

A Constitution, also referred to as Bylaws or a Charter, is a student group structure and purpose statement that is an organization's guiding document. The Constitution formally identifies the organizations name and purpose for operating as well as the structure and selection of the organization's executive officers.

Every recognized student organization or club is required to have a Constitution on file with the Center for Leadership and Service.

Constitution Outline

Name and Objectives

Name: ART TROUPLE

Objectives: Wenzhou Kean University was founded by students in the first half year of 2017. It belongs to the National Conditions and Culture and Education Center. It is an important platform to improve the art practice of teachers and students in Wenzhou Kean University and to implement aesthetic education. The art Troupe aims to enrich the campus art and cultural life, improve the artistic quality of college students, and promote the all-round development of students. It integrates art education into campus life, and guides students to understand the excellent artistic achievements at home and abroad and master artistic skills with "graduation ceremony", "activity party" and daily art education as the carrier. Cultivate the ability of feeling beauty, expressing beauty, appreciating beauty and creating beauty, stimulate the consciousness of innovation and enhance creative ability, which plays a positive role in improving students' artistic accomplishment and enriching campus cultural life.

In order to further activate the campus cultural life of college students, meet the needs of the majority of students to improve their artistic accomplishment, promote the popularization of art education in the school, better serve the growth of students, and promote the further development of our school's art troupe.

Membership

All students in school

Faculty

Officers and Duties

Officers:

Administrative President: Liu Zeyu

Art President: Guo Jia

The minister of propaganda: Chen Xinzhuo

The minister of planning: Ou Zhanhong

The minister of secretary: Xu Xiwen

The minister of logistic: Zhang Jiachen

**Mission responsibilities**:

The mission center is divided into four departments: planning department, publicity Department, logistics department and art department. Students choose to work in different departments according to their strengths and desires. Daily work, such as the collection and timely summary of team information, art troupe daily work docking and meeting arrangement, and within the specified time and team activities tracking and reporting; Mainly responsible for document secretary, costume and makeup, stage art, photographic news, website construction, attendance, league member registration, image design and other work arrangements and daily affairs. The work is challenging, which helps to improve the ability to organize and coordinate large-scale performances. Suitable for students who love arts and want to improve their comprehensive working ability.

**Division of mission**:

**1. Planning**

1) Arrangement of activities and affairs within the mission, notice

2) Advisor appointment letter and League Member Medal

3) Organize various activities within the mission

4) Making and planning process and activity introduction

**2. The propaganda**

1) Offline (making posters and brochures) and online (making public accounts and tweets) publicity and production

2) Shooting and collecting video materials (photos and videos) of course activities and various performances

3) The publicity content includes course activities and performances inside and outside the school

**3. Logistics**

1) Activity personnel arrangement and site layout

2) Organize backstage work and prop storage

3) Arrangement and management of art troupe materials

**4. Secretary**

1) Recruit new members and sort out the application form and information of league members

2) Document arrangement, financial management, venue approval, party preparation and coordination among various departments

3) Write campaign papers and send emails

4) Regular courses, attendance sheet and class schedule distribution and summary registration

**Art team members required**

(1) **Chorus:** love the art of vocal music, have a deep understanding of music, good musical sense, have a good image temperament, have a strong sense of organization and discipline. Can undertake solo, chorus, duet and other forms of rehearsal performance and competition.

(2) **Dance team:** it is required to have a certain artistic background and love dance, and be able to actively participate in rehearsals, organize team members to rehearse and undertake some solo, duo dance and large group dance rehearsals, performances and competitions; Ordinary members are required to love dancing, take an active part in rehearsals, and be able to complete various performances in the school, so as to become key members.

(3) **Instrumental group:** divided into folk music, Western classical and electro-acoustic categories. Love music, have some musical instrument playing ability, can actively participate in rehearsals, can cope with the school suddenly assigned small performance, and willing to continue to study Musical Instruments and theory at school.

(4) **Etiquette team:** it is required to be dignified and elegant. The height of girls is generally above 1.62 meters, and the height of boys is above 1.72. It can complete the etiquette service work inside and outside the school.

Meetings

There will be two or three group meetings a semester where all members and advisors are required to be present. There are also 3 or 4 internal meetings and smaller meetings between departments in the middle of the term. The meeting will be arranged in a specific classroom to discuss semester tasks, semester expectations and past performance, summarize work experience and mistakes, and further improve organizational ability. The advisor and each minister and team leader have the authority to organize meetings. Meetings are held when all members are available.

Standing Committees

Administrative Department

Art Department

Elections and Vacancies

(I) Assessment objects: Recruit new students to become the art troupe business center, art troupe leaders and art troupe members through interviews.

(II) Assessment period: the end of recruitment -- before the end of the next summer semester

(III) Assessment mechanism: credit conversion, scholarship score list.

(IV) Assessment System:

The general assessment of each semester is made up of four aspects: training, performance, attendance and discipline. The assessment results are excellent, good, qualified and unqualified. "Excellent league members" and "excellent cadres" will be selected and given certain rewards, and unqualified students will be dismissed from the group.

