THE PENN STATE THESPIANS
Date of Origin: October 22, 1897
Constitution #8

Article I. Name
The name of this organization shall be The Penn State Thespians.

Article II. Purpose
The purpose of this organization shall be to present theatrical entertainment and to provide students of The Pennsylvania State University with educational experience in all phases of dramatic production; and in doing, hereby enhance the cultural diversity of its members and the University.

Article III. Membership

A. Membership shall be possible in two ways, voting or non-voting membership.
   1. Only currently registered undergraduate students, upon completing criteria set forth in Article III.A.2., shall be eligible for active voting membership. The majority of active voting members must be currently registered as undergraduate students.
   2. The criteria for voting membership includes: Participation in several diverse aspects of two Penn State Thespian productions, demonstration of knowledge of The Penn State Thespians history and personnel, completion of new member project, and participation in a skit. These criteria shall be met according to actions explained in the most recent edition of The Penn State Thespians "New Member Packet."
   3. In the event of the voting membership falling below twenty-five, The Penn State Thespians may elect to grant voting membership upon completion of one semester of new membership. However, all other requirements set forth by the most recent edition of The Penn State Thespians "New Member Packet" must be completed, with the exception of the second semester new membership requirements.
   4. New Candidate Membership and Recruitment
      a. Any and all new candidate members will be given full disclosure during recruitment, including but not limited to the disclosure of:
         i. New Member Packet
         ii. A list of responsibilities
         iii. A definition of personal rights, and a copy of the University Hazing policy, prescribed by Policies and Rules for Student Organizations.
      b. All members, including but not limited to new members and recruits, reserve the right to refrain from participating in any activities without consequence, based upon personal/religious beliefs, personal values, or moral reserve as defined by the member.
      c. Any and all interaction/activity between members and/or new members
will be limited to guidelines stated by university policy, as well as local, state, and federal laws.

d. The Thespians will abide by the Pennsylvania State University Policy AD42 Statement of Nondiscrimination and Harassment.

5. All others interested in furthering the purpose of The Penn State Thespians may be inducted as associate members with the consent of the Executive Board. Associate members may not hold office, vote, or preside on behalf of the organization with the exception of cast or production staff positions, or the Advisor.

B. Maintaining membership:

1. Any voting member missing two consecutive general membership meetings, or a total of one-third of the regularly scheduled meetings during one academic semester without valid excuse, shall become inactive, thereby losing all voting privileges and eligibility for senior awards. The validity of an excuse shall be subject to the review of the Executive Committee. Any voting member in violation of Article III.B.1. can regain voting privileges by attending two consecutive general membership meetings.
   a. Participation in a University sanctioned practicum or study abroad program constitutes a valid excuse.
   b. The voting member will notify The Penn State Thespians in advance regarding the term of the practicum or education abroad program. Any voting member on an University sanctioned practicum or participating in an education abroad program who is unable to attend general membership meetings is temporarily defined as inactive, but will be reinstated upon returning to the University. The voting member will notify The Penn State Thespians in advance regarding the term of the practicum or education abroad program.

2. Any voting member notified by the Treasurer to be in arrears of any financial obligations due to The Penn State Thespians shall complete payment of the financial obligations thirty days from such notification. Any voting member still in arrears after thirty days shall be inactivated from membership.

3. Upon satisfactory completion of membership requirements no member shall be removed from The Penn State Thespians. A voting member can, however, become inactive as defined by Article III.B.1.

4. The Executive Committee has the power to reinstate any voting member to active membership status.

Article IV. Officers

A. Only full-time, officially registered students who are active members shall be eligible for election to officer positions.

B. Officers may change from full-time to part-time after becoming an officer.

C. Offices:

1. The President:
   Presides at all general membership meetings, supervises the general affairs of The Penn State Thespians, forms special committees, appoints all committee chairs,
and serves as ex-officio member of all committees.

2. The Vice-President:
   Assumes the responsibility of the President during the President's absence, assists
   the President in supervision of general affairs, supervises the new membership
   process of the new members, organizes the induction of the new members, and
   acts as parliamentarian for The Penn State Thespians.

3. The Secretary:
   Records the minutes at the general membership meetings, keeps both an accurate
   attendance record and contact list, notifies all members of the general membership
   meetings and special meetings, maintains the member notification system, and
   acts as keeper of The Penn State Thespians records.

4. The Treasurer:
   Manages all financial transactions of The Penn State Thespians, appraises
   membership of The Penn State Thespians financial status, consults with the
   Advisor on financial matters, manages alumni financial relations, and oversees
   The Penn State Thespian's operational budget which includes but is not limited to
   show budgets, operational expenditures, and capital expenditures.

