

*Tau Beta Sigma Alumni Association*

# NATIONAL CONSTITUTION



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TAU BETA SIGMA ALUMNI ASSOCIATION

2015-2017 EDITION

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## PREAMBLE

Be it known that Tau Beta Sigma, National Honorary Band Sorority for members of the college band, is an organization operating exclusively in the field of the college and university bands, for the following purposes:

1. To promote the existence and welfare of the collegiate bands and to create a respect and appreciation for band activities and achievements among the listening public everywhere.
2. To honor outstanding members of the band through privilege of membership, in the sisterhood, extended in recognition of musical achievement, demonstrated leadership, and an enthusiastic approach to band activities.
3. To develop leadership through active participation with the band, and through it, to strengthen those traits of conduct, thought, and idealism which characterize the responsible membership of the band.
4. To encourage a close relationship between collegiate bands and promote a high average of attainment by the performance of good music and selection of worthwhile projects.
5. To provide a meaningful and worthwhile social experience for all engaged in collegiate band work, and to cooperate with other musical organizations and societies in every manner consistent with our mutual purposes and those of the institution at which chapters are located.

The Tau Beta Sigma Alumni Association seeks to further the Sorority's overall purposes through meaningful opportunities for lifetime service.

## MISSION STATEMENT

The Tau Beta Sigma Alumni Association, provides worthwhile programming, support for greater bands, networking opportunities and professional development to TBSA alumni and associates while furthering the ideals of Tau Beta Sigma. The Tau Beta Sigma Alumni Association cultivates relationships among music professionals, other professionals and the community while focusing on empowering women.

## I. ORGANIZATION AND STRUCTURE

1.101 The name of this organization shall be Tau Beta Sigma Alumni Association (henceforth referred to as “the Association”), a component part of Tau Beta Sigma Sorority. Tau Beta Sigma Sorority was incorporated under the laws of the sovereign state of Oklahoma as of March 26, 1946.

1.102 The National Headquarters of the Association shall be the same as the National Headquarters of Tau Beta Sigma Sorority, subject to the approval of the Tau Beta Sigma Alumni Association Executive Council.

1.103 The Tau Beta Sigma Alumni Association recognizes the Kappa Kappa Psi Alumni Association as an equal affiliated organization with a parallel purpose, function, and role in the college and university band setting.

1.104 The Tau Beta Sigma Alumni Association exists under the banner of the Tau Beta Sigma Sorority and is subject to the National Constitution of the Sorority.

1.105 The National Executive Director is employed by the National Council of the Sorority as the Administrative Officer of the Sorority. The National Executive Director shall maintain records of monies received and disbursed and shall receive all reports and correspondence and shall prepare and issue all necessary forms and stationery for the transactions of all business of the Association. The National Executive Director shall issue all checks for disbursement, all membership materials, documents of business, and shall prepare

and send to the Membership and Finance Committee Chairs a monthly report of income and expense of the Association, in addition to a current listing of members.

1.106 The current version of *Robert’s Rules of Order, Newly Revised*, unless otherwise specifically stated in this Constitution, shall govern the deliberations of all component parts of the Association assembled in meeting.

1.107 The Tau Beta Sigma Alumni Association neither approves of nor is responsible for actions of members or local affiliates, commonly referred to as “hazing,” which may result in injury to persons or damage to property. Hazing is defined as any action taken or situation created, intentionally or through negligence, to produce mental or physical discomfort, embarrassment, harassment, or ridicule.

1.108 The Tau Beta Sigma Alumni Association expressly prohibits discrimination by any component part of the Association or by any person acting on behalf of the Association on the basis of race, ethnicity, color, national origin, sex, ability status, religion, age, marital status, veteran status, gender identity or expression, or sexual orientation. Rather it is the policy of the Association to foster a spirit of mutual understanding and respect among all people, remembering that music is the universal language.

1.109 Proposed amendments to this Constitution shall be presented in writing at, or prior to, regularly called National Conventions of the Association, and shall be

referred at once to the Chairperson of the Executive Council, ("the Chair"). The Chair shall compile these materials and will be voted on at the National Convention. If two-thirds (2/3) of the votes cast are favorable, the proposed amendment shall be declared adopted, and after such adoption, it shall become operative and effective immediately, unless otherwise stated in the amendment.

1.110 Under extraordinary circumstances between regularly called National Conventions, upon recommendation of the Chair and approved unanimously by the Executive Council, a proposed amendment to the Constitution may be submitted in writing to the Members of the Association for ratification. If two-thirds (2/3) favorable vote of all Members in good standing is received, the proposed amendment shall be declared adopted, and after such adoption it shall become operative and effective immediately, unless otherwise stated in the amendment.

1.111 This Constitution, as revised and amended, shall be reprinted following each regularly called National Convention and shall supersede all previous Constitutions.

1.112 The effect of the Constitution upon an individual affiliate may be altered to conform to any state or local regulations to which the affiliate is subject. Any such alterations must be incorporated as an integral part of the affiliate constitution and/or bylaws, which are subject to review and approval by the Executive Council. The Executive Council shall not approve any such alterations until they have received written proof that the contested part of the National Constitution does in fact conflict with state or local regulations to which the affiliate is subject.

1.113 The National Constitution of the Sorority shall supersede the Constitution of the Tau Beta Sigma Alumni Association.

## II. MEMBERSHIP

2.101 Association Membership is open to all Tau Beta Sigma alumni in good standing and friends of the Sorority who wish to support the mission of the organization.

