

Revised Spring 2019

GAMuT CONSTITUTION

Article I. Name

The name of the organization shall be the Graduate Association of Musicologists *und* Theorists, hereinafter referred to as GAMuT.

Article II. Purposes

Section 1. The primary purpose of GAMuT shall be to provide a forum for professional development for its members. This will be realized through various student organized projects, including conferences, scholarly lectures, and presentation of original research by members. All endeavors will be designed to encourage scholarly growth and exploration of current ideas in the field, to foster collegial affiliations both within and outside of the University of North Texas community, and to develop the skills necessary for the presentation and critical analysis of ideas in a manner consistent with professional organizations in the field of music scholarship.

Section 2. The secondary purpose of GAMuT shall be to serve as a steward in a relationship between undergraduate and graduate students in the academic fields of music by allowing the opportunity for mentorship and to further insure the success of both undergraduate and graduate students as they pursue higher education. Furthermore, members of GAMuT will serve as liaisons to the undergraduate music community at large and encourage participation in open events, such as scholarly lectures, whenever possible.

Section 3. Other purposes of GAMuT shall be to offer a forum for discussion of matters relevant to the academic lives of its members and to provide an organized liaison between its members and the faculty of the University of North Texas College of Music.

Article III. Membership

Section 1. Qualifications. The qualifications of membership shall be fixed by the executive officers in the Bylaws. Membership in this organization is limited to any student service fee paying student who is currently enrolled at the University of North Texas.

Section 2. Nondiscrimination. Membership is open to all students without regard to race, color, national or ethnic origin, religion, sex, sexual orientation, gender identity or expression, age, political affiliation, disability, marital status, ancestry, genetic information, citizenship, or veteran status.

Section 3. Membership Dues and Forms.

Subdivision 1. Amount. The dues and membership classification of members shall be fixed by the executive officers in the Bylaws.

Subdivision 2. Date Due. All dues shall be payable by the date set forth in the Bylaws.

Subdivision 3. Forms. A copy of the official membership information form must also be submitted with payment. The form may be obtained from the Secretary and may be returned to any officer.

Article IV. Advisor

Section 1. Selection. The GAMuT faculty advisor shall be appointed by the officers in the Bylaws. Prior to the last officer meeting of each academic year, the officers will ask the advisor if he or she would like to continue. If the advisor chooses not to continue, the officers-elect will appoint a new advisor. The appointment may also be contested at the close of each academic year by means of a formal writ from within the GAMuT membership to be submitted one month prior to the last official meeting of the academic year. Nominations for a new advisor will be entertained after a two-thirds vote to replace the current advisor. All nominees for the advisor position must be full-time members of the faculty of the University of North Texas College of Music in the Division of Music History, Theory, and Ethnomusicology. The nomination process shall occur at the final meeting of the academic year, with selection by a majority of the membership.

Section 2. Responsibilities. The responsibilities of the GAMuT faculty advisor shall include review of all material intended for posting/publication, including *Harmonia*, and the approval of all GAMuT materials circulated outside of the College of Music. The advisor shall also serve as official liaison to the College of Music faculty, and to the University at large, and shall act on the organization's behalf in matters of finance and support.

Section 3. UNT Eligibility Requirements for Faculty.

To be eligible to serve as the advisor, the person must be a full-time UNT faculty or staff member.

Article V. Officers

To be eligible to serve as an officer of this organization, an active student member shall possess (at the time of election and during their term of office) at least the minimum requirements regarding enrollment, GPA, and disciplinary standing as stated in UNT Policy 07.019 (Student Organization Policy).

An active student member who fails to meet any one of the requirements is automatically ineligible to serve as an officer until all criteria are met.

Section 1. Executive Committee

Subdivision 1. Authority. The legislative, administrative, and supervisory authority shall be vested in the Executive Committee, subject only to the restrictions of the Constitution and Bylaws.

A. Bylaws and Policies. The Committee shall regulate the operation of GAMuT by the

adoption of resolutions, policies, motions, and bylaws. Bylaws shall be regularly reviewed and amended as necessary. All Committee members are responsible for upholding all policies and procedures.

