

# KENTUCKY COLLEGIATE MUSIC EDUCATORS NATIONAL CONFERENCE

## CONSTITUTION

The Constitution of the Kentucky Collegiate Music Educators National Conference (KCMENC) is provided for and bound to the provisions of the Constitution of the Music Educators National Conference (MENC) and the Kentucky Music Educators Association (KMEA)

### PREAMBLE

Our desire is to become collegiate members of the Music Educators National Conference, to enjoy its association, to share its responsibilities, and to increase interest, knowledge, and productivity in all areas of music education.

### ARTICLE I NAME AND AFFILIATION

#### *Section 1*

This organization shall be known as the Kentucky Collegiate Music Educators National Conference and shall be listed in the MENC records as such.

#### *Section 2*

This organization shall have an affiliated relationship with the Kentucky Music Educators Association.

### ARTICLE II PURPOSE

It shall be the purpose of this organization to:

- Make available to members opportunities for professional development
- Acquaint students with the privileges and responsibilities of the music educators profession
- Provide all members with the opportunity to become acquainted with leaders in the music workshops, and performances planned by KCMENC, KMEA, and MENC.
- Assist the local chapters as needed throughout the year
- Provide the opportunity to have contact with collegiate members from other schools and encourage interchapter involvement.

### **ARTICLE III MEMBERSHIP ELIGIBILITY AND BENEFITS**

#### ***Section 1***

Membership shall be open to any Kentucky College or university student who is interesting in teaching music and who is not employed full-time in the field of music education

#### ***Section 2***

Students who fulfill the requirements as stated in Section I may become members upon payment of dues as set by the MENC national office and KMEA. Dues are the academic year. Additional dues may be set by KCMENC and the local chapter.

#### ***Section 3***

The collegiate member may attend KCMENC conferences and other activities with the right to vote.

#### ***Section 4***

The collegiate member may attend the conferences of MENC nation, divisional, and state associations with all rights and privileges of active membership except those of voting or holding office in the parent organization.

#### ***Section 5***

Every collegiate member will receive the official MENC periodicals *Music Educators Journal* and *Teaching Music*, and the official KMEA periodical *Bluegrass Music News*.

#### ***Section 6***

Graduating collegiate members of KCMENC will have the opportunity to receive regular MENC membership at a special introductory rate in the year of or immediately following their graduation as a first-year teaching or full-time employment in music education.

#### ***Section 7***

Any MENC collegiate member may receive subscriptions to the *Journal of Research in Music Education*, *General Music Today*, *UPDATE: Applications of Research in Music Education*, and *Journal of Music Teacher Education* upon payment of the prescribed additional fees.

#### ***Section 8***

All optional member services offered by MENC are available to the collegiate members of KCMENC. See Part IV: Member Benefits and Services in the *MENC Collegiate Chapter Handbook*.

## **ARTICLE IV STATE OFFICERS**

### ***Section 1***

The elected officers of KCMENC shall be President- Elect, Vice-President, Secretary, and Advocate. The office of President shall be filled by the past year's President-elect upon the installation of the new officers. The office of Treasurer shall be filled by an appointment of the KCMENC Advisor. The Treasurer will serve as a non-voting member of the Executive Council (Article VIII) and Executive Committee (Article X)

### ***Section 2***

Any candidate for office shall have been and active member of a college or university chapter for at least one year prior to being nominated.

### ***Section 3***

Each officer shall assume office at the installation of officers during the KCMENC Fall Conference and shall serve until the following installation ceremony.

### ***Section 4***

In the case that a vacancy should occur in the office of the President, Vice-president shall assume the duties of that office for the remainder of the term. The Executive Council shall appoint members of the Executive Committee (excluding the Executive Council) to fill other vacancies as needed.

## **ARITCLE V DUTIES OF OFFICERS**

### ***Section 1***

The duties of President shall be to:

- Preside at KCMENC state meetings, including those of the Executive Council and Executive Committee.
- Uphold the principles of the Constitution
- Appoint committees as required
- Assist the host chapter planning the KCMENC Fall Conference
- Represent KCMENC on the KMEA Board of Directors
- Accept other duties as necessary

All duties and responsibilities shall be subject to the approval of the Executive Committee.

***Section 2***

The duties of the President Elect shall be to:

- Attend all KCMENC state meetings, including those of the Executive Council and Executive Committee
- Assist in planning Fall Conference and KMEA
- To be familiar with the duties of President

***Section 3***

The duties of Vice-President shall be to:

- Preside in the absence of the President
- Serve as Chairperson for Constitutional revision
- Assist in planning Fall Conference and KMEA

***Section 4***

The duties of Secretary shall be to:

- Keep accurate minutes of meetings and records of business
- Correspond with the local chapters
- Oversee the updating and maintenance of the KCMENC website
- Report the organization's activities for publication in state and/or national publications

***Section 5***

The duties of Treasure shall be to:

- Keep a current roll of members
- Account for the collection of any monies
- Pay any debts incurred by KCMENC from the treasury.

