

Constitution of the Drama House

*Established 1971
Document up to date as of Spring 2023*

Mission Statement

Drama House's goal is to create and promote a vibrant, educational, and student-driven performing arts community on campus. Our members endeavor to do this by producing original workshops and lectures, providing a financially feasible rehearsal and performance space for student events, and building a home for artistically-minded students to collaborate. Since its inception in 1971, Drama House has stood for our principles of creativity, artistic collaboration, and gender and sexuality inclusivity. Regardless of academic pursuit, many of its members remain passionately dedicated to theatre. They also possess a broad array of interests including music, film, dance, literature, and fine arts. Drama House produces and hosts events which focus on encouraging a strong campus and local arts community. When not in use for our own events, the space is made available to other groups who share our mission, many of which our residents are proudly part of.

Article 1: Rights and Responsibilities of House Members

Section 1

All house residents regardless of position are members of a single creative and domestic union and as such have certain prescribed rights and responsibilities. Failure to respect these rights and responsibilities will result in Punitive or Judiciary action as outlined in Article 3.

Section 2

- A.** All House members, save the five executives, are House Legislators. Their duty is to uphold the spirit and image of the house, function in good standing, and, above all, to respect the basic rights and wellbeing of their fellow residents. As such, the respect and regard for the house, its cleanliness and upkeep and participation and cooperation in all house activities and events are requisites, as they promote the general welfare of all residents. Additionally, all House Legislators must be willing to submit to house rules and punitive or judiciary actions and to serve as a member of the Judiciary committee if called upon to do so.
- B.** Members of the House Executive Board share in the responsibility to uphold the spirit and image of the house. An Executive serves to uphold the house before any single of its residents, protecting the rights and liberties of all over respect or privacy for one. House Executives are subject to the rules of the house and the mandates of their position and must act in the best

interest of the house. To fail in these regards is a dereliction of duty calling for impeachment.

C. All house members have certain responsibilities in the practical realm of house functions.

- a. Attendance is mandatory at all weekly House meetings. Members are responsible for directly informing the Scheduling Officer at least 12 hours prior to the start of the meeting in the event that they are unable to attend. Last minute absences are under review by the Scheduling Officer.
 - i. Associate members who hold a position on the executive board are expected to meet the attendance requirements for house meetings that a person living in the house is expected to meet (see above Ca.)

- b. House members are responsible for submitting a proposal to the executive board for one House event for which they will be the head coordinator. Large events can be designed in collaboration with other House members and will satisfy the event proposal requirement for all members involved. There is one house project per year, and failure to complete it will result in immediate loss of “Member in Good Standing” status. All proposals must have the approval of the President and must contain:
 - i. A short description of the event being planned, including as applicable:
 1. An outline of space requirements and any audio/visual or other special equipment needed.
 2. The estimated time House members will have to dedicate for set-up, if the event needs a black box theater, band platforms, movement of furniture, or has other special space requirements.
 3. The estimated attendance of the event
 4. The total time needed for the event, including time for setting up before and cleaning up afterwards
 - ii. Expected house member contribution, with listing of names collected as appropriate
 - iii. The estimated cost of the event (in consultation with the Business Manager)

If a House member does not complete a House project during the academic year (or if a proposed project is not executed), said member will be considered a Member in Bad Standing.

D. Other Duties

- All House members are required to help with at least one individually designed event by another House member during the year, which may entail set-up, clean up, or other tasks.
- House members are required to have minimum 70% attendance rate*. Members with an attendance rate greater than 93% are entitled to an extra .25 points toward the in-house Housing Lottery.
- All house members are required to participate in the coordination of the following four mandatory house events:

- Drama House Open Halloween Party
- Drama House Annual Thanksgiving Dinner
- Bacchanalia Open House Party (Spring Semester)
- Annual Toscars Awards (Spring Semester)
- House members are required to help hang up fliers and share the Facebook Event or invite at least five Facebook friends for open events on campus for House events in their assigned campus location or as determined by the Publicity Officer. Facebook specific requirements are only required of members who have a Facebook account.
- All House Members are encouraged to become SWARM trained with the Executive Board and Special Positions through the UHS Health Promotion Office and serve as needed throughout the year.