Subdivision 2. Membership. The Executive Committee shall consist of the President, Vice President, Secretary, and Treasurer of GAMuT.

Subdivision 3. Meetings. The Executive Committee shall meet at the request of any of its members. One week's notice is expected. An agenda must be provided by the individual calling the meeting, and the orders of the day are to be followed unless a suspension of the rules of order is agreed upon in advance.

Section 2. Works Committee

Subdivision 1. Authority. Authority, planning, and execution of GAMuT works and events shall be vested in the Works Committee, subject to the restrictions of the Constitution and Bylaws, approval of the Executive Committee, and, in the case of printed matter, approval of the Advisor.

Subdivision 2. Membership. The Works Committee shall consist of the Journal Editor, Program Coordinator, Historian, and Webmaster of GAMuT.

Subdivision 3. Meetings. The Works Committee shall meet with the Executive Committee individually or collectively, at the request of either party. One week's notice is expected, and a suspension of rules must be enacted if the Works Committee is not on the agenda. While the Works Committee is not expected to meet regularly, communication is necessary between these officers as they are responsible for planning and executing major GAMuT functions.

Section 3. Representative Board

Subdivision 1. Authority. The authority vested in the Representative Board shall be subject to the restrictions of the Constitution and Bylaws, as well as the Vice President, who shall oversee the actions of the board and call upon the board when needed.

Subdivision 2. Membership. The Representative Board shall consist of the Musicology, Ethnomusicology, and Theory Representatives for the Division.

Subdivision 3. Meetings. The Representative Board is not required to meet unless called upon by the Vice President. One week's notice is expected.

Section 4. Duties of Individual Officers

Subdivision 1. President. The President shall preside over meetings; create schedule of meetings to be approved by officers; post notices of meetings in a timely manner; keep members up-to-date with reference to special activities; oversee the direction of the organization; renew GAMuT's status with Orgsync; attend orientation and invite new MHTE graduate students to the first meeting; ask prospective faculty adviser to serve;

delegate the organization of the Proposal and Abstract Workshop and Casual Performance Night to other officers/members; advise in all matters; and balance the interests of all parties concerned. The office of President may not be held in conjunction with any other position.

Subdivision 2. Vice President. The Vice President shall preside over meetings in the absence of the President; organize and oversee the Mentor Program; oversee the organization of a conference; and oversee the Representative Board. The conference will be the joint responsibility of the Vice President and the Program Coordinator. The office of Vice President may not be held in conjunction with any other position.

Subdivision 3. Secretary. The Secretary shall preside over meetings in the absence of the President and the Vice President; obtain email list of MHTE graduate students; send email invitations for meetings and other events; prepare, distribute, and process membership information forms; prepare and distribute the annual directory; take attendance at meetings and maintain accurate attendance records; maintain digital document archives; and shall file the minutes of all official meetings in a timely manner. The office of Secretary may be held in conjunction with an office in either the Representative Board or Works Committee.

Subdivision 4. Treasurer. The Treasurer shall oversee the finances of the organization; collect dues; maintain a list of members who have paid dues; pay for and hang announcement posters; and prepare regular reports for the officers and membership body. The office of Treasurer may be held in conjunction with an office in either the Representative Board or Works Committee.

Subdivision 5. Journal Editor. The Journal Editor shall preside over the production of *Harmonia*. His or her duties shall include gathering and selecting materials through a Call for Papers; soliciting aid of assistant editors and typesetters; organizing a faculty review panel; supervising the editing process; producing and distributing the final product to members and interested parties; and fulfilling any other obligations that the process necessitates. The Journal Editor's term of office shall extend through the first semester of the new school year in order to see the publication of *Harmonia* to completion.

Subdivision 6. Program Coordinator. The Program Coordinator shall oversee the logistics and personnel organization for special events organized by GAMuT such as conferences and guest lectures; organize programs for each meeting; and create announcement posters. This office may be split between two individuals as necessary. The conference will be the joint responsibility of the Vice President and Program Coordinator. The office of Program Coordinator may not be held in conjunction with any other position.