2.102 *Association Membership* is open to alumni, Life & honorary members of Tau Beta Sigma in good standing with the Sorority as defined within the National Constitution of the Sorority

2.103 *Friend Membership* is open to friends supporting the mission of Tau Beta Sigma. Friend members are not official members of the national organization of Tau Beta Sigma and may not attend the Ritual. The

Executive Council reserves the right to deny a Friend membership.

2.103 *Young Alumni Members* – Reduced annual membership fees are offered to Association members age 25 or younger as of January 1 of the current membership year

2.104 *Life Members of the Sorority* are offered a reduced Association Membership fee.

2.105 The membership year will run from June 1 through May 31. As part of being a paid member, there will be a risk liability policy by which all members must agree to abide.

### III. NATIONAL ORGANIZATION

#### 1. GENERAL

3.101 The governing body of Tau Beta Sigma Alumni Association shall be the Executive Council. The Executive Council will be comprised of six elected members. Two *ex-officio* members will also serve on the Executive Council: one member of the Tau Beta Sigma National Council and one member of the Tau Beta Sigma Board of Trustees.

3.102 This Executive Council may exercise extraordinary powers in order to change the Association's internal structure and Constitution into compliance with federal statutes. The Executive Council shall be in absolute power between regularly called National Conventions except as noted in section 3.103.

3.103 The Executive Council shall have jurisdiction over all components of the Association, except the Corporation, and shall represent them and approve all decisions in ordinary matters of national policy, public relationship, legal action, and controversy which may be referred to it. The Executive Council is supreme in all matters pertaining to its affairs while in convention and has the sole right to govern all affiliates and members of the Association.

#### 2. EXECUTIVE COUNCIL

3.201 Members of the Executive Council shall serve a four-year term with staggered eligibility, so that three members will be elected every 2 years. Terms will start immediately after the biennial elections.

3.202 The members of the Executive Council will be elected by the Association membership during the biennial National Convention. The Chairperson shall call for résumés and other requested candidate documents no later than thirty (30) days prior to the start of the national convention. Members not in attendance at the national convention shall be eligible to vote utilizing online ballots (per request paper ballot will be available). The election procedures and schedule shall be sent to all Association members prior to the opening of the National Convention.

3.203 Each Executive Council member must meet the following qualifications:

- At least 25 years of age
- An Association member in good standing
- Hold a four-year college degree
- Demonstrate outstanding business skills.

Further, an Executive Council Member may not simultaneously hold another district or national leadership position for either Tau Beta Sigma or Kappa Kappa Psi. Additionally, staff of the National Headquarters cannot serve simultaneously on the Executive Council.

3.204 No member of the Executive Council shall serve more than two consecutive elected terms of office.

3.205 The six elected members of the Executive Council shall consist of the Chairperson of the Executive Council, and five other at-large members who shall each chair a committee of Association members.

3.206 The Chairperson shall be designated as the Executive Officer of the Association.

The Chair will be a non-voting member of all committees, and shall sign all membership documents, contracts, and other instruments of business of the Association. The Chair shall appoint all standing and special committees.

3.207 Every two years, immediately after the biennial election, the Executive Council shall elect a Chairperson and Vice Chairperson. The retiring Chair and Vice Chair shall be eligible for reelection to those positions if continuing on the Executive Council. The Vice Chair will fulfill the duties of the Chair in case of her/his absence.

3.208 The Chair shall not vote except in the case of a tie.

3.209 If a vacancy occurs in the position of the Chairperson, the Vice Chair shall become the Chair. A new Vice Chair position shall be elected from the members of the Executive Council.

3.210 In the case of a vacancy on the Executive Council, the remaining members of the Executive Council are authorized to appoint a qualified Association member, subject to the approval of the Board of Trustees, within sixty (60) days to fill the unfinished term, though they are not required to do so. The person shall meet the requirements as stated in Section 3.203.

3.211 A member of the Executive Council may be removed from office by a unanimous vote of the remaining members of the Executive Council and a seventy-five (75) percent favorable vote from the Sorority's Board of Trustees.

### **3. FINANCES**

3.301 All monies of the Association shall be received and expended by the National Executive Director. The Chair of the Finance Committee shall supervise the implementation of the budget approved biennially by the membership at National Convention.

3.302 Association funds shall at no time be used to purchase controlled or illegal substances.

3.303 The fiscal year for the Association shall be from June 1 to May 31.

3.304 Between conventions, the financial policies of the Association shall be governed by a seventy five (75) percent favorable vote of the Executive Council.

3.305 Income of the Association shall be derived from three (3) principal sources: dues received from members, affiliate fees, and program donations.

## **IV. AFFILIATES**

4.101 Affiliate groups will be recognized within the Tau Beta Sigma Alumni Association at the discretion of the Executive Council.

4.102 These affiliates may be comprised of alumni members from an individual chapter, a school or a geographic region, in good standing with the Tau Beta Sigma Alumni Association. To be recognized as

an affiliate of the Association, the group must have a majority (50% + 1 member) of members who are in good standing with the Tau Beta Sigma Alumni Association. All of the affiliate's officers must be members of the Tau Beta Sigma Alumni Association.

4.103 Joint affiliates with alumni members of Kappa Kappa Psi must have a majority (50% + 1 member) of their Tau Beta Sigma members who are members in good standing with the Tau Beta Sigma Alumni Association. At least two (2) of the affiliate's officers must be members of the Tau Beta Sigma Alumni Association.

4.103 If the affiliate plans to utilize a Chapter designation or school name in their group, the Director of Bands approval is needed each year.

4.104 Each affiliate will need to renew their recognition annually, with the recognition year following the membership year of June 1 through May 31.

4.105 An Annual Report will be required to renew affiliate recognition. This report will include a personnel report and a Director of Bands statement of support, if required by section 4.103.