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UNC
School of the A *rts*

Student Artists Association

Constitution

We the students of the University of North Carolina School of the Arts, desiring to preserve within the University an atmosphere of free discussion, inquiry, and self-expression, to insure the personal freedom and general welfare of the Student Body, and to continue in the tradition of responsible self-government, do hereby establish this constitution and association.

The purpose of the Student Artists Association is to provide adequate channels for expression of student viewpoints in all areas of college life at the University of North Carolina School of the Arts (UNCSA); to promote the general welfare of the students; to promote the interests and opinions of the students on matters which affect them; to promote campus activities; and to provide opportunities to practice leadership skills. In order to have a more unified campus community and ensure that the needs of artists of this institution are a priority in all decisions made by UNSCA, we, the Student Artists Association (SAA) will operate in the following manner:

ARTICLE I

The Student Artists Association shall consist of an Artistic (Executive) Board; Student Assembly; and Campus Activities Board.

ARTICLE II:

The Artistic Board

The Artistic Board shall consist of:

- Two Elected Officers
 - *President and Vice President*
- Four Officers who are appointed by the President
 - *Executive Manager*
 - *Activities and Events Associate*
 - *Community Outreach Associate*
 - *Campus Communications Associate*
- The Advisor

Section 1

The President

- Be chief executive officer of the student body;
- The President will be a college student elected by a majority vote of the undergraduate and graduate student body;
- The President shall lead the meetings of the Artistic Board, but will vote on matters before the board only if needed to break a tie vote;
- The President will lead the Student Assembly in the absence of the Vice President, but will vote only if needed to break a tie vote;
- The President will represent the student body in meetings with the Chancellor, Vice Chancellors, Deans, faculty and other administrators of the School;
- The President or the President's designee(s) from among the Artistic Board shall represent the student's interests and concerns to the Board of Trustees, the Board of Governors, the Association of Student Governments of the UNC, and other internal and external governing and advisory boards;
- The President shall appoint a student representative to each of the standing committees of the Faculty Council as outlined in the Faculty Manual.

- The President shall appoint one student representative from each of the five schools who will become the Student Life Overseers with the Campus Outreach Associate.
 - *School of Drama*
 - *School of Design & Production*
 - *School of Dance*
 - *School of Filmmaking*
 - *School of Music*
- The President will appoint the *Activities and Events Associate*, the *Community Outreach Associate*, and the *Campus Communications Associate*, and the *Executive Manager*.
- The President must support activities, events, and programs put on by the school and SAA.

Section 2

The Vice President

- The Vice President will be elected by a majority vote of the undergraduate and graduate student body.
- The Vice President shall preside and be responsible for all Student Assembly meetings.
- The Vice President or designee will record, produce and distribute the minutes of the Student Assembly meetings.
- The Vice President shall vote in the Artistic Board, but may not vote in the Student Assembly.
- In the case of the loss or removal of the President, the Vice-President assumes the office and the duties.
- The Vice President must support activities, events, and programs put on by the school and SAA.

Section 3

Executive Manager

- The Executive Manager (*EM*) will be appointed by the President, and approved by the Student Assembly.
- The EM is a voting member of the Artistic Board but is not a voting member of the Student Assembly.
- The EM must attend all Artistic Board Meetings and Student Assembly Meetings unless otherwise exempt from them.
- The EM will serve as the chief financial and administrative correspondent of the Artistic Board.
- The EM will record, produce and distribute the minutes of the Artistic Board.
- The EM will maintain attendance and membership records as instructed by the Artistic Board.
- The EM must support activities, events, and programs put on by the school and SAA.

Section 4

Activities & Events Associate

- The Activities and Events Associate (*AEA*) will be appointed by the President and approved by the Student Assembly.
- The AEA will work together with the Student Activities and serve as an executive on the Campus Activities Board (*CAB*) to encourage student input as well as participation in the creation and execution of campus activities. Please refer to *CAB* constitution for specific details.
- The AEA must attend all Artistic Board Meetings (*Voting Member*) and Student Assembly Meetings (*Voting Member*) unless otherwise exempt from them.
- Must complete monthly reports to the Vice President.