Subdivision 7. Webmaster. The Webmaster shall be responsible for active maintenance of the GAMuT portion of the MHTE Website and GAMuT social media. The Webmaster may concurrently hold another office.

Subdivision 8. Representatives. The Music History, Theory, and Ethnomusicology Representatives shall serve each respective academic population as a liaison between the

student body and the officers via the Vice President. Each representative will also be expected to report to the representatives to the Dean; to aid in recruitment; to help with dissemination of flyers and meeting information; and to assist in any and all special events within the division. In addition, if the faculty calls upon the organization to perform tasks outside of the scope of GAMuT's responsibilities, such as receptions for lecture series guests, the representatives are expected to perform these duties when appropriate. First and foremost, the representatives are to maintain the confidence of the students of those areas they represent, and to honestly and fairly represent the concerns and questions of the students to the Vice President and representatives to the Dean.

Subdivision 9. Incoming Student Representative. The Incoming Student Representative shall serve the incoming graduate population of the MHTE division as a liaison between the incoming students and the officers via the Vice President; work with the Vice President to ensure success of Mentor Program; and reach out to first-year students about upcoming events. The nomination for this position will occur at the first GAMuT meeting of the fall semester with the nominees being chosen from amongst the incoming student population. A vote through email of all eligible GAMuT members will occur in a timely manner after the first GAMuT meeting in order for the newly-elected Incoming Student Representative to attend the second officers' meeting of the fall semester.

Subdivision 10. Past President. The President leaving office will serve as an advisor to GAMuT Officers of the new administration in order to provide continuity from one administration to the next. The Past President will cooperate with the new President and other officers by providing information about developing projects and using his or her experience to advise future decisions. The Past President will act as an honorary member of the officers and will not participate actively. The Past President is not required to attend all officers' meetings but will do so at the behest of the President in office. The Past President may hold another office concurrently.

Subdivision 11. Historian. The Historian will provide a record of GAMuT activities, both scholarly and social. The Historian will be responsible for accumulating information about these activities and organizing them accordingly. The Historian is also responsible for keeping the GAMuT bulletin board in a tidy and current manner so as to best reflect the organization and its activities. The office of Historian may be held with another office concurrently.

Section 5. Other duties.

Other duties may be divided among the administration as they see fit.

Section 6. Officers-elect.

Officers shall ensure that officers-elect are aware of the responsibilities of their respective offices before the close of the officers' term.

Section 7. Terms of Office.

Officers of the Executive Committee can only serve for one year consecutively. All other officer positions may be held for consecutive terms. The terms of office end at the end of the spring semester, except that of the Journal editor, which shall extend through the summer until the beginning of the new school year in order to see the publication of *Harmonia* through.

Section 8. Vacancies and Succession.

In the event of unusual vacancy or succession, an emergency meeting may be called at which a quorum may nominate and vote in a successor. If the successor is a current officer, someone must be nominated and voted in to fill the office vacated by the successor. This provision is to continue until all offices have been filled. Each successor shall hold said office until the unexpired term is filled through regular election procedures.

Section 9. Reprimand of Officers and Recall Elections.

In the event that a GAMuT officer engages in behavior detrimental to the good of the organization, including but not limited to abuse of power or dereliction of duty, a reprimand may be issued to notify that individual of the relevant issues. In the event that these issues do not improve within one month, a recall vote may be held to remove that individual from office before the end of his/her term.

Any active GAMuT member may initiate the process of reprimanding an officer, which may then lead to a recall vote.

To initiate a reprimand of an officer, a GAMuT member shall provide a written statement explaining the grounds for the reprimand to the Faculty Advisor. If the Faculty Advisor deems the grounds for the allegation sufficient, he/she shall issue a reprimand to the affected officer(s), give the affected officer(s) the chance to provide a brief written defense of their conduct, and notify the executive committee of the reprimand. If the Faculty Advisor does not deem the grounds for the allegation sufficient, he/she shall notify the executive committee of the allegation and, if necessary, advise a further course of action. The Faculty Advisor shall keep a record of all written statements and correspondence related to an allegation and its defense and shall seek to ensure that these documents maintain a professional tone and content.

