

Constitution of the Collegiate New York State Band Directors Association

Date: March 4th, 2023

(Last Updated: March 11th, 2023)

ARTICLE I: NAME

- a. The name of this organization will be the *Collegiate New York State Band Directors Association*
- b. The name of this organization will be colloquially known as Collegiate NYSBDA (C-NYSBDA)

ARTICLE II: PURPOSE

The New York State Band Directors Association Collegiate Chapter (NYSBDA) is a not-for-profit collegiate organization composed of future Band Directors and Teachers. It is founded to improve and promote instrumental music in New York State and beyond. This shall be accomplished through a program of appropriately designed forums and professional development, planned and regulated in a thoroughly democratic manner by the Executive Board and the entire membership at large.

This Collegiate Chapter of NYSBDA will also run with the mission(s) stated in the New York State Band Directors Association Constitution.

The objective of this organization shall be to:

1. Assist and serve the needs of Band Directors in all areas of the profession and encourage their professional growth and development;
2. Provide encouragement, networking, and professional development opportunities for college and university students' training for the instrumental music profession;
3. Promote, encourage, and honor outstanding musicians in our schools by sponsoring statewide honor bands that rehearse and perform under nationally recognized conductors are the annual NYSBDA Symposium;
4. Advance the standards of school, community, and professional by providing forums for the exchange of ideas and methods;
5. Foster a spirit of friendliness and cooperation among Band Directors in elementary and secondary schools, colleges, and universities, as well as community and military organizations in New York State;

6. Cooperate with:
 - a. The State Department of Education, the New York State Music Association, and the universities and colleges of the state;
 - b. All school administrations, Board of Education, and Governmental Agencies in the development and maintenance of band music at all levels;
 - c. Associations and organizations whose common goal is the further improvement of the band as a worthwhile medium of musical expression
7. To encourage and foster the development of community bands and community music programs;
8. To encourage a genuine spirit of professional ethics and maintain a highly professional attitude in all meetings and functions of the organization

ARTICLE III: Collegiate Advisor

- a. The Statewide NYSBDA Executive Board shall designate the Collegiate Advisor

ARTICLE IV: Membership

Section I

- a. Collegiate chapters shall be defined as colleges or universities that have fulfilled the requirements and processes for application and acceptance as an official NYSBDA-Collegiate chapter per NYSBDA guidelines.

Section II

- a. Collegiate chapter advisors must be active NYSBDA members.
- b. Collegiate chapters must have a faculty advisor.

Section III

- a. Local chapters are responsible for electing officers to manage their college's NYSBDA-Collegiate chapter organization.

Section IV

- a. NYSBDA-Collegiate Regions and Chapters are defined as those with official chapter number designations provided by NYSBDA:
 1. State NYSBDA 1 + 2 = C-NYSBDA 1
 2. State NYSBDA 3-6 = C-NYSBDA 2
 3. State NYSBDA 7-9 = C-NYSBDA 3

ARTICLE V: DUTIES OF OFFICERS AND THEIR ELECTIONS

Section I: Election Rules for State Candidates

- a. The executive board term for all positions shall be from January 15th of the current year of election until January 14th of the following year

- i. Upon passing of power, the current President shall become the Immediate Past President
- b. The Zone Representative shall consist of NYSBDA members nominated by collegiate chapter presidents.
 - i. Nominees must be active members of their respective college's NYSBDA Chapter
 1. Active members shall be defined as fee-paying members of the Statewide NYSBDA organization and those who have attended a majority of collegiate chapter General Assembly meetings
 - ii. Zone Representatives must be a member of a college within the zone they represent as determined by the State Collegiate NYSBDA map
 1. If there are no qualifying nominees and a member is available, the aforementioned rule is considered void
- c. The current executive board shall appoint successful presidents, Vice Presidents, and Secretaries/Treasurers of Collegiate NYSBDA.
- d. Any candidate for office shall have been a member of this chapter for at least one full semester prior to nomination and must be locally available to fulfill their duties until the completion of their term.
- e. Any candidate for office shall not be completing student teaching during their term.

