**THE CONSTITUTION**

**of**

**[*INSERT CLUB NAME*]**

**at**

**SALISBURY UNIVERSITY**

**ARTICLE I: NAME AND PURPOSE**

**Section I:** The name of the organization shall be the [*insert club name*] at Salisbury University and shall hereafter be referred to as the [*insert club name*].

**Section II:** The purpose of [*insert club name*] shall be to [*state purpose*]*.*

**ARTICLE II: MEMBERSHIP**

**Section I:** Membership is open to all students carrying a SU identification card.

1. A student is considered a member after they have attended a minimum of [*insert number*] meetings.
2. A student is considered to be a voting member if they have attended at least [*insert percentage*] of all meetings in a semester.

**ARTICLE III: OFFICERS AND DUTIES**

**Section I:** The Executive Board of [*insert club name*] shall consist of the following elected officer positions [*edit list if appropriate*]:

1. President
2. Vice President
3. Treasurer
4. Secretary
5. SGA Representative

**Section II:** The elected officers must be a SU student, be considered a full-time member of [*insert club name*], and must have attended at least [*insert percentage*] of the semester's meetings.

**Section III:** The duties and responsibilities of each officer position are stated below:

1. President
	1. [*state duty*]
	2. [*state duty*]
2. Vice President
	1. [*state duty*]
	2. [*state duty*]
3. Treasurer
	1. [*state duty*]
	2. [*state duty*]
4. Secretary
	1. [*state duty*]
	2. [*state duty*]
5. SGA Representative
	1. [*state duty*]
	2. [*state duty*]

**Section IV:** Other officer positions may be created as needed.

**ARTICLE IV: ELECTIONS**

**Section I:** Nominations for officer positions will be taken at the second to last meeting of the semester [*edit if appropriate*]*.*

**Section II:** Elections will take place the last meeting of the semester [*edit if appropriate*]*.*

**Section III:** Only members considered voting members may vote (see Article II; Section I; Point B).

**Section IV:** Newly elected officers shall take office the first meeting of the new semester [*edit if appropriate*]*.*

**ARTICLE V: PROVISION FOR REMOVAL/REPLACEMENT OF OFFICERS**

**Section I:** The grounds for removal of an officer is as follows [*edit if appropriate*]:

1. Refusal to perform the duties expected of them
2. Abuse of power
3. Refusal to participate in club meetings or activities, including lack of attendance

**Section II:** The procedure for removal is as follows [*edit if appropriate*]:

1. Any club member may bring charges against an officer.
2. These charges will be discussed both with the officer privately and with the club.
3. A vote will be held among members of the club. Removal of the officer must have the majority vote.
4. The officer will be given a chance to redeem himself and be allowed to run for office again the next semester.

**Section III:** Should the President be removed from officer status, the Vice President will fill their position. The vice presidency will be filled through nominations and voting in the following two club meetings [*edit if appropriate*].

**ARTICLE VI: MEETINGS**

**Section I:** Meetings will be held when convenient for most members.

1. Regular meetings will be held bi-weekly, generally at the same place and time for the whole of the academic [*choose one: semester/year*].
2. Officer meetings will be held at the discretion of officers.

**ARTICLE VII: AMENDMENTS AND REVISIONS**

**Section I:** Procedures for amendments are as follows:

1. Any member may propose an amendment to the constitution.
2. The amendment will be reviewed and revised by the officers.
3. The amendment will then be presented to the club as a whole.
4. The amendment will be voted on by all members eligible to vote.
5. Majority rules.
6. The Student Government Association must approve all amendments and revisions.

**ARTLCE VIII: ADVISORS**

**Section I:** Advisors must be full time faculty or staff members at SU.

**Section II:** The duties and responsibilities of an advisor are stated below:

1. The Advisor shall act as a non-voting member of the Club’s Executive Board.
2. The Advisor is not required, though strongly encouraged, to attend meetings of the club.
3. The Advisor is asked to attend all Club functions that require faculty/staff supervision.