*See Article 2 Section 3 for details on how to calculate attendance rates.

Section 3

Any member may submit a bill to the members of the House. The bill will be reviewed by the Executive and upon a majority vote by the Executive be brought up to the full house for a vote. Upon a vote by the simple majority of Legislators the bill will be made into law.

Any bill may, upon rejection by the Executive, be brought up to a full vote of Legislators. Upon an affirmative two-thirds vote by all Legislators, the bill shall be made into law and entered into the House constitution by the President.

A Judiciary Committee may be formed at any time as specified in Article 3 to review house law or constitution. The committee may strike down any law they deem unconstitutional, having any amendments or alterations approved as specified in Section 2 of Article 4.

Article 2: Officerships and Special Positions

Section 1

During the spring term of each school year, or as necessity dictates, an Executive election will be held to establish a new President, Scheduling Officer, Technical officer, Publicity Officer, and Business Manager.

All officers have the power of the Executive Precedent. These private orders dictate how future officers should govern. Executive Precedents are confidential and may be rescinded by an Executive in the office that ordered it at any time.

All Officers and those serving in Special Positions are required to be SWARM trained through the UHS Health Promotions Office. See the Scheduling Officer Training Document for information on how to schedule a training session.

Section 2: President

The primary duty of the President is serving as chief executive operating officer of the Drama House under the directives of supervising and directing the various activities, initiatives and projects of the house as well as ensuring the successful creation and growth of a safe, structured, and satisfying housing community. In line with such directives, the President is bestowed with the trust, support, and passion of all house members and is responsible for maintaining a mutually-productive relationship that ensures fair and equal representation and consideration for all person(s) and entities involved. When working alongside outside agencies, the President is the primary voice of the rules, policies, and procedures that the Drama House functions by and as well as the formal representative of the overall theme and image of the house. Furthermore, the powers of the President are designed to ensure that all aspects of the Drama House are clearly protected by, supported under, and in accordance with the laws and policies of the House Executive, the UR International Theatre Program (URITP), and the administration(s) of the University of Rochester.

Responsibilities of the President include:

- Ensuring the cleanliness and maintenance of the Drama House such that the living environment is both safe and habitable.
 - The President is responsible for:
 - Acting as an official liaison between the Drama House and both University Administration and the UR International Theatre Program (URITP) and effectively coordinating the exchange of information as well as the setting up of formal meetings, project proposals, annual reviews, and house initiatives.
 - The President is responsible to:
 - Attend and represent the Drama House at all meetings of the Special Interest Housing (SIH) committee and Fraternity Quad Council as well as in any other formal administrative scenarios. If the president is unable to attend these meetings, they are responsible for finding someone to attend the meeting, preferably an eboard member.
 - Coordinate and arrange for annual house inspections by both the Production Staff of the URITP and the administrators of Residential Life Services.
 - Represent the Drama House before any formal judicial proceedings held on accord of the university as well as assist in the fair and effect transfer of evidence and testimony if called upon to do so.
 - Acting as the primary voice of the rules, policies, and procedures that the Drama House functions by and as well as the formal representative of the overall theme and image of the house.
 - Ensuring that the CCC is updated with documents, house membership, and

other relevant information.

- Management of the annual move-in/move-out of all house residents such that the appropriate resources and information are clearly communicated.
 - Ensuring a fair and legal room draw assignment for all returning residents.
 - Deliver all residential living information/occupancy reports to the Office of Residential Life Services in the deadline(s) specified.
- Supervise the annual preservation and updating of the following documents:
 - The Drama House Annual Report
 - The Drama House Constitution (alongside the Publicity Officer)
- Ensure that weekly meetings of both the house and Executive run smoothly and that all appropriate information and resources are exchanged and communicated.
 - As a member of the SIH student-based Executive, the President serves as the channel for incoming information and notices and is the medium by which the concerns and interests of the entire house are cleared shared and communicated.
- Serve as intermediary between other House members and the Executive such that the various operations of Drama House remain safe and peaceful.
- Manage Annual House officer elections/room draw

Section 3: Publicity Officer

The primary duty of the Publicity Officer (PO) is to effectively translate the policies and procedures of the House Executive with the intent of managing and coordinating a successful community environment. Within this directive, the PO operates as a general manager responsible for the allocation of critical House resources and publications as well as ensuring that all members are informed and up-to-date on all important developments and whose duties include the documentation of all house events and parties over the course of the year, coordinating the digitization and electronic preservation of records, organizing alumni relations, and the consolidation and maintenance of House archives.

