

[Club Name] Constitution

ARTICLE I – NAME

The name of this organization shall be [Club Name].

(Optional: Informally, this organization may be known as [Short Name].)

ARTICLE II – PURPOSE

The purpose of [Club Name] is to:

- [Insert purpose statement — e.g., “foster leadership skills, provide service opportunities, build community among students,” etc.]
- [Additional bullet]
- [Additional bullet]

ARTICLE III – MEMBERSHIP

Section 1 – Eligibility

Membership shall be open to all currently enrolled students, of Ozarks Tech. No person shall be excluded from membership on the basis of race, color, national origin, religion, sex, sexual orientation, marital status, age, disability, citizenship or legal immigration status, veteran status, or any other status protected by federal, state, or local law.

Section 2 – Voting

For leadership elections and other decisions requiring a vote, a simple majority of those voting shall decide. Standard voting shall be by show of hands; however, any member may request a secret (“blind”) ballot, which shall then be used.

Section 3 – Termination of Membership

A member may be removed from the organization by a $\frac{3}{4}$ vote of active members following due process (e.g., one verbal warning plus written notice of the impending vote). The Faculty/Staff Advisor must approve all dismissals.

Section 4 – Active Membership

In addition to meeting the eligibility requirements in Section 1, active membership is defined as participation in at least one event and attendance at at least one general meeting per semester.

Section 5 – Dues

There shall be [no dues / dues of \$__ per semester / other]. Members may be responsible for their own costs (e.g., t-shirts, field trip fees, club items) when applicable.

ARTICLE IV – MEETINGS

General meetings shall be held at least [twice per semester / once per month / etc.], in addition to cabinet or leadership meetings and social gatherings as needed.

The club shall hold at least [one event per semester / two events per year] such as [guest speakers, service projects, social mixers, workshops, etc.].

The parliamentary authority for this organization shall be the latest edition of Robert's Rules of Order for decisions related to officer elections and budget matters. Other decisions may be made by consensus or simple majority.

ARTICLE V – OFFICERS

The officers of this organization shall minimally include: President, Vice-President, and Secretary. Additional cabinet roles may be added as needed in consultation with the Advisor and executive leadership.

Officer elections will be held [annually / each semester] at the [month] general meeting. Only active members are eligible to vote.

Officers may be removed from office via impeachment by a $\frac{3}{4}$ majority vote of the Executive Board, with the approval of the Advisor.

All active members are eligible to stand for any officer position.

ARTICLE VI – EXECUTIVE BOARD & COMMITTEES

The Executive Board shall consist of the officers of the organization plus the Advisor(s). The Board shall meet as needed. All decisions made by the Executive Board must be brought to a general membership meeting to be enacted.

The Executive Board shall ensure the financial integrity of the club (budget oversight, expense review), evaluate events for effectiveness and alignment with the organization's purpose, and guide strategic planning.

The Executive Board may form committees (e.g., event planning, membership, communications) to carry out specific goals or tasks. Committee chairs shall report to the Board.

ARTICLE VII – AMENDMENTS

Any member may initiate an amendment to this Constitution. The proposal must be submitted in writing to the Executive Board.

If a majority of the Executive Board approves the proposed amendment, the amendment shall be presented at the next general meeting. Two-thirds ($\frac{2}{3}$) of the members present shall be required to adopt the amendment.

DISCLAIMER

Ozarks Tech does not necessarily endorse the views or activities of this student organization.

NOTES FOR CLUBS

- Clubs should fill in blanks and adapt language to fit their needs.
- Clubs should review the club constitution annually as part of their strategic planning.
- Think through a clear definition of what constitutes “active membership” and consistent processes for officer removal or member termination.