

## WMFO Constitutional Amendment - September 2013

### **Preamble:**

The WMFO Constitution, ratified in January 2009, is available at [https://wiki.wmfo.org/General\\_Info/Constitution](https://wiki.wmfo.org/General_Info/Constitution). While previously the entire Board was known as the "Executive Board," this term now applies only to a smaller upper administration. The second tier is known as the "Select Board." Together they are the "Joint Board." This amendment clarifies the rules of succession in case of vacancy and the roles of WMFO's departments and their directors serving on the Executive Board. This amendment also limits committees to two instead of three individuals (only for the Executive Board). This amendment also clarifies rules for removal from office, as well as for the creation and removal of positions on the Joint Board. This amendment does not make any changes with regards to discipline, the other main thrust of the 2009 Constitution.

### **I. Changes**

A. Section I.A.1 shall be amended such that "the Executive Board ('The Board')" shall read "the Joint Board." The title of Section I.B shall be changed to "The Joint Board."

B. All instances of "**The Board**" in the 2009 Constitution shall be changed to "**The Joint Board**," with exceptions specified below.

#### **C. Section I.B.2 shall be changed to read in full:**

The Joint Board shall:

- a. be the operating body of WMFO.
- b. be composed of an Executive Board and a Select Board.
- c. have the authority to oversee and control all operations of the station, subject to the review of the general staff.
- d. delegate its authority to the General Manager, whose decisions are subject to the review of the Joint Board at the request of any five general staff members.

#### **C. Section I.B.3 shall be changed to read in full:**

The Joint Board must meet at least once every two weeks during the semester. The General Manager shall preside over meetings. The General Manager may hold meetings for just the Executive Board, but these do not satisfy the two-week requirement.

#### **D. Sections I.C.3 through I.C.6 shall be replaced with the following language:**

3. The Executive board shall consist of undergraduate students attending Tufts University, with responsibilities and positions as follows:

- a. The **General Manager** shall act as the Chairperson of the Executive Board, and as the Chairperson of the Joint Board. The General Manager shall preside over all Executive Board and Joint Board Meetings, in addition to responsibilities outlined in I.C.2.
- b. The **Assistant General Manager** shall assist all other members of the Board. The

Assistant General Manager will handle special projects and assignments at the request of the General Manager. The Assistant General Manager will also be in charge of fundraising for the station.

c. The **Program Director** is the head of the **Programming Department**. The Programming Department shall schedule and oversee the content of all on-air programs, write and enforce WMFO's policies, subject to the review of the Executive Board, provide training to ensure station members are knowledgeable about WMFO and Tufts' policies, ensure station members are trained to operate station equipment, oversee volunteering, and maintain the studio access list and online schedule.

d. The **Music Director** is the head of the **Music Department**. The Music Department shall be the conduit between WMFO and the music industry. The Music Department shall oversee and coordinate the acquisition, screening, and ripping of new music for WMFO's library, manage the rotation of new music for the staff to play, and interface with artists and venues.

e. The **Operations Director** is the head of the **Operations Department**. The Operations Department shall be responsible for all of the station's equipment, and shall purchase and install new equipment, ensure the functioning of station equipment, address the inventory, storage, access, and disposal of station property, interface with Tufts facilities and technology departments, and set policies with regards to equipment use, subject to the review of the Executive Board.

f. The **Publicity Director** is the head of the **Publicity Department**. The Publicity Department shall be the conduit between WMFO and its audience, and shall promote the station both on- and off-campus, manage the station's online presence, and plan and host events.

