

CLUB CONSTITUTION MODEL

Constitution of the _____

Adopted _____

Article I (Name)

The name of this organization shall be the _____

and hereafter shall be referred to as the _____

Article II (Purpose)

State purpose and need of the organization. Establish aims, which are educational and compatible with the best interests of the university.

Article III (Membership)

- Section 1. All members taking at least three credits at UAF (Student Club).
- Section 2. Membership selection is open to everyone without regard to race, creed, color, religion, national origin, sex, age, disability, status as a Vietnam era or disabled veteran, marital status, changes in marital status, pregnancy or parenthood pursuant to applicable state and federal laws.

Article IV (Officers)

- Section 1. List Officers
- Section 2. Election of Officers
- Section 3. Eligibility of Officers
- Section 4. Duties of Officers
- Section 5. Vacancy of Officers
- Section 6. Tenure of Office

Article V (Advisor)

- Section 1. Selection of Advisor
- Section 2. Duties of Advisor

Article VI (Meetings)

Date, time, frequency

Article VII (Activities)

Article VIII (Amendments)

Statement of procedure to amend the constitution

BY-LAWS MODEL

- I. Membership
 1. Privileges, responsibilities, special rights and dues.

- II. Meetings
 1. Frequency
 2. How called and by whom
 3. Special meetings
 4. Quorums, etc.

- III. Officers
 1. Election
 2. Duties

- IV. Election Committee
 1. Selection Process
 2. Election Procedure

- V. Committees and Other Working Units

- VI. Procedure for Amendments

- VII. Dissolution

Rules in the Constitution should deal with basic relationships, which are seldom changed. The By-Laws should describe how these basic rules are executed.