(5) The selection criteria are as follows:

1. Excellent League member: attendance rate reached over 90%. Perform at least three times a year.

2. Excellent cadre: attendance rate is over 95%. Perform at least three times a year. Actively complete various tasks of the art troupe and play an active leadership role in the team.

(6) Credit conversion

1. Students who have been in the art troupe for two years (120 hours) will receive 4 credits; Those who have reached one year (60 hours) will be credited 2 credits.

2. Attendance: The rehearsal time of each department is twice a week, and each time is based on two hours. Attendance on time or less than two hours without affecting the rehearsal progress will be regarded as attendance, and the duration will be recorded as two hours.

3. Absence: Those who attend rehearsals but are seriously short or unable to keep up with the progress of rehearsals will be regarded as absent, and the duration will not be recorded.

Removal and Succession of Officers

(1) All members of the group must pay attention to their personal image, safeguard the interests of the art group, and consciously accept the supervision of students. Those who damage the image of the art group of college students will be warned and criticized, and those who have serious influence will be dismissed from the group.

(2) Abide by the rules of the art Troupe, participate in the troupe's training and performance on time, and implement the troupe's resolutions. Study hard, train hard, cultivate the spirit of seeking advice with an open mind, give full play to your strengths, encourage originality and produce more results. Do not be late for regular meetings or rehearsals, do not leave early, in special circumstances must ask for leave in advance. Respect teachers and cooperate with the organization. Members of the league solidarity, help each other. To uphold the honor of the art troupe.

(3) Business indicators: course training attendance, activities, rehearsals, performance tasks

Amendments

**(I) Rehearsal system**

1. Rehearsals are not allowed to be absent without special reasons.

2. If you are unable to attend or arrive late, you must ask for leave in advance.

3. Leave rehearsal early without any reason. If there are special circumstances, please explain to the person in charge.

4. Follow the arrangements of the person in charge during the rehearsal, and do not disturb the rehearsal order.

5. Do not be lazy during the rehearsal, smoking and other bad behaviors.

6. Set up the attendance sheet, strictly control the pass, and carefully record the attendance of each rehearsal. The attendance sheet is submitted to the mission center at the end of each week

7. Criticism will be given to those who are absent for once or late for twice in the training.

8. Warning will be given to those who are absent twice or late for work or leave early for 4 times.

9. Those who are warned twice in a row during training will be given the punishment of being ordered to quit the team.

10. If a team member is unable to participate in the training due to illness or illness, he/she must submit a leave request one day in advance and the leave request will be approved by the team leader. If the matter after the emergency class make up the leave, the reason fully put can be processed by leave, otherwise by unexcused absence processing.

**(2) Performance system**

1. The performance process includes: rehearsal, preparation before the performance, waiting room, formal performance, etc.

During the performance, must obey the order of the performance site, no loud noise.

2. Strictly obey the arrangements of the person in charge during the performance. Do not leave the venue without permission

3. Pay attention to your team's image when performing.

4. Every performance must be taken seriously and devoted.

5. Any time arrangement during the performance must be strictly observed

6. All members of the performance must do a good job of the tasks assigned to them.

7. During the performance, mistakes caused by personal factors will be punished according to the seriousness of the situation.

8. All members must take good care of all kinds of costumes, props and equipment, and return them in time after the performance. It shall not be transferred or lent to others without authorization. If the damage is caused by personal reasons, compensation should be made according to the price.

9. Individuals are not allowed to participate in various performances without authorization. If necessary, please report to the leader for approval.

10. Every outfield performer should make preparations before the previous performance; And the performance effect, the performance of the actors were recorded, to learn from experience as an important basis for the year-end summary.

Advisor

Xie Dianyuan

University Regulations

**(1) Regulations on awards**

1. The art League and all team leaders will be included in the school level "student leader" management, and have priority in the selection of "Excellent Student Leader";

2. In all kinds of activities of the art troupe, if the individual or group wins the provincial or above awards, in addition to the credit system of social Practice Volunteers, they will also have the opportunity to win the "Gold Medal of Art" of the university and the certificate of merit issued by the art troupe

3. Members of the art Troupe will have priority to participate in various international, domestic and industrial competitions and activities on behalf of the college;

4. Members who strictly abide by the rules and regulations of the art Troupe and normally participate in various training, rehearsals, competitions or performances of the art Troupe will be counted as credits in the assessment.

5. As active applicants to the Party, they have the priority to study in party schools and apply for party membership. (youth corps committee)

6. Have priority in the selection of "Merit Student" and "Outstanding Graduate" of the College; (youth corps committee)

7. Preferential opportunity to recommend internship units and employment units;

8. Applicants shall be given priority in applying for the school's maker space under the same conditions

9. Have priority in participating in various foreign affairs and cultural exchange activities, tourism and cultural activities and social practice activities of the University;

Have priority in all kinds of art training organized by the college, art special guidance and recommended to social and industry organizations to participate in the art talent examination opportunities;

10. Badges and certificates for regular members of the art Troupe will be issued, and those who perform well can be retained permanently by individuals;

11. Priority shall be given to the use of special training grounds and training equipment provided by the College; A certain amount of food allowance is provided during the training period;

12. If you participate in outside performance activities with income-generating projects, you can get certain performance rewards;

13. Proof of personal experience and honors won in the art troupe should be put into personal files;

14. Once a year in school, one or two family members will be invited to attend the opening ceremony, graduation ceremony or large-scale cultural and art activities as guests of the college.