Responsibilities of the Publicity Officer include:

- Designs and prints flyers for events (will be compensated for printing charges)
 - Designing flyers can be delegated at the discretion of the PO.
- Organizes flyering sessions with the house, preferably before or after house meetings
 - Each member is required to help flier for their own events
- Responsible for making sure house members fulfill these requirements and reporting a failure to do so to the executive board

- Managing annual house elections such that the proceedings are both fair and offer equal opportunity to both candidates and voters (alongside the President).
- Manage the procurement and establishment of appropriate house committees.
- In charge of leading recruitment efforts, including organizing and encouraging other house members to aid in efforts, such as tabling and reaching out to possible applicants. This includes working with Special Interest Housing during recruitment events.
- Fills out any events on CCC that need to be registered (except events responsible by the Event Coordinator)
-
- Organizes timely distribution of all important documents, publications, and resources as provided by the House Executive with the intent of ensuring that all members are up-to-date on daily developments within the Drama House as well in the outside University community
 - The PO must oversee the distribution and updating of the following documents:
 - House Constitution (alongside the President)
 - House Contact List (to be updated accordingly each semester)
 - House Members Duties Agreement
 - Party/ Event/Tuesdays/Fireside Chats Sign-Up Forms
 - Any relevant documents provided by the House Executive, University Administration, or the UR International Theatre Program (URITP)
- Acting as official liaison between the Drama House and both University Administration and the UR International Theatre Program (URITP) and effectively coordinating the exchange of information as well as the setting up of meetings and work deadlines. Attending the SIH and URITP meetings when appropriate.
- Manage any Drama House website.

Section 4: Technical Officer

The Drama House Technical Officer (TO) is a position that oversees the technical (lighting, sound, multimedia) equipment belonging to Drama House (or any equipment on loan from the UR International Theatre Program).* The TO is responsible for checking in/ out this equipment to groups/individuals renting or using it; for maintaining (with the help of House members) the technical equipment storage space; for ensuring that any repairs to the equipment are taken care of; and of seeing that groups and individuals setting up (and striking) the equipment do so in a safe and responsible manner. The TO should work closely with the Production Manager and Technical Director of the URITP, and will serve as the official liaison between Drama House, renting organizations and individuals, and the URITP Technical Director on all technical matters relating to Drama House events.

Note: It is not a requirement that the Drama House Technical Officer to be a highly competent

technician. The TO must, however, assume responsibility for the position and its duties. The TO must be trained for their technical responsibilities by the URITP Technical Director or Production Manager on assuming the position.

Responsibilities of the Technical Officer include:

- Arrange for a training session with the URITP Technical Director (TD) on assuming the position of TO if needed or recommended by the previous TO, who will provide additional training.
- Keep a written inventory of the Drama House technical equipment (this includes all lighting and sound equipment, cables, curtains, and pipes). Keep a written inventory of the monetary value (at the time of purchase) of the Drama House technical equipment.
- Ensure that technical equipment is kept in working order and stored properly
- Report equipment in need of repair or evaluation to the URITP PM or TD immediately
- Check-in and sign-out all Drama House equipment used by groups/ individuals renting it.
- Meet with rental groups/individuals to evaluate and review their technical requests
- Instruct (and train, if necessary) those renting the equipment, ensuring proper and safe operation of the equipment.**
- Schedule a “walk through” with a representative of the renting group in order to approve the event’s technical setup. The walk-through occurs both prior to and right after the scheduled event, and in a timely manner.
- Ensuring successful annual maintenance and preservation of the various resources and properties of the Drama House
- Upon request, keep a list of potential chore tasks for house members to do in order to make up an unexcused absence.
- Keep a “wish-list” of technical needs.
- Stock the tech closet of diminishing supplies (tape, screws, etc).
- Acting as official liaison between the Drama House and both University Administration and the UR International Theatre Program (URITP) and effectively coordinating the exchange of information as well as the setting up of meetings and work deadlines. Attending the SIH and URITP meetings when appropriate.

