CONSTITUTION CONTENT
All clubs are required to have a current, up-to-date, and Campus Recreation approved Constitution on file with
Campus Recreation. Campus Recreation will assume the policies and procedures outlined in the Club’s Constitution
will be adhered to by all Club members. Constitutions must have the following articles:

Article I - NAME
State the official name of the Sport Club.

Article II - PURPOSE
State the reasons for the formation of the Sport Club and the Club’s objectives.

Article III - MEMBERSHIP
State which people are qualified for membership (must be open to all Campus Recreation members).
State what a member must do to be recognized as a full member.
State what rights and privileges a full member has.
State what the procedures are if the membership is limited.

Article IV - MEETINGS
State how many meetings are to be held during the school year, and when and where they are to be held.
State the procedures for calling regular and/or special meetings.

Article V – EXECUTIVE BOARD
State what officers will make up the Sport Club Executive and what their duties will be. All Executives (with the
exception of Coaches/Instructors) must be current UWO students.
Coaches/Instructors may be part of the Executive, but are ex-officio members.
State procedures for handling vacancies within the Sport Club Executive.

Article VI - ELECTIONS
All members have voting rights (except Coaches/Instructors). Each Executive member may cast only one vote.
State which officers will be selected by the membership, how long the terms of these offices will last, and how many
times a person may hold the same office.
State the nominating procedures and when they will take place.
State procedures in case a runoff is necessary.
State the procedures for removing an officer from the Sport Club Executive.
State procedures for dealing with a vacancy if an officer leaves his/her office before the term expires.

Article VII - FUNDS
State procedures for the allocation of all Sport Club funds (revenues and expenses).

Article VIII - AFFILIATIONS
State any affiliations with local, state, provincial, regional, or national organizations.
State adherence of any rules by the sport’s governing body.

Article IX – INSTRUCTORS/COACHES
State qualifications desired of an instructor/coach
State the selection process and procedures for acquiring and/or replacing an instructor/coach.

Article X – RATIFICATION OF CONSTITUTION
State how the constitution will be approved by the membership.

Article XI - AMENDMENTS
State how an amendment will be presented, to whom it will be presented, and how it will be ratified.

Article XII - DISCIPLINE
State the process that will be followed if members of the Club are out of compliance (include major and minor
offences).