



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

University of Rochester Cinema Group

We the students, faculty, and staff of the University of Rochester hereby establish the University of Rochester Cinema Group (URCG) and enact this constitution for its government. Failure to follow this constitution could result in revocation of Students' Association recognition of this organization.

Article I. Purpose of Organization/Mission Statement

The University of Rochester Cinema Group aims to publicly screen a variety of films, providing the campus with a positive and entertaining movie-going experience, and to provide a fun and fulfilling environment for its members.

Article II. Membership

Section A. Membership

1. Eligibility – All Students' Association members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership. All members and associate members shall be listed on the organization's Campus Club Connection site.
2. Definition of active member – An SA Member who meets the eligibility requirements as outlined in Article I Section B of the by-laws is considered an active member of Cinema Group. Points are awarded for performing various tasks to assist with Cinema Group events. Points are awarded at the discretion of the Personnel and Publicity Directors.
3. Definition of associate member – An associate member is a member outside the regular responsibilities of membership and shall be selected by the members of Cinema Group. Associate members do not have voting privileges and cannot serve on the executive board.

Article III. Meetings and Voting

Section A. A meeting shall be valid if quorum is present. Quorum is defined as $\frac{1}{2}$ of the organization's active membership with voting privileges plus one officer(s).

Section B. Voting

1. Voting on any issue shall be official only if the meeting is valid.
2. All members shall have equal voting power.
3. Voting privileges are given to anyone who meets the following criteria
 - a. Active Students' Association member
 - b. Cinema Group member who has attended $\frac{1}{2}$ or four of the meetings of the current semester, whichever is less
 - c. Cinema Group member who maintains valid membership as outlined in Article II Section A

4. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.
5. Voting by proxy for elections shall be allowed by submitting a ballot to the President by 9:00pm the night before the election. Any voting member that must leave before the conclusion of all elections may also submit his or her ballot to the President at the time he or she must leave.

Article IV. Officers and Qualifications

Section A. Officer Positions

All officer positions require active voting membership to qualify to hold the position. Officer rank is outlined by the order below, beginning with President and ending with Secretary.

1. President – Must be a Theater Manager as defined in the by-laws.
2. Personnel Director – Must be a Theater Manager as defined in the by-laws.
3. Programming Director
4. Business Manager
5. Publicity Director
6. Alternative Programming Director
7. Trailer Editor
8. Secretary

Section B. Duties of Officers

1. All officers shall be members of the Students' Association.
2. All officers shall promote active recruitment of new members.
3. All officers shall enforce this constitution.
4. All officers shall be responsible for knowing the sections of the Students' Association constitution and by-laws that apply to this organization.
5. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers, and delegate duties to maintain a functioning club that fulfills the purposes set forth above.
6. The Personnel Director shall be responsible for the organization of operations of each film showing; recruiting, scheduling, and accounting for all persons involved with Cinema Group; organizing general interest meetings; overseeing all regular meetings in the absence of the President; assuring at least one Theater Manager is present for all showings and screenings and, in the case where no Theater Managers are available, taking responsibility as Theater Manager; and keeping an accurate and current list of the Cinema Group members to be presented upon request of any Cinema Group member of the Students' Association.
7. The Programming Director shall be responsible for organizing, scheduling, and presenting a quality, diversified film program for Friday and Saturday nights for the Fall and Spring semesters; booking with distributors all Friday and Saturday night movies; organizing a film schedule in accordance with the by-laws; and coordinating with the Alternative Programming Director to ensure the locations for Friday and Saturday night Cinema Group events are reserved.
8. The Business Manager shall be responsible for maintaining all finances, keeping detailed records of all transactions, paying all Cinema Group invoices, formulating and presenting the annual Cinema Group budget, giving periodic financial reports to Cinema Group upon request, being the liaison between the Students' Association and Cinema Group, and maintaining the contract responsible for the sale of tickets at the Common Market.