The technical officer is responsible for arranging both basic and advanced trainings for groups that use the house. These trainings are required for groups to use the equipment of Drama House without assistance of the TO. At least two members of the group should attend these trainings. Should a group need the continued assistance of the TO, they will pay \$10 per hour for this assistance. Should a group use equipment and damage it beyond normal wear and tear, they are responsible for repair or replacement costs.

*URITP equipment is not available for Drama House events without express written consent of the URITP Technical Director or Production Manager.

**Technical equipment can only be operated by individuals who have completed the advanced training with the Technical Officer.

Section 5: Scheduling Officer

The primary duty of the Scheduling Officer (SO) is to serve as the central secretarial entity of the Drama House such that an organized scheduling system is created that ensures fair and amicable consideration towards each house member's respective schedule as well as effective coordination with university-based groups, visiting educational classes, and relevant university administrations. In line with such directives, the SO is designated to record and preserve all scheduling requests for the operating year, maintain effective oversight over the registration of house events, and provide timely briefing to house members regarding events scheduled for a given week.

Responsibilities of the Scheduling Officer include:

- Implementing and enforcing a weekly reporting regime that includes: (1) updating the entire house on the assortment of scheduled events for the upcoming week, and (2) resolving any outstanding scheduling requests (i.e. house project dates, etc.).
- Taking attendance and minutes at all meetings of both the house and the Executive and ensuring successful distribution of such information via email to all members within 24 hours from the conclusion of such meeting(s).
- Ensuring the proper exchange of scheduling information throughout the house via: (1) direct announcements at weekly house meeting, (2) updating the Drama House calendar, and (3) posting an updated schedule on the communal whiteboard .*
- Scheduling through University Health Services a date to host the UHS Social Host Training Program; this would apply to all new house member(s) as well as to any outstanding house member(s) who hold out-of-date certification.
- Residing as the formal scheduling liaison for the Drama House. In line with this position, the SO is responsible for:
 - Major events should be discussed at officer meetings before scheduling is finalized with the visiting group.
 - Processing scheduling requests for house usage by e-mail. The SO should acquire information for at least TWO group contacts (if more than one are available), which should include name(s), phone number(s), email(s), and class year.
 - Explaining, and enforcing all aspects of the Drama House Usage Agreement in the planning and scheduling of the event.
 - *It is the sole responsibility of the SO to explain such clauses and directions to the group representative and resolve any outstanding questions and concerns such that the group is fully aware of all house policies and regulations and is briefed on proper hosting procedures.*
 - Scheduling the date of delivery for the relevant security deposit to the House Business Manager as well as a formal session with the Technical Officer (if technical resources are needed and requested). Furthermore, the SO is also responsible for scheduling any relevant follow-up meetings with the House Executive.

- o In the event of any post-event concerns or issues, the SO should formally contact such group representatives and arrange any relevant meetings to resolve such dilemmas accordingly.
 - Ensure that security deposit have been paid to the appropriate DH officer.
 - Only organizations that are recognized by Students' Association (SA) or are on Campus Community Connections (CCC) may be allowed to make reservations in Drama House and utilize technical equipment of any kind. Room reservations must be made via contacting the Scheduling Officer.
- o Acting as official liaison between the Drama House and both University Administration and the UR International Theatre Program (URITP) and effectively coordinating the exchange of information as well as the setting up of meetings and work deadlines. Attending the SIH and URITP meetings when appropriate.

The SO is responsible for computing the attendance rates of all members. The rate is to be calculated as the following:

$$r = \frac{(Events\ attended)}{(Events\ not\ Excused\ from)}$$

Excused absences include class, work, family, health, religious obligations, URITP, and performance in a show put on by a group with a special contract and which has had a longstanding relationship with Drama House (TOOP, IBTL as of Spring 2016).

*The SO is responsible for carrying out such actions no later than 24 hours after the conclusion of the weekly meeting.

