

Purpose

The purpose of The Histones is to write, rehearse, sing, perform, record a cappella music to provide a creative outlet and social network for students. We arrange our own music/acquire it from other sources, rehearse 1-3 times per week, and perform for the campus and Hyde Park community.

Officers

Our group is run by an executive team headed by a music director or a pair of co-directors. The full executive team consists of the music director, assistant music director, treasurer, and events director. The executive team directs the group and is expected to meet regularly.

- The *music director* runs rehearsals, assesses the musical needs of the group, communicates to the group about upcoming rehearsals, schedules rehearsals and auditions, secures funding, and liaisons with university administration and faculty sponsor.
- The *assistant music director* helps the music director with their duties, keeps track of member attendance at rehearsals, and is expected to take over the position of music director after one year.
- The *treasurer* keeps all records and handles all monetary transactions, which can include sheet music and food/drink purchases for events.
- The *events director* plans and executes all concerts, including venue booking, advertising, outreach, and scheduling. The events director also oversees group bonding activities and the below sub-chairs. They can and should assemble volunteers for assistance when needed.
 - o The *events chair* coordinates with the *events director* to specifically assist with off-campus group events (i.e., karaoke, movie night, birthday celebrations, etc.)
 - o The *snack'm chair* ensures that there are snacks for group rehearsals, assists the *treasurer* with pizza orders when needed, and assists the *events director* with concert snacks and drinks.

Each officer position is a group-elected one year commitment, with the exception of the assistant music director which is a two year commitment. Elections for the next academic year are held in the spring and the new officer term begins at the beginning of the following academic year with a transitional meeting held in the summer. If no current members are interested in the *events director* position, the election for that position will be postponed until after the new members have joined.

Membership

Membership shall be open to all interested students, regardless of divisional or departmental affiliations and must comply with the University of Chicago non-discrimination statement. Our organization will also abide by the University's hazing policy. Auditions will be held during the autumn quarter, or on a by-interest basis, depending on the schedules of the group. Members are

expected to commit for at least a year. If a member can no longer make a commitment to the group, the Music Director must be given proper advance notice of at least 2 weeks or a month if there's an upcoming concert. Total group size is to be determined by the acting executive team and is subject to change based on the needs and abilities of the group.

Expectations

Members are expected to attend every rehearsal and sectional that applies to them. Minimum expectations during an average week are three hours of rehearsal: two hours of group rehearsal and one hour of sectional rehearsal. If a member needs to miss rehearsal or will be late, they should contact the assistant music director by the morning of the practice (notification of absence due to travel should occur before the morning of the missed practice; exceptional circumstances will be considered on a case-by-case basis). Per academic year any member may have 2 unexcused absences or tardiness. Excused absences include travel, family, illness, work/school related (with proper notification). There are no limits to excused absences, but excessive travel in the weeks leading up to a concert is highly discouraged. Excessive absences will be reviewed by the executive committee. If members miss more than 2 unexcused practices per academic year their membership is subject to re-evaluation by the executive team. If deemed necessary, the decision to revoke membership will be determined by a unanimous decision by the executive committee.

Group Auditions

Auditions will be scheduled, organized, and run by the assistant music director and music director. The auditions need to be attended by the music directors and a minimum of one member per section. The auditioner will be asked to prepare a 1 minute (e.g. a verse and chorus) a cappella solo of their choice and will be provided an excerpt from a current Histones song to perform with the group. An auditioner will also be asked to do a range test, sing back rhythm and short melody, and sight-read a line of music. Members present at the audition will be asked to fill out a standardized feedback form after the last audition of the day. The feedback forms will only be seen by the executive committee and will be used to determine who is invited to join the group that year. This executive committee meeting will be open to all members, but final group membership will be determined by the executive committee.

Song Selection

Nominations for song selection will open during the first rehearsal of the academic year with the new members and will remain open for 2 weeks. Nominations can be existing arrangements, either freely available or available for purchase, or may be original arrangements as long as the sheet music is finalized by November of that academic year. Each nominated song will be presented to the group, a predetermined 60-90 second excerpt will be played, and after all songs are presented, the entire group will vote over multiple rounds to decide on the final concert repertoire. Every original arrangement voted in must have a prearranged back-up in case deadlines are not met. The number of songs in the repertoire will be determined by the music director and assistant music director alongside the year's concert schedule before the start of the selection process. Although most arrangements will be sung for two concerts, with a model of

half of the repertoire being replaced at the end of each concert, the group may choose to vote 'out' an arrangement after one year with a two-thirds vote.

Solo Auditions

Solo auditions will be announced no later than a week in advance. When a solo is available, interested members can volunteer to audition. Each interested member will sing a predetermined portion of the solo. After all interested members have auditioned for a particular solo, the group will vote for their choice anonymously. If less than three members volunteer to audition for a solo, then every member will audition for the solo and the group will vote. After solo auditions have concluded, the music director and assistant music director will tally the votes and assign the solos accordingly. If one member receives a majority of the votes for more than one solo, they will be given their top choice and the member with the next highest number of votes will receive the other solo. Solo decisions will be announced to the group no later than the following group rehearsal.

Funding

All funds collected will be deposited in The Histones' University account with the Center for Leadership and Involvement.

Anti-Hazing Statement

The Histones A Cappella group both acknowledges and adheres to the University of Chicago's anti-hazing policy. Admission to the Histones is based solely on a successful audition that assesses singing ability and musicianship. Any person who successfully auditions for the Histones and decides to join is automatically a full member with all the rights of any other member. Furthermore, we have, and will continue, to go out of our way to make Histones rehearsals and performances a welcoming environment both for our members and audience. We firmly believe that there is no place for hazing in the Histones A Cappella group or at the University of Chicago.

These by-laws serve as a guideline for the operation of The Histones as a student a cappella group, and as a recognized student organization. These bylaws should be updated on an annual basis.