SOMeCA
ENGAGE YOUR FUTURE

"Fill-in-the-Blank" Constitution for SOMeCA Registered Student Organizations

Constitutions lend stability to organizations by providing a common framework within which members agree to work. Constitutions also state an organization's purpose and processes.

Constitutions are required by all UCSC Registered Student Organizations and must be in agreement with University policies. The section below includes the elements required by the University as well as suggestions. (See the Student Policies & Regulations Handbook for additional information.) Organizations are encouraged to discuss and design their own processes and make additions as necessary.

As part of your registration process:
- Attach an up-to-date copy of your constitution to your *Application for Registration*
- You will be notified of its approval or any revision required to meet University policy
- Submit all newly amended constitutions to SOMeCA within one week of their adoption

Note: This Fill-in-the-Blank Form is meant to provide additional support to ensure all requirements of constitutions are included. You may create your own constitution, please review the Constitution Guidelines document if you choose to.

If you have any questions, please contact the SOMeCA office at (831) 459-2934 or at soar@ucsc.edu.

Section 1: *The Name of this organization shall be:*

Section 2: *The purpose of this organization shall be to:*

Section 3: *The Authorized Representatives, Officers, and Members of this organization:*
- *Accept responsibility for compliance with University policies and campus regulations.*
- *Understand and agree to abide by the provisions of the anti-hazing statutes in the California Education Code or Penal Code (as amended, effective January 1st, 2007).*

- *Affirm that the rules, regulations and policies of the University of California and UCSC shall supersede the rules, regulations, policies and/or bylaws of any affiliated international, national, regional or local organization.*

Add any additional requirements (if any):

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Section 4: *In addition, the membership criteria of this organization shall be:*
- *All UCSC students interested in the purpose of this organization are eligible for membership.*
- *Membership is open to any students regardless of gender, ethnicity, religion, etc. with the exception of incorporated sororities and fraternities, which may be limited by gender.*
- *Membership is limited to currently registered UCSC students. Non-students are welcome to participate in activities, but may not be members, hold office, or vote. Non-students must complete non-student participation forms.*

Add any additional requirements (if any):

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Section 5: *Membership may be rescinded by* (in detail describe process):

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Section 6: *Qualifications for Officers/Authorized Representatives:*
- ***Must be a currently registered student at UCSC.***

Add any additional requirements (if any):

Section 7: *Duties and Responsibilities of Officers/AuthorizedRepresentatives:*

_____
Position

_____
Position

_____
Position

_____
Position

_____
Position

_____
Position

Section 8: *Election and Removal of Officers/AuthorizedRepresentatives*

- *Officers/Authorized Representatives shall be elected by* (in detail describe method):

- *And shall serve for* (define term length): _____
- *Officers/Authorized Representatives may be removed by* (in detail describe process):

Section 9: *Organization Decision-Making:*

- *Quorum* (minimum number of members needed to be present at a meeting for a vote) shall be: _____
- *Voting privileges shall be granted to*: _____

- ***The organization shall make decision by*** (describe process):

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Section 10: *Financial records procedure shall be* (describe how funds are tracked, reported, and managed):

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Section 11: *Amendments to the Constitution shall be approved by* (in detail define process):

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Section 12: ***This constitution has been formally approved by the membership of the organization.***

Name of the Officer/Authorized Representative (print):

_____

Signature: _____ **Date**: _____