Section 6: Business Manager

It is the Business Manager's (FO) primary duty to serve as the chief supervisor of all financial activities within the Drama House as well as to manage effective collection and allocation of both house fund(s) and the annual operating budget. Within such management, the FO is designated to provide ample economic forecasting for the fiscal operating year and is empowered to provide formal recommendations as to the viability of house projects, work proposals, and event planning. Furthermore, the FO must coordinate with both the faculty of the UR International Theatre Program (URITP) and the administration of Residential Life Services in sustaining and appropriating a respective house budget and documenting the annual spending of history of the Drama House for the current fiscal year.

Responsibilities of the Business Manager include:

- Managing the effective collection and allocation of house fund(s) as well as providing ample economic forecasting for the fiscal year such that the annual house-operating budget is appropriately distributed and utilized.
- Coordinating with both URITP faculty and the administration of Residential Life Services in the formal appropriation of the annual operating budget and providing clear economic records documenting fund usage during the fiscal year.

- The FO is designated to complete and present a formal End-of-Semester Financial Snapshot Report designed to summarize the general spending activities of the house recorded during both the fall and spring semesters. This report must be delivered to both the House Executive and the URITP administration at the conclusion of each semester.
- Maintain oversight over financial spending such that house fund receipt(s) are delivered to and reimbursed by the URITP administration in a timely fashion.
- Ensuring that all outstanding financial matters are clearly resolved
- Coordinate with the Scheduling officer in regards to the collection and preservation of security deposits from both visiting group(s) and organized house events and to ensure a fair return of such funds at the conclusion of such events.
 - The FO serves as a liaison between the Drama House and the outside group in regards to all financial affairs regarding the planning of the event, the collection of security deposits, and the assessment of any incurred damages.
 - If House property is damaged during a hosted house event (i.e. an event in which an outside group rents and uses the Drama House and its respective resources), it is the primary responsibility of the FO to:
 - Formally document such damages no later than 24 hours after the conclusion of the event; such documentation can be completed in tangent with the Technical Officer’s post-event “walk-through.”
 - Coordinate between the House Executive and the URITP (no later than one week after the event) in assessing and finalizing a formal invoice for damage repair(s).
 - Deliver such repair invoice(s) to the responsible party and enforce an effective deadline for full and final reimbursement.
 - Keep the lockbox
 - Stock Drama House T-Shirts and sell them at the beginning of every semester.
 - Acting as official liaison between the Drama House and both University Administration and the UR International Theatre Program (URITP) and effectively coordinating the exchange of information as well as the setting up of meetings and work deadlines. Attending the SIH and URITP meetings when appropriate.

Section 7: Special Positions

Each special position has room draw points associated with it. Points may be withheld if the member fails to complete his/her duties as described below. The E-board is required to notify the member if they are in danger of losing their points half way through each semester and/or at the beginning of the spring semester, depending on the need. Each officer is responsible for supervising a number of positions to assist with and

ensure the completion of tasks. Should a special position not be filled, the executive board will fulfill the responsibilities of that position until a member fills the position.

Event Coordinator

- The Event Coordinator oversees the planning and organizing of the Drama House Halloween Party, Bacchanalia, and Toscars
- They are responsible for reporting to the officers on progress
- They delegate responsibilities to other members as needed for the successful execution of these events

President of the Kitchen

- Kitchen Presidents are NOT solely in charge of cleaning the kitchen, but must keep track of kitchen cleaning assignments per week and making sure to run all ideas through the executive board. The President of the Kitchen may enforce this with the addition or subtraction of $\frac{1}{8}$ of a housing point
- In charge of throwing out any food in the refrigerators that is past the expiration date or obviously spoiled and also anything left unlabeled outside of cabinets
- Reports any general hygiene issues (pests, mold, etc.) to the university through facilities or any other necessary departments

Section 8

The term of all Executive offices ends on the fifteenth of May each year, regardless of date of election, at which time, the officers elected in the spring will take their positions. The outgoing President should provide his or her successor with summer contact information should residency disputes need resolution. In addition, any materials associated with an officer's position (notebooks, documentation) should be passed to the rising officer in that position.

