

THE BRYANT PLAYERS
Constitution
As Amended April 2, 2007

TITLE 1: E-BOARD

TITLE 1: CHAPTER 1: E-BOARD RIGHTS

Article 1: The E-Board members reserve the right to delegate their respective duties to members, but remain responsible for the execution of these duties.

Article 2: The E-Board reserves the right to eliminate shows nominated by The Bryant Players based on a quality standard invoked by the E-Board. No more than three shows may remain for voting after elimination.

Article 3: The E-Board reserves the right to eliminate director and assistant nominees based on a quality standard invoked by the E-Board.

Article 4: The E-Board reserves the right to set performance date and times.

Article 5: The E-Board reserves the right to set reasonable ticket prices.

Article 6: The e-board reserves the right at anytime during the course of the show to meet with the director when his or her show is not progressing forward in a timely matter such that the show will be ready to be performed on opening night.

Section 1: Further action will be taken at the discretion of the e-board, the extreme case being replacement of the assistant and or the director.

Article 7: After a new e-board is elected, before their tenure begins, the newly elected e-board will meet with their current, respective e-board members for the amount of time required for the current e-board to adequately train the new e-board.

Article 8: At the end of the school year, the old e-board will prepare

TITLE 1: CHAPTER 2: THE PRESIDENT

Article 1: The President runs the weekly Bryant Players meetings.

Section 1: The president is responsible for setting up for meetings. This includes the acquisition of food, beverages, etcetera (when applicable).

Article 2: The President reserves the right to call an E-Board meeting at the earliest convenience of the e-board members

Article 3: The President must attend all necessary organizational meetings; such as, SPAC, Senate, and Ways And Means.

Article 4: The President and the Treasurer (See Chapter 5: Article 6) are responsible for compiling and managing production budgets.

Article 5: The President is responsible for raising funds for The Bryant Players.

Section 1: These duties include obtaining ads from businesses, donation via letters to parents and faculty and other feasible ideas brought forth by the group.

Article 6: The President is responsible for reporting the progress of his/her duties at Bryant Players meetings.

TITLE 1: CHAPTER 3: THE VICE-PRESIDENT

Article 1: The Vice-President is responsible for working with Student Activities, Physical Plant, and Bryant Center Operations for all necessary reservations.

Article 2: The Vice-President is responsible for ordering the rights, scripts, and scores to each Bryant Players production.

Article 3: The Vice-President is responsible for set construction.

Section 1: Set construction includes: acquisition of materials, storage and maintenance of materials, acquisition of building tools, storage and maintenance of building tools, and a timeline for completion of the set.

Section 2: Set construction is not equivalent to set design.

Section 3: Set building, painting aside, must be completed by the first Tuesday Monday, before the first rehearsal of tech-week. Painting must be completed by the Thursday of the final tech-week within reason.

Section 4: The set-building schedule for the following week must be sent out by Sunday at midnight.

Article 4: The Vice-President is responsible for reporting the progress of his/her duties at Bryant Players meetings.

TITLE 1: CHAPTER 4: THE SECRETARY

Article 1: The Secretary is responsible for emailing a summary of the reports and commentary discussed at the weekly Bryant Players meetings (BP Minutes).

Section 1: The secretary must send out minutes by Wednesday.

Article 2: The Secretary is responsible for taking attendance.

Article 3: The Secretary is responsible for advertising the productions on and off campus.

Section 1: On campus advertisement requires, but is not limited to, under the door flyers, village flyers, table tents, mailers, photo collage, chalk-the-walk, WJMF announcements, mass e-mails, providing info to committee members to create posters, professional teacher suite posters.

Section 2: Off campus advertisement requires, but is not limited to, Phoenix, Providence Journal, and motif magazine press releases.

Article 4: The Secretary is responsible for posting Bryant Players meeting times around campus.

Article 5: The Secretary is responsible for composing all general correspondence for the Bryant Players.

Article 6: The Secretary is responsible for reporting the progress of his/her duties at Bryant Players meetings.

Article 7: The secretary is responsible for producing a weekly marketing schedule and a schedule for the treasurer to update the calendar to be sent out by midnight on Sunday for the following week.

Article 8: The secretary is responsible for being the moderator of the Bryant Players list.

