

**Indiana Wesleyan University  
Collegiate Chapter 627 of  
MENC: The National Association for Music Education  
Constitution**

**ARTICLE I – Name and Affiliation**

**Section 1 – Name**

This organization shall be known as the Indiana Wesleyan University Collegiate Chapter of MENC: The National Association for Music Education (CMENC), and shall be listed in the MENC records as Chapter Number 627.

**Section 2 – Affiliation**

This chapter shall have an affiliate relationship to the Indiana Music Educators Association (IMEA) and our national organization MENC: The National Association for Music Education.

**ARTICLE II – Purpose**

**Section 1 – Mission Statement:** The mission of Indiana Wesleyan University CMENC is one: all members shall exhibit a Christ-like attitude in any classroom, and two: advance music education through actively encouraging the study and making of music by all.

**Section 2 – Purpose:** It shall be the purpose of this organization to:

1. Make available to members opportunities for professional development.
2. Acquaint students with the privileges and responsibilities of the music education profession.
3. Provide all members with the opportunity to become acquainted with leaders in the music education profession through participation in programs, demonstrations, discussions, workshops, and performances planned by this chapter, the Indiana Music Educators Association, and MENC: The National Association for Music Education.
4. Assist the Division of Music at Indiana Wesleyan University in various projects throughout the year.
5. Provide opportunities for contacts with MENC collegiate members of other colleges and universities.
6. Serve as the all-encompassing professional organization for music education majors at Indiana Wesleyan University.
7. Not knowingly, as a group, become involved in any activity that goes against the policies of the university.

## **ARTICLE III - Membership Eligibility and Benefits**

### **Section 1 – Membership Requirements:**

Membership shall be open to any student of Indiana Wesleyan University who has an interest in music education.

### **Section 2 – Registration:**

Any student may become registered as a member of this organization upon completion and submission of membership form and payment of the dues as stated in ARTICLE IX.

### **Section 3 – Meetings:**

Any member of this chapter may participate in the activities carried on by this collegiate chapter and by MENC, including its divisions and the federated state associations, in connection with conferences and other meetings. All collegiate members, after complying with registration requirements, may attend all MENC conventions – national, divisional, and those of the federated state associations.

### **Section 4 – Publications:**

Each member will receive the official MENC publication, the *Music Educators Journal*, and the official publication of the Indiana Music Educators Association, the *Indiana Musicator*.

### **Section 5 - Membership Period:**

Membership in the organization is valid for the school year through the month of June following the school year, and following payment of the dues, irrespective of the date of membership.

## **ARTICLE IV – Organization Agreement**

This organization agrees to abide by the policies and responsibilities for student organizations as outlined by IWU. Furthermore, this organization agrees to adhere to all Indiana Wesleyan University standards, and serve as a redemptive force for Biblical truth in activities and interactions.

## **ARTICLE V - Leadership**

### **Section 1 – Executive Committee:**

The Executive Committee shall consist of the Chapter Advisor, President, President-elect, Vice-President, Secretary, Treasurer, and Fundraising Chair who will meet frequently to discuss and evaluate meetings and goals for the organization. Each position will be held for an entire academic school year and will be elected through the voting of its members.

### **Section 2 – Duties of the Executive Committee (Officers):**

- a. Chapter Advisor: see ARTICLE V

- b. The President: It is the duty of the President to preside at meetings, represent the organization, uphold the principles of the constitution, enforce parliamentary procedure, maintain constant communication with the chapter advisor and Executive Committee, and appoint committees as required, subject to the approval of the Executive Council. The President must have a GPA of 3.0 in the major and at least 2.75 overall, and must not be on any academic or citizenship probation during his/her term.
- c. The President-Elect: It is the duty of the President-elect to represent this organization at Student Government Organization meetings, be proactive in maintaining active student organization status, complete all necessary SGO forms in regards to funding, status, etc., and assist the President with all MENC functions. The President-Elect must have a GPA of 3.0 in the major and at least 2.75 overall, and must not be on any academic or citizenship probation during his/her term.
- d. The Vice-President: It is the duty of the Vice-President to assist the President, take a supportive role in the actions of the president, and preside over meetings in the absence of the President. The Vice-President will also be in charge of the mentoring program within the division. The Vice-President must have a GPA of 3.0 in the major and at least 2.75 overall, and must not be on any academic or citizenship probation during their term.
- e. The Secretary: It is the duty of the Secretary to provide the Executive Committee and members with a current roll of membership, inform the membership of announcements and upcoming events, maintain communication within the chapter, and prepare letters of confirmation and appreciation for guest speakers. The Secretary must have a GPA of 3.0 in the major, and at least 2.75 overall, and must not be on any academic or citizenship probation during their term.
- f. The Treasurer: It is the duty of the Treasurer to assist the chapter advisor in collecting completed applications for Collegiate membership, receive and disburse all moneys of the chapter, and assist the Division of Music secretary with maintaining the chapter's financial records. The Treasurer must have a GPA of 3.0 in the major and at least 2.75 overall, and must not be on any academic or citizenship probation during their term.
- g. The Fundraising Chair: It is the duty of the Fundraising Chair to bring all ideas for fundraising opportunities to the Executive Committee, oversee fundraisers, and work directly with the Treasurer to appropriate funds for all fundraisers. In order for a fundraiser to be approved, all Executive Committee Members must approve. The Fundraising Chair must have a GPA of 3.0 in the major and at least 2.75 overall, and must not be on any academic or citizenship probation during their term.

