

State University of New York
COLLEGE OF TECHNOLOGY AT DELHI
STUDENT PROGRAMMING BOARD CONSTITUTION

Article I – Name and Purpose

The name of this organization shall be the STUDENT PROGRAMMING BOARD of the State University College of Technology at Delhi or SPB. The organization's dual purpose is to:

- (1) provide diversified quality entertainment, cultural presentations, and recreational activities for the benefit and enjoyment of the campus community, and
- (2) afford its members opportunities for leadership development, group planning experiences, and cultivating individual vocational and avocational skills.

Article II – Membership

Section I – Members

The Student Programming Board shall be comprised of the Executive Board, Committee Members, and Advisor(s).

The Executive Board shall consist, in order of succession, of the President, Vice President, Secretary, Treasurer, Senator, and Alternate Senator/Community Service Representative.

Any student currently enrolled at the College is eligible for Committee Member status in the Student Programming Board, providing he/she fulfills the membership requirements set forth in the by-laws.

The advisor(s) will be appointed by the Director of Student Activities. They act as ex-officio, non-voting members of the Student Programming Board. Their service is dedicated to the Executive Board, any standing or ad-hoc committees, and the Student Programming Board as a whole.

Section II – Membership Responsibilities

In order to support the purpose of this organization, Student Programming Board members must adhere to the following standards:

- a. All members must be in good standing with SUNY Delhi.
- b. All members shall be responsible for comprehending and abiding by the constitution, by-laws, and all other foundational documents of SPB.
- c. All members shall maintain professionalism and strive to represent SPB in the most positive manner possible.

- d. All members must realize the value in a student operated organization. To this end, each member must make a commitment to contribute his/her time and talents to the planning, implementing, and assessment of programs, as well as the administration of the organization.

Section III – Retaining Membership

To remain a member in good standing, one must adhere to the tenants outlined in Article II, Section II. Additionally, attendance at no less than seventy-five percent (75%) of the organization's weekly meetings and no less than twenty-five percent (25%) of SPB programs or events is required. Finally, a positive attitude and commitment to the campus community is essential to success in SPB. Members who fail to meet these obligations risk having their voting privileges suspended for a minimum of three consecutive meetings. Final decision will rest with the organization's Executive Board and Advisor(s).

Article III – Officers and their Duties

Section I – Officers

The organization's Executive Board shall consist of a President, Vice President, Secretary, Treasurer, a Student Senate Representative and an Alternate Student Senate Representative and Community Service Coordinator. All officers must maintain satisfactory academic standing (minimum 2.0 accumulative average).

Section II – Duties of Officers

For SPB run events, at least one officer is to sign up to work and coordinate the volunteers efforts.

The President shall preside at all meetings of the organization and perform various other duties pertinent to the office.

The Vice President shall serve in the temporary absence of the President. The Vice President shall also aid in membership retention and relations.

The Secretary shall keep the minutes of the organization's meetings, maintain attendance records, and carry out all necessary correspondence.

The Treasurer shall maintain a record of income and expenses for the organization and make weekly reports to the membership.

The Student Senate Representative shall attend all Senate meetings and make weekly reports to the Student Programming Board.

The Student Senate Alternate Representative/Community Service Coordinator (Alt Senator/Community Service Rep) shall attend the Senate Meeting that the regular Student Senate Representative cannot attend. The Alt Senator/Community Service Rep shall also be responsible for being a liaison between SPB and the O'Connor Center for Community Engagement for documenting community service hours fulfilled by club members at SPB related events.

Article IV – Election of Officers

Section I –

All officers shall be elected by a majority vote of the Student Programming Board at its second regular meeting in April.

Section II – Resigned or Vacant Offices

If the Presidency is vacated, the Vice President will move in line of succession to the Presidency, and a new Vice President will be elected by the organization's membership. The Vice President may choose to remain as the Vice President. In the event the Vice President declines, a general election will be held following a one-week waiting period for the purpose of qualification and/or campaign.

If the Presidency and Vice Presidency are vacated, new officers for both positions will be elected by the organization's membership. Election will follow a one-week waiting period for the purpose of qualification and/or campaign.

New officers for other vacant positions will be elected by the organization's membership. Election will follow a one-week waiting period for purpose of qualification and/or campaign.