Section 5

Community Outreach Associate

- The Community Outreach Associate (*COA*) will be appointed by the President and approved by the Student Assembly.
- The COA will coordinate all SAA efforts and help with projects which extend on and off campus, including community service programs and fund raising projects, as instructed by the Artistic Board.
- The COA will communicate with the Student Representatives from each school (*Drama, Dance, Design & Production, Film, and Music*) to foster friendly and cooperative relationships.
- The COA will communicate with SAA officers from other campuses in Winston-Salem to foster friendly and cooperative relationships among all students.
- The COA must complete one outreach program that extends beyond campus and one campus outreach program within the year.
- The COA must attend all Artistic Board Meetings (*Voting Member*) and Student Assembly Meetings (*Voting Member*) unless otherwise exempt from them.
- Must complete monthly reports to the Vice President.

Section 6

Campus Communications Associate

- The Campus Communications Associate (*CCA*) will be appointed by the President and approved by the Student Assembly.
- The CCA will communicate the projects and activities of the SAA to the campus community.

- The CCA will publicize Student Assembly meetings as instructed by the Artistic Board.
- The CCA must create an advertisement for any activity, event, or program for the SAA.
- The CCA must attend all Artistic Board Meetings (*Voting Member*) and Student Assembly Meetings (*Voting Member*) unless otherwise exempt from them.
- Must complete monthly reports to the Vice President.

Section 7

Vacancies

If an appointed position becomes vacant, the Vice President will assume the duties of the position until a new appointment is made by the President.

Section 8

SAA Advisor

- The Advisor shall be a member of the faculty or staff, as appointed by the Vice Chancellor for Student Life.
- The Advisor will serve as a non-voting, ex-officio member of both the Artistic Board and the Student Assembly.
- The Advisor will receive and screen all applications for election to SAA office.
- The Advisor will sign off on compensation.

Section 9

Meetings of the Artistic Board

- The Artistic Board Meetings will be open to the campus community. Anyone who is not a member of the Board may join discussions only at the invitation of the President.
- The Artistic Board will convene twice a month.
- The President will preside over the Artistic Board meetings. If the President is not present, the Vice President will facilitate.
- The Executive Manager will record the minutes, including all votes by name.
- 2/3 of the Artistic Board members must be present in order to conduct business.
 - *Discussion may take place with fewer than four members present, but no votes may be taken.*
- The Executive Manager will be responsible for producing and distributing the agenda for the Artistic Board meetings.

Section 10

Compensations

- The President, Vice President and all officers will be compensated for their work if only they document their work and everything is approved by the Vice Chancellor of Student Life or their designee.
 - *President - \$675.00 a year*
 - *Vice President - \$525.00 a year*
 - *Executive Manger - \$435.00 a year*
 - *Activities & Events Associate - \$300.00 a year*
 - *Campus Outreach Associate - \$300.00 a year*
 - *Campus Communications Associate - \$300.00 a year*

ARTICLE III

The Student Assembly

By virtue of enrollment at the University of North Carolina School of the Arts, any student is a member of the Student Assembly.

Section 1

Meetings of the Student Assembly

- The Student Assembly will meet no less than four times per academic term, at a time and place determined by the Artistic Board and publicized by the Campus Communications Associate.
- The Vice-President shall run the Student Assembly meeting.
- The Vice President or their designee will be responsible for producing and distributing the agenda for all Student Assembly Meetings.
- The Vice President or their designee will record the minutes and distribute them to all in attendance.
- The Minutes must be approved and made available within 48 hours for public view.
- All meetings will be open to currently enrolled students, and any member of the faculty, staff or administration.

Section 2

Order of the Meetings

The order of the Student Assembly meetings shall be respectful, honorable, and business orientated. Every voice should be heard and none will be refused.

- Order
- Approval of Minutes
- Artistic Board Report

- Associate Reports
- Old Business
- New Business
- Announcements
- Adjourn

Section 3

Voting

- Only those students who are currently enrolled at NCSA may vote in the Student Assembly.
- In order to vote on an issue before the Assembly, a student must sign in at the beginning of each assembly meeting.
- All votes will be by roll call of the students signed in, conducted by the Vice President, and recorded by the Executive Manager.
 - *The vote will be a matter of public record, and will be made available to any member of the campus community upon request.*

Section 4

Committees or Working Groups

There will be no standing committees of the Student Assembly. Ad-Hoc Committees or Working Groups may be formed to work on special projects and issues. A majority vote of the Student Assembly is required to form an Ad-Hoc Committee or Working Group. Any member of the Student Assembly may join a Committee or Working Group. These committees or groups shall elect or appoint their own leaders as they deem necessary.

