THE RENSSELAER UNION

CLUB CONSTITUTION POLICY

INTRODUCTION

Clubs and student organizations are a defining part of the Rensselaer experience and the Renssealer Union has established rules governing the constitutions of such clubs to ensure that they best serve the interests of students.

The following policy outlines how constitutions of Rensselaer Union Affiliated, Recognized, or Funded Clubs (hereafter referred to as “Clubs”) shall be constituted or amended. This process is overseen by the Policies Committee; please contact policies@union.rpi.edu at any time with questions about the process of amending or adopting a constitution.

POLICY

1. AUTHORITY

- Constitutions are the primary governing document for a Club. They are subservient to the Rensselaer Union Constitution, and any and all Union policies, as established by the Rensselaer Union Executive Board or Student Senate.

- The Executive Board shall establish a starter constitution to serve as the default constitution for any Club without a constitution as defined by this policy.

2. MANDATORY PROVISIONS

- The Rensselaer Union Starter Constitution, available in the Union admin office, outlines several mandatory provisions for all Clubs’ constitutions. These provisions are considered to be in effect even if they are absent from a Club’s constitution, unless a contradicting provision is included in a Club’s constitution and is approved by vote of the Executive Board.

3. AMENDING OR ADOPTING A NEW CONSTITUTION

- The Policies Committee shall constitute a “properly-delegated authority” to approve changes to Club constitutions, except changes or contradictions to mandatory clauses, which must be approved by vote of the Executive Board.

- After a Club follows the proper process outlined in their constitution for amendment or adoption internally, the highest ranking officer of that Club shall submit a copy of the original constitution, a summary of changes, and a copy of the revised or new constitution to the Policies Committee.

- The Policies Committee shall approve or deny, with listed reasons, any or all changes to the Club Constitution. If changes to mandatory provisions are submitted, the Policies Committee may reject them or defer the decision to the Executive Board.

- Changes to a club constitution will take effect once approved by the Policies Committee or the Executive Board.
The Policies Committee shall maintain a record of the official version of all Club Constitutions.

ENFORCEMENT

The Policies Committee of the Executive Board shall administer the *Rensselaer Union Constitution* Policy and may establish additional procedure to assist in the enforcement of this Policy; however, such procedure may not create additional requirements for Constitutions. The Policies Committee may alter or amend this document at its discretion to clarify procedure, fix typos, or otherwise improve the format of the document with the approval of the President of the Union; any substantive changes require approval of the Executive Board.

This policy was adopted on October 1st, 2015 by the Renssealer Union Executive Board.