Section III – Removal of Officer

All officers are considered student leaders and therefore must behave in a manner that is in compliance to their officer responsibility description and Student Code of Conduct. Due to the nature of this club and the high involvement and need for effective student leaders, executive board officers who are not fulfilling their description can be removed from office by a two-thirds vote of all active members, or by direct decision of the Director of Student Activities on extenuating circumstances. Club officers

may not miss more than 10% or three (3) consecutive weekly meeting without an advisor approved excuse.

Article V – Programmatic Diversification

The Student Programming Board shall support diversification of program presentation on campus. Co-sponsors shall be cultivated and encouraged for all appropriate programs. The Student Programming Board reserves the right to request co-sponsoring organizations to contribute either financially or with in-kind services in exchange for co-sponsoring privileges.

In all cases involving co-sponsorship, all revenues collected from admission charges shall be kept by the Student Programming Board.

The Student Programming Board reserves the right not to accept or limit the number of co-sponsoring organizations on specific programs.

Article VI – Organizational Advisor

The organization's advisor(s) does not have the privilege of voting and cannot make or second motions from the floor. He/she may ask a member of the organization to make a motion.

The advisor(s) holds the right to veto any plans of the organization. He/she must give a reasonable explanation for the veto.

The Director of Student Activities is the only person authorized to sign contracts for the Student Programming Board. The advisor(s) will work as a liaison for getting any and all contacts signed.

Article VII – Organizational Meetings

Section I – Frequency of Meetings

The Student Programming Board will hold regularly scheduled meetings when the College is in session. Additional meetings may be called at the discretion of the Executive Board, President, or Advisor.

Section II – Conduct of Meetings

Meetings will be conducted according to Robert's Rules of Order.

Article VIII – Finances

The organization's annual budget will be prepared in accordance with Student Senate guidelines for organizations that receive an allocation from the Student Activity Fee. Other sources of revenue may come from admission or fee charges for programs sponsored by the organization.

All revenues collected are to be used to provide additional programming on campus.

Article IX – Constitutional Review

Section I – Frequency of Review

The organization's constitution shall be reviewed by the membership when necessary on the request of the Student Senate.

Section II – Constitutional Amendments

When a proposed amendment to the constitution is presented to the organization, at least one week must elapse before the proposal can come to vote.

Constitutional amendment requires a two-thirds (2/3) majority vote to the organization's membership.

Article X – Traditional Programming

The Student Programming Board will hold to traditions when applicable in terms of events and large scale programming in collaboration with The Office of Student Activities. The traditional events include (but are not limited to):

Six Flags Great Adventure: Held in September, a trip off campus to the Six Flags Theme Park in New Jersey.

Halloween Events: Held in October, various events held in Halloween spirit, such as movies in The Commons, ghost hunters, psychics, or other Halloween themed events.

Holiday Events: Held in late November or December, various events themed around the Holiday season such as movies in The Commons, ornament decorating, or gift making events.

Winterfest Collaboration: Held during the Office of Student Activities, SPB will collaborate with programming such as the Build-A-Bear events, and snow themed, Valentine's Day and Sex Education programming.

Article XI – Hazing

Hazing is a serious violation of College policy and New York State law. SUNY Delhi policy specifically prohibits students from engaging collectively or individually in illegal practices in connection with initiation into or affiliation with any recognized, unrecognized organization or athletic team. This includes, but is not limited to:

- A. Forced or required participation in physical activities such as calisthenics, exercises or games;
- B. Any form of tattooing or branding;
- C. Forced, coerced or required consumption of alcohol or other drugs;
- D. Any form of physical brutality, including paddling, striking with fists, open hands or objects;
- E. Participation in illegal activities;
- F. Intentional or reckless engagement in conduct which creates a substantial risk of physical injury to another person;
- G. Forced, coerced or required consumption of any food or other substance;
- H. Creation of excessive fatigue or sleep deprivation;
- I. Any act that causes psychological harm, embarrassment, ridicule or emotional distress to any individual; or
- J. Forced or required inappropriate dress, or full or partial nudity in any situation for any reason;
- K. Any violation of approved Greek Council Hazing regulations.

SUNY Delhi will take disciplinary action against any individual, group or organization found to be in violation of this policy.

9/88

11/08 (JBH)

10/15 (JBH, NMW, JHE)

05/17 (NMW, JHE)