5. The Alumni Liaison / Historian:
   Obtains programs, photographs, posters, newspaper/magazine ads, write-ups,
   meeting minutes, member lists, and other related material for archival purposes,
   keeps written history up to date, keeps an accurate record of all persons connected
   with The Penn State Thespian shows, works with the Thespian Alumni Interest
   Group in regards to the alumni newsletter, maintains procedure for utilizing the
   gift fund, maintains communication with the Thespian Alumni Interest Group,
   attends all Thespian Alumni Interest Group Board meetings, and maintains the
   Alumni Reference Guide Database.

D. All officers shall serve for a term of one year, beginning on the first day of the
   University's fiscal year. Any officer shall be eligible for re-election, contingent upon
   maintaining student status at the Pennsylvania State University. No officer shall hold
   more than one office at a time.

Article V. Executive Committee

A. The officers and the Advisor shall constitute the Executive Committee.
B. The Executive Committee has the power to designate mandatory work hours for those
   members who are not serving adequately on the main stage production. Time
   commitment and capacity will be determined by the Executive Committee according to
   the needs of the production.
   1. Failure to comply without a valid excuse will result in the member losing active
      status. Reinstatement takes place in accordance with Article III.B.1. and Article
      III.B.5.
   2. The Executive Committee must unanimously agree to the assigned duties.
C. The Executive Committee shall be charged with the general supervision of the affairs of
   The Penn State Thespians between its general meetings, fix the hours and place of
   general and special meetings, and make recommendations to The Penn State Thespians.
   The Executive Committee shall be subject to the orders of The Penn State Thespians, and
none of its acts shall conflict with the actions taken by The Penn State Thespians.

Article VI. Meetings

A. The Penn State Thespians shall hold general membership meetings at least five times per semester.
B. The membership must be given a minimum of five days advance notice of the general membership meetings.
C. Special meetings may be called by the President, Executive Committee or upon written request of twenty percent of the active membership. Except in case of an emergency, three days notice of the meeting shall be given.
D. Thirty-three percent of the active voting membership shall constitute a quorum needed for all meetings.
E. Meetings shall be suspended during summer semesters.

Article VII. General Membership Meetings

A. The order of business shall be conducted as followed:
   1. Call to Order
   2. Roll Call
   3. Reports of Officers
   4. Report of the Advisor
   5. Reports of Standing Committees
   6. Reports of Special Committees
   7. Show Report
   8. Old Business
   9. New Business
   10. Announcements
   11. Adjournment

Article VIII. Committees

A. The chairperson of any committee must maintain active member status. Failure to do so may result in removal from the position by the President.
B. Standing Committees
   1. The Show Selection Committee:
      a. Consists of two members of the Executive Committee (other than the President), the Advisor of The Penn State Thespians, and three active members nominated and elected by the membership. The President shall serve in the capacity of mediator and cast a vote only in the event of a tied decision.
      b. Conducts perusals of prospective shows, reports on recommended shows to the general membership, and selects upcoming shows.
   2. The Marketing Committee:
      a. Consists of a marketing coordinator, appointed by the president, and at least three other active members.
      b. Coordinates all marketing communications including but not limited to selling program ads, advertising in all media, publicizing all productions and activities of The Penn State Thespians.
3. The Activities Committee:
   a. The duties of this committee shall include but are not limited to planning and implementation of activities for the general membership and other involved individuals. Sub-Committees of the Activities Committee includes the Homecoming and the Semi-formal Planning Committee.

4. The THON Committee:
   a. Duties of this committee shall include but are not limited to a firm understanding of the THON rulebook, the planning, registration and implementation of canning trips, the organization of THON related fundraisers for the club, maintenance of relations with our THON family, and the selection of dancers to represent the club during the THON weekend.

5. The Children’s Show Committee:
   a. Duties of this committee include picking a book on which to base the play, choosing the production staff, and supervising the writing meetings and casting.

6. The MasquerAIDS Committee:
   a. Duties include maintaining a relationship with the Centre County Aids Project, being the overall spokesperson for the fundraiser, managing and overseeing the entire production, coordinating the raffle, soliciting local downtown businesses to donate prizes for the raffle, managing/editing the binder.

7. The Fundraising Committee:
   a. Duties of this committee involve working in conjunction with all of the committees to raise money for individual purchases or events, developing Thespian merchandise and researching ways to benefit the club financially without members having to spend money.

