

MODEL CONSTITUTION FOR STUDENT ORGANIZATIONS

This model constitution is binding upon the student organization when the student organization's constitution is silent, vague, or inconsistent. Where the organization's constitution is express, it shall override the provisions of this model constitution, except for its provisions regarding the time period for election of organization officers, the date when the group's officers shall take office, and the minimum cumulative index requirements.

ARTICLE I – NAME

The name of this organization shall be the name used to register the organization with the Department of Student Union and Activities. The names and charters of all outside organizations with which this organization is affiliated are attached to this constitution in the appeals.

ARTICLE II - PURPOSE

The purpose of this organization is described in the "Statement of Purpose" filed in the Department of Student Union and Activities.

ARTICLE III – MEMBERSHIP

- All members must be currently registered, matriculated students of Stony Brook University and must subscribe to, or be interested in the purpose of this organization.
- No person shall be denied membership or office because of sexual orientation, nation of origin, race, sex, physical disability, political or religious beliefs.

ARTICLE IV – OFFICERS, CO-CHAIRS

Section 1

All nominees for organization board positions must have a minimum cumulative index of 2.0 and if elected, must maintain a cumulative index of at least 2.0, and must be registered for the semester(s) during which they are to serve. All officers shall serve for one year and may be re-elected for one additional year as long as they maintain a cumulative index of 2.0 and are registered each semester.

Section 2

- a. The President or Co-Chair shall be the official representative of the organization; he/she shall also be a non-voting ex-officio member of all committees of the organization, except the election committee.
- b. The President or Co-Chair shall have the power to convene and preside over the meetings of the executive board and the general membership and prepare the agenda for the meetings of the executive board and the general membership. The President or co-chair shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board.

Section 3

The Vice President shall be required to see that standing committee chairpersons are fulfilling their duties. The Vice President shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board. If the President is unable to perform his/her duties, (due to impeachment, leave of absence, or resignation), the Vice President shall assume the position of President.

Section 4

- a. The Treasurer shall keep detailed record of all monies allotted to the organization. The Treasurer shall also submit all payment requests.
- b. Each month the Treasurer shall perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board. The Treasurer shall assume the position of Vice President in the event that the Vice President is unable to perform his/her duties (due to leave of absence, resignation, or assumption of Presidency). A new Treasurer will be elected in special election called by the President if a vacancy occurs in this office.

Section 5

The Secretary shall take minutes and attendance of all meetings and maintain an up-to-date active voting membership roster. A new Secretary will be elected in a special election called by the President if a vacancy occurs in this office.

ARTICLE V – EXECUTIVE BOARD

Section 1

- a. The member of the executive board shall be the President or Co-Chair, Vice President, Treasurer, and Secretary.
- b. The total membership of the executive board shall not exceed members of the members of the organization.

Section 2

All executive board meetings shall be conducted according to Robert's Rules of Order (latest Edition), except where expressly provided for in this constitution.

Section 3

The President or Co-Chair shall be the chairperson and presiding officer of the executive board.

ARTICLE VI – MEETINGS

Section 1

This organization shall hold at least one general membership meeting each month.

Section 2

A quorum consisting of a majority of the total active voting membership is necessary for the transaction of any business at all meetings.

Section 3

All meetings must have an agenda and five (5) school days prior notice of the meetings must be given to all organization members

Section 4

The President or Co-Chair must convene a meeting within a reasonable amount of time if such a meeting is initiated:

- a. by a majority vote of the voting members present at a regular or special meeting; or
- b. upon a petition signed by (1/3) of the active voting membership.

ARTICLE VII – ELECTIONS

Section 1

An election committee shall be elected by the general membership in March of each academic year. It shall consist of five (5) members, none of whom may be considered for elected office. If a vacancy occurs on the committee, a special election shall be held to fill the vacant seat. This committee shall elect its own chairperson and recommend the time, manner, and pace of election pursuant to the articles contained in this constitution.

Section 2

No person shall seek the position of President, Co-Chair, Vice President, Treasurer, or Secretary unless he/she has been a member of this organization for two semesters prior to the semester when he/she would assume office.

Section 3

All officers must be elected by majority vote. Elections must be held no later than May 1 st . New officers will assume their positions on June 1 st .

- a. Nominations shall be accepted from the floor at a meeting prior to the election.
- b. Election shall be by majority vote of the active voting members present whose names appear on the member ship roster. Groups may apply for a provision of exception if they choose not to submit.

ARTICLE VIII – IMPEACHMENT

Section 1

Any officers of the club may be brought up on impeachment charges if he/she is acting detrimentally to the organization or he/she has significantly disregarded the major responsibilities of his/her office.

Section 2

If a list of charges signed by three-quarters (3/4) of the officers is submitted to the President, he/she must call for an impeachment proceeding. If the President is being brought up on charges, the petition shall be submitted to the Vice President. Upon receipt of the petition, the President or Co-Chair shall suspend the officer and prevent him/her from exercising all powers and voting rights pending the outcome of the impeachment proceedings.

Section 3

If a list of charges signed by two-thirds (2/3) of the active members is submitted to the President or Co-Chair, he/she must call for impeachment proceedings (see Section 2 for remaining steps).

Section 4

After the proper impeachment proceedings, the officer(s) so charged may be impeached by a three-quarter (3/4) vote of group members. If impeachment passes, the officer shall be removed from his/her position.

Section 5

Special elections:

a. Upon Impeachment of

1. President or Co-Chair, the Vice President assumes the Presidency of Co-Chair position and a special election is held for Vice President within a one month period.
2. Other officers, a special election will be held within a one month period.

ARTICLE IX – AMENDMENTS

Section 1

Amendments to this constitution may be introduced from the floor and must be submitted to the Secretary in writing at a general body membership meeting.

Section 2

The entire voting membership shall be notified in writing at least five (5) school days prior to vote on a proposed amendment.

Section 3

A two-thirds (2/3) vote of the active voting membership is necessary for the passage of an amendment.

ARTICLE X – DISSOLUTION

In the event of the dissolution of this group, all accrued funds and assets shall revert to the Undergraduate Student Government.