**(2) Regulations on Punishment:**

1. The art Troupe shall criticize or take disciplinary action against league members who make mistakes according to the seriousness of the case. The punishments are divided into the following five types: warning, serious warning, demerit recording, stay in the league for inspection, and expulsion from the league. The period of stay in the league for inspection is 10 teaching weeks. The member subject to such punishment can be relieved on schedule if he/she has made progress during the inspection period. If there is outstanding performance, can be removed in advance; Those who fail to change after education or make mistakes during inspection will be expelled from the League; And cancel all previous grades.

2. Students who speak or act against the art Troupe, organize and incite disturbances, or sabotage the normal work of the art Troupe will be expelled from the Troupe;

3. Those who, without the consent of the group leader, leak the original works of the art Troupe to the public, enter the office and rehearsal halls of the art troupe without permission, use the equipment of the art troupe, steal internal documents and materials of the art troupe, and disturb the normal order of work and life. If the circumstances are serious, he shall be expelled from the League;

4. Students who violate national laws, laws, regulations and regulations and are investigated for criminal responsibility will be expelled from school according to the provisions of school status management;

5. Those who steal, defraud, misappropriate or embezzle the public property of the art Troupe or damage the public property of the art troupe shall be given corresponding administrative sanctions and fined in addition to recovering the stolen money and stolen property or compensating for losses; If the circumstances are minor, they shall be given punishments above demerit recording; If the circumstances are serious, he shall be expelled from the League;

6. Those who have any of the following behaviors shall be given corresponding punishments according to their circumstances:

1) Disciplinary punishment of demerit recording shall be given to those who engage in malpractices for personal gain in recruiting new league members;

2) Demerit recording will be given to those who practice favoritism and malpractice in the process of evaluation, promotion and punishment of league members;

3) Students who intentionally spread or post unpublicized or false information about the art Troupe and cause negative impact on the troupe will be given the following punishments: demerit recording;

4) If the performance stage equipment, costumes, props and other property of the troupe are damaged or lost due to negligence, the following punishments will be given: demerit recording;

5) Demerit recording will be given to those who make mistakes in the live performance due to inadequate rehearsal;

6) Demerit recording will be given to those who delay the progress of rehearsal and performance due to personal reasons;

7) Those who strike out, refuse to perform or abet others to strike out or refuse to perform will be given the punishment of demerit recording or expulsion from the League;

8) Those who make mistakes in decision-making, work or performance of the art troupe under other circumstances will be given serious warning or punishments above that;

9) Any problems involving membership and compensation shall be dealt with by the art Troupe office;

7. Those who commit any of the following shall be given an additional punishment of one level:

1) Those who refuse to admit wrong facts after violating discipline, or appeal under excuses after punishment, or make trouble without reason when serving as cadres in the art troupe;

2) those who commit the same mistake again within six months after being punished;

3) those who threaten or retaliate against the informant or witness;

8. The punishment shall be subject to the following additional provisions:

1) Students are not allowed to participate in "Excellent League Member "," Excellent League Cadre "," Excellent Student Cadre" and other activities during the academic year;

2) The honorary title opportunity enjoyed by him/her in the current year shall be revoked, certificates and bonuses shall be recovered;

3) Remove him from the cadre position in the art troupe;

4) To give sanctions to league members, the head of the league shall convene a meeting of heads of all departments to discuss and decide, and the decision shall be unanimously reported to the superior leaders for approval after the agreement of the league leaders;

5) Any problems involving group membership and compensation shall be handled by the art Troupe office;

6) Disciplinary violations not listed in these Provisions, which should be punished, can be dealt with according to similar regulations;

7) The appraisal, award and punishment materials of league members shall be included in their own archives and shall not be revoked.

9. Penalties will be recorded according to the severity of the circumstances.

Updating An Existing Student Group Constitution

(I) Regular members of the School art Troupe are not allowed to dismiss under normal circumstances, but can apply for dismissal (in written form) for personal reasons, which will take effect after being approved by the instructor and the person in charge.

(2) Those who leave the team due to graduation can quit the team only after the approval of the Youth League Committee.

(3) The art troupe of the College adopts a combination of daily training and short-term intensive training.

(iv) The activities of the Art Troupe of the School include completing the performance tasks and reporting performances assigned by the school.

(5) The revision of this system shall be decided by voting of the head of the delegation, the deputy Heads of the delegation and the ministers of the ministry, and shall come into force only after being signed by the head of the delegation.

(VI) The art Troupe of the University has the right to interpret the articles of association.

(7) The Articles of Association shall be implemented from the date of adoption.For more information about updating your student group or organization Constitution, please contact the Center for Leadership and Service, located in General Education Hall D203.