After a reprimand has been issued, the affected officer(s) will be expected to address the issues that warranted the reprimand. If the behaviors of the affected officer(s) continue to be detrimental to GAMuT, any GAMuT member may provide an additional written statement explaining the grounds for a recall vote to the Faculty Advisor. The affected officer(s) will again be given the chance to provide a brief written defense of their conduct. The Faculty Advisor shall notify the full membership of the grounds for recall and the affected officers' defense (if any) at least one week before the next regular general meeting.

The recall vote shall be held by secret ballot during a regular meeting. The Secretary shall provide pre-printed ballots. If the Secretary would be affected by the recall vote, the President shall provide the ballots and administer the election. This responsibility shall move down the chain of command as needed depending on the officers facing recall.

In the event of a tie the President shall serve as tiebreaker, with the designation of tiebreaker

falling down the chain of command if the President or other officer is one of those facing recall.

The vote shall pass by a majority of those present at the meeting. If a recall vote is successful in removing an officer, the vacancy shall be filled according to Article V, Section 8.

Article VI. Elections

Section 1. Officer Eligibility.

All active Graduate and Professional members are eligible for officership, pending approval of the GAMuT body through election.

Section 2. Term Limits.

In order to ensure that as many members as possible have the opportunity to serve in an office, officers of the Executive Committee (President, Vice President, Secretary, and Treasurer) can only serve for one year consecutively. All other officer positions may be held for consecutive terms. A member may, however, be elected to a different office.

Section 3. Multiple Offices.

Of those in the Executive Committee, only the offices of the Treasurer/Secretary and Vice President/Program Coordinator may be held by one individual. Any officer not belonging to the Executive Committee may hold two non- Executive Committee offices.

Section 4. Election Procedures

Subdivision 1. Nominations. The nomination of officers shall be made in writing via forms provided at the meeting immediately before the election meeting. Any given member may accept no more than three nominations. Nominees may submit a brief bio of no more than fifty words to be included on the ballot. The elections will occur early enough in the spring semester for the officers-elect to attend the final officers' meeting of the current administration.

Subdivision 2. Elections. At the election meeting and following candidacy speeches from nominees, voting on those nominated for office shall take place by pre-printed ballot. An officer shall be elected by a majority of all members present.

Subdivision 3. Ballots. The ballot shall be pre-printed, organized by office in the order presented in the constitution, with nominees' names in alphabetical order. All print, font size, and style shall be uniform.

Subdivision 4. Quorum. In the absence of a quorum, those present may approve a later date during which votes may be cast. In extreme circumstances in which quorum cannot be met, an online vote administered by the secretary in which at least fifty percent of the membership participates will suffice.

Subdivision 5. Ties. In case of a tie between nominees, two new votes will be

administered. If after three total rounds of voting, a decision cannot be made, the current President shall serve as the tiebreaker with designation of tiebreaker falling down the chain of command if the President or other officers is one of the nominees in question.

Article VII. Meetings

Section 1. Setting of Meetings.

Regular meetings of the at-large group shall be held at a time agreed upon by two-thirds of the membership present at the first meeting of each semester. The meeting time is as fixed by the executive committee in the Bylaws.

Section 2. Special Meetings.

Special meetings, or those meetings outside of the ordinary schedule, will be held as deemed necessary by the officers. Attendance at special meetings is encouraged, though not mandatory.

Section 3. Notice.

Notice of the time and place of meetings will be posted in the appropriate areas of the building. E-mail notification will also go out to all active members at least a week before the meeting.

Section 4. Rules.

Meeting rules will be followed as outlined by the executive committee in the Bylaws.

Section 5. Motions and Votes.

Motions may be made at appropriate times by members, and upon second, said motion may be voted upon either by show of hands or by ballot. In a quorum, a simple majority of affirmative votes passes, except otherwise noted.