Article 3: Judiciary and Punitive Action

Section 0

This article is not to be invoked unless a member who lives in Drama House commits a serious offense against another person or the house as a whole. These offenses might include but are not limited to: intrusion into a dorm room, stealing diminishable supplies (food, office supplies, etc.), behaviour which is not in the spirit of Drama House in or out of the house (racism, sexism, hate crime, sexual assault, etc.), interrupting an event without purposeful cause, large messes, derelict of duty by an officer or member filling a special position or attendance rate below 70%.

Article 3 is not designed to handle situations in the domain of the Administration, ResLife, Public Safety, or the Law. Contact the appropriate enforcement.

Section 1

There is a three-strike system in place for the punishment of minor offenses as determined by the Executive. Should a member be given three strikes by the Executive branch they will fall into bad standing or upon their own request come under review for alternate punitive action by either the Executive or a Judiciary Committee.

Section 2

Judiciary committees can be formed at any time for any reason when punitive action is deemed necessary by the Executive. A judiciary committee is composed of five members, elected by the President of whom no more than two may be members of the Executive. These members must be confirmed individually by house majority vote. House members have the right and responsibility to vote for confirmation of members of the judiciary committee, including any member at risk of punitive action. Neither the President nor the committee member being confirmed may cast a vote.

Should the President come under Judiciary review, the other members of the executive will elect members of the Judiciary from among the house.

Section 3

Any member in risk of punitive action from the Executive board may request the formation of a judiciary committee should they deem it necessary to do so.

Section 4

Any member of the Executive may request the formation of a judiciary committee to determine the constitutionality of another Executive's actions or should they believe an Executive to be derelict of duty.

Upon impeachment of an officer of the Executive, the committee will hold session and gather testimony appropriate to judge whether or not the Executive has been derelict in their duty to the house and present their ruling to the members. The Judiciary may present any information gathered during the hearings to the members.

Section 5

The committee will keep a record of all proceedings and rulings for the reference of future committees. The Committee may, upon a majority vote, seal any information gathered during hearings from view of the house members, but neither present for future members of the Judiciary.

Section 6

The President will preside over the committee wholly as a moderator of discussion. they shall never give opinion or vote. They shall only speak when asked or when necessary to keep order. Should the President be under impeachment, this duty will be the responsibility of the Publicity Chair.

Section 7

Any disciplinary action recommended by the Judiciary Committee will be enforced by the Executive Officers.

Section 8

No house member who has been subject to the disciplinary actions of the Judiciary Committee may be elected as member of a future Judiciary Committee.

Section 9

Should any house member come under repeated Judiciary Review, or should the Executive Officers so decide, that member may be called into a Review for Dismissal. A Judiciary committee will be formed and testimony gathered, to be shared with the entire house. The member in question will be provided an opportunity to speak in self-defense and then a discussion among house members will follow with the exclusion of the member in question. Following said discourse, a vote of two-thirds the remaining house will determine a continuance or dismissal by a date to be determined by the Executive.

Section 10

The term of the Judiciary ends directly following their ruling. Members may be called upon to serve on Judiciary Committees as often as necessary.

Article 4: Constitution and Procedure

Section 1

Should a member of the Executive come under review for dereliction of duty, and a Judiciary Committee formed, a review of testimony and house discussion will follow. A two-thirds house vote of No Confidence is necessary for the impeachment of an Executive, and the election of a new house Executive should follow no longer than one week from the impeachment. Room assignments will not be altered following an impeachment.

Section 2

Amendments to the constitution may be proposed by any member. The Executive Board will, if necessary, reword the amendment and propose it to the house for a two-thirds vote of approval.

Section 3

A copy of this constitution in whole, including any amendments, shall be readily available for review by any and all members of the house.

Section 4

Upon ratification of this constitution by a two-thirds majority of its members it will immediately go into effect to be altered at the discretion of the house as outlined above.

Section 5

Any member in good standing may run for Elected Position. Any member may nominate themselves after the new house members have been determined. Elections will take place at a special house meeting during which each candidate will be given time to present their platform and answer questions from the house body, after which all candidates for the position in question will leave the room allowing the house body time for free discourse without them. All votes shall be cast on secret ballot, tallied by the Publicity Chair or the President. No candidate shall be elected without a majority of the votes cast. Should there be a tie a runoff election will immediately be held.