Article IV

Judicial Affairs—Student Code of Conduct

Section I

Students Rights

All Infractions of NCSA’s Code of Conduct shall be dealt with by the officer of judicial affairs. In all proceedings involving this office, students are guaranteed the following rights:

- 1. To be afforded due process in a fair and timely manner.*
- 2. To know with what s/he is being cited.*
- 3. To be free from unreasonable searches and seizures.*
- 4. To offer defense evidence and witnesses and to question witnesses or evidence presented.*
- 5. To receive in writing the deposition of the case.*
- 6. To appeal decisions of the board or administrative hearing.*
- 7. To waive any of these rights.*

Section II

The Code of Integrity

- I agree to act with honor and respect throughout my artistic, academic and community life at North Carolina School of the Arts.
- I will respect the property of others.
 - *No larceny*
- I will care for the environment and my physical surroundings
 - *No vandalism or littering*
- I will be truthful to any student, faculty or staff
- I will be the source of any work for which I take credit
 - *No Plagiarism*
- I will be respectful to others and will show courtesy.

Article V

Impeachment

The Student Assembly has the power to impeach any member of the Artistic Board.

Section 1

Grounds for impeachment

Grounds for impeachment include, but are not limited to:

- *Poor representation or misrepresentation of SAA or UNCOSA*
- *Criminal Violations*
- *Failure to uphold the constitution of SAA, or the rules and regulations of UNCOSA*

Section 2:

Procedure for impeachment

1. A motion by a voting member to impeach.
2. A second to the motion to impeach by another voting member
3. The member that brought the motion must speak, stating his or her reason for impeachment.
4. The Board Member may speak on his or her behalf.
5. Two Thirds majority of the Student Assembly is required for impeachment.

The President and Vice Presidents may not vote on matters of impeachment.

Article VI

Quorum

- Two Thirds of the Artistic Board must be present to conduct official business of the Board.

- Six Students must be present to conduct official business of the Student Assembly.
 - *This must include at least two members of the Artistic Board.*

ARTICLE VII

Ratification of Amendments to the SAA Constitution

Section 1

Ratification

Ratification of the Constitution shall be done by a Two Thirds majority vote in the Student Assembly.

Section 2

Amendments

Amendments can be made by a Two Thirds majority vote of the Student Assembly in a series of at least two meetings held not less than one week apart. An amendment may not be voted upon at the meeting in which it is proposed.

The procedure for making an amendment is as follows:

1. A voting member makes a motion for amendment
2. Another voting member seconds the motion
3. Discussion
4. Announcement of vote at a meeting not less than one week from current meeting.
5. For the vote, the Vice President will announce the vote under

“Old Business” at the next meeting of the Assembly.

6. Discussion

7. Vote by roll call, with Two Thirds majority required to pass.

ARTICLE VIII

Elections

Section 1

Position

- Positions that must be elected are President and Vice-President.

Section 2

Requirements for Running

Candidates for President or Vice-President of the Student Artists Association must meet the following minimum requirements:

- Current enrollment at North Carolina School of the Arts.
- A cumulative GPA of 2.75
- Completion of an SAA ELECTION FORM, in accordance with deadlines.
- The President and The Vice President will have to run together on a ticket.

Section 3

Election Procedures

- Elections shall be held during the spring term of the academic year, as scheduled by the Artistic Board and approved by the advisor.
- The presiding SAA President will run the election for the next year, unless he/she is a candidate for office. In that the case, the responsibility will pass to the Vice President, unless he/she is a

candidate, in which case the responsibility will pass to the Executive Manager.

- Votes will be tallied by a committee designated by the Vice Chancellor of Student Life and the tally will be verified by the Advisor.

Section 4

Restrictions for Candidate

Campaign regulations, including time, place and manner, will be approved by the Artistic Board and provided to the candidates upon filing for office. Any candidate who does not comply with the regulations will be either disqualified or reprimanded for their actions.

Section 5

Term of Office

The President and Vice President will take office starting July 1st and will terminate June 30th of the following year.