TITLE 1: CHAPTER 5: THE TREASURER

Article 1: The Treasurer is responsible for updating The Bryant Players' balance with Ways & Means.

Article 2: The Treasurer is responsible for collecting dues among The Bryant Players.

Article 3: The Treasurer is responsible for executing deposits and reimbursements.

Article 4: The Treasurer is responsible for reporting the progress of his/her duties at Bryant Players meetings.

Article 5: The Treasurer is responsible for attending all necessary Ways and Means, and Senate meetings.

Article 6: (Also See Chapter 2: Article 4). The Treasurer along with the President is responsible in constructing a budget

Article 7: The Treasurer is responsible for the tickets and the organization of the ticket table.

Article 8: Any newly elected Treasurer will attend the Senate training session
The treasurer, in conjunction with the president, is responsible for making any reservations that may require funding from the budget of the Bryant Players.

Article 9: The treasurer is responsible for updating the prop room calendar

Article 10: The treasurer is responsible for keeping an updated list for all voting members.

Article 11: The treasurer is responsible for the coordination of cast dinners.

TITLE 1: CHAPTER 6: HISTORIAN

Article 1: The Historian is responsible for taking photographs of the cast and crew during the production.

Article 2: The Historian is in responsible for maintaining The Bryant Players web page.

Article 3: The Historian is responsible for designing the playbill and getting the playbill produced (IE copies).

Article 4: The Historian is responsible for administering awards at the end of the fiscal year.

Article 5: The Historian is responsible for ticket design.

Article 6: The Historian is responsible for reporting the progress of his/her duties at Bryant Players meetings.

Article 7: The historian is responsible for the set up of the live feed.

TITLE 2: MEMBERS

TITLE 2: CHAPTER 1: ELIGIBILITY

Article 1: A Bryant Players member who pays dues is a paying member.

Article 2: A Bryant Players member must attend half of the weekly meetings or participate in a production during the semester.

Section 2a: The following are considered people involved in a production: cast member, director, involvement in a committee.

Section 2b: Committee head stipulates who is involved in the particular committee. The expectations of the head should be made clear at the outset to all those wishing to be in the committee.

TITLE 2: CHAPTER 2: RIGHTS

Article 1: Paying Members have the right to vote on issues.

Article 2: Paying Members reserve the first rights to reserve seating for performances.

Article 3: Paying members of The Bryant Players may attend Bryant Player Performances free of charge.

Article 4: Paying members are eligible for nomination of executive board positions, directorship, and assistant directorship.

Section 1: To be eligible for President, the potential nominee must be either a previous e-board member or have been a general member for two years.

Article 5: If paying on the payment plan outlined by the executive board at the beginning of the year, a paying member will only get one show's worth of rights.

TITLE 3: DIRECTORS

TITLE 3: CHAPTER 1: DUTIES OF DIRECTOR

Article 1: The director is responsible for conducting auditions as stipulated in Title 4, Chapter 1.

Article 2: The director is responsible for directing their respective production.

Article 3: The director is responsible for the casting of their respective productions.

Article 4: The director is responsible to provide a rehearsal schedule, within the first few rehearsals, that is to span the entire production.

Article 5: The director is responsible for lighting design, sound design, and set design.

Article 6: The director is responsible for communicating with the assistant director to make decisions.

Article 7: The Director is responsible for costume coordination.

Section 1: If a cast member is responsible for acquiring their own costume, it should be acquired by the Monday of the first tech-week.

Section 2: If a cast member is not responsible for acquiring their own costume, the director is responsible for the acquisition of the costumes by Monday of one week tech-rehearsals or the second Monday of two week tech-rehearsals.

Article 8: The Director is responsible for prop acquisitions which is to be completed by Tuesday of the first tech-week.

Article 9: The director is required to attend at least half of all set building weekends.

Article 10: The director is responsible for providing audition dates to the secretary at least two weeks in advance from the first audition date.

Article 11: The director is required to attend at least two e-board meetings, one immediately after auditions, and one the week before the first tech week of the show.

TITLE 3: CHAPTER 2: RIGHTS OF DIRECTORS

Article 1: Directors reserve the right to silence when asked about casting decisions.

