

NOTE: Students and advisors representing a Recognized Student Organization at Middle Georgia State University should follow this template when developing or updating their constitution. All Items (except those in italics) are mandatory statements that must appear in all RSO constitutions.

Middle Georgia State University
Recognized Student Organization
Sample Constitution

ARTICLE I

NAME AND PURPOSE

- A.** The name of this student organization shall be <INSERT PROPOSED NAME OF THE STUDENT ORGANIZATION> and the purpose of this organization shall be <INSERT SPECIFIC GOALS/PURPOSES OF THE ORGANIZATION>.
- B.** This organization will support the mission of the Office of Student Engagement and Middle Georgia State University and will subscribe to the policies and procedures of the University System of Georgia and Middle Georgia State University.

ARTICLE II

MEMBERSHIP

- A.** Active membership is confined to regularly enrolled Middle Georgia State University students who have a minimum academic load of three (3) hours during each semester of participation.
- B.** Membership will not be denied because of race, national origin, color, sex, age, religion, or disability.

ARTICLE III

OFFICERS

- A.** Officers of this organization will be:
 - a.** List the title of each officer. For example:
 - b.** President
 - c.** Vice-President
 - d.** Secretary
 - e.** Treasurer
- B.** The duties of each officer shall be:
 - a.** Duties of the President shall be:
 - b.** Duties of the Vice-President shall be:Etc.
- C.** All students holding an elected or appointed position of leadership and acting as an officer of this organization must maintain a 2.0 cumulative grade point average (GPA) and must be enrolled at Middle Georgia State University during the time of service.
- D.** *While it not required, it is recommended that students also include the time and manner of election of officers. The Office of Student Engagement recommends election of new officers be held towards the end of spring semester. If this is not possible, it is recommended that the RSO appoint a contact person until the election of new officers can be held.*

ARTICLE IV

MEETINGS

- A.** This organization shall meet regularly during the fall and spring semesters. Meetings during the summer semester will be held as needed.

- B. All meetings, including the dates, times, and locations will be confirmed with the Office of Student Engagement prior to publication and/or announcement of these meetings.
- C. *Students are encouraged to include any responsibilities for attending meetings and/or repercussions for non-attendance.*

ARTICLE V

FACULTY/STAFF ADVISOR

- A. *All recognized student organizations at Middle Georgia State University are required to have a faculty or staff advisor. While the advisor should be selected by student members, all RSO advisors must also seek the approval of their division chair and/or supervisor.*
- B. The advisor of record accepts the responsibilities of this position and will approve all events and activities of this organization.

ARTICLE VI

REVENUE

- A. All monies collected from membership dues and from all fundraisers must be deposited into the organization's Agency Account. These deposits will be made through the Bursar's Office as soon as possible after the monies have been collected.
- B. No petty cash or slush funds will be kept by any member or advisor of this organization.
- C. All fundraisers will be approved by the Office of Student Engagement at least two weeks prior to the actual event and will follow all of the guidelines as outlined in the RSO handbook.

ARTICLE VII RATIFICATION

- A. This constitution is subject to the approval by the Student Government Association and the Office of Student Engagement.
- B. *Following the approval of SGA and Student Engagement, the founding members of the RSO and advisor will be notified by the Office of Student Engagement.*

ARTICLE VIII BYLAWS

- A. This constitution may be supplemented with bylaws which pertain to the above articles.
- B. An electronic copy of any and all bylaws will be filed with the Office of Student Engagement.

ARTICLE IX

AMENDMENTS/SUPPLEMENTS

- A. A written notice will be presented to the membership of this organization at a regular meeting to amend or supplement any part of this constitution. The proposed amendment/supplement will be voted upon no sooner than the next regularly scheduled meeting and must receive 2/3 majority vote of all members in good standing.
- B. Any amendments/supplements to this constitution will then be submitted to the Office of Student Engagement for approval.