**SPORT CLUB SAMPLE CONSTITUTION**

*Please note this is a sample constitution provided to assist a group in formulating their own constitution. Do not fill in the blanks and turn in this as a completed constitution.*

*Always refer to ETSU Student Activities Organization policies (*[*https://www.etsu.edu/students/sorc/documents/sorcgenpolicies2019.pdf*](https://www.etsu.edu/students/sorc/documents/sorcgenpolicies2019.pdf)*) and Campus Recreation Sport Club Policies when creating your constitution.*

 **Name**

Article I

# Section (1) The name of the organization shall be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Purpose**

Article II

Section (1) The purpose(s) of this organization shall be to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (2) This organization intends to apply for Sport Club status under the Department of Campus Recreation. When accepted as a Sport Club under Campus Recreation this club shall adhere to all rules, policies and procedures set forth by the Department of Campus Recreation. The club may not pass any rules that contradict Campus Recreation rules.

 **Membership**

Article III

Section (1) Membership in this organization shall be open to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (2) Membership shall be for (length of time)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (3) Any currently enrolled ETSU student, who has voluntarily joined the club, and pays his/her dues shall be considered an active club member in good standing.

 Section (4) Member responsibilities are, but not limited to,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (5) This organization shall not discriminate on the basis of age, race, color, religion, gender, national origin, ancestry, disability, veteran’s status, sexual orientation, or political affiliation.

**Removal of Members**

Article IV

 Section (1) Grounds for removal of any member are: *(Be Specific)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**National/Regional Organization**

Article V

Section (1) The national or regional organization is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Section (2) The Club is responsible for all fees to remain in good standing with the national or regional organization.

**Membership Dues**

Article VI

Section (1) The membership dues of \_\_\_\_organization is set at \_\_\_\_\_\_\_\_\_\_ per \_\_\_\_\_\_\_\_\_\_.

**Club Treasury**

Article VII

Section (1) The club will deposit its external funds at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (*Bank Name)* or Agency Account in the Culp Center.

Section (2) In the case of organizational dissolution, the organizational funds will

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Note TBR 4:7—The organization must provide for the distribution of all funds and assets in the event of dissolution.*

 **Officers**

Article VIII

Section (1) The officer/leaders of this organization shall consist of a President, Vice-President, Secretary, Treasurer, additional positions may be added

 (check all that apply)

 development/alumni officer other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

fundraising other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (2) Nominations will be held during the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ meeting of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ semester. Nominations procedures shall be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. *(be specific)*

Section (3) The election of these officers shall be held during the\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ meeting of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ semester. At least \_\_\_\_\_\_ of the membership must be present. Officers will be chosen by *(simple majority or a certain percentage-indicate the exact percentage)*.

 The election process will be determined by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(for example: secret ballot, show of hands)*

Section (4) The term of office shall be for\_\_\_\_\_\_\_\_\_\_\_\_\_. *(If an officer can be elected to more than one term, please state that here.)*

Section (5) An officer may be removed from office by a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ vote of the members for not\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(Be Specific)*

Section (6) Should an office become vacant in mid-term a new officer shall be (elected or appointed how) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (6) Requirements to be an officer include being a registered student, in good academic standing, at ETSU for the entire term of office and (grade print average, length of membership, class standing, etc) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (7) An advisor will be elected/appointed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (length of term).

Section (8) Duties of Officers (in addition to those stated in the Sport Club handbook)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Meetings**

Article X

Section (1) There shall be a minimum of \_\_\_\_\_\_\_\_\_\_ meetings per \_\_\_\_\_\_\_\_\_\_ during the spring and fall semesters. Additional meetings may be called as necessary by the president.

Section (2) The business of these meetings shall be conducted in accordance with Robert's Rules of Order.

Section (3) This organization is subject to the policies and procedures of ETSU.

Section (4) A quorum for conducting business shall be considered to be \_\_\_\_\_\_\_\_\_\_% of the members of the organization.

Section (5) The advisor should attend \_\_\_\_\_ meetings of this organization.

Section (6) All general meetings shall be open to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section (7) Members may miss up to \_\_\_\_\_\_\_ meetings a semester before consequences may occur.

**Practices**

Section (1) Practices shall happen \_\_\_\_\_\_ times per week.

Section (2) Members may miss up to \_\_\_\_\_\_\_ practices a semester before consequences may occur.

**Competitions**

Section (1) The club will take \_\_\_\_\_\_ number of members to each competition.

Section (2) To attend a competition each member must be in good standing with the club.

Section (3) Any violation of conduct by an individual member on a competition trip may be grounds for immediate dismissal from the club.

**AMENDMENTS**

Article XI

Section (1) This constitution may be amended during any regular meeting by any member submitting a proposal change and being passed by a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ majority vote.

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**A preliminary copy must be turned in to the Student Activities Organization for revision. Requested changes will be noted and returned to Organization. All changes to this document must also be submitted to the Student Activities Organization for approval. A final electronic copy must also be submitted to Sportclubs@etsu.edu.**