4. Each **Select Board** position shall be named, report to a specific Executive Board position within the hierarchy, and have defined responsibilities drawn from that department. Select Board members must be undergraduate students at Tufts University. The Select Board structure may be altered by vote of the Joint Board.

a. After ratification and prior to any change by the Joint Board, the initial Select Board shall consist of the following members by department:

i. Reporting to the **Assistant General Manager**:

- Two **Business Directors**

ii. Programming Department, reporting to the **Program Director**:

- **Training Coordinator**

- **Volunteer Coordinator**

iii. Operations Department, reporting to the **Operations Director**:

- **Facilities Director**

- **Webmaster**

- **Archivist**

iv. Music Department, reporting to the **Music Director**:

- **Tickets Coordinator**

- **Booking Coordinator**

v. Publicity Department, reporting to the **Publicity Director**:

- **New Media Director**
- **Events Coordinator**

5. All department heads may create **teams of volunteers** drawn from the staff to assist them in their duties. These volunteers are not members of the Joint Board. The department heads shall be responsible for the procurement and oversight of their respective volunteers.
6. Upon the approval of the Joint Board, any Joint Board position other than the General Manager may be made of a **two-person committee**. This may be done prior to elections, in which up to two individuals shall be elected for the next Joint Board without affecting the current Joint Board. Each individual shall have one vote on the Board.

E. Creation of **Section I.D: Creation and Removal of Board Positions**” (to replace I.C.5 from the 2009 Constitution).

1. I.D.1 shall read:  
If necessary, positions on the Executive Board and Select Board may be created or removed.
2. I.D.2 shall read:  
If a position on the Executive Board is created or removed, it must be done through constitutional amendment, and approved by the general staff. An election for that position must then also occur at the following staff meeting upon approval by the TCU Judiciary.
3. I.D.3 shall read:  
Any Select Board position may be created or removed with the sole approval of the Joint Board.
4. I.D.4 shall read:  
If a position on either board is created or vacant, the Joint Board may approve an appointment until the next all-staff meeting, whereat an election must be held as per II.A.5 guidelines.
5. I.D.5 shall read:  
If a position on either board is removed, the removal will come into effect during the following election cycle.
6. I.D.6 shall read:  
A temporary Select Board position of specific duration may be created according to I.D.3. The position’s duration must be announced prior to election.
7. I.D.7 shall read:  
All new positions must follow the guidelines affecting all board members in this constitution.

F. The title of Section II shall be changed to read “Elections, Appointments, Dismissals, and Suspensions.”

G. The title of Section II.A shall be changed to read “Elections and Appointments.”

H. Sections II.A.1 and II.A.3 shall be amended such that the word “director” reads “board member.”

I. Section II.A.4 shall be changed to read in full:

A Joint Board member position is considered vacant should its occupant submit a written resignation to the Board, the board member be removed per II.B, or the board member be promoted to fill another vacancy.

J. Creation of Section II.A.5, which shall read:

Vacant positions may be filled by interim appointment with the voted approval by the Joint Board, effective immediately. An election shall be held to fill the position at the next staff meeting.

K. In section II.B and its subsections, all references to “an officer” shall be amended to read “a board member,” as well as all instances of “officer” alone amended to read “board member.”

L. Addendum to the end of Section II.B.1, which will read:

If the board member in question is unable to attend the meeting, the board member may send a representative in his or her place. If a board member is removed from office, appointments and new elections are held in accordance to II.A.

M. Section II.B.2 shall be amended to read in full:

At the written request of any five staff members, the Executive Board must meet and act within two weeks on the call for a removal of a board member. Should the Joint Board decide that removal is necessary, part 1 above applies. Should the Joint Board decide that removal is not necessary, the five staff people may request in writing for a general staff meeting to consider the issue at the next general staff meeting. A two-thirds majority of the present general staff is needed to remove a board member against the will of the Joint Board.

N. Section III.B shall be amended such that “No Amendment of by-law” becomes “No Amendment or by-law”.

## **II. Ratification:**

A. By the existing constitution, Section III, amendments require a two-thirds approval of the general staff and then Tufts Community Union Judiciary (TCUJ) approval.

B. Contingent on the approval of the staff at the Fall 2013 staff meeting and the subsequent approval of the TCUJ, this amendment will become active for the 2014-2015 Executive Board, elected at the January 2014 staff meeting. Sections II.A.5 and I.D.4, filling vacancies, shall become active immediately following TCUJ approval.

C. Nothing in this amendment may be used to forcibly unseat a member of the 2013-2014 Board.