9. The Publicity Director shall be responsible for all non-video based advertising, publicizing all Cinema Group events and meetings, creating and distributing full-semester advertising including semester posters and wallet cards, coordinating the publicity of all periodic schedules, checking for the distribution of weekly advertisements, seeking out opportunities to advertise for Cinema Group, displaying one sheet movie posters in Hoyt and Wilson Commons, and making semester passes.
10. The Alternative Programming Director shall be responsible for all movie showings outside the regular Friday and Saturday movies, negotiating co-sponsorships for showings with other groups, reserving rooms for both meetings and events, seeking out opportunities to show additional movies to broaden the scope of the semester schedule by responsibly promoting the ideas of other groups through the medium of film, and seeking out sneak preview opportunities as available.
11. The Trailer Editor shall be responsible for producing slides and trailers to appear before screenings, coordinating music before all screenings, soliciting groups on and off-campus to purchase slides and trailers before screenings, keeping and making available a record of all trailer and slide advertising transactions, and all other video-based advertising.
12. The Secretary and President shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association. Also, the Secretary shall take roll call at all meetings, tally votes, keep an accurate list of organization members, and take and maintain meeting minutes.

Section C. Nominations and Elections

1. Nomination and Elections Procedure – Any member with voting privileges may be nominated for a position on the Executive Board. Only a Theater Manager may be nominated for the positions of President and Personnel Director. All nominees must submit their platforms to the President by 11:00pm on the Thursday before elections are to take place. Late platforms will be allowed by the discretion of the President. Platforms will be limited to 300 words for all positions with the exception of President and Personnel Director, in which case up to 500 words will be allowed. All nominees for Publicity Director and Trailer Editor may be asked to submit a sample of their work along with their platforms. The President will be responsible for distributing all platforms to all voting members by 11:59pm that Friday. A member may be nominated on the day of elections if there are no nominees for a certain position. A vote will be taken by secret ballot. A nominee must have the majority of quorum votes to become elected.
2. Term of Office – All members of the Executive Board will serve for a term of one year beginning immediately after the culmination of the current academic year. During the period between elections and the end of the academic year, the former members of the Executive Board shall be responsible for training their respective replacements. Copies of job descriptions and training manuals should be passed on to their respective replacements.
3. Timing of Elections – Elections will occur no earlier than the official University of Rochester Spring Break and no later than three weeks after this break.

Section D. Vacancies, Resignations, and Removals

1. At the valid meeting following a vacancy of an office, the position is to be filled by the same manner described in the Nominations and Elections Procedure.
2. A vote of no confidence is a vote to remove an officer. Such a vote shall require a 2/3 majority of the active membership to pass the motion.

3. If a vote of no confidence on any officer is to take place, it must be given an official meeting's notice. Any member of an organization can call for a vote of no confidence.
4. An office shall be declared vacant as the result of a vote of no confidence.

Article V. Finances

Section A. Students' Association members shall receive priority at SA-funded events conducted by this organization.

Section B. Funding

University of Rochester Cinema Group shall be eligible for SA funding.

Article VI. Classification

Section A. Cinema Group shall be classified as an entertainment programming organization.

Article VII. Adoption of the Constitution

Section A. Two-thirds of the active membership, or more if the organization decides, must approve the constitution.

Section B. This constitution will be ratified upon approval of the Senate and the signature of the Speaker.

Section C. This constitution shall not conflict with the Students' Association constitution or by-laws.

Article VIII. Amendments

Section A. Adoption and ratification of amendments to this constitution shall follow the same procedure as adoption of the entire constitution.

Article IX. By-laws

Section A. At least a 2/3 majority of the active membership must approve the by-laws and any amendments.

Section B. By-laws should not conflict with this constitution or the SA constitution or by-laws.

Article X. Hazing Policy

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the University of Rochester Cinema Group. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

Article XI. Discrimination Policy

The University of Rochester Cinema Group does not discriminate against any individual or organization of individuals on the basis of age, color, disability, ethnicity, gender identity, gender expression, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or political affiliation.