

UNI SPORT CLUB CONSTITUTION/BYLAWS OUTLINE

THIS IS AN OUTLINE SETUP TO HELP UNI SPORT CLUBS WRITE AND EDIT THEIR CLUB CONSTITUTIONS AND BYLAWS.

This is a reference, not guidelines, on how to write a constitution and/or bylaws documentation. Remember your sport club is only as strong as its Constitution and Bylaws.

Article I: SPORT CLUB NAME

1. Club Name (This student organization shall be known as...)

Article II: PURPOSE

1. General Purpose Statement
2. Competitive Purpose Statement
3. Learning Purpose Statement
4. Philosophical Statement

Article III: MEMBERSHIP

1. Who are members...
2. Expectations of participation...
3. Statement of Dues
4. Revoking membership...
5. Statement of discrimination...

Article IV: MEETINGS/COMMITTEES

1. Purpose of meetings
 - a. Procedures
 - b. Meeting schedule
 - c. Meeting quarm
2. Sport Club Council meetings
3. Propose of committees
 - a. Procedures
 - b. Committee schedule
 - c. Committee quarm

Article V: OFFICERS

1. List Positions, detailed duties, length of term

Article VI: ELECTIONS

1. When elections are held
2. Procedures of election
3. How voting occurs
4. Procedures for impeachment
5. Procedures for re-elections

Article VII: FUNDS

1. Dues
 - a. Usage
2. Budget statement
3. Fundraiser
4. Sponsorships

Article VIII: AFFILIATIONS

1. List each
 - a. Who and what purpose are you affiliated...
 - i. Contact information for the affiliate

Article IX: ADVISOR

1. What the qualifications
2. Process of finding
3. Length of term

Article X: COACH/INSTRUCTOR

4. What the qualifications
5. Process of hiring
6. Length of term
7. Current hired coach/instructor and ending date of hired agreement

Article XI: AMENDMENTS/RATIFICATIONS

1. When amendment are made
2. How amendment are made

BY-LAWS

(Are rules written to support the principles written with each article of the constitution)

Example

SECTION 1: Sport Club Name

- 1.1 To change the name of the sport club there must be a majority vote of 4/5 of a quarm consisting of a greater than 89% of voting membership.
- 1.2 The name change must be approved by the UNI-WRS Sport Club Coordinator
- 1.3 The name change must be submitted to the UNI NISG council when approved by the UNI-WRS Sport Club Coordinator.