

## ARTICLE I – NAME

1. The name of this Organization shall be “Mix Magazine”, or otherwise referred to as “Mix” or “The Mix”.
2. The name of this organization shall be the name used to register the organization with the Department of Student Union and Activities. The names and charters of all outside organizations with which this organization is affiliated are attached to this constitution in the appeals.

## ARTICLE II - PURPOSE

The Mix is responsible for providing premium content in the field of music to all students of Stony Brook in the form of electronic and print media. The Mix is also responsible for expanding the music scene on campus with a literary outlet devoted to all facets of music.

## ARTICLE III – MEMBERSHIP

### **Section 1**

All members must be currently registered, matriculated students of Stony Brook University and must subscribe to, or be interested in the purpose of this organization.

### **Section 2**

No person shall be denied membership or office because of sexual orientation, nation of origin, race, sex, physical disability, political or religious beliefs.

### **Section 3**

Membership is limited to undergraduate students of Stony Brook University

### **Section 3**

- a. Members that are not on the executive board shall be part of the extended staff.
- b. Extended staff positions shall be created based on need of The Mix.
- c. Each extended staff members will need to carry out their function which is delineated at time of membership to The Mix. Upon the President’s written or electronic consent, members who do not carry out their duties will be subjected to termination of their role within The Mix.
- d. Extended staff members shall be responsible for their duties.
- e. Extended staff members shall be relieved of their duties if he/she has not carried out the full extent of his/her requirements.
- f. Extended staff members hold their position for the duration of an academic school year and will need to be re-evaluated after.

## ARTICLE IV – OFFICERS, CO-CHAIRS

## **Section 1**

All nominees for organization board positions must have a minimum cumulative index of 2.0 and if elected, must maintain a cumulative index of at least 2.0, and must be registered for the semester(s) during which they are to serve. All officers shall serve for one year and may be re-elected for one additional year as long as they maintain a cumulative index of 2.0 and are registered each semester.

## **Section 2**

- a. The President shall be the “Chief Executive Officer” and the “Editor in Chief”.
- b. The President shall be the official representative of the organization; he/she shall also be a non-voting ex-officio member of all committees of the organization, except the election committee.
- c. The President shall have the power to convene and preside over the meetings of the executive board and the general membership and prepare the agenda for the meetings of the executive board and the general membership. The President or shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board.
- d. The President shall manage all pre-publication aspects of The Mix and thus have the final decision of the content thereof.
- e. The President shall delegate tasks to all members and see that each publication be carried out successfully.
- f. The President shall decide how many issues will be created.
- g. The President will decide on the extended staff of The Mix based off of aptitude, creativity, team player characteristics, availability, and reliability.

## **Section 3**

- a. The Vice President shall be the Managing Editor.
- b. The Vice President shall directly manage the editorial practices of articles—including cross-checking facts, spelling, grammar, writing style, design pages, and photos.
- c. The Vice President shall be required to see that standing committee chairpersons are fulfilling their duties. The Vice President shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board. If the President is unable to perform his/her duties, (due to impeachment, leave of absence, or resignation), the Vice President shall assume the position of President.

## **Section 4**

- a. The Treasurer shall be the Account Executive.
- b. The Treasurer shall keep detailed record of all monies allotted to the organization. The

Treasurer shall also submit all payment requests.

c. Each month the Treasurer shall perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board. The Treasurer shall assume the position of Vice President in the event that the Vice President is unable to perform his/her duties (due to leave of absence, resignation, or assumption of Presidency). A new Treasurer will be elected in special election called by the President if a vacancy occurs in this office.

d. The Treasurer shall specifically make recommendations to the President on how many copies of The Mix will be published. The Treasurer will then be responsible for finding a publisher that will suit the budget.

## **Section 5**

a. The Secretary shall be the Production Manager.

b. The Secretary shall make recommendations to extended staff about content that should be covered in The Mix.

c. The Secretary shall aid The President in organizing the extended staff to cover content of interest for issues of The Mix.

c. The Secretary shall take minutes and attendance of all meetings and maintain an up-to-date active voting membership roster. A new Secretary will be elected in a special election called by the President if a vacancy occurs in this office.

