WKU Drama Club Constitution

* Organization Name: Drama Club
* Objectives

Drama club is the only club dedicated to stage performance in WKU. Gather a group of people who love drama and develop this hobby together. Through the drama performance, not only enrich the students' interest in life, but also to convey to the audience the values and pursuit of contemporary college students. Drama club hope students can find different aspects of themselves in the activities of the drama club.

* Membership

All students of Wenzhou Ken University who love drama are welcome to join, but only pass the interview of Drama Club can they officially become members of the drama club.

* Officers and duties
  + President: (1) Determine the development direction of the club; (2) Contact the school community management department and advisors; (3) Assigned tasks to all department heads of the drama club; (4) Organize important meetings and activities and allocate work; (5) Storage and management of important documents; (6) Preparation for transition plan.
  + Vice president: (1) Assist in the work of the President, assigned by the President; (2) **Keep and manage club fee**

**The president and vice president are the officers with signatory power over the organization’s account.**

* Meetings
* Before the club participated in important activities (e.g. recruitment, transition, school activities), the President organized ministers of all departments to participate in the preparatory activities.
* The meetings of all departments shall be organized and held by the ministers of all departments.
* Once the script for the performance is determined, a meeting needs to be organized by the President, and all members participating in the performance need to attend.
* Attendance at each meeting will be recorded by the President
* Standing Committees
* Director Department: The director department is composed of a minister and several members, who are responsible for choosing scripts and organizing actors to rehearse plays. During the rehearsal, the director can modify the script according to the actual situation. **The director has the right to replace the actor if the reason is reasonable.**
* Stage management department: Each drama requires 1-2 members of stage management department to participate in the relevant work. The stage management department members need to decide the costumes and props for each drama together with the director, and they are responsible for collecting the corresponding items under the budget and controlling the lighting and sound of the stage scene. **The stage management department is responsible for the preservation and management of club materials, such as costumes.**
* Secretary department: The secretary department consists of a minister and several members who are **mainly responsible for taking the important** **documents** of the drama club. The department is responsible for the publicity and planning of club activities, as well as the management of WeChat public account and club’s website of the club.
* Elections and Vacancies

At the end of each semester, there will be a general election. The new minister of the department will be decided after the discussion between the former minister and the President. The new President will be decided by the former President. **All executive board positions must meet the Wenzhou- Kean University Student Leadership Criteria. Specify when the group will hold elections for officers.**

* Removal and Succession of Officers
* If a member fails to attend the meeting for two consecutive times, he/she will be warned once. If he/she fails to attend the meeting for four times in total, he/she will be deemed to quit the drama club.
* Members who damage the image of the drama club in speech or behavior will be directly removed from the drama club.
* If an actor is absent from rehearsals for more than two times, he/she will be warned. If he/she is absent from rehearsals for more than four times, he/she will be deemed to have withdrawn from the performance of the drama. The director and the minister of the actor department will choose a new actor.
* Amendments

After the election of the group, it is up to the new President to decide whether to revise the purpose and framework of the group. The revision will be discussed by the President and ministers of each department. The number of meetings will vary according to the specific situation.

* Advisor

The organization advisor must be a Wenzhou-Kean University full-time employee (faculty or staff).

* University Regulations

The group shall be in full compliance with all pertinent Wenzhou-Kean University regulations, rules and policies relevant to its activities.