

**The Constitution of Lander Miracle
Dance Marathon
Lander University**

Preamble

Article I Establishment of Lander Miracle Dance Marathon

Section I Name

The name of this body shall be Lander Miracle Dance Marathon, hereafter referred to as Lander Miracle.

Section II Jurisdiction

The selected members who comprise Lander Miracle by accordance of Article IV shall be subject to this Constitution.

Article II Purpose and Goals

Section I Mission Statement

We are students, working with the South Carolina community, reaching out to promote awareness of Children's Miracle Network and the Children's Hospital of Greenville Health System. United as a family, we create an experience that touches the lives of children and families of South Carolina. The purpose of Lander Miracle is to raise money to support Children's Miracle Network and the Children's Hospital of Greenville.

Section II

Lander Miracle abides by and supports established Lander University policies, as well as State and Federal Laws.

Section III

Dance Marathon will operate as a student organization through Lander University and will serve to connect Lander students to families benefited by the Greenville Children's Hospital and Children's Miracle Network.

Article III The Advisers

Section I Qualifications

The advisers shall consist of:

- A. One staff adviser- employed by Lander University
- B. One off-campus adviser- who has sufficient knowledge with Children's Miracle Network, and more specifically, Dance Marathon.

Section II Purpose

- A. The Dance Marathon Advisers will serve as ex-officio members of Dance Marathon Executive Board.
- B. They will act as a resource and provide support and information as needed.

Article IV The Members

Section I Qualification

Any full time student in good standing with the University, faculty member, or alumni shall be eligible to participate in Lander Miracle as defined in Article IV.

Section II Membership

A. Participation

1. Participation in Dance Marathon is open and encouraged to all Lander students, alumni, faculty, and members of the community. Membership includes an Executive Director, General Executive Council members, Committee members, and Dancers.
2. Dancers shall be defined as part time and full time student participants of Dance Marathon who do not act as representatives of Lander Miracle.
3. Spirit Dancers shall be defined as all other participants of Dance Marathon, including graduate students, faculty, alumni, and members of the community, who do not act as representatives of Lander Miracle.

B. Officers must meet the following requirements:

(a) Have a minimum grade point ratio (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment, and semesters during the term of office. For undergraduate students, the minimum cumulative GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(b) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree during their term of office).

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

B. Representative Selection

1. The selection process for Lander Miracle Representatives shall be under the jurisdiction of the Executive Board and Advisors for committee members.
 - a. Applications for the Executive Board and their committee members shall be publicized and made available in early April and later in the month respectively. The Executive Committee is responsible for publicizing and actively soliciting incoming candidates. The incoming are responsible for publicizing and actively soliciting Executive Board candidates. Incoming Executive Board members are responsible for publicizing and actively soliciting committee member candidates.

C. Executive Director Selection

1. The selection process for Lander Miracle Executive Director shall be under the jurisdiction of the outgoing Executive Director, Lander Miracle advisers, and selection committee. These mentioned are to determine when the selection committee is to meet and organize the selection.
2. Applications for Executive Director shall be publicized within Lander Miracle and made available after conclusion of the Dance Marathon.

3. The selection committee shall appoint the Executive Director of Lander Miracle following the interview process, which will take place by the end of April.
 4. Only students who are in good standing with the university and who maintain above a cumulative 2.0 GPA may be selected as Executive Members of Dance Marathon.
- D. Executive Board Directors Selection
1. The Executive Board shall be composed of the Executive Director and the committee directors and co-directors.
 2. The selection process for Dance Marathon committee directors and co-directors shall be under the jurisdiction of the newly appointed Lander Miracle Executive Director.
 3. Applications shall be publicized to current members of Lander Miracle and made available after the Executive Director is chosen.
 4. Interviews and selection of the new Lander Miracle Executive Board will take place no later than May 1st.

Section III Size of Council

- A. The directors and co-directors from each committee shall decide the number of representatives necessary for their committee to successfully carry out its responsibilities.
- B. Representatives will then be chosen to fill each committee as stated in Section II.

