ARTICLE I – NAME

Section 1: Title

A&R/Artist Development at Berklee College of Music

The name should be significantly different from the name of any other organization recognized at Berklee. Any reference to Berklee in the title must be phrased “Club X at Berklee College of Music rather than “Berklee Club X.”

Section 2: Affiliation (if applicable)

There is no affiliation with another organization.

ARTICLE II – PURPOSE

A&R/Artist Development is an organization designed to strengthen the career and artist development at Berklee College of Music. We will solicit relationships with major music and film companies, with whom we can uplift the careers of the students at Berklee.

ARTICLE III – MEMBERSHIP

Section 1: Active Members

Active membership is open to all Berklee College of Music students with the right to vote and hold office.

Section 2: Associate Members

Associate membership is open to faculty and interested people outside the College setting. For example, students from Boston Architectural Center, Boston Conservatory, Emerson College, Massachusetts College of Art, and School of the Museum of Fine Arts. They may not vote or hold office.

Section 3: Alumni Members
Alumni membership is open to former Berklee students who were members of the club; they may not vote or hold office.

Section 4: Membership Rules of Order

Clearly state any requirements of members, such as general interest, open mindedness, willingness to learn, code of conduct, etc. YOU MUST INCLUDE THE FOLLOWING STATEMENT EXACTLY AS WRITTEN:

Berklee College of Music student clubs shall not deny membership to any student on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, veteran status or disability. Credentials for becoming a member of the club are as follows:

- Student must be willing to become an active member of the music industry before graduation.
- Student must be open minded, willing to work with any genre of music, as long as it has commercial potential.
- Student must be willing to work as team, No egos allowed. Must be supportive of music & artist chosen for solicitation by club.
- Student should have a general interest in developing their career prior to graduation.

Section 5: Duties of Members

Members are expected to attend weekly meetings. Members are also expected to put effort into their duties outside of club meetings. Members will be expected to have put in effort to progress the club’s efforts each week.

Section 6: Dues (optional)

There are no dues required to be a member of the club.

Section 7: Removal of Members

Officers will decide removal of members. The officers must seek advice from adviser on this decision. Removal will be based on member’s inability to follow club duties and membership rules. All removal procedures should follow due process, including adequate written notice (7 days minimum), the right to speak on one’s behalf, and right to an appeal
ARTICLE IV. – ELECTED OFFICERS

Section 1: Officers

The executive board will consist of a President and Vice President. Executive board positions will be chosen by faculty advisor. Decisions will be based on the following criteria:

- Student must have completed at least 2 semesters at Berklee.
- Student must have been a member of club for at least 2 semesters.
- Student must have had prior leadership experience.

Section 2: Duties of Officers

The President and Vice President will be responsible for overseeing the operations of the club. They will lead weekly meetings, be responsible for monitoring all funding or money received by club, and they must consult faculty advisor for final say on all club decisions.

Section 3: Election of Officers

Faculty Advisor based on the criteria stated in Article IV, Section 1, will select officers.

Section 4: Removal of Officers

Faculty advisor will decide removal of officers. Club members have the right vote for removal of an officer if they are not happy with faculty advisors decision to keep an officer. Note: this vote can only take place after advisor decides not to remove officer. There must be a 2/3-majority vote.

All removal procedures should follow due process, including adequate written notice (7 days minimum), the right to speak on one’s behalf, and right to an appeal. The club should specify whether the process can take place at a regular meeting or if a special meeting (hearing) is necessary.
ARTICLE V – MEETINGS

Section 1: Business/General Meetings

Meetings will take place weekly. Time and location will be decided by President.

Section 2: Executive Board Meetings (if applicable)

Executive Board will meet at least once a week with faculty advisor to review club progress.

ARTICLE VI – ADVISER

Section 1: Election

The executive board will have the ability to elect the club advisor. There is no term limit for a faculty/staff advisor.

Section 2: Qualifications

The advisor must have strong relationships in the music industry. He/she must also be available to help the club in any capacity needed. The adviser must be a Berklee faculty/staff member who has an interest in serving as an adviser. Both the faculty/staff member and the club members can mutually determine the level of involvement of the adviser.

Section 3: Duties

The adviser will attend all executive board members and it is suggested that he/she attend regular club meetings, but they are not required. The adviser will offer advice to club, as well as actively be engaged in helping the club in any capacity needed. The adviser may not vote but can offer advice to the club.

ARTICLE VII – AMENDMENTS
This constitution may be amended at any regular business/general meeting of the club by two-thirds vote of active membership, provided that the amendment has been submitted to the membership in writing at least one week prior to the business meeting.

ARTICLE VIII – FINANCIAL STRUCTURE

The executive board will handle financial management. Officers will record records of all money spent and received by club. The club can only spend money on activities or goods that will benefit the club. The club will not donate money to political campaigns nor will it receive money from a political campaign.

ARTICLE VI – BYLAWS (optional)

Club elections will be held at the end of each spring semester.

ARTICLE X – COMMITTEES (optional)

There will be no committees for A&R/Artist Development.