

Sample Constitution

PREAMBLE:

We, the members of (name of organization), hereby associate ourselves to (statement of purpose, activity of description of special characteristics).

Article I: NAME

The name of this organization shall be (name) at Florida International University.

Article II: MEMBERSHIP

Section A: The membership of this organization shall be open to all currently enrolled Florida International University students who wish to unite to promote their common interests.

Section B: The Advisor of this organization shall be an FIU full-time faculty or A&P staff member.

Section C: The membership fees are ____ payable (per year, semester, program). Specify criterion. NOTE: A student member cannot be suspended or limited to certain privileges of membership because of his/her inability to pay dues. Some organizations have specified minimum participation or behavior, honorary members or conditions for resignation stated.

Section D: Members have the right to resign from an office or the organization.

Article III: OFFICERS

Section A: The officers (or leaders) of this organization shall be:

- 1.
- 2.
- 3.

NOTE: Rank In order of importance. List positions only, no individual names.

Section B: All officers shall be full time undergraduate or graduate students who have paid the Activity and Service fee and are in good academic standing.

Article IV: MEETINGS

Section A: Organization meetings will be (when/how often).

Article V: COMMITTEES – Optional

Section A: The standing committees of this organization shall be (list each by title).

Section B: The duties of each standing committee are specified under separate numbers stating its name, composition, manner of selection, and duties. NOTE: Suggestions for such committees are: membership, program, finance, and nominating, etc...

Article VI: PARLIAMENTARY AUTHORITY

Robert Rules of Order shall be used in all situations not covered by provisions of this constitution.

Article VII: AMENDMENTS

Section A: Amendment to this constitution shall be submitted to (the president and/or committee) in writing for submission to the member for a vote.

Section B: A 2/3 (or majority vote) vote of organizational members for members present at a specified meeting shall suffice for adoption.

Section C: A copy of new amendments is to be given to the Student Activities Department no later than one week after adoption. The amendment will be placed in the clubs permanent file.