

New Student Organization Charter Application (basic)

UWM Engage

Basic Charter



This is the most basic version of the student organization charter application. By providing the organization name, purpose statement and agreeing to all the text in this form, the organization can submit this basic document as the charter required to register.

You can also meet this requirement using the New Student Organization Charter Application (Standard) which allows for more customization. You can also develop a constitution and bylaws to meet this requirement. If you develop your own documents, they will need to include all the elements of the Charter Application.

I. Organization Name

Organization Name

II. Organization Purpose

Purpose: To improve...(full purpose statement)

III. Membership

A. Eligibility: Membership is open to UWM Students. Only active members who are currently enrolled at UW-Milwaukee will be entitled to voting privileges and abilities to hold office.

B. Selection Procedures:

- 1. Membership is open to all UWM students who are supportive of the organization's purpose**
- 2. This organization complies with the UWM non-discrimination policy and related regulations.**

C. Removal: Removal: A member may be removed from membership by a 2/3 vote of the membership, such vote to be taken at a meeting for which proper notice has been given, due process has been observed and the removal is included on the agenda.

IV. Officers

A. Qualifications: All officers must be UWM students enrolled on a fee-paying basis for at least half-time (undergraduates six credits, graduates four credits).

B. Selection Procedures: Nominations and elections will take place at the same meeting in February. Simple majority wins. New officers assume duties on May 1 for one year. A faculty/staff advisor will be approved by the officers.

C. Removal: An officer maybe removed from office by a 2/3 vote of the membership, such vote to be taken at a meeting for which proper notice has been given, due process has been observed and the impeachment is included on the agenda.

V. Meetings A. Frequency of Meetings

A. Frequency of Meetings: The organization will meet at least once a month during fall and spring semesters.

B. Authority for Calling Regular and Special Meetings: The President or any officer may call a regular meeting. The President or 1/5 of the membership may call a special meeting.

C. Parliamentary Authority: Meetings will be informal unless Robert's Rules of Order, Newly Revised is called for.

D. Committees: The Executive Committee is composed of all the organization officers. Officers may create additional committees as needed.

VI. Affirmation and Amendments

A. Initially Ratified: This document is ratified by the founding officers. This document replaces any and all former documents relating to this organization's charter.

B. Amendments: This document may be amended at a regular meeting by a 2/3 vote of the membership providing the membership has been advised of the proposed changes in writing at least two weeks in advance. Any and all amendments must be submitted to UWM Student Involvement for review and policy compliance.

In seeking and maintaining a charter, the organization agrees to adhere to and to comply with UWM regulations and procedures applicable to student groups.

Signatures

X _____ **Date:** _____

For the student organization (above)

X _____ **Date:** _____

For UWM Student Involvement (above)