

# Recognized Student Organization Bylaws

All RSOs must adopt bylaws that govern the group and explain how the group shall be organized. The bylaws should explain the group's name and purpose; the qualifications of membership and members' duties, rights, and responsibilities; the details of meeting; handling of funds; the amendment of bylaws; advisor selection; and other details about the group's organization and operation; they should also outline a regular and fair method of selecting leadership for the organization. When writing your bylaws, please keep in mind that RSOs should be open to all interested students, regardless of divisional or departmental affiliations.

***Please note: The remarks in italics must be included in your bylaws in order for your group to be considered for RSO status.***

## **Model Bylaws:**

### **Article I: Name**

Section 1. The name of this organization shall be . . .

### **Article II: Purpose**

Section 1. The purpose of this organization shall be to . . .

### **Article III: Field of Membership**

Section 1. Membership. *Voting membership is limited to currently registered UChicago students.*

Section 2. Eligibility requirements. RSOs should be open to any interested students.

### **Article IV: Officers**

Section 1. Office titles (President, Vice President, Treasurer, etc.).

Section 2. Qualifications for each office. *Officers must be currently registered UChicago students.*

Section 3. Terms of office.

Section 4. Duties of officers.

Section 5. Provisions for selection / replacement of officers. (How and when? How will power be transferred to new leadership?)

Section 6. Provisions for removal of officers.

### **Article V: Elections**

Section 1. Who may vote? How? Include rules on proxy votes. (Remember: voting membership is limited to currently registered University of Chicago students.)

### **Article VI: Handling of Funds**

Section 1. *All funds collected will be deposited in [your student organization]'s University account with the Center for Leadership and Involvement.*

Section 2. The treasurer shall be the primary officer designated to handle organization finances.

### **Article VII: Amendments**

Section 1. Bylaws may be amended by . . . (Process for proposals? Percentage required to pass?)

Section 2. Provision for advance notice of amendments.