



RECOMMENDED FORM FOR CLUB ORGANIZATION CONSTITUTIONS

CONSTITUTION OF THE _____ CLUB

ARTICLE 1

Name of Organization

Section 1: the name of this organization shall be _____

ARTICLE 2

Purpose of the Organization

Section 1: (A general statement of the purpose and the scope of the organization.)

Article 3

Qualifications of Membership

Section 1: (A general statement of eligibility for membership.)

ARTICLE 4

Officers of the Organization

Section 1: The elected officers of this organization shall be _____

(list all elected officers.)

Section 2: Term of office shall be _____

Section 3: It shall be the duty of the President _____, ect.

Section 4: It shall be the duty of the Vice President _____, ect.

Section 5: (Add more sections to take care of the duties of all the officers.) ‘

ARTICLE 5

Executive Board

Section 1: The Executive Board shall consist of the elected officers and the faculty advisor
(Chairpeople of standing committees may be added.)

Section 2: _____(state what majority—two- thirds, three-fourths, or simple majority) vote of the Executive Board,
with the approval of the advisor, shall be necessary to pass any business which is referred to the Executive Board.

ARTICLE 6
Meetings

Section 1: (Frequency of meetings.)

Section 2: (Procedure of calling special meetings.)

ARTICLE 7
Quorum

Section 1: (State specially the minimum number of the members which must present at a meeting in order to transact business legally.)

ARTICLE 8
Amendments

Section 1: Amendments must be presented to the Executive Board for approval before they may be submitted to the organization for vote.

Section 2: Provision for Notice. (It is suggested that this notice be given to the membership regarding a proposed amendment to the to the Constitution one meeting prior to the actual vote.)

Section 3: This constitution may be amended by a _____ (state what majority) vote of the membership at the first meeting of the organization at which a quorum is present following the approval of the amendment by the Executive Board.

ARTICLE 9
Enacting Clause

Section 1: This constitution shall become effective upon approval of the Commissioner of Legislative Affairs and the Vice President, Student Development & Services of Allan Hancock or his/her designee

SIGNATURES

(ASBG rep)

(Date)

(Coordinator, Student Activities)

(Date)