences in arts administration.

Article III

Membership

The membership will include matriculated University of Wisconsin-Whitewater students. All majors are encouraged. Membership also includes community and faculty representatives. Ideally, the number of non-student representatives should not exceed the number of student representatives.

Article IV

Officers

Section 1. The officers of the *CPAC* shall be the President, Vice President, Secretary, and Treasurer. All officers are expected to attend every meeting. These students shall serve a one-school-year term from March to March and are eligible for re-election. The second or third general meeting after winter break will act as nominations. In addition, the third or fourth meeting of spring semester will act as elections. After elections, the old executive board will relay information of duties to the new executive board to help aid in an efficient transition unless it is deemed by the advisor or the majority of the new executive board that the individual is not fit for the duties.

Section 2. The office of President shall be held by a student who, at the time of his/her election, has preferably served on the *CPAC* as an officer and has been a member for at least two semesters. However any student member is eligible to run for President if the board and/or its advisor(s) determine that such eligibility is in the best interest of the organization, or if no student fits these parameters.

Section 3. The offices of Vice President, Secretary, and Treasurer shall be held by students who shall serve one-year terms and need not have been involved with the *CPAC* prior to elections.

Section 4. All officers at the time of elections, and for the term of their office, shall be enrolled as a degree-seeking student and remain in good academic standing at University Wisconsin-Whitewater as per University policy.

Section 5. Election of officers: Officers shall be nominated by any member of the *CPAC* and elected by the committee. The *CPAC* may interview candidates and discuss decisions before election votes. Any elected officer must receive a majority vote. Elections for officers shall be conducted in the following order: President, Vice-President, Treasurer, and then Secretary. The current President shall organize and conduct the election, as well as cast any deciding votes in case of a tie. If the current President is running for re-election, the Vice-President will conduct the election and cast any deciding votes. Emergency elections for any officer position will be held during the semester that the position becomes vacant.

Section 6. Nominations for the executive board will be held the second or third meeting of the spring semester. Elections for the next school year will be held the third or fourth meeting of spring semester after nominations.

Section 7. Upon the recommendation of the executive board, any officer may be removed from the office for negligence or nonperformance of duties by a two-thirds majority vote of the membership. This would happen no sooner than one meeting after the recommendation, and after the officer's appeal has been included on the agenda. The officer must be given the allegations against him/her in writing at least seven (7) days prior to the vote.

Section 8. Should the office of President be vacated, the Vice President shall immediately assume the office. Should any other office be vacated, the *CPAC* membership shall fill the vacant office from the current *CPAC* student membership by majority vote.

Section 9. Any officer may choose to give a written resignation to the executive board and advisor. Upon resignation the former executive board member must return all materials either to the president or the advisor.

Article V

Meetings and Attendance

Section 1. The *CPAC* will meet every other week, except during summer school and holidays, over the entire school year at a regularly scheduled time, day, and place. The President and Advisor reserve the right to cancel and reschedule meetings at any time with appropriate notice.

Section 2. It is suggested that Robert's Rules of Order shall be followed for the *CPAC* meetings.

Section 3. All communication regarding meeting time and location will be done via e-mail and listed on the *CPAC* website. Meeting minutes will be distributed in the following meeting as well as sent out via e-mail.

Article VI

Executive Board

Section 1. The president shall be the chairperson of the Executive Board.

Section 2. The Executive Board shall also consist of the Vice President, Secretary, and Treasurer. This shall also be the chain of succession following the President.

Section 3. The Director of the Young Auditorium shall act as a mentor for the Executive Board and *CPAC* at large when making strategic decisions about programming and budgetary allocations. In addition, an official advisor shall be appointed to serve as the point-of-contact who is not the Director for the Executive Board or *CPAC*, and shall act as a liaison between the Young Auditorium staff and the Committee at large.

Section 4. At an Executive Board meeting, a quorum must include three executive board members in order for any business to be conducted.

Section 5. The Executive Board is expected to work two hours a week and attend the Arts Midwest Conference. Members of the Executive Board must attend all meetings and positively represent the *CPAC*.

Article VII

Responsibilities

Section 1. The *CPAC* shall plan, organize, and evaluate its performing arts series and any other program, event, or series it produces. Members of the *CPAC* will not support or execute an event without purchasing royalties or rights for that event per campus policy.

Section 2. Members of the *CPAC* are encouraged to attend Young Auditorium events, help with hospitality in the Green Room, and staff the *CPAC* recruitment table.

Article VIII

Programming Selection Process

Section 1. Each e-board member will be assigned a genre: Music, Dance, Theatre, Variety and will, through conference attendance and other research, identify professional programming that fits with the mission of the organization.

Section 2. The e-board will work with the *CPAC* advisor and the auditorium director to narrow the selection of shows that will be presented to the general membership.

Section 3. Each e-board member will present the approved selection of shows in each genre to the general membership, and will collect and tabulate votes submitted by the general membership.

Section 4. The top show selections will be unranked and submitted to the auditorium director for programming consideration.

Section 5. The auditorium director will meet with the *CPAC* advisor and e-board to discuss top selections and to provide programming updates as needed.

Article IX

Finances

Section 1. All funds expended and/or raised by the *CPAC* shall be handled in accordance with the University of Wisconsin-Whitewater regulations.

Section 2. The annual proposed budget shall be prepared by the *CPAC* e-board treasurer in consultation with the *CPAC* advisor and auditorium director, and presented to SUFAC for approval.

Section 3. Fund allocation to support programming of *CPAC* shows will be recommended by the auditorium director and approved by the *CPAC* e-board.

Article X

Not-For-Profit Statement

The *CPAC* is a not-for-profit organization.

Article XI

Statement of Non-Discrimination

The *CPAC* along with the University of Wisconsin-Whitewater is committed to equal opportunity in its educational programs, activities, and employment policies for all persons regardless of race, color, gender, creed, religion, age, ancestry, national origin, disability, sexual orientation, political affiliation, marital status, veteran status, parental status, and pregnancy.

Article XII

Statement of Non-Hazing

The *CPAC* will not conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, personal degradation or disgrace resulting in physical or mental harm to any fellow student or persons attending this institution.

Article XIII

Statement of Compliance with Campus Regulations

The *CPAC* shall comply with all University and campus policies and regulations and local, state, and federal laws.

Article XIV

Constitution and Amendments

Section 1. All amendment proposals must be presented to the committee at least one meeting before it is voted upon.

Section 2. Amendments to the constitution and the accompanying by-laws may be amended by a two-thirds vote of the present *CPAC* members at a publicly advertised meeting.

Section 3. Amendments to this constitution or its bylaws become effective upon approval by this organization.

Ratified April 16th, 2019