



# SAMPLE STUDENT ORGANIZATION CONSTITUTION

*(Please modify to meet your organization's needs or develop your own)*

## **GUIDELINES FOR CONSTITUTIONS**

*The following outline and questions are designed to help write a constitution for an organization. The constitution should contain statements concerning enduring aspects of the organization. Items that are subject to frequent revision should be included in the bylaws.*

### **PREAMBLE**

This section should be a statement of the group's establishment and purpose of the Constitution. The preamble should contain the name of the organization.

### **ARTICLE I. Name**

Section 1. What is the exact title to be used in addressing this organization? (*Note: please see RSO policies and procedures for proper naming guidelines.*)

### **ARTICLE II. Purpose**

Section 1 What is the purpose? Is it fostering a broad educational goal? Is it a social, cultural, or political aim? Why was the group founded?

Section 2. This section should be a statement of the group's willingness to abide by established university policies.

### **ARTICLE III. Affiliations**

Section 1. If applicable, note affiliation with national, regional, other groups and specify what the relationship is between local UWT group and other groups.

### **ARTICLE IV. Membership**

Section 1. Who is eligible for membership? Are there any restrictions? How does one become a member? How are members identified?

*Note a clause to this effect must be included in every group's constitution: The majority of the membership of this organization shall consist of regularly enrolled undergraduate and graduate students of the University of Washington Tacoma (UWT). Only those members who are currently registered UW Tacoma students have voting privileges.*

Section 2. Voluntary withdrawal of membership may be provided for.

Section 3. Nondiscrimination clause should be provided for and include the following: race, color, creed, sex, or sexual orientation.

## ***ARTICLE V. Officers***

Section 1. How many officers are there? What are their titles and duties? Will the officers constitute an executive committee? Description of any standing committees should be included, probably in the bylaws.

## ***ARTICLE VI. Operations/Elections***

Section 1. How are officers elected? What type of ballot? When are they elected, and for what period? Who is eligible for office? When do officers assume office? How may officers be removed? Clarify the role of the adviser.

## ***ARTICLE VII. Advisers***

Section 1. There shall be one (1) or more UW Tacoma faculty or staff advisers who shall be members ex officio with no voting privileges.

Section 2. Method of selecting adviser(s).

Section 3. Duties or responsibilities of adviser(s).

## ***ARTICLE VIII. Finances***

Section 1. How will the organization finance its activities?

## ***ARTICLE IX. Amendments***

Section 1. How are amendments to be proposed and by whom? Should there be a delay before voting on amendments? How are the amendments to be voted upon?