

## *Name of Student Organization*

### **PREAMBLE**

The \_\_\_\_\_ proclaims that it has been founded and is dedicated to promote and encourage, amongst its members:

*Objectives...*

### **ARTICLE I**

#### *Name*

**Section 1.** The name of this student organization shall be the

*NAME OF GROUP*

**Section 2.** The words "*NAME OF GROUP*" shall not be used by any individual or group of individuals without the consent of the officers or the organization as a whole.

### **ARTICLE II**

#### *Membership*

**Section 1.** Membership in this organization will be extended to all undergraduate students at Princeton University who demonstrate interest in membership.

**Section 2.** No person who has expressed interest in membership shall be denied membership

### **ARTICLE III**

#### *Officers (You May Choose Your Own Officer Positions)*

**Section 1.** There shall be an Executive Board of Officers, which shall consist of the following: President, Vice President, Treasurer, Secretary, *(etc)*.

**Section 2.** The Executive Board shall be empowered to:

- (1) Conduct the business and affairs of the organization during periods between meetings of the members;
- (2) Act as arbiters in cases of disagreement among members;
- (3) Represent the organization in cases of liability, responsibility or honors.

**Section 3.** Meetings of the Executive Board or the entire organization shall be held whenever necessary, upon the call of the President or at the request of at least three officers.

#### **ARTICLE IV**

##### ***Election of Officers (You May Determine Your Own Procedures)***

**Section 1.** Election of the officers:

- (1) The officers shall be elected by the organization at the start of the Spring semester by individual, secret ballot of a majority of the organization, for a term of one year or until the successor for each respective position has been duly elected and has qualified for said position; if a candidate does not receive a majority of the vote, a run-off will be held between the two candidates who received the highest amount of votes.
- (2) Elections shall be held for the following officer positions: President, Vice President, Treasurer, Secretary, *(etc)*.
- (3) The President will preside over all election proceedings and will moderate the discussions; if the President is participating in a specific election, the subsequent officer will preside over the election; the Secretary, or a subsequent officer will tally all votes if the Secretary is participating in that specific election.
- (4) Each candidate will have two minutes to present a speech while the other candidates leave the room; after the speeches have been given, all candidates will exit the room and the President will call for a vote by secret ballot.
- (5) A member shall be awarded a proxy vote with valid reason subject to the approval of the Executive Board.

#### **ARTICLE VIII**

##### ***Miscellaneous Provisions***

**Section 1.** *Tailored to specific organizations...*

## **ARTICLE IX**

### ***Amendments***

**Section 1.** This constitution may be amended by a two-thirds vote of the entire organization membership present at the meeting.

**Section 2.** A motion for an amendment to the constitution may be raised at the meeting to elect new officers.

## **ARTICLE X**

### ***Ratification***

**Section 1.** This constitution will take effect following a unanimous vote of approval by the existing Executive Board and a three-fourths majority vote by the entire organization.