## **ARTICLE VI – Chapter Advisor:**

### **Section 1**

There shall be a chapter advisor who is a member of the music faculty at Indiana Wesleyan University and who is a member of MENC. The chapter advisor shall oversee the Executive Committee.

### **Section 2**

The responsibilities of the chapter advisor shall be to:

1. Act as a representative of MENC to the students;
2. Represent students in their association with MENC at every level;
3. Inform the students of the nature, purpose, and function of MENC;
4. Encourage interest and participation of students in MENC activities;
5. Act as a liaison with the various levels of MENC;
6. Serve as an advisor and guide in formulation of chapter programs and policies;
7. Serve as a resource;
8. Receive and distribute fall enrollment materials to potential members;
9. Explain benefits of MENC collegiate membership during orientation meetings, methods classes, and other functions that involve music education students;
10. Encourage the development of student initiative, leadership, and imagination, to build a sense of responsibility on the part of the students;
11. Help officers in fulfilling their respective duties, including maintenance of chapter records;
12. Meet with chapter officers to help with planning and implementing chapter activities;
13. Promote professional attitudes among chapter members;
14. Work for support of the chapter by members of the college faculty and explore with the department chairpersons the possible funding of chapter activities;
15. Represent the interests of the chapter on campus and at MENC functions; and
16. Promote the concept of chapter importance in training music education students.

## **ARTICLE VII – Elections**

**Section 1** Election of officers will be held toward the end of the second semester of current school year. Officers will be elected by nominations and then a majority vote from the general members.

**Section 2** Nominations will be made by any current member suggesting another member for the position. The nominated member then has the right to accept or decline this nomination before it is put to a vote.

**Section 4** Each officer position officially begins at the start of the following academic year and last through the entirety of that year.

**Note:** For any candidate to be nominated, he or she must meet the requirements stated in ARTICLE V. All officers shall be elected by a simple majority vote of the members.

### **ARTICLE VIII – Meetings**

**Section 1** There shall be one meeting per month in the academic year.

**Section 2** The President, with the approval of the Advisor, and the Advisor are authorized to call special meetings when needed.

**Section 3** The first meeting of the year shall be held the Tuesday following the Academic Convocation at 11:00am in the Recital Hall.

**Section 4** The Executive Committee shall meet at least once per month.

**Section 5** All meetings are mandatory for members of CMENC Chapter 627; absences should be discussed with the Advisor or the President prior to the meeting.

**Section 6** Each meeting will be opened and closed with prayer and a devotion may be given.

### **ARTICLE IX – Finances**

**Section 1** All dues shall be collected when members register.

**Section 2** There shall be \$10.00 in addition to the National and State dues that shall go to the chapter and help finance activities of the chapter.

**Section 3** All funding for CMENC Chapter 627 activities and events must be approved by the Advisor.

**Section 4** The budget will be handled by the Treasurer and will be overseen by the President and the Advisor.

**ARTICLE X – Amendments**

The constitution of CMENC Chapter 627 may be amended, repealed, or suspended by a two-thirds majority vote of the members. Members must be present to vote.

I hereby certify that the foregoing constitution was adopted by the current membership at large by a two-thirds majority vote on October 3, 2005 and will henceforth be effective.

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Jeremy Holtrop: President 2005-06

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Dr. Chris Lessly: Advisor