8. The Web Committee:
   a. Duties include maintaining the Thespians website.

Article IX. Voting

A. Only active members may vote. (See requirements for active membership, Article III.B.1)

B. The quorum is thirty-three percent of the active membership.

C. The majority is fifty percent plus one of the active members present.

D. Acceptable ways of voting:
   1. Formal votes must be submitted via secret ballot, in writing, signed, to the President or Secretary.
   2. A show of hands or oral vote may be acceptable in the case of a motion or proposal.
   3. Any member may request that any vote be conducted by secret ballot.

E. Active members may vote in absentia regarding show selection, elections, TAIG proposals, and senior awards. An explanation for the absence must be included.
   1. When voting in absentia for elections there are 2 acceptable ways for submitting a
A member can submit their votes after hearing their options from a nonvoting intermediate such as the advisor.

b. A member can submit a ballot without knowing final nominations by ranking their preference for any potential candidates whether or not they are nominated.

F. Nominees for show selection committee, senior awards, and officer positions shall remove themselves from the room while voting takes place. These individuals shall vote by ranking all candidates on one ballot. They shall be informed of the results and brought back into the room after voting has concluded.

Article X. Show Selection Process

A. The Show Selection Committee shall solicit suggestions for prospective shows.

B. The Show Selection Committee shall evaluate at least six and no more than nine prospective shows according to the most recent edition of The Penn State Thespians "Criteria for Show Selection."

C. Written perusal reports and oral presentations of each evaluation shall be presented to the membership.

D. A maximum of three positive and three negative comments shall be solicited for each show.

E. Each active member votes for one show on the written ballot. The two shows receiving the least number of votes shall be eliminated. This process shall be repeated until there is a majority for one show.
   1. As soon as a majority is reached, that show is then selected, and the process is repeated until three shows have been selected.
   2. The majority is fifty percent plus one of the active members present.

F. From the list of three, the Show Selection Committee shall select the most appropriate shows.

G. In the event that the Show Selection occurs before inductions for that spring, current Non-voting Members who have completed all Voting membership requirements other than the New Member skit may be allowed to vote on the shows at the discretion of the Executive Committee.

Article XI. Elections

A. Elections for officers and senior awards shall be held prior to the end of the spring semester.

B. Election codes:
   1. The quorum to conduct nominations and elections shall be thirty-three percent of the active membership.
   2. The majority needed to elect shall be fifty percent plus one of the active members present.
   3. Members shall be reminded of their right to abstain from any election.
   4. Any inducted member who is currently away from the university for a practicum or education abroad program will be eligible for nomination for the Executive Board, Senior Awards, and the Show Selection Committee, with their expressed written consent, acceptance of the nomination and submission of a letter of intent.
to be presented to the membership.

5. At the meeting prior to officer elections, the Executive Committee shall present the Officers' Slate, which consists of one nominee to fill each elected office.

6. After the presentation of the Officers' Slate, nominations will be accepted from the floor.

7. Prior to the elections, the floor will reopen for additional nominations.

8. Any member may nominate any active member. Active members may nominate themselves. Upon nomination and prior to the election, each candidate shall submit a brief letter of intent summarizing past involvement in The Penn State Thespians and reason for interest in the position. Each candidate may run for no more than three positions.

9. Officers shall be elected in the order in which they appear in Article IV.B.

10. Elections shall be conducted by individuals not running for office in the following year. Nomination letters shall be read to the membership, and a maximum of three positive comments for each candidate shall be solicited. Each active member shall cast only one vote for each office, but may cast as many votes as are needed to fulfill the requirements for senior awards.

11. If fifty percent plus one is not obtained by one of the candidates, the candidate receiving the lowest number is eliminated, and the active members vote again.

C. Filling unexpired vacancies

1. The Executive Committee shall nominate a candidate or candidates at the general membership meeting following notification of the vacancy. Elections will also occur at this meeting.

2. The quorum is thirty-three percent of the active membership.

3. The majority required to elect a new officer is fifty percent plus one of the active members present. If fifty percent plus one is not obtained by one of the candidates, the candidate receiving the lowest number is eliminated, and the active members vote again.

4. Removal of an officer from office

D. If an officer is not fulfilling their duties and the other 4 officers unanimously agree, they can ask for the resignation of the officer.

E. If the officer is not willing to resign and the advisor approves, the officers can propose removing an officer to the club.

F. The vote shall be cast by secret ballot (as described by IX.E.1). A 2/3 majority of all active members (whether present or not) is required to remove an officer.

