



**california
college of
music**

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Charter

of the

California College of Music

Adopted by the Board of Directors
effective May 5, 2016

The Charter defines the objects, powers, officers and statutory bodies of the College. It defines the College as a preparatory institute for professional careers in the popular music industry, and includes such fundamental powers as those of awarding degrees.

CHARTER OF THE CALIFORNIA COLLEGE OF MUSIC

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CHARTER OF THE CALIFORNIA COLLEGE OF MUSIC

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PREAMBLE

Mission Statement of the College

The mission of the *California College of Music* is to empower aspiring musicians with the skills and confidence to thrive in the modern popular music industry.

To achieve this mission, our qualified and talented faculty and staff utilize proven educational methods, give students thoughtful personal attention, and engage in continual self-evaluation. Upon graduation from CCM's programs, our students possess a well-rounded professional skill set that includes technical proficiency, fluency in music theory, a broad working knowledge of music history and popular styles, a disciplined work ethic, and a confident, optimistic attitude.

ARTICLE I. ESTABLISHMENT

The California College of Music (hereinafter referred to as the College) shall be a private, for-profit institution of higher education in the field of popular music.

ARTICLE II. AIMS AND PURPOSES

The College is established with a clear determination to provide the local and global communities with an institution of higher education for popular music, and with the aim of promoting among all human beings the cause and spirit of music and harmony, to stimulate collaboration and cooperation amongst disciples of the musical arts, and to help lessen the obstacles to the well-being of musicians everywhere. To this end, the College shall contribute to the task of educating aspiring musicians by engaging in the teaching of general musicianship, performance and instrumental technique, ear training and sight-reading, composition and form, improvisation, modern music technologies, the history of music, music industry studies, contemporary ensemble practices and repertoire, professional development, and dissemination of knowledge fundamental to the complete and holistic development of the well-rounded popular musician, through the interdisciplinary study of all matters relating to popular music.

ARTICLE III. LEGAL STATUS

The College shall have and maintain the legal status necessary to enable it to fulfill its purposes and objectives. In particular, the College shall maintain its approval to operate in the State of California through the Bureau for Private and Postsecondary Education, and remain in full compliance with all the rules, regulations, codes, and laws set forth by the State of California and the United States of America. The College shall enjoy autonomy and academic freedom in its operations, in keeping with its artistic and musical purpose.

ARTICLE IV. INSTITUTIONAL RELATIONSHIPS

1. The College may enter into association or conclude agreements with government agencies and other organizations and institutions in the field of education.
2. The College shall, in particular, seek to establish and maintain a close working relationship with the Department of Homeland Security, Immigration and Customs Enforcement division, and the Student Exchange and Visitor Program for the purpose of creating opportunities for international students to successfully study music in the United States and then return safely to their home countries,
3. The College shall, in particular, seek to establish and maintain close working relationships with other institutions of music with the United States. The association which may link the College with other music institutions should be determined by common agreement between the two institutions.
4. The College shall, in particular, seek to establish and maintain institutional membership with the National Association of Schools of Music.

ARTICLE V. ORGANIZATION

The College shall have an organizational framework consisting of the following:

- (a) The Board of Directors of the California College of Music, which shall be the governing body of the College;
- (b) The Director of Education, who shall be the chief academic and administrative officer of the College, the Chair of the Advisory Board, and who may delegate responsibilities to other Directors or College faculty or staff members at his/her discretion,
- (c) The Director of Administration, who shall serve as the chief administrative officer of the College at the discretion of the Director of Education;
- (d) The Director of Admissions, who shall serve as the chief admissions officer of the College at the discretion of the Director of Education;
- (e) The Director of Outreach, who shall serve as the chief marketing officer of the College at the discretion of the Director of Education;

- (f) The Department Chairs, who shall oversee the curricular content and sequence of their respective departments at the discretion of the Director of Education.

ARTICLE VI. COMPOSITION OF THE BOARD OF DIRECTORS

1. The Board of Directors of the California College of Music shall be the supreme authority of the College. It shall be composed of the following ex officio members:
 - (a) The Owner of California College of Music, LLC;
 - (b) The President (chief executive officer) of the College;
 - (c) Four to eight trusted representatives of the local, artistic, or academic communities, appointed by mutual agreement of the Owner and the President of the College.
2. In the appointment of the representatives of the the local, artistic, or academic communities, who shall be persons of distinction in the academic field, recognized leaders in the region, or other persons eminent in the field of music, regard shall be given to a broad academic and cultural distribution. Their term of office shall be two years and may be renewed.
3. Should additional parties ever gain percentage ownership of the institution, those parties shall be granted membership on the Board of Directors.
4. At no time shall the composition of the Board of Directors include more than one-third of Directors who have direct ownership interest in the institution.
5. At no time shall the composition of the Board of Directors include more than two-thirds of Directors who have kinship with the Owner or the President.
6. At their discretion, the Board of Directors may make arrangements for appropriate representation and participation of the student body and alumni within the Board of Directors.

