

# **CONSTITUTION OF THE RUTGERS UNIVERSITY KARAOKE CLUB**

## **Article I – Name**

The name of this organization shall be Rutgers University Karaoke Club.

## **Article II – Purpose**

### *Purpose*

The Rutgers University Karaoke Club shall be to promote, participate in, and compete in the Japanese pastime of *karaoke* (カラオケ in Japanese). By providing an opportunity for members to personally take part in the practice of *karaoke*, it hopes to bring about greater awareness and appreciation of *karaoke* within the Rutgers University community.

### *Definition*

The Japanese word stems from the abbreviated forms of two words: "*kara*" (空) from "*karappo*" meaning 'empty' and "*oke*" from "*okesutura*" meaning 'orchestra'. So the contraction literally means 'empty orchestra', but can be interpreted as "virtual orchestra". An amateur singer accompanies recorded music in which the voice of the original singer is absent or reduced in volume. Lyrics may also be displayed, sometimes synchronized with the music, to help with the sing-along.

### *History*

Since its inception in Japan in the late 1970's, *karaoke* has become a popular social activity in East Asia. In Japan, with over 100,000 public venues, it is now the country's fourth most popular form of entertainment behind cinema, restaurants and bars. In China it is known as KTV (for Karaoke TV) and as *noraebang* (literally, "song room") in South Korea where it enjoys placement in clubs, restaurants, and even public buses. In 1987 the culture of *karaoke* spread to the Western world and has since been growing in adherents.

## **Article III – Membership**

### *Section 1*

Membership shall be open to all Rutgers University Students and must comply with federal laws prohibiting discrimination on the basis of race, sex, handicap, age, sexual orientation or political and religious affiliation. Compliance with these laws means that membership, benefits, and the election of officers will not be made on the basis of these factors.

### *Section 2*

The Rutgers University Karaoke Club is funded through student activity fees, per the rules and regulations of Rutgers College. Therefore, no nominal dues are charged, however, fees may be charged for certain events and functions at the discretion of the Executive Board.

*Section 3*

A member of the RU Karaoke Club will be considered an active member if that member has attended at least one RU Karaoke Club sponsored event or function during the current semester and is on our communications list.

**Article IV – Privileges**

*Section 1*

All members of the RU Karaoke Club shall have the privilege of receiving information of upcoming activities and meetings, and they have the opportunity to participate in RU Karaoke Club events and functions.

*Section 2*

Active members shall have the privilege of voting on issues presented to the general membership, as well as the opportunity to run for an Executive Board position during general elections.

**Article V – Executive Board**

*Section 1*

The Executive Board shall consist of the faculty advisor as well as the following elected positions: President, Vice-President, Treasurer, Membership Director, and Outreach Director. The advisor is a non-voting member.

*Section 2*

The President of the RU Karaoke Club shall have the ability to appoint members to the following positions: Publicity Director, Political Director, and Webmaster. The voting members of the Executive Board must confirm any member who is nominated to one of these positions.

*Section 3*

The president shall choose a faculty advisor to serve the organization for one year, in accordance with organization guidelines of the Office of Student Involvement.

*Section 4*

The Executive Board shall meet several times throughout the semester as needed, and will also keep in contact via phone or electronic communication.

*Section 5*

The Executive Board shall determine the duration of all special committees, cooperating with other organizations, and policies for the RU Karaoke Club.

## **Article VI - Officers**

### *Section 1*

The minimum number of officers for the above named organization shall be a President, Vice-President and Treasurer.

### *Section 2*

Officers shall be either elected or appointed to the Executive Board as stipulated in Article VII of this constitution.

### *Section 3*

All elected and appointed offices shall have terms of one year. An officer may run for multiple terms.

### *Section 4*

All officers are expected to perform the duties listed below for their office. However, all members of the Executive Board are also expected to know the basic functions of each office, in case they are required to either fill in or provide assistance to a certain officer.

### *Section 5*

The duties of the President shall be as follows:

- Define the agenda of the organization for his or her tenure.
- Coordinate with the Treasurer to ensure that all expenditures do not exceed the budget of the organization.
- With the help of the Executive Board, plan activities.
- Preside over meetings.
- Define the agenda for the Executive Board meetings and general meetings.
- May call a general meeting or an Executive Board meeting at his or her discretion.
- Be responsible of vacant elected offices until positions are filled.
- Have the power to appoint members to appointed Executive Board positions.
- Perform any other duties as prescribed by the Executive Board.

### *Section 6*

The duties of the Vice-President shall be as follows:

- Assume the office of President if the President leaves office during his or her term.
- Preside over meetings if the President is not present.
- Assist the President.
- Order food, drinks, security, music, audio-visual equipment, or anything else that may be needed for a RU Karaoke Club event or function.
- Ensure that all necessary paperwork for the organization, such as Room Rentals, Office Rentals, affiliation reports, etc., are filled out as required by the Student Activities Center and submitted on time.
- Maintain open dialog with both the RU Karaoke Club faculty and SAC advisors.
- Work with the Treasurer to plan the Budget that is submitted to the Student Fund Accounting Office.
- Perform any other duties as prescribed by the Executive Board.

