STUDENT ORGANIZATION CONSTITUTION OUTLINE

**Constitution of the:**

**Adopted on:**

**ARTICLE I (Name)**

**The name of this organization shall be the …**

*ARTICLE II (Purpose)*

*State the purpose and the need of the organization – Establish aims which are educational and compatible with the best interests of the college*

**ARTICLE III (Membership)**

**Section 1. A minimum of three (3) members is required to establish a student organization.**

**All members must be currently enrolled at MJC. Membership selection must remain open without regard to race, creed, sex, religion, or national origin. All student organizations must promote the values of learning, communication, fellowship, financial security, and health as established by Modesto Junior College.**

**ARTICLE IV (Officers)**

**Section 1. List officer positions**

*Section 2. Election and duties of officers*

*Section 3. Eligibility of officers.* **A membership roster must be filed with the CL & SL Office. It is the responsibility of each club to update the list by the end of the 4th week of the semester.**

**Section 4. Vacancy of office**

**Section 5. Tenure of office**

**ARTICLE V (Financial Provisions)**

**Section 1. Audit and record keeping**

* **Minutes of all meeting and financial statements for activities must be filed in club binder.**

**ARTICLE VI (Advisor)**

**Section 1. Selection of Advisor**

* **All student organizations must have at least one district employee to serve as advisor. The advisor must be present at all registered campus activities of the organization.**

**ARTICLE VII (Activities & Rules)**

* **The Campus Life office must approve all materials to be posted on campus.**
* **All student organizations are responsible to following the State Educational Code regulations and YCCD Standards of Conduct.**
* **All club events & trips must have the proper paperwork on file prior to the activity.**