ARTICLE VII. FUNCTIONS AND POWERS OF THE BOARD OF DIRECTORS

The Board of Directors shall have the following powers:

- (a) To establish the general policies which shall govern the activities and operations of the College;
- (b) To adopt, revise or abrogate such regulations and rules as are required for the application of the present Charter and the proper operation of the College;
- (c) To adopt its own rules of procedure;
- (d) To elect the Director of Education for a two-year term which may be renewed;
- (e) To adopt, on the proposal of the Director of Education, the annual program and budget of the College and to assist in their execution;
- (h) To consider the annual and other reports of the Director of Education on the activities of the College;

- (i) To establish such other branches, satellites, organs and offices as are required for the fulfilment of the purposes of the College, within the framework of the present Charter, and to adopt such branches' agreements as are considered necessary in that connection;
- (j) To amend the present Charter in accordance with the procedure set out in article XV below;
- (k) Such other powers as belong to it in accordance with the present Charter.

ARTICLE XIII. SESSIONS OF THE BOARD OF DIRECTORS

The Board of Directors shall meet no less than twice each year and no more than four times each year except where clearly necessary and subject to the availability of adequate funds. Sessions of the Board of Directors shall be convened by the President of the College at his or her own initiative, at the request of at least two members of the Board of Directors, or at the request of the Director of Education.

ARTICLE IX. MAJORITY REQUIRED FOR DECISIONS

Except as otherwise specified in the case of amendments to the present Charter, the Board of Directors shall adopt its decisions by a majority of its members present and voting.

ARTICLE X. DIRECTOR OF EDUCATION

The Director of Education of the College shall be the chief academic and administrative officer of the College. In this capacity he or she shall assume the overall responsibility for the organization and direction of the College in accordance with the general policies formulated by the Board of Directors. The Director of Education may delegate academic and administrative functions of the College, including the powers of legal representation and legal power of attorney referred to in article XII.1.e, to other officials of the College with the approval of the Board of Directors.

ARTICLE XI. FUNCTIONS AND POWERS OF THE DIRECTOR OF EDUCATION

1. The Director of Education shall, inter alia:
 - (a) Implement the policies established by the Board of Directors;
 - (b) Administer the College;
 - (c) Prepare the program, work plans and annual budget estimates of the College for submission to the Board of Directors for its approval;
 - (d) Execute the work programs and make the expenditures envisaged in the budget approved by the Board of Directors;

- (e) Act as the legal representative of the College and exercise its legal power of attorney;
- (f) Appoint Advisors, Directors, Department Chairs and other officials of the College as required for the proper functioning of the College.

The Director of Education shall have such other functions and powers as may be prescribed by the provisions of the present Charter or otherwise entrusted to him or her pursuant to decisions, rules and regulations adopted by the Board of Directors.

2. The Director of Education shall report to the Board of Directors at its sessions. When the Board of Directors is not in session, the Director of Education shall report to the Board of Directors through the President of the College.

ARTICLE XII. FACULTY AND STAFF

1. All members of the faculty shall be appointed by the Director of Education on terms and conditions determined by the Board of Directors on the basis of their high academic qualifications, of their eminent professional standing and experience in the popular music industry, and of their commitment to the purposes and objectives of the College, with due regard to the need for appropriate representation in terms of cultural traditions, age and sex. In the performance of their duties, they shall be expected to comply with the highest standards of efficiency, competence and integrity.

2. The faculty of the College shall consist of the Director of Education, the academic staff, visiting professors, clinicians, fellows, academic consultants and the musical support staff at the College campus and at such other centers or in such programs other than at the College's main campus as may be determined by the Board of Directors.

3. The Director of Education shall appoint administrative and other personnel on terms and conditions determined by the Board of Directors for such appointments and in accordance with the present Charter. Due regard shall be paid in their appointment to the purposes and objectives of the College.

4. The Director of Education may at his or her discretion appoint temporary faculty members and staff on an ad hoc basis in accordance with the present Charter.

ARTICLE XIII. STUDENTS

Students shall be admitted to the College in accordance with requirements established by the Board of Directors. In this regard, the Board of Directors shall bear in mind the need to ensure special attention is given to the participation of minorities. Parity should be sought between men and women students at the College.

ARTICLE XIV. COLLEGE PROGRAMS AND DEGREES

1. The practice of popular music, which shall comprise the study of the performance, composition, recording, and theoretical analysis of popular music, shall be the main concern of the College. The studies carried out at the College shall focus on the topic of popular music. Completion of a program of studies, including popular music as a compulsory subject, shall be required for obtaining any certificate, diploma, or degree granted by the College.
2. The College shall, inter alia, grant certificates and associate degrees, under the terms and conditions established by the Board of Directors.

ARTICLE XV. ASSETS, FINANCING AND USE OF FINANCIAL RESOURCES

1. The assets of the College shall comprise the musical equipment and library holdings purchased at the behest of the Board of Directors or donated by members of the public.
2. The College shall derive its revenues from tuition and related fees paid by its students.
3. The College may decide freely on the use of the financial resources available to it for the execution of its functions, in accordance with financial regulations formulated and approved by the Board of Directors.

ARTICLE XVI. AMENDMENTS

1. Amendments to the present Charter which are compatible with the basic aims and purposes of the College may be proposed to the Board of Directors by:
 - (a) The Director of Education;
 - (b) Any member of the Board of Directors.
2. Amendments shall require a two-thirds majority of the members of the Board of Directors for adoption.
3. The Advisory Board and the faculty of the College shall be notified without delay if any amendment to the Charter is adopted by the Board of Directors.