Section IV Term of Office

- A. The Executive Director and executive board shall serve from the spring semester until the incoming Executive Board members are chosen and transitioned following the conclusion of the Dance Marathon day-of event.
- B. The representatives shall serve from the spring until the conclusion of the Dance Marathon day-of event, unless otherwise specified by the directors or co-directors of their respective committee.

Section V Removal of Members

- A. All members must remain in good standing with the University.
- B. No more than three unexcused absences shall occur for any one committee member during the term, and no more than one unexcused absence shall occur for any executive board member during the term.
 1. Determining whether an absence is excused shall be under the jurisdiction of each respective executive director.
- C. Removal of a director or committee member will occur once the Executive Director and executive board have met, and see that this individual is not fit to serve in said position, or is not fulfilling their duties.

Section VI Vacancies

Vacancies shall be filled at the discretion of the Executive Board, mandated by application and interview.

Section VII Expectations of Participants and Representatives

- A. All Spirit Dancers are required to pay a registration fee of \$20 in addition to raising \$100.
- B. All Dancers are required to pay a registration fee of \$20 in addition to raising \$100.

- C. All Representatives, excluding the Executive Board, are required to pay a registration fee of \$20 in addition to raising \$200.
- D. The Executive Board is required to pay a registration fee of \$20 in addition to raising \$200.

Article V Finances

All monies belonging to this organization shall be deposited and disbursed through an account established for this organization approved by the University. All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve each expenditure before payment. The Executive Director, Finance Chair, and On campus advisor should have access to this account.

Article V Executive Board Descriptions

Section I The Executive Director Shall:

- A. Preside over the meetings of Lander Miracle and the Executive Board.
- B. Be the official spokesperson for Lander Miracle.
- C. Represent Lander Miracle to Lander University.
- D. Carry out those duties which Dance Marathon shall direct.
- E. Call special meetings of Lander Miracle.
- F. Plan and organize a transition retreat for the outgoing and incoming Executive Boards to be held during the spring semester.
- G. Plan and organize a retreat to the Greenville Children's Hospital for executive board prior to the Dance Marathon
- H. Take part in the selection process for committee directors and co-directors.
- I. Serve as a voting member of the Executive Board

Section II The Sponsorship Director Shall:

- A. Be responsible for local and area business sponsorship.
- B. Be responsible for national corporate sponsorship.
- C. Apply for grant opportunities.
- D. Provide incentives for various Dance Marathon coordinated events.
- E. Coordinate and facilitate the Room Sponsorship Program.
- F. Coordinate and facilitate the Dancer Incentives Program.
- G. Carry out duties as delegated by the Executive Director of Lander Miracle.
- H. Take part in the selection process for committee members.
- I. Serve as a voting member of the Executive Board.

Section III The Dance Relations Director Shall:

- A. Expand Dance Marathon to the Ames and surrounding communities.
- B. Develop creative ways to involve all of Lander University in Dance Marathon.
- C. Explore new relationships with community philanthropic organizations and opportunities to use Dance Marathon as a recruitment tool for Lander.
- D. Come up with recruitment strategy, and keep dancer retention.
- E. Organize and Expand the Spirit Dancers Program.
- F. Expand the Society of Dance Marathon Alumni.
- G. Carry out duties as delegated by the Director of Dance Marathon.
- H. Take part in the selection process for committee members.
- I. Serve as a voting member of the Executive Board.

Section V The Marketing Director Shall:

- A. Maintain the Lander Miracle website and database.
- B. Keep all information up-to-date and accurate.
- C. Ensure that the website serves as a resource for anyone wanting to learn more about Lander Miracle.
- D. Coordinate the slide show, web cast, and assist Graphic Design with photography for the day of Lander Miracle.
- E. Be in charge of compiling a list of Lander Miracle participants' registration information.
- F. Carry out duties as delegated by the Director of Dance Marathon.
- G. Take part in the selection process for committee members.
- H. Serve as a voting member of the Executive Board.

Section IV The Event Operations Director Shall:

- A. Be Responsible for campus organization performances, games/activities, and the overall schedule for the day of Dance Marathon.
- B. Work with the Hospital Relations Chair to inform families effected by CMN of the Dance Marathon
- C. Work with the University to have all set up requirements arranged prior to the Dance marathon.
- D. Carry out duties as delegated by the Director of Dance Marathon.
- E. Take part in the selection process for committee members.
- F. Serve as a voting member of the Executive Board.

