

SUGGESTED CONSTITUTION FORMAT

The following is a suggested format for the University of Wisconsin – Marathon County student club or organization constitution. See the document Guidelines for UWMC Club Constitution for more information.

CONSTITUTION OF (Organization Name) University of Wisconsin – Marathon County

ARTICLE I: Name

- Section 1: Title
- Section 2: Authorization (if under some larger group, possibly on the national level)

ARTICLE II: Purpose: Mission Statement

ARTICLE III: Membership

- Section 1: Active members (open to all UWMC students; they have the rights to vote and hold office)
- Section 2: Associate members (open to faculty and interested people outside the University setting; they may not vote or hold offices)
- Section 3: Alumni members (may not vote or hold office)
- Section 4: Membership requirements
- Section 5: Duties of members

ARTICLE IV: Officers

- Section 1: Officers (Titles of officers)
- Section 2: Duties of officers

- Section 3: Terms of office
- Section 4: Voting powers of officers

ARTICLE V: Elections

- Section 1: Minimum GPA requirements
- Section 2: Election procedures

ARTICLE VI: Removal of Officers

- Section 1: Procedure for removal of officers
- Section 2: Procedure for filling vacancies

ARTICLE VI: Meetings

- Section 1: Business meetings
- Section 2: Executive Board meetings

ARTICLE VII: Advisors

- Section 1: Qualifications (faculty/staff member at UWMC, is interested)
- Section 2: Duties (offers advice, no vote)

ARTICLE VIII: Committees

ARTICLE IX: Procedure

ARTICLE X: Amendments (2/3 majority, given in writing a week in advance of business meeting)

BYLAWS: All other operating procedures should appear in the bylaws.