

Sample Sport Club Constitution

Below is a sample constitution to help guide you in drafting a document that fits your Sport Club's needs. Please note that the formatting and text written below are simply suggestions. As long as your constitution meets the guidelines established by the Sport Clubs Office then it will be approved.

Constitution of [Insert name of Sport Club]

Article I Name and Purpose

Section A. The name of this Sport Club shall be [Sport Club Name].

Section B. The primary purpose of this Sport Club is [Insert the primary purpose of the Sport Club and its goals. Also include the Sport Club's relationship to the university]. These goals shall be achieved through [List activities and programs the Sport Club will use to achieve its goals and purpose].

Section C. The [Sport Club Name] will adhere to all FGCU policies and procedures including but not limited to the Sport Club Handbook, the Office of Campus Involvement Student Organization Manual and the FGCU Student Government Constitution and Statutes.

Article II Membership

Section A. The majority of the Sport Clubs membership must be registered students of Florida Gulf Coast University, [You may include stricter restrictions such as: must have attended two meetings a semester, etc.].

Section B. Faculty, staff, and FGCU Alumni may be associate members. Associate members may not hold office or be granted voting rights.

Section C. Non FGCU students, faculty and staff may participate in Sport Club Practices; they will be required to pay a fee. Non FGCU members may not hold office or be granted voting rights

Section D. [Sport Club Name] shall not have any prospective member for the purpose of admission into or affiliation with the Sport Club. Members of [Sport Club Name] are free to leave or dissociate without fear of retribution or harassment. [Sport Club Name] shall not discriminate based on race, creed, color, sex, age, national origin, disability and sexual orientation.

Article III Officers

Section A. The officers of the Sport Club shall be [insert which offices the Sport Club will include (do not include the names of the officers). There must be at least three officers: a President (or primary contact), a Vice President and a Treasurer (or financial officer)].

Section B. Officers will hold office from [insert officer's term limit (not to exceed 1-year). Also include whether or not there is a limit to the number of terms for which any single person may be re-elected.]

Section C. [Powers and Duties of the Officers.]

The President will [insert President's role]. (An example may be that the President is responsible for presiding over meetings and act as the official representative of the Sport Club.)

The Treasurer will [insert treasurer's role]. (An example may be that the treasurer is responsible for handling funds, whether collected or distributed for formal or informal events, as well as, maintaining accurate records of all financial transactions.)

[Insert any other offices held within the organization and their respective powers and duties.]

Section E. The office of Faculty Advisor is to be [insert how the faculty advisor is chosen and/or elected and the duration of their term (do not include the names of the advisor)]. The Faculty Advisor should be one whose ideals are aligned with the Sport Clubs purpose and is willing to serve as a source of information and advice for the club.

Article IV Elections

Section A. Elections of new officers will take place [insert the estimated times of elections and how often they will occur].

Section B. [List who is eligible to run for the various officer positions and that all members may vote.]

Section C. Members who are running for office must [insert election requirements- examples are acceptance of nomination, speech, campaign, etc.].

Section D. Officers must be elected by [insert simple majority, 2/3rds majority, etc. Also include secret ballot or hand vote.]

Article V Removal of Officers

Section A. Cause for removal shall be defined as [define what is cause for removal from an officer position.]

Section B. [Explain the process of how an officer is removed.]

Article VI Vacancies

Section A. A vacancy shall be declared when an officer dies, resigns, or is removed from office.

Section B. [Describe the process by which a vacancy is filled]

Article X Amendments

Section A. Any member of this Sport Club may suggest amendments to this Constitution. [Insert other requirements for amendments including how they are to be submitted and to whom. Also include how they are presented, voted upon and approved (voting must include all members). Make sure to include what majority is necessary for approval.]