Article One: Purpose

S-Factor is an all-male a cappella group specializing in hip-hop, R&B, gospel, funk, Motown, jazz, spirituals, neo-soul, and other musical styles of the African Diaspora. Founded in 2006, S-Factor is dedicated to spreading black music throughout Tufts and off-campus areas. S-Factor commits to providing entertainment as well as educating audience members about this rich musical culture.

Article Two: Membership

1. Membership in this organization shall be granted by group auditions. Auditions shall be open to all students enrolled in Tufts University. Membership shall be decided by the group following the audition process.

2. Every new member must be voted in by majority rule of all votes cast. The voting process will begin with a discussion followed by a final vote. The President will lead the voting process and decide if further discussion is necessary. The final vote will be a heads-down, silent vote, and will be counted by both the Music Director and the President.

3. Membership shall be retained until the member is no longer an active student at the university. Membership shall be retained during the vacations and recesses of the university. Any member may resign at any time by filing a written resignation with the group.

3. A full term of membership is defined as a full academic year. All active members are obligated to complete the full term of membership in any given year.

4. Leaves of absence from the group may be granted by the Music Director and the President. Members taking a leave of absence have the option of rejoining the group as soon as space becomes available. The Music Director and President determine whether such a space exists.

Article Three: Executive Board

The executive power shall be vested in an Executive Board elected in the spring by the members of the group. It shall consist of a President, Music Director, Business Manager, Director of Publicity, Secretary and any other position the group deems necessary. The executive positions and roles are as follows:
President - The President shall be the chief executive officer of the group and shall have general supervision of its activities. The President shall oversee the organization of the group’s official Tufts Concerts. The President shall have the responsibility of registering the organization with the Office of Student Activities every fall. The President oversees the Executive Board, delegates responsibility, collaborates with the Business Manager to write the budget for the forthcoming year, and completes all responsibilities which do not fall under the domain of the other officers.

The Music Director - The Music Director is charged with overseeing the arranging and teaching of all songs. The Musical Director shall lead the audition process. The Music Director shall have the responsibility for the musical planning, selection, programming, and direction of the group.

Business Manager - The business manager is charged with keeping the group out of financial deficit, negotiating contracts, completing all treasury related paperwork, communicating financial information with the rest of the Executive Board, and collaborating with the president to write the budget for the forthcoming year. The business manager is charged with being the contact person for on and off campus performances. He is also a liaison to outside contacts and is responsible for all logistics involved with performances not at Tufts.

Director of Publicity - The Director of Publicity is charged with overseeing the promotion of the group’s performances and auditions through posters, flyers, chalking, internet, and any other mediums of promotions.

Secretary - The secretary is responsible for making phone calls, taking attendance at all rehearsals and meetings, and taking minutes at business meetings.

Librarians - The librarian shall be responsible for website maintenance, electronic archiving (pdf. Version of the song, electronic sheet music, mp3 of original song, and video/mp3 of S-Factor performance of song), hardcopy archives (sheet music) and alumni outreach.

The responsibilities of the other officers shall be determined by the group as the need arises.

Article V. Elections

1. The officers shall be elected annually by the members of the group. The elections shall normally be held at the end of the academic year and the term of office shall start on the first day of summer recess and shall terminate on the last day of the following academic year. The election date shall be set by the President.

2. Election process will go as the following in which each candidate will prepare a speech to be delivered during elections. After all speeches have been heard the candidates will
wait outside while the remaining S-Factor members deliberate and then cast a heads-
down vote. Any candidate must receive a simple majority in order to win the election.

3. Any members of the group may be nominated for election. For any given position, all eligible members shall have one vote. Members may vote by written proxy submitted to the President.

4. Special elections may be called by the President, at his discretion, to fill any post vacated during the academic year. If the President resigns, the Music Director may call a special election to fill the post.

5. All voting members must attend more than 2/3 of rehearsals and performances in the semester in which the election occurs.

6. Eligible members seeking a position on the executive board must be in good standing with the group and plan to be enrolled at Tufts for the full academic year.

**Article Six: Transition Procedures**

At the end of any school year the outgoing Executive Board shall meet with the incoming officers to insure a smooth transition. All archival items such as videos, tapes, and treasury information shall be turned over to the new body. In addition all members wishing to return for another year shall have their attendance records and status as voting members made known to them.

**Article Seven: Impeachment Procedures**

Any officer who does not perform his duties or violates the S-Factor contract shall be subject to a review of his position on the Executive Board. Board members impeached may stay in the group, but will be relieved of their duties and are ineligible to run for office the subsequent year. All impeachment proceedings will be handled by the Executive Board but are subject to appeal by the member in question. Impeachment appeals are brought in front of the entire member body at which point a vote of 2/3 or more will overturn the decision.

**Article Eight: Rehearsals**

1. Rehearsals shall be held on a regular basis according to a schedule set by the President and Music Director. Special rehearsals may be called by the Music Director and sectional workshops for specific voice parts if deemed necessary by the Music Director. Attendance at all rehearsals and meetings is mandatory.

2. Members are expected to consult the President and Music Director in order to obtain permission to be excused from a rehearsal. Such requests must be made at least 6 hours in advance except for in cases of emergencies. Normally, such exemptions will only be granted for academic commitments.

3. Rehearsals directly before a performance are mandatory and must be attended in order to perform. All members must attend all rehearsals in order to remain in good-standing
with the group. The number of collective missed rehearsals will equate to the number of people. If the number of missed rehearsals exceeds the number of members in the group, the Executive Board will meet to determine the appropriate action.

4. The President shall chair all business meetings. In his absence, the Business Manager shall chair the business meetings. Notice of regular and special meetings shall be communicated to all members of the group by the President or his designee.

5. Members shall have one vote with respect to any resolutions put forward during meetings or rehearsals. Members may vote by written proxy delivered to the President.

6. The Secretary is responsible for recording the number of rehearsals and commitments missed by each member, as well as incidents of tardiness. A pattern of intentional disregard for the group’s regulations will be met with disciplinary action. It will be at the discretion of the President and Music Director as to whether or not such disciplinary action is warranted.

**Article Nine: Amendment Procedures**

Any member whenever 2/3 of the group shall deem it necessary can propose amendments to the Constitution which shall be valid to all intents and purposes as part of this Constitution when ratified by  of the voting members of the group. All amendments must be approved by the TCU Judiciary.