

CONSTITUTION of
[ORGANIZATION]

Preamble
[Your organization's mission]

Article I. Name of the Organization

Section 1. *Name*

Example: The name of this organization shall officially be known as ...

Article II. Affiliation with other groups

Section 1. *Professional Affiliation*

Note: This should be any group(s) the organization is currently affiliated with.

Article III. Purpose, Aims, Functions of the Organization

Note: This Article should include the different purposes of your organization

Section 1. _____

Section 2. _____

Section 3. _____

Section 4. _____

Article IV. Membership Requirements

Note: This Article should include everything needed to be a member of your organization. These requirements might include, but not limited to, GPA, attendance, applications, and failures to meet these terms.

Section 1. _____

Section 2. _____

Section 3. _____

Section 4. _____

Article V. Officers

Note: This Article should include, but not limited to, all of your officer positions along with titles, terms of office, how and when elected, removal from office, and responsibilities.

Section 1. _____

Section 2. _____

Section 3. _____

Section 4. _____

Article VI. Faculty Staff/Advisor

Note: This Article should include, but not limited to, all of your advisor responsibilities, terms of service, how to change advisors, and how the advisor is selected.

Section 1. _____

Article VII. Meetings

Note: This Article should include, but not limited to, the frequency of your meetings, who runs the meetings, and the different types of meetings (i.e. executive, general, one-on-one, advisor, ect.)

Section 1. _____

Section 2. _____

Article VIII. Quorum

Note: This Article should include, but not limited to, the number of members you need to carry out business (i.e. 3/4 of the voting membership of the board, no official voting, voting membership, who is included in any kind of business move)

Section 1. _____

Section 2. _____

Article IX. Referendum and Recall

Note: This Article should include, but not limited to, the basic procedures and handling of the organization. This should include means of proposal, notice required, voting requirements, the origin and procedures, the number of members you need to carry out business (i.e. 3/4 of the voting membership of the board, no official voting, voting membership, who is included in any kind of business move)

Section 1. _____

Section 2. _____

Article XI. Amendments

Note: This Article should include, but not limited to, how to make changes to this constitution.

Section 1. _____

Section 2. _____

Signature

Date

Signature

Date

Signature

Date

Revision Date: _____