

**GEORGE MASON UNIVERSITY
DEPARTMENT OF INTERCOLLEGIATE ATHLETICS
CONSTITUTIONS FOR CLUB SPORTS**

Each recognized Club Sport is required to submit a constitution. A constitution is a listing of fundamental rules and principles of the organization that determines powers and duties. Some organizations include with their constitutions a set of by-laws, which is a listing of ordinances or regulations made by the group to regulate its internal operation.

In developing a constitution and by-laws, one goal should be to allow flexibility in the group's operations. The sample constitution below is not a rigid standard, but instead a suggested outline for order and contents of each section. Each Club Sport is unique; therefore, every constitution will be a little different, and the constitution and by-laws should include as much information as needed to meet the needs of the organization.

(MUST BE TYPEWRITTEN)

CONSTITUTION OF THE GEORGE MASON UNIVERSITY _____
(Name)

ARTICLE I - Purpose

The purpose of this organization shall be

ARTICLE II - Membership

Active membership shall be open to all students enrolled full time at George Mason University.

ARTICLE III - Officers and Faculty/Staff Advisor

Section 1. The officers of this organization shall be (list officer titles, not student names):

- A. _____
- B. _____
- C. _____
- D. _____

Section 2. The faculty/staff advisor of this organization shall be:

ARTICLE IV - Powers

- Section 1. The membership at a meeting shall have the power to:
- A. Determine organizational policies and initiate programs.
 - B. Develop and adopt additional by-laws as may be necessary for the well being of the organization, provided that they do not conflict with elements and spirit of this constitution.

- Section 2. The duties of the President shall include:
- A. Calling and chairing regular and special meetings.
 - B. Appointing standing and special meetings.
 - C. Organizing, publicizing and supervising officer elections in _____(month) and additionally as necessary.
 - D. Using the resources of George Mason University including facilities and funding in accordance with University policy.

- Section 3. The duties of the Secretary/Treasurer shall include:
- A. Maintaining accurate records of meetings, minutes and other correspondence.
 - B. Developing a budget and handling all financial matters of the organization.
 - C. Publicizing to the University community the policies and activities of the organization.

ARTICLE V - Meetings

Section 1. Regular meetings of the organization shall be held_____

Section 2. A special meeting may be called by_____

ARTICLE VI - Amendments

Section 1. Proposals for amendments to the constitution or by-laws shall be announced at a regular meeting and posted two weeks prior to consideration.

Section 2. A 2/3 favorable vote of those members of the organization present at a regular meeting shall be required to ratify an amendment.