Article XII. Finances

A. All organizational funds are to be handled exclusively through the Associated Student Activities (ASA) office.

B. The Penn State Thespians will not have an off-campus account.

C. The Penn State Thespians does not require the payment of dues as a necessary condition for membership.

D. A maximum of $50 may be spent by the officers without approval of the membership.
Article XIII. Advisors

A. Advisor
   1. The Penn State Thespians shall retain one Advisor who is a full-time Faculty or Staff member of the Pennsylvania State University.
   2. The Advisor shall serve as producer for all Thespian shows and advise The Penn State Thespians as needed.
   3. The Advisor shall fulfill the responsibilities outlined in the most current edition of the "Duties and Responsibilities of the Thespian Advisor."

B. Board of Advisors
   1. The Penn State Thespians shall retain a Board of Advisors.

Article XIV. Amendments

A. This constitution may be amended at any general membership meeting of The Penn State Thespians, providing that the amendment has been submitted in writing at the previous meeting.

B. The quorum to amend shall be thirty-three percent of the active membership. The majority needed to amend shall be sixty-seven percent of the active members present.

C. Any member may introduce a constitutional amendment.

D. All amendments are subject to the approval of the Office of Student Activities.

Article XV. Constitution

A. A new constitution may be ratified at any general membership meeting of The Penn State Thespians, providing that prior written notification, which includes the revised copy of the constitution, has been submitted to the general membership.

B. The quorum to ratify shall be thirty-three percent of the active membership. The majority needed to ratify shall be sixty-seven percent of the active members

Article XVI. Parliamentary Authority

Robert's Rules of Order, Newly Revised, by Sarah Corbin Roberts shall be used in all cases not covered by this constitution.

Article XVII. Copies of the Constitution

Copies of this constitution shall be made available to anyone upon request.

Article XVIII. Ratification

We, the members of the Constitution Revision Committee, signify The Penn State Thespians' ratification of this revised constitution with our signatures on this day, April 1, 2001.

______________________________
Rebecca Sammak, Co-Chair

______________________________
Nicholas Semon, Co-Chair

______________________________
David Atlee

______________________________
Alexander Bochicchio
Amendment I.
The active membership of The Penn State Thespians has the authority to define policy governing the long term actions of The Penn State Thespians. Documentation must be provided explaining the overall goal(s) of the policy, the time period during which the policy applies, estimated work load, and any other necessary information to allow future members of The Penn State Thespians to adhere to the policy. At the beginning of the fiscal year, it shall be the duty of the incumbent Executive Committee to inform the incoming Executive Committee of all currently established policies, and it shall be the duty of the Executive Committee to explain all policies to the general membership and to enforce all policies.

Amendment II. Article III, Section B is hereby replaced with:

A. Any member missing two consecutive general membership meetings during one academic semester without valid excuse shall become inactive, thereby losing all voting privileges and eligibility for senior awards. The validity of an excuse shall be subject to the review of the Executive Committee.
   1. Participation in a university sanctioned practicum or study abroad program constitutes a valid excuse.
   2. The member must notify The Penn State Thespians in advance of the practicum or study abroad program.
B. After the minimum number of meetings per semester has occurred (Article VI, Section A) any member missing a total of 1/3 of the regularly scheduled meetings during one academic semester, without valid excuse, shall become inactive.
C. Any member in violation of Amendment II, Sections A and/or B, can be reinstated to active membership status by attending two consecutive general membership meetings. However, any member still in violation of Amendment II Section B shall remain inactive.
D. Any member notified by the Treasurer to be in arrears of any financial obligations to The Penn State Thespians shall complete payment of the financial obligations thirty days from such notification. Any member still in arrears after thirty days shall become inactive.
E. Upon satisfactory completion of membership requirements no member shall be removed from The Penn State Thespians. Any inducted member can, however, become inactive as defined by Amendment II Sections A and B.
F. The Executive Committee has the power to reinstate any member to active membership status, which overrules any prior inactivity. Upon doing so, the Executive Committee must state the length of the exemption, up to a maximum of one semester.
Amendment III. Article IX Section E is hereby replaced with:

A. Active members may vote in absentia regarding show selection, elections, TAIG proposals, and senior awards.
B. A valid excuse shall be required in order to vote in absentia.
C. Voters who will not be present at any point during a meeting in which a vote will take place must submit their absentee ballot prior to the start of the meeting. Voters who will be present during any portion of the meeting must submit their absentee ballots prior to leaving the meeting.
D. An absentee ballot shall only be accepted as a vote if all remaining eligible nominees are ranked on the ballot. The Executive Committee shall provide a list to all possible voters, of all possible nominees, 24 hours prior to any given vote.
E. A voter may include abstention in an absentee ballot. However, the ballot must still meet requirements of Amendment III Section C in order to be accepted as a vote.
F. The Penn State Thespians and New Member Listserves shall constitute a nonvoting intermediate.