Section II: Officer Titles and Duties

The titles of executive board officers and their respective duties shall be:

- a. President
 - i. Craft an agenda and preside at all meetings and events of NYSBDA.
 - ii. Act as a member ex-officio of all club committees.
 - iii. Represent the club where such representation is required, requested, or deemed appropriate and/or acceptable.
 - iv. Carry out or delegate all duties not specifically vested in any other officer.
 - v. The President shall attend the 4 Statewide NYSBDA Executive Board meetings
 1. If the President is unable to attend, a representative from the State Collegiate Executive Board must attend
 - vi. It shall be the President's duty to make emergency decisions that may arise. These decisions shall hold until the next meeting of the Executive Board or General Membership, when the decision shall be confirmed or rejected.
- b. Vice President
 - i. Assume the duties of the President in the event of a resignation or removal of the President or in the event that the President cannot fulfill their duties.
 - ii. Act as a member ex-officio of all club committees if the President is unable to do so.

- iii. Assume the duties of a Chairperson to any committee in the event of a resignation or removal of a Chairperson or in the event the Chairperson cannot fulfill their duties.
- c. Secretary/Treasurer
 - i. Secretarial Duties:
 - 1. Record minutes at all club general body meetings and executive board meetings and send those meetings to all active club members.
 - 2. Distribute all newsletters, documents, or other related articles to all active club members through email or otherwise.
 - 3. Responsible for any and all correspondences.
 - ii. Treasurer Duties:
 - 1. Keep track of all financial information relating to the organization
 - a. Must report finances to the NYSBDA executive board
 - 2. Chairperson of fundraising committees/projects.
- d. Zone Representatives
 - i. Act as the liaison between local chapters and the Executive Board

Section III:

- a. Executive Board meetings shall be held 4 times a year
 - i. Once per semester and once per intersession

Term Limits:

- a. The President and the Secretary/Treasurer of the State Collegiate Chapter of the New York State Band Directors Association may only serve two (2) terms consecutively
- b. Immediate-Past President shall serve from January 15th - August 15th
- c. All other Executive Board positions do not have term limits

ARTICLE VI: REMOVAL OF OFFICERS

- a. If it is determined that an officer is not fulfilling the duties of their position or is violating the rules and procedures of this organization, they shall be removed from their office in the following manner:
 - i. A concerned member is to collect and bring charges against the officer.
 - ii. The member shall send a letter to the officer and the Organization Advisor notifying them of the charges and the impeachment vote.
 - iii. The aforementioned member will present their findings at a General Body meeting.
 - iv. The officer in question will have a chance to rebut the charges.
 - v. A two-thirds (2/3rds) vote of all active members and the approval of the Organization Advisor is required to remove the officer.

ARTICLE VII: METHOD OF AMENDMENT

- a. Any changes to this Constitution may be proposed at any General Body meeting.
- b. Final changes to this Constitution must be approved by a two-thirds (2/3rds) vote by the active members present at said meeting.
- c. Upon changes to this Constitution, a new copy will be provided to the General Body via email or otherwise, at which point the new Constitution will take effect.

ARTICLE VIII: FINANCIAL CLAUSE

- a. This organization shall be financially dependent on the Statewide NYSBDA Organization
- b. It will be the duty of all active members and executive board officers to be involved with this organization's fundraising events.
- c. The goal(s) of fundraising will be:
 - i. To maintain a stable balance in all related accounts.
 - ii. To fund general organization activities.
 - iii. To be donated to a charity or related fund voted upon by the General Body.
 - iv. To pay for any guest speakers, masterclasses, or related expenses.
- d. All money raised through this organization must be deposited into the related accounts first and foremost.

ARTICLE IX: Professional Activities

Section I: NYSBDA Symposium

The New York State Band Directors Association presents its annual Symposium on the first weekend of March, usually in Syracuse, NY.

Section II: New York State Summer Music Conference

The New York State School Music Association (NYSSMA) presents its annual NYS Summer Music Conference in the second week of August, usually in Albany, NY. The Summer Conference collaborates with COMEA, NYCDA, NYASTA, NYSBDA, NYSCAME, and J.W. PEPPER.

Section III: NYSSMA Winter Conference

The New York State School Music Association presents its annual Winter Conference on the first weekend after Thanksgiving, usually in Rochester, NY.

ARTICLE X: AFFIRMATIVE ACTION CLAUSE

There shall be no discrimination regarding entrance to this club or promotion to an officer based on race, sex, gender, sexual orientation, political standing, creed, or religion within this organization.