### *Section 7*

The duties of the Treasurer shall be as follows:

- Coordinate all fundraising activities.
- Work with the Vice-President to plan the Budget that is submitted to the Student Fund Accounting Office.
- Keep possession of the voucher book and write vouchers as prescribed by the Student Fund Accounting Office.
- Ensure that all bills and debts are paid on time.
- Obtain an updated budget from the Student Fund Accounting Office at least once a month, or after a major event, whichever comes first.
- Perform any other duties as prescribed by the Executive Board.

### *Section 8*

The duties of the Membership Director shall be as follows:

- Maintain an up-to-date membership list.
- Maintain the RU Karaoke Club e-mail listserv and send e-mails to the general membership via said listserv as needed.
- Work with the Publicity and Outreach Directors to increase membership and ensure attendance at events.
- Perform any other duties as prescribed by the Executive Board.

### *Section 9*

The duties of the Outreach Director shall be as follows:

- Build and foster cooperation and reciprocity with other student organizations at Rutgers University where such reciprocity would be beneficial to both the RU Karaoke Club and the other organization(s) in question.
- Work with members of other organizations to plan events that would be beneficial to both the RU Karaoke Club and the other organizations.
- Act as a liaison for all co-sponsored events.
- Perform any other duties as prescribed by the Executive Board.

### *Section 10*

The duties of the Publicity Director shall be as follows:

- Plan and coordinate all advertising efforts for RU Karaoke Club events, including, but not limited to, flyers, newspaper ads, classified ads, signs, posters, or word of mouth.
- Ensure media coverage for major RU Karaoke Club events.
- Work with the other members of the Executive Board to ensure that publicity for all RU Dems events is accurate.
- Assist in outreach efforts.
- Keep in communication with the Webmaster and ensure that notice of all events is passed on to the Webmaster so that they can be included on the RU Karaoke Club website.
- Perform any other duties as prescribed by the Executive Board.

### *Section 11*

The duties of the Webmaster shall be as follows:

- Create and maintain the RU Karaoke Club website.
- Work with the other members of the Executive Board in creating content for that site.
- Ensure that event announcements are posted on the site in a timely fashion.
- Create and maintain an online, searchable listing of all of the songs in the RU Karaoke Club library to allow an efficient method for the searching of CD-G holdings for all members.
- Perform any other duties as prescribed by the Executive Board.

### *Section 12*

The President may allow for the creation of other appointed positions with approval from the Executive Board.

### *Section 13*

The following officers: President and Treasurer, shall be the only authorized people to withdraw funds.

## **Article VII – The Election, Appointment and Removal of Officers**

### *Section 1*

The elections for President, Vice-President, Treasurer, Membership Director, and Outreach Director shall be held during the month of April or as needed.

### *Section 2*

Nominations from the floor and self-nominations shall be used to nominate all candidates for the following year.

### *Section 3*

Nominations for officers should be made at the meeting prior to the elections.

### *Section 4*

Voter eligibility shall be determined by the most current membership list on file with the Student Activities Office at the time of the elections. Membership list updates or additions submitted less than 30 working days prior to the date of the election are not valid for such election.

### *Section 5*

The above-mentioned officers shall be elected by a plurality of votes cast by secret ballot. If no candidate receives a relative majority of the vote, a run off will be held between the top-voted candidates.

### *Section 6*

The ballot results shall be tabulated by an approved non-contestant, with the members of the Executive Board acting as scrutineers.

*Section 7*

If, after the close of nominations, there are no candidates for a given office, the present Executive Board shall appoint an individual to fill the vacancy with the present membership's approval within three weeks of the elections.

*Section 8*

Impeachment proceedings may be brought against any officer of the organization by any (3) three members of the organization. These members must file charges in writing with all Executive Board members as well as the Student Activities Office where chartered.

Removal from office requires a 2/3 vote of voting members. If such a vote passes, the President shall appoint another member to fulfill that office until the next election.

**Article VIII – General Meetings**

General meetings shall be held at least once a month. Special meetings will be held when requested by any of the officers, the advisor, and/or when petitioned by ten percent of the membership.

**Article IX – By-laws**

*Section 1*

The RU Karaoke Club may introduce by-laws to permit the proper function of the organization. By-laws may not supersede the constitution.

*Section 2*

All proposed by-laws must be approved by a majority of all active members present at a meeting.

**Article X – Amendments**

*Section 1*

All amendments must originate from an active member.

*Section 2*

Proposals for amendments to the Constitution shall be ratified by a 2/3-majority vote of the RU Karaoke Club.

*Section 3*

The President may call a special committee to review the current constitution.

**Article XI – Rules and Regulations**

*Section 1*

This organization shall abide by all applicable laws of the State of New Jersey and the United States.

*Section 2*

This organization shall abide by all applicable rules and regulations of the University and under the privileges as granted by the Student Activities Office, Deans, and Dean of Students were chartered. This organization shall also abide by the rules and regulations of the Board of Governors, the University, and the Colleges as provided by the Board of Governors and the Deans of the Colleges.

*Section 3*

Annual Constitution Renewal Date is the First of April.