

Sample Funded Club Constitution

ARTICLE I: NAME & PURPOSE

Section A: Name – The name of this club shall be [name of club].

Section B: Purpose – The purpose of this club shall be:

1. *[List in detail the purposes and objectives of the clubs. Rule 5.5A of Guild Affiliation states: the club, society, collective, team, or other entity defined objectives and purposes directly relate to, and benefit, enrolled students at the University.]*

2.

3.

[insert club name] commits to abiding by the Guild's Code of Conduct, and upholding the values of the people that it represents.

ARTICLE II: MEMBERSHIP

Section A: Eligibility - Membership shall be open to [define membership qualification, i.e., majors in a particular academic area, those interested in a particular topic or hobby, etc. Note that your members must be a simple majority ECU students and we encourage clubs to be as inclusive as possible.]

Section B: Grounds for Removal – Members that are observed going against the direct purpose of the club, displaying anti-social behavior, and/or making disparaging comments about the Guild and not abiding by the Guild Code of Conduct, will be subject to removal from the club. This removal will be immediate, but appeals are available at the discretion of the club. [Add additional conditions if you feel necessary.]

ARTICLE III: MEMBER RULES

All club members agree to abide by the following club rules:

[insert club name] is an all-inclusive organisation; and will not discriminate against age, gender, ethnicity and orientation.

[insert club name] does not permit members to engage in any form of harassment, bullying, humiliation or other such forms of membership initiation conditions and/or practices.

[insert club name] is an advocate for the ECU Guild and commits first and foremost, to serving the interests of ECU Students and, by association, the Guild, above any other internal or external organisations and/or interests.

The Guild takes no responsibility or liability financially or in any other way.

ARTICLE IV: EXECUTIVE COMMITTEE

Section A: Responsibility – Management of this club shall be vested in an Executive Committee, democratically elected by the entire membership to uphold these rules. [add extra responsibilities as appropriate]

Section B: Membership – This committee shall consist of a minimum of two officers who are Guild members and currently enrolled ECU students.

Section C: Executive Positions –

- **President** – [roles and responsibilities of the President]
- **Secretary** – [roles and responsibilities of the Secretary]
- [Other executive positions]

Section D: Meetings – This committee shall meet at least once per semester to organise and plan future activities, as well as address any outstanding issues, and reflect on areas of improvement. One of these meetings will be an Annual General Meeting where all members are invited to attend. Quorum at a meeting shall be a simple majority of executive members. Copy of the meeting minutes will be forwarded to the Guild.

Article V: DISPUTE RESOLUTION

Procedures

Any member of the club who fails to observe the rules, or whose conduct does not observe the objectives of the club may be suspended or expelled from membership of the club.

If a club member believes any member is acting in contravention of these rules they will:

1. Raise the issue with the club executive committee or their ECU Guild Vice President (Academic, Social or Equity) and/or ECU Guild General Secretary.
2. The behaviour must be investigated and addressed immediately.

3. If the club cannot mediate the issue to a satisfactory resolution, the issue will be directed to the ECU Guild Senate to investigate and determine a course of action.

Article VI: Reporting

To keep in line with reporting legislation in WA which the Guild is bound by, and to improve communication between the club and the Guild, we [insert club name] are committed to:

- Providing a budget to our relevant Vice President, and adhering to their recommendations to the best of our ability.
- Keeping the Guild updated with any changes to banking details.
- Declare all existing and potential affiliations, funding arrangements, sponsorships, and agreements we have with other organisations.
- Keeping the Guild updated on the composition and roles of the committee, as well as contact details.
- Allowing adequate notice of events, as well as changes to the timing or location of these events.
- Providing a copy of the clubs bank statement, AGM and other meetings minutes to the Guild.

Article VII: Dissolution

- "In the event of the (Club name) becoming defunct or dissolved, the assets and funds that remain after such, and the satisfaction of all debts and liabilities, shall be transferred to the Guild. Provided there are no external sponsors in which case the club will settle their outstanding accounts and balances to be paid and settled with all remaining funds turned over accordingly.
- All Funds owed to the ECU student Guild will be paid in full within 28 days of the date of dissolution" as Guild Funds will remain Guild funds and will need to be paid back accordingly.
- Final bank statement, showing closer of bank account and distribution of the funds to the members, to be given to the Guild.