Section 6. Quorum.

Transaction of business shall be carried out in the presence of more than fifty percent of active members.

Section 7. Agenda.

The meeting agenda will be determined by the President in conjunction with the executive committee. The President will entertain items of business to be placed in the order of business with one week's notice. Items not on the agenda will be taken up at the end of the meeting.

Section 8. Attendance.

Attendance will be taken by the Secretary. In the event the Secretary cannot be present, the Vice President will be responsible for Attendance. Only regularly scheduled meetings and official GAMuT events will count towards a member's active status. At special meetings, unofficial functions, and those meetings in which adequate notice was not served, attendance will not be

taken.

Article VIII. Constitutional Amendments and Revisions

Section 1. Notice.

Changes to this document may be proposed once per spring and once per fall semester; proposed amendments shall be submitted in writing to the officers at least one week prior to the last meeting of the semester; and heard in the last meeting of the semester.

Section 2. Adoption.

Adoption of amendments is subject to ratification by members at the last meeting of the semester. Ratification shall occur only with a quorum present and a two-thirds vote in favor of the amendment.

Section 3.

Amendments may be subject to approval of the Subcommittee on Student Organizations.

Article IX. Bylaws

The Constitution is to be implemented through Bylaws providing general rules and procedures. Changes to bylaws shall occur with a majority affirmative vote of the officers. In the event of inconsistencies between this Constitution and the bylaws, the Constitution controls.

Article X. Finances

Section 1. Dues.

Members shall pay dues annually in the amount provided by the Bylaws.

Section 2. Duties: Treasurer.

The Treasurer shall receive monies, keep accounts, authorize the drawing of funds, and render a monthly report to the executive committee.

Section 3. Receipt and Expenditures of Monies.

All monies due shall be paid to the Treasurer. All monies maintained in the name of GAMuT shall be expended only in accordance with the purposes thereof.

Section 4. Expenses Approval.

GAMuT expenses shall be at the approval of the executive committee.

Article XI. Limitations Upon Activities

No part of the net earnings of GAMuT shall be distributable to its members, officers, advisors, or

other private persons, except that reasonable compensation may be paid for services rendered. No part of the activities of GAMuT shall be propagandizing. GAMuT shall not participate or intervene in any political campaign. GAMuT shall not carry on activities not to be carried on by a tax-exempt, nonprofit organization under sections 501(c)(3) and 170 (c)(2) of the IRC of 1954, or the corresponding provision of any future United States Internal Revenue Law.

ARTICLE XII. Statement of Non-Hazing

As defined in state law (Texas Education Code 37.151-157) and University policy, this organization will not engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

ARTICLE XIII. Governing Rules and Regulations

This organization shall comply with all University policies (including the Code of Student Conduct) and procedures, as well as local, state, and federal laws.

GAMuT BYLAWS

Article I. Legal Status

The Graduate Association of Musicologists *und* Theorists, hereinafter referred to as GAMuT, is a nonprofit organization organized in compliance with those regulations set forth by the Dean of Students at the University of North Texas. The organization was established in 1997.

Article II. Membership

Section 1. Qualifications. Membership in GAMuT shall be open to those individuals with graduate standing at the University of North Texas College of Music and an active interest in the disciplines of Musicology, Ethnomusicology, and/or Music Theory. Upper-level undergraduate students in Musicology and/or Music Theory may be allowed to participate at the invitation of a graduate member. In addition, all members are encouraged to participate on the committee level.

Section 2. Nondiscrimination. Neither membership in, nor services provided by the organization will be denied to anyone on the basis of race, color, religion, national origin, physical or mental handicap, age, sex, sexual preference, ancestry, or medical condition. This applies to all groups with the exception of those exempted in Title IX of the Educational Amendments 1972.

Section 3. Classes of Membership. Membership in GAMuT shall be comprised of four classes. Dues are set by the executive officers. All membership dues shall be annual, unless otherwise authorized by the executive officers.

