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, etc.)

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. ¾ 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. ¾ 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: ______________