***Section 6***

The duties of Advocate shall be to:

- Represent the membership on advocacy issues
- Contact the MENC state coalition chairperson to become involved on the state and national levels
- Remain in class contact with local chapters advocates
- Act as a resource person for KCMENC and its local chapters to receive information

## **ARTICLE VI MEETINGS**

***Section 1***

There shall be at least two annual general business meetings of KCMENC. The meetings shall take place during the KCMENC Fall Conference and the KMEA In-service Conference.

***Section 2***

Special meetings may be called by the President as determined by the Executive Committee.

## **ARTICLE VII ELECTION OF STATE OFFICERS**

### ***Section 1***

Election for the offices of President-elect, Vice-president, Secretary, and Advocate shall be held during the KCMENC Fall Conference

### ***Section 2***

All candidates must be in attendance, except for extenuating circumstances, at the KCMENC Fall Conference during which the ballot is presented. The Executive Council will approve all exceptions with due notification from the candidate.

### ***Section 3***

Each candidate must submit their nomination form by the close of the first day of the Fall Conference.

### ***Section 4***

Each local chapter in attendance at the Fall Conference shall receive a ballot. For each office, a maximum of ten (10) votes may be cast by each local chapter. Votes may be divided as necessary. Local chapters with less than ten (10) members present shall receive one vote per person in attendance. The votes for the final tally must be presented in whole numbers. The local chapter President or their representative shall be responsible for preparing and submitting their respective ballot.

### ***Section 5***

Final tally of votes shall be calculated by the KCMENC Advisor, President, and Secretary. The candidate receiving the highest number of votes shall be considered elected. In the event of a tie, candidates not involved in the tie shall be eliminated and the vote shall be retaken.

## **ARTICLE VIII EXECUTIVE COUNCIL**

### ***Section 1***

The Executive Council shall consist of the state officers, the KCMENC Advisor, and the Vice-president of KMEA.

### ***Section 2***

The Executive Council is responsible to the entire membership to uphold this Constitution.

### ***Section 3***

The Executive Council shall meet at least twice annually to organize and plan for future activities and Executive Committee meetings.

***Section 4***

The Executive Council shall have the power to make necessary decisions in matters that cannot be specifically acted upon by the Executive Committee and/or the general membership.

***Section 5***

Special meetings may be called by the President or Advisor as determined by the Executive Council.

**ARTICLE IX  
STATE ADVISOR**

***Section 1***

There shall be a State Advisor, who shall be a member of KMEA, appointed by the president of KMEA

***Section 2***

The responsibilities of the State Advisor shall be to:

- Advise and stimulate interest in MENC and explain the meaning and ideas of the organization
- Provide guidance in the development and implementation of programs and activities, including the Fall conference and KMEA
- Encourage chapter participation in state, divisional, and national meetings
- Serve as a liaison between the local chapters and KMEA
- Attend all KCMENC meetings and activities

**ARTICLE X  
COMMITTEES**

***Section 1***

There shall be an Executive Committee consisting of the Executive Council and local chapter presidents. In the case that the President of the local chapter is already a member of the Executive council, the Vice-president or other representative of the local chapter shall serve as proxy. Each member of this committee shall have the right to vote, with the exception of the Treasurer ( Article IV, ***Section 1***). This committee shall meet at least twice annually.

***Section 2***

The president shall have the power to appoint special committees with the approval of the Executive council.

**ARTICLE XI  
PARLIAMENTARY AND BUSINESS PROCEDURES**

***Section 1***

*Robert's Rules of Orders Revised* shall govern all KCMENC meetings.

***Section 2***

A simple majority of members present at any general business meetings shall rule on all decisions at that particular meeting.

***Section 3***

At least two-thirds of committee members must be present to conduct committee meetings. Simple majority of those present shall rule.

**ARTICLE XII  
DISSOLUTION**

***Section 1***

Upon dissolution of KCMENC, the Executive Council shall, after paying or making provisions for the payment of all liabilities of KCMENC, dispose of assets of KCMENC to KMEA and/or charitable, religious, or scientific purposes as the Executive Council sees fit.

**ARTICLE XIII  
AMENDING/REVISING THE CONSTITUTION**

***Section 1***

The Executive Committee shall serve as the Committee for Constitutional Revision with the Vice-president serving as Chairperson (Article V, *Section 3*). This committee shall have the power to write the proposed amendments/revisions of the Constitution. This committee must meet at least once every three years (beginning in 1999) to review and update the Constitution

***Section 2***

The KCMENC Constitution may be amended/revised at either of the two business meetings (Article VI, *Section 1*)

***Section 3***

Local chapters shall receive notice of proposed amendments/revisions no later than one month prior to the meeting.

***Section 4***

Ballots for voting proposed amendments/revisions shall be allotted as defined in Article VII, *Section 4*

***Section 5***

Final tally of votes shall be calculated by the KCMENC Advisor, President, and Secretary. Proposed amendments/revisions must receive two-thirds of the total votes in order to be approved.

***Section 6***

Approved revisions shall be placed in the section of the constitution where needed. Amendments shall be placed in the section of the Constitution following Article XIII under the title "AMENDMENTS."