Article 2: The director reserves the right to cut a cast member during the production.

Section 1: The reason for cutting a cast member **MUST** not be divulged by the director to a third party, except to the E-Board in the case of an appeal.

Section 2: The cast member that was cut may appeal to the E-Board, as the E-Board must vote unanimously to reverse the director's decision.

Article 3: The director reserves the right to change the rehearsal schedule.

Section 1: Changes in rehearsal schedule must be posted by 5 o'clock on the rehearsal day to all affected members.

Article 4: The directors reserve the right to delegate duties.

Article 5: The directors reserve the right to revoke delegated duties.

TITLE 3: CHAPTER 3: DUTIES OF ASSISTANT DIRECTOR

Article 1: Assistant director will assume the role of stage manager.

Section 1: Duties of stage manager include leadership of stage/tech crew, taking blocking/production notes, the reading of lines of missing cast members during rehearsals, keeping place in script during rehearsals, maintaining order among idle cast members, and getting cast members and props on stage at appropriate times during performances.

Section 2: Leadership is not equivalent to organization.

Article 2: The assistant director will report directly to the director on all matters concerning the production and will report to the Vice President on all stage/technical matters.

Article 3: The assistant director must be aware of the progress of the production so he or she can assume directorship if the director can no longer continue in his/her role.

Article 4: The assistant director is responsible for videotaping a run-through of a show.

Article 5: The assistant director must attend at least half of all set building weekends.

Title 4: Cast members

Title 4: Chapter 1: Responsibilities of cast members

Article 1: Cast members are required to attend all rehearsals time.

Article 2: Cast members are expected to be respectful to fellow cast members, directors, and the production team.

Article 3: Cast members are expected to attend rehearsals prepared. Prepared includes having scripts, knowing assigned blocking, lines, and characterization, appropriate attire or costumes if needed, and with a professional behavior.

Article 4: Cast members are required, at the end of every rehearsal, to hang up costumes and organize props.

Article 5: Cast members are responsible for the care and return of all rented items by the date set by the director. Rented items include props, scripts, and other returnable items.

Article 6: Cast members are responsible for the return of all Bryant Players costumes, props, and other materials by the end of the final production.

Title 5: Technicians and Stage Crew

Chapter 1: Responsibilities of Technicians

Article 1: The technicians must obtain all appropriate light and sound designs from the director.

Article 2: The technicians should work around rehearsal schedules so not to interrupt rehearsals.

Article 3: Technicians must be prepared the Thursday of dress rehearsal to run the show.

Article 4: Technicians must be dressed in black pants and shoes for show nights.

Article 5: Technicians must arrive an hour before curtain.

Chapter 2: Responsibilities of Stage Crew

Article 1: Stage crew must be dressed in black pants, black shirt and recommended dark shoes for show nights.

Article 2: Stage crew must be respectful of the assistant director.

Article 3: Stage crew will arrive at the discretion of the assistant director.

TITLE 6: PROCEDURES

TITLE 6: CHAPTER 1: AUDITIONS

Article 1: Auditions are to be conducted by the director(s).

Article 2: Acting Auditions

Section 1: The audition format must remain consistent for major parts, as determined by the director, through all auditions for a particular production.

Section 2: The format of all acting auditions is at the discretion of the director.

Article 3: Music Auditions

Section 1: Music auditions must be conducted by the director with the help of a technical advisor, or the like, that possesses the ability to provide keyboard accompaniment to each auditionee.

Article 4: Callbacks

Section 1: Directors reserve the right to call back auditionees for subsequent auditions, acting or singing.

TITLE 6: CHAPTER 2: NOMINATIONS

Article 1: Any member may nominate an issue to be voted on at the meeting.
Section 1: All constitutional amendments will be voted on by hand.

Article 2: Any member may nominate an E-Board candidate the week before elections.

Article 3: Any member may nominate a show for any of the three productions the week before elections.

Article 4: Any member may nominate a director or assistant director the week before elections.

Article 5: Nominations close by the executive board meeting before the election date. In the case of e-board member candidates, if they have not accepted or declined nomination, they will be automatically declined.

Article 6: The E-Board reserves the right to screen show nominations leaving no more than three nominations based on the following standards:

Section 1: The show is feasible to produce.