Section VI The Hospital Relations Chair:

- A. Plan family events.
- B. Communicate with families through phone calls, thank you cards, birthday cards, biographies, Family of the Week, etc.
- C. Recruit new families to Dance Marathon and make them feel like a part of the Lander University family.
- D. Keep the Council and Dance Marathon Representatives in touch with the happenings of our families and in tune with the real reason why Dance Marathon exists.
- E. Carry out duties as delegated by the Director of Lander Miracle.
- F. Take part in the selection process for committee members.
- G. Serve as a voting member of the Executive Board.

Section VII The Finance Director (2) Shall:

- A. Manage all monetary issues associated with Lander Miracle including but not limited to the budget, vouchers, reimbursements, in-kind donations, and counting and depositing all money for the day of Dance Marathon.
- B. Make sure that Lander Miracle adheres to the budget to ensure as much money as possible goes to Children's Miracle Network and Greenville Children's Hospital.
- C. Prepare a detailed budget
- D. Assist the Marketing Director with merchandise distribution.
- E. Be responsible for keeping track of all expenses, and donations, and keeping in touch with the Hospital Relations Chair.
- F. Carry out duties as delegated by the Co-Directors of Dance Marathon.
- G. Take part in the selection process for committee members.
- H. Serve as a voting member of the Executive Board.

Section VIII The Executive Board Shall:

- A. Plan fundraisers for Dance Marathon throughout the year.
- B. Develop new and innovative ideas to raise money for dancers and Dance Marathon as a whole.
- C. Develop a greater awareness of Dance Marathon.
- D. Carry out duties as delegated by the Director of Dance Marathon.
- E. Take part in the selection process for committee members.
- F. Serve as a voting members of the Executive Board.

Section XII The Event Operations Director (2) Shall:

- A. Reserve stages, music, technology devices, and any other equipment necessary for events throughout the year.
- B. Authorize all events by completing activity authorization forms and getting clearance from the proper authorities.
- C. Be responsible for getting committee members to assist with recruitment as well as assist other committees prior to the day of Dance Marathon on an as needed basis.
- D. Carry out duties as delegated by the Director of Lander Miracle.
- E. Take part in the selection process for committee members.
- F. Serve as a voting member of the Executive Board.

Section XI The Public Relations and Communications Director Shall:

- A. Facilitate all internal and external communications of Dance Marathon.
- B. Maintain close correspondence with all dancers through Dancer Meetings, emails, phone calls, etc.
- C. Be in charge of taking minutes of Dance Marathon Executive Board meetings, updating the events calendar, office maintenance and inventory.
- D. Promote Dance Marathon through mass media contacts, press releases, etc.
- E. Carry out duties as delegated by the Co-Directors of Dance Marathon.
- F. Take part in the selection process for committee members.
- G. Serve as a voting member of the Executive Board.

Section XIII The Recruitment and Morale Co-Directors Shall:

- A. Actively recruit dancers by developing creative recruiting methods.
- B. Emphasize dancer retention
- C. Coordinate relations with dancers after they have registered.
- D. Maintain morale on the day of Dance Marathon.
- E. Organize recruitment events/tables including but not limited to Club Fest, Summer Orientation, MWL tables, etc.
- F. Carry out duties as delegated by the Director of Dance Marathon.
- G. Take part in the selection process for committee members.
- H. Serve as a voting member of the Executive Board.

Article VI General

Section I The Constitution

- A. The Constitution shall be revised as needed by Dance Marathon upon agreement by a two-thirds affirmative vote to change the document.
- B. This constitution takes effect upon the ratification of it by a majority vote of members present and voting.

Section II The Meetings

- A. Dance Marathon Executive Board meetings shall be held on a weekly basis.
 - 1. The newly appointed board may change the meeting times only in the event of two-thirds majority in favor of the change.
- B. All-Committee meetings shall be held on a biweekly basis unless seen otherwise necessary by the Executive Director.
- C. Unless excused beforehand, it is assumed that each Dance Marathon member will attend the Dance Marathon All-Committee meetings and that each Executive Board member will also attend the Executive Board meetings.