

Constitution Template

*Date of Adoption and/or Revision

ARTICLE I – *Name*

The name of this organization shall be the Western Illinois University-Quad Cities Underwater Basket Weaving Club (UBWC). The UBWC is a student organization at Western Illinois University-Quad Cities. This organization's purpose shall be to educate the students at Western Illinois University-Quad Cities as to how to create baskets, while submerged underwater.

ARTICLE II – *Objectives*

The objectives of the organization shall be:

1. To promote interest in underwater basket weaving
2. To provide fellowship among students and faculty
3. To represent student needs and wants in regard to difficult activities under water
4. To provide a forum for the presentation of innovative ideas to benefit of the University community.

ARTICLE III – Membership *(Must Be Included Exactly as Found Here; Additional Info is Optional)*

1. "Active members and officers must be enrolled students at Western Illinois University-Quad Cities."
2. "Non-students may act as associate members, but may not vote or hold office."

ARTICLE IV – *Officers* *(Make specific to your organization. President, Vice President, Secretary, & Treasurer are required. Procedures for election/removal must be democratic.)*

1. Election of Officers
 - a. The officers of this organization are president, vice president, secretary, and treasurer.
 - b. Officers will be elected by written ballot, with each active member casting a vote. A majority of votes will constitute a victory.
 - c. Election of officers will take place during the 3rd week of the fall semester.
 - d. Officers will assume office for a period of one year.
2. Recall of Officers
 - a. Officers are subject to recall for malfeasance in office. Malfeasance shall be defined as:
 - i. An inability to perform the requirements of office
 - ii. Willfully disobeying Western Illinois Rules and Regulations governing student organizations

- iii. Breaching the Student Code of Conduct
- iv. Mismanaging club funds
- b. Recall procedures will be initiated at the request of five active members.
- c. A hearing will be conducted at a regular meeting for the presentation of evidence from all concerned parties
 - i. Those requesting a recall of officer(s) shall be given 20 minutes to present their case
 - ii. Those officers being recalled will have five (5) minutes to question their accusers
 - iii. Those officers being recalled will have 20 minutes to rebut the charges presented against them
 - iv. The club will then have five (5) minutes to question those being recalled
- d. A two-thirds majority of those active members voting in a recall at the end of the hearing is necessary to remove any office.

ARTICLE V – *Voting*

1. This constitution and by-laws may be amended by a 2/3-majority vote of those voting, a quorum being present.
2. Voting on amendments must be conducted after a minimum notice of 2 weeks.

ARTICLE VI – Not-for-profit Statement *(Must Be Included Exactly as Found Here)*

“This is not-for-profit organization.”

ARTICLE VII – Statement of Non-discrimination *(Must Be Included Exactly as Found Here)*

“This organization shall not discriminate on the basis of sex, race, color, sexual orientation, gender identity and gender expression, religion, age, marital status, national origin, disability, or veteran status. This policy will include, but not limited to recruiting, membership, organization activities, or opportunities to hold office.” (As exempted by Federal law, Social Greek organizations may omit “gender”)

ARTICLE VIII – *Financial Obligation*

A majority of voting members of this organization may determine reasonable dues and fees assessed to each member at the beginning of each semester. A specific member or members, designated by this organization shall be responsible for payment in full of all debts accumulated by the organization not covered by funds on deposit.

ARTICLE IX – Statement of Non-Hazing *(Must Be Included Exactly as Found Here)*

“This organization will not conspire to engage in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.”

ARTICLE X – Statement of Compliance with Campus Regulations *(Must Be Included Exactly as Found Here)*

“This organization shall comply with all university and campus policies and regulations and local, state, and federal laws.”