

SAMPLE OUTLINE OF A CONSTITUTION

Article I: Name

The name of this organization shall be.....

Article II: Purpose

The purpose of this organization shall be.....

Article III: Membership

- A. The membership of this organization shall consist of.....
- B. This organization shall not discriminate on the basis of sex, color, religion, age, gender, national origin, or disability.

Article IV: Officers

The officers of this organization shall consist of:

- A. (Officer 1)
- B. (Officer 2)

Article V: Duties of officers

The duties of the officers shall be:

- A. (Officer 1)
- B. (Officer 2)

Article VI: Meetings

The meetings of this organization shall be held on.....

Article VII: Quorum

The minimum number of members of this organization needed to conduct business shall be _____ officers and _____ general members.

Article VIII: Election of Officers

- A. Nomination of officer shall be submitted by.....
- B. Elections shall be held on.....
- C. If a position becomes vacant, vacancies shall be filled at the next meeting.

Article IX: Removal of Officers

- A. The procedures for removal of officers shall be.....

Article X: Constitution and Amendments

- A. This constitution may be amended by a.....
- B. This constitution shall be ratified by.....
- C. This constitution and/or amendments shall not become valid until a copy of said constitution and/or amendment has been filed in the Student Development Office