Subdivision 1. Graduate Student Membership. Any part-time or full-time student in graduate standing and not enrolled in dissertation hours is entitled to GAMuT membership at the rate of \$20 per year.

Subdivision 2. Professional Membership. Any graduate student enrolled in dissertation hours, or any individual in post-doctoral standing is entitled to GAMuT membership at the rate of \$10 per year.

Subdivision 3. Undergraduate Student Membership. Any part-time or full-time undergraduate student is entitled to GAMuT membership at the rate of \$10 per year. Undergraduate Student Membership does not include the right to vote or to hold office.

Subdivision 4. Inactive Membership. Absence of a member from more than 75% of official GAMuT events during a semester shall render that member inactive. Inactive Membership does not include the right to vote or to hold office. Inactive Members may also be forced to pay general admission at special members-only events at the discretion of the executive officers.

Section 4. Rights and Privileges. All membership classes are entitled to rights and privileges of membership, except where noted.

Subdivision 1. Meetings. All members have the right to attend meetings.

Subdivision 2. Voting and Officership. Active Graduate and Professional Members have the right to vote and hold office.

Subdivision 3. Special Events. All members are invited to attend GAMuT sponsored and GAMuT affiliated events. All active members have the right to attend GAMuT sponsored events without a charge imposed by GAMuT. Only active Graduate and Professional members may play an organizational role in special events.

Subdivision 4. Notification of Meetings, Calls for Papers, and Conferences.

GAMuT is only obligated to maintain contact with those members who maintain active status.

Section 5. Renewal and Payment

Subdivision 1. Date Due. All dues shall be payable to GAMuT no later than the second official meeting of the academic semester.

Subdivision 2. Failure to Pay Dues. Membership shall not be granted to those individuals who fail to pay dues. The executive officers may decide upon a penalty for late payment, as they see fit.

Subdivision 3. Inactive Members. A member who has been rendered inactive may return to active status at any time by repaying his initial membership fee.

Article III. Advisor

Section 1. Appointment. The GAMuT faculty advisor is Dr. Hendrik Schulze.

Section 2. Terms of Appointment. The advisor appointment may be contested and overturned by the process set forth in the Constitution.

Article IV. Officers

Section 1. Duties. The officers of GAMuT shall be the President, Vice President, Secretary, Treasurer, Journal Editor, Program Coordinator, Webmaster, Historian, and the Musicology, Ethnomusicology, Theory, and Incoming Student Representatives for the Division. Their authority and duties shall be those set out in the Constitution.

Section 2. Terms of Appointment. The terms and conditions of the officers shall be as set forth in the Constitution.

Section 3. Selection. The selection and terms of office for the officers shall be as set forth in the Constitution.

Article V. Meetings

Section 1. Meeting Time. Meetings of the at-large group will occur regularly (at least monthly) at a place and time designated by the officers.

Section 2. Rules. The President shall preside over meetings. Until such time as is necessary for reconsideration, informal Parliamentary procedure will be followed. Members may ask for the floor when appropriate, motions will be seconded and voted upon accordingly, and an agenda will be followed as outlined in the Constitution.

Section 3. The daily operation of GAMuT shall be conducted by the President.

Article VI. *Harmonia*

Section 1. Description. *Harmonia* is an in-house journal published annually by GAMuT.

Section 2. Topics. Any topic contributing to musical scholarship will be considered, including interdisciplinary studies. All submissions should be of an appropriate scholarly quality reflective of the professional stance of GAMuT.

Section 3. Submission eligibility and guidelines. Submission eligibility and guidelines will be decided each year by the officers and will be included in the Call for Articles, which will be posted on the GAMuT bulletin board and website.

Section 4. Review panel. Submissions will be reviewed by a faculty panel of at least three members.

Section 5. Graham H. Phipps Paper Award. All submissions will be considered for the Graham H. Phipps Paper Award. This \$100 award, named in honor of the advisor to GAMuT from 1997-2010, recognizes the paper that most exemplifies the depth and originality of research desired in a professional journal.