## **ARTICLE V – EXECUTIVE BOARD**

### **Section 1**

a. The member of the executive board shall be the President or Co-Chair, Vice President, Treasurer, and Secretary.

b. The total membership of the executive board shall not exceed members of the members of the organization.

### **Section 2**

All executive board meetings shall be conducted according to Robert's Rules (Latest Edition).

### **Section 3**

The President shall be the chairperson and presiding officer of the executive board.

## **ARTICLE VI – MEETINGS**

### **Section 1**

a. This organization shall hold in-person general membership meetings on a case by case basis of need.

b. Business of The Mix shall be conducted through electronic means of communication whenever possible. Any business conducted between four or more members (executive board

and extended staff) of The Mix shall be counted as a meeting.

## **Section 2**

A quorum consisting of a majority of the total active voting membership is necessary for the transaction of any business at all meetings.

## **Section 3**

All meetings must have an agenda and five (5) school days prior notice of the meetings must be given to all organization members

All meetings will occur every Friday at 7:00 PM at a location disclosed through the general body mailing list

## **Section 4**

The President must convene a meeting within a reasonable amount of time if such a meeting is initiated:

- a. by a majority vote of the voting members present at a regular or special meeting; or
- b. upon a petition signed by (1/3) of the active voting membership.

## **ARTICLE VII – ELECTIONS**

### **Section 1**

An election committee shall be elected by the general membership in March of each academic year. It shall consist of five (5) members, none of whom may be considered for elected office. If a vacancy occurs on the committee, a special election shall be held to fill the vacant seat. This committee shall elect its own chairperson and recommend the time, manner, and pace of election pursuant to the articles contained in this constitution.

### **Section 2**

No person shall seek the position of President, Vice President, Treasurer, or Secretary unless he/she has been a member of this organization for two semesters prior to the semester when he/she would assume office.

### **Section 3**

All officers must be elected by majority vote. Elections must be held no later than May 1st . New officers will assume their positions on September 1st .

- a. Nominations shall be accepted from the floor at a meeting prior to the election.
- b. Election shall be by majority vote of the active voting members present whose names appear on the member ship roster. Groups may apply for a provision of exception if they choose not to submit.

## **ARTICLE VIII – IMPEACHMENT**

## **Section 1**

Any officers of the club may be brought up on impeachment charges if he/she is acting detrimentally to the organization or he/she has significantly disregarded the major responsibilities of his/her office.

## **Section 2**

If a list of charges signed by three-quarters (3/4) of the officers is submitted to the President, he/she must call for an impeachment proceeding. If the President is being brought up on charges, the petition shall be submitted to the Vice President. Upon receipt of the petition, the President or Co-Chair shall suspend the officer and prevent him/her from exercising all powers and voting rights pending the outcome of the impeachment proceedings.

## **Section 3**

If a list of charges signed by two-thirds (2/3) of the active members is submitted to the President or Co-Chair, he/she must call for impeachment proceedings (see Section 2 for remaining steps).

## **Section 4**

After the proper impeachment proceedings, the officer(s) so charged may be impeached by a three-quarter (3/4) vote of group members. If impeachment passes, the officer shall be removed from his/her position.

## **Section 5**

Special elections:

a. Upon Impeachment of

1. President or Co-Chair, the Vice President assumes the Presidency of Co-Chair position and a special election is held for Vice President within a one month period.
2. Other officers, a special election will be held within a one month period.

## **ARTICLE IX – AMENDMENTS**

### **Section 1**

Amendments to this constitution may be introduced from the floor and must be submitted to the Secretary in writing at a general body membership meeting.

### **Section 2**

The entire voting membership shall be notified in writing at least five (5) school days prior to vote on a proposed amendment.

### **Section 3**

A two-thirds (2/3) vote of the active voting membership is necessary for the passage of an amendment.

## ARTICLE X – DISSOLUTION

In the event of the dissolution of this group, all accrued funds and assets shall revert to the Undergraduate Student Government. A notification must be sent to the e-mail: [mike.spinelli@yahoo.com](mailto:mike.spinelli@yahoo.com) of the dissolution.