



OFFICE OF STUDENT LIFE AND DEVELOPMENT  
DIVISION OF STUDENT AFFAIRS



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Title



OFFICE OF STUDENT LIFE AND DEVELOPMENT  
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CONSTITUTION AND BY-LAWS

OF

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TUSKEGEE UNIVERSITY

TUSKEGEE, ALABAMA

OFFICE OF STUDENT LIFE AND DEVELOPMENT  
DIVISION OF STUDENT AFFAIRS

TUSKEGEE UNIVERSITY

**Preamble**

We, the \_\_\_\_\_ seeking to  
provide an effective organization that will \_\_\_\_\_  
\_\_\_\_\_do ordain and establish this constitution.

**By-Laws**

**Article I: Name and Purpose**

Section I. Name:

The name of this organization shall be the  
\_\_\_\_\_.

**Article II: Membership: Officers and Advisor**

Section I. Membership

The membership of the organization shall consist of  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Section II. Officers

The officers of the organization shall be president, vice president, recording secretary, corresponding secretary, treasurer, and parliamentarian.

Section III. Advisor

The Advisor shall be:  
\_\_\_\_\_





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a. President

The duties of the President shall be:

1. To preside over all meetings of the organization.
2. To enforce due observance of the constitution and By-Laws of the organization.
3. To call special meetings.
4. To appoint all committees not otherwise provided for in the constitution.
5. To serve as an ex-office member of all committees.
6. To sign all checks along with the treasurer and adviser for release of funds.
7. To serve as the official representative for the organization.

b. Vice President

The duties of the vice-president shall be:

1. To preside over meeting in the absence of the president.
2. To assume the responsibilities of the



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**Article VII: Meeting**

Section I. Business Meetings:

Call meeting may be held as necessary by the decision of the President or Executive Committee and the purpose made clear in a notice to all members.

Section II.