

CONSTITUTION
SAMPLE ORGANIZATION
OF BEMIDJI STATE UNIVERSITY

Article I

Name:

The name of this organization shall be Sample Organization.

Article II

Purpose:

The purpose of this organization shall be to promote understanding of the constitution creation process by providing a sample to new and existing organizations.

Article III

Membership:

Section 1. Any student is eligible for membership of this organization providing he or she meets the qualifications as stated in this constitution and is in good standing with Bemidji State University.

Section 2. Qualifications for membership shall include the following:
1. Enrolled in a major or minor related to the organization
(note: this is optional)
2. Semester membership dues have been paid *(note: this is optional)*

Section 3. Dues shall be established and the amount adopted by a majority vote of the members present at the first organizational meeting *(note: having membership dues is optional)*. Thereafter at the first meeting of each new school year the dues amount will be reviewed and ratified by a majority vote. In such case that the organization dissolves, all remaining funds will be donated to SAFAC.

Section 4. Members are required to regularly attend meetings. After three consecutive absences, the member will be considered inactive.

Section 5. Membership shall consist of seventy-five (75) percent Bemidji State University students.

Section 6. Membership will not be denied on the basis of sex, color, race, religious preference, sexual orientation, or physical ability.

Article IV Organizational Structure:

- Section 1. Meetings of Sample Organization shall be held at least once a month and as the President of the organization sees fit. All meeting dates must be posted at least one week in advance.
- Section 2. A quorum shall consist of two officers plus five paid members in attendance.
- Section 3. Officers of Sample Organization shall be President, Vice-President, Secretary and Treasurer. At least one of the officers must be a Bemidji State University student.
- Section 4. Members of Sample Organization in attendance at meetings shall have one and only one vote with a simple majority rule, except those delineated in "Robert's Rules of Order, Revised."
- Section 5. Committees shall be established by the President of Sample Organization as directed by majority consensus.

Article V Officers:

- Section 1. The officers of Sample Organization shall be President, Vice-President, Secretary and Treasurer, whose duties it shall be to coordinate the activities of the organization for the welfare and professional growth of the members. Additional duties shall be:
- A. President –
 - 1. The President shall preside over all meetings.
 - 2. The President shall, if necessary, appoint individuals to committees.
 - B. Vice-President –

The Vice-President shall be a member of each committee and will see that each committee is performing its functions. They shall also serve in the absence of the President.
 - C. Secretary –

The Secretary shall keep the minutes of the meeting and carry on any correspondence that may be necessary.
 - D. Treasurer –

The Treasurer shall keep the books and collect dues.

The amount of dues for the year shall be established at the first regular meeting by a majority vote.

- Section 2. The term of office shall be for one academic year, fall semester through spring semester.
- Section 3. Elections shall take place during a regularly scheduled meeting in the last month of the spring semester.
- Section 4. Removal from office (or removal of members) shall be as prescribed in "Robert's Rules of Order, Revised" under the heading "Trial of Members of Societies."
- Section 5. Any vacancies shall be filled by recommendation of the officers with appointment upon majority approval of Sample Organization. The only exception to this rule shall be the President in which case the Vice-President steps in to the Presidential position.

Article VI Amendments:

Proposed amendments to the constitution will be a part of the constitution when they have been approved by two-thirds of the members in attendance.

Article VII Advisor:

An advisor for Sample Organization will be selected from the Bemidji State University Faculty and Staff.

Article VIII Ratification:

This constitution shall be adopted upon ratification by a two-thirds majority vote of the members present at the first organizational meeting.