Amendment IV. The voting privileges of the President of The Penn State Thespians are hereby replaced with:

A. The President can always vote in a vote by ballot at the time other members do. However, the President cannot vote in a show of hands or oral vote.
B. For any vote in which the President has not voted and their vote would change the result, the President is permitted, but not obligated, to vote.

Amendment V.

Article XIII Section B is hereby repealed. The Penn State Thespians has the option of retaining a Board of Advisors but need not.

Amendment VI.

For any instance in the Constitution of the Penn State Thespians that defines a majority as fifty percent plus one of the active membership, a majority shall be defined as fifty percent plus one of the voting membership.

We, the members of the Executive Board, signify The Penn State Thespians' ratification of this amended constitution with our signatures on this day, February 14, 2010

________________________________________
Andrea Schwander, President

________________________________________
Nicholas Mittereder, Vice President
Amendment VII. Article VIII Section B shall also include:

4. The THON Committee:
   a. Duties of this committee shall include but are not limited to a firm understanding of the THON rulebook, the planning, registration and implementation of canning trips, the organization of THON related fundraisers for the club, maintenance of relations with our THON family, and the selection of dancers to represent the club during the THON weekend.

5. The Children’s Show Committee:
   a. Duties of this committee include picking a book on which to base the play, choosing the production staff, and supervising the writing meetings and casting.

6. The MasquerAIDS Committee:
   a. Duties include maintaining a relationship with the Centre County Aids Project, being the overall spokesperson for the fundraiser, managing and overseeing the entire production, coordinating the raffle, soliciting local downtown businesses to donate prizes for the raffle, managing/editing the binder.

7. The Fundraising Committee:
   a. Duties of this committee involve working in conjunction with all of the committees to raise money for individual purchases or events, developing Thespian merchandise and researching ways to benefit the club financially without members having to spend money.

8. The Web Committee:
   a. Duties include maintaining the Thespians website, sustaining a cohesive social media presence using current technology, ensuring the domain name registration is completed in partnership with the Treasurer, and generally promoting active use of Thespians online resources to the club as a whole for all events.

9. The Multimedia Committee:
   a. Duties include design support to all other committees and to proactively ensure main events are documented accordingly.

We, the members of the Executive Board, signify The Penn State Thespians' ratification of this amended constitution with our signatures on this day, September 13th, 2012

Sean Meadows, President
Amendment VIII.

Article VIII Section 1 (a) will now read

A. Consists of two members of the Executive Committee (other than the President), the Advisor of The Penn State Thespians, and three active members nominated and elected by the membership.
   1. No individual proposing a show may be nominated or selected for a position on the show selection committee.
   2. One of the active membership positions is restricted to those individuals who have previous experience as director, stage manager, technical director, or production manager for a Penn State Thespian mainstage production. Members who fit these criteria will be automatically nominated for the position. If none are willing and able, then the position will be unrestricted. This position will be known as the “Production Experienced” position.
   3. Voting will first occur for the Production Experienced position. Nominees will follow the general voting procedure articulated in Article IX for the remaining two member positions. Voting will then occur for the two remaining positions.
   4. The President shall serve in the capacity of mediator and cast a vote only in the event of a tied decision.

Article X Section B will now read

A. The Show Selection Committee shall evaluate all prospective shows according to the most recent edition of The Penn State Thespians "Criteria for Show Selection". A maximum of 5 shows will then be presented to the club for voting.

Article X Section C will now read

B. Written perusal reports and oral presentations of each evaluation shall be presented to the membership by those proposing the show for the next academic year. If the proposer is unable to attend the meeting, the oral presentation will be given by the current President of The Penn State Thespians.
We, the members of the Executive Board, signify The Penn State Thespians' ratification of this amended constitution with our signatures on this day, February 24th, 2013.

Sean Meadows, President
Andrew Adamietz, Vice President
Matthew Leo Kaye, Secretary
Jeff Acquaviva, Treasurer
George Inglis, Historian Alumni Liaison

Amendment IX.

Article XIII Section A (2) will now read

2. The Advisor shall serve as the Executive Producer for all Thespian shows and advise The Penn State Thespians as needed.

We, the members of the Executive Board, signify The Penn State Thespians' ratification of this amended constitution with our signatures on this day, April 27th, 2014.

Vince Tran, President
George Inglis, Vice President
Maggie Douglas, Secretary
Albert Emhof, Treasurer
Alexander Annunziato, Historian Alumni Liaison