Section 2: The show is feasible to perform.

Section 3: Statistics based on survey showing that the show appeals to the Bryant community.

Article 7: The E-Board reserves the right to screen directors nominated to direct a production.

Section 1a: Full-length: Director must have experience in stage direction.

Section 1b: Experience entails (at minimum) having directed a Dessert Theatre Production, assistant directed a Full-Length Production, or assistant directed a Musical Production.

Section 1c: Nominee must have had at least two semesters' membership with The Bryant Players.

Section 1d: Nominee is required to have participated in at least one completed production as an actor.

Section 1e: Nominee must be a paying member the semester they are being voted in, as well as the semester they are directing the play.

Section 2: Dessert Theatre: Any nominee with at least one semester's involvement with The Bryant Players will pass the screening test. No experience necessary.

Section 3: Spring Musical: Any nominee with at least 1 Spring Semester's involvement with The Bryant Players and meets requirements in Sec. 1b will pass the screening test.

Section 4: Any member of the Bryant Players may apply to be an assistant director without screening.

TITLE 6: CHAPTER 3: VOTING

Article 1: The following are voting issues: Constitutional amendment, shows, and directors.

Article 2: The majority of the member votes decides the issue.

Section 1: A member may vote for or against an issue, or he/she may abstain.

Section 2: An abstinent lowers majority.

Article 3: Lack of majority will involve the E-Board voting on the issue.

Section 1: If there are an even amount of E-Board members present, then the Advisor will vote along with the E-Board.

Section 2: If there are less than 4 E-Board members present, then the issue must be suppressed until the next E-Board meeting, where the issue will be resolved, given that all the E-Board members are present.

Article 4: There can only be one person for any given E-Board position and only one director, who may be assisted by one assistant director **per show.**

Article 5: When running for E-Board, Directorial, or other group positions requiring election, all candidates may be voted on only by those members who were present during the speeches of all candidates for that election.

TITLE 6: CHAPTER 4: WEEKLY MEETINGS

Article 1: The President runs the meeting and gives his/her report first.

Article 2: The Vice-President gives his/her report, followed by the Secretary, then by the Treasurer, and finally by the Historian, the Faculty Advisor, Directors, and event coordinators.

Article 3: The President adjourns the meetings.

TITLE 6: CHAPTER 5: Deposits and Reimbursements

Article 1: Deposits

Section 1: All revenues are to be deposited by the Treasurer to the Treasurer of the Student Senate or faculty advisor.

Section 2: Deposits are to be photocopied and given to the Treasurer.

Section 3: All Deposit records must be kept and updated by the Treasurer.

Article 2: Reimbursements

Section 1: Requests for reimbursements must be submitted and approved by the Treasurer.

Section 2: Reimbursements are executable only upon the submittal of the receipt to the Treasurer and compliance of Section 1.

Section 3: The Treasurer must promptly submit the receipts for reimbursement to the Treasurer of the Student Senate.

Section 4: A copy of a receipt must be made by the Bryant Players Treasurer and then submitted to Treasurer of the Senate

Section 5: All reimbursement records must be kept and updated

TITLE 7: ELECTED CHAIR POSITIONS

CHAPTER 1: SOCIAL CHAIR

Article 1: The Social Chair is responsible for all social functions in which The Bryant Players are involved.

Article 2: The Social Chair, though elected, is not an e-board position.

TITLE 8: REMOVAL FROM POSITION

Article 1: Paying members may propose a movement upon any elected position within the organization.

Section 1: An elected position includes those that were voted on by the paying members.

Section 2: Delegated positions are excluded.

Article 2: The movement must be formally brought forth at a general meeting.

Section 1: The movement must include reasons for removal from office with acceptable evidence to coincide with the respective reasons.

Article 3: The indicted party will be allotted five minutes at the next respective general meeting from the proposed movement to propose his or her case, with a question and answer period to follow.

Article 4: The movement will be voted on at the next respective general meeting from the proposed movement. A majority vote includes $\frac{2}{3}$ (rounding up to the nearest whole number when applicable) of both the present paying members and present executive board members.

Article 5: Upon removal from position, election of a new position tenant must take place within the next two general meetings from the removal.