Section 6

Rooms shall be drawn using the point system. Each Legislator will be assigned a number in the following fashion. They will receive $\frac{1}{2}$ point for each semester they have lived in the house, $\frac{1}{2}$ a point for each semester on the Executive, and $\frac{1}{4}$ point for each full semester in which they have served as Event Coordinator, Kitchen Boss, or Webmaster. Points for Officership are awarded upon election depending on how much of the one year term the officer plans on serving. So, if an officer plans on serving the full term, they will be awarded one point, but an Officer planning to study abroad in the Spring will receive $\frac{1}{2}$ of a point. The Legislator with the most points chooses their room first. Should any Legislators have the same number of points and an agreement between the members cannot be reached, a random draw shall decide the order of choosing.

If between semesters a limited room draw must be held, all people who are eligible for a room change, and wish to have one, may. Those who are required must also participate. The order will follow the same as described above.

Article 5: Associate Members

Section 1

Associate members expand the reach of the house beyond its walls. They provide additional creative input to the house to keep the events fresh.

Section 2

Associate members can be either:

- Former House members who no longer live in the house
- Members who have been offered associate membership through the House application process.

Section 3

Associate members are granted the following privileges if they remain active:

- Allowed to attend any and all Drama House events and meetings. They may attend elections and contribute positively towards the discussions but may not vote. They can participate in temperature votes.
- Should an associate member want to live in the house, associate members must re-interview but not re-apply. Their Associate Membership will be taken into account by the interview committee when determining house membership, but not be given sole preference.
- Associate members are granted 0.25 points per semester given that they remain in good standing. The points they are granted may be used at the housing lottery should they move into the house.
- Active associate members are eligible to run for any eboard or special positions except for president.
- Swipe access to the house

Section 4

House members who no longer live in the house are automatically offered associate membership if they left the house in good standing and have the privileges of being an associate member for the next full semester. However, to keep associate membership, they must fulfill the responsibilities for each semester as outlined in Section 6. Failure to fulfill these responsibilities will result in an Inactive Associate Member Status and loss of associate member privileges. Active associate member status may be regained by fulfilling associate membership responsibilities.

Section 5

Associate members who have been offered associate membership through the House application process do not get the 0.25 points of being an associate member until they have completed one full semester of being an associate member in good standing. They must continue to fulfill the responsibilities of being an associate member to remain in good standing.

Section 6

Responsibilities of an associate member are:

- Attend a minimum of five house events (not including Halloween, Thanksgiving, Bacchanalia and Toscars) per semester, of these five two must be house meetings.
- Bring a dish to Thanksgiving or help with a full shift at Halloween in the fall semester
- Help with a full shift at either Bacchanalia or Toscars in the spring semester

Should an associate member not be able to fulfill assisting with an event during a semester, they may consult the executive board to see if an alternative may be worked out.

Article 6: Medical Singles

The members of Drama House in 2014-2015 recognized that some students are given single occupancy dorms on campus for medical issues, whether mental health, sleep disorders, or other. These students are are are¹ previously cleared by University Health Services or the University Counseling Center. Their status as a student requiring a medical single will be kept private by the Executive Board, if known. Returning members are guaranteed to keep their medical single or be granted one if they are granted a medical single after being offered a room in Drama House. There will be, at most, two medical singles in the house at a time, unless one of the following two scenarios happens:

Scenario 1: A returning member is granted medical single status after two medical singles have been offered, but before move-in.

Scenario 2: A house member who obtained a single through regular room selection chooses to trade rooms with someone who requires a medical single.

If a member of the house is granted medical single status after move-in, the Executive Board will not be involved in resolving the situation. It is at the discretion of this house member to disclose their situation to others. If they do so, a house member currently living in a single may choose to trade rooms, shuffle around, etc.

In the case that there are more medical single requests among applicants than this Constitution obliges Drama House to grant, then it falls to the discretion of the Interview Committee whose requests to honor.

¹ these are are are not typos