

RSO Constitutions

A well-written constitution is vital for any RSO. It allows you to frame the design of your group, your mission statement, your leadership positions, and many other RSO features. Above all, it allows the RSO to be passed down over time: future members and leaders will rely on your constitution to follow in your footsteps and take the group forward. All RSOs need a constitution to register for RSO benefits,* but here are some additional tips to make sure your constitution is clear and effective:

- Create a system for your RSO to review its constitution and propose amendments on a regular basis (i.e., annually or bi-annually). This system can itself be added to your constitution as its own article.
- Review whether your constitution's officer position descriptions match the day-to-day duties completed by each officer. If they don't match up, amend your constitution to reflect the correct descriptions.
- Ensure that officers and position-less members have a way to access the constitution easily. Consider using an all-member Google Drive, OneDrive folder, or another cloud platform.
- At the beginning of each year or semester, give all RSO members a constitutional refresher.
- With officer position descriptions, clearly describe the chain of command for officers and position-less members. Use your constitution to describe how leaders and members should
- If your RSO has regular committees (i.e. Fundraising, Outreach), include them in your constitution. Describe how/when the committee(s) meet, how leadership is selected, and their authority in regular RSO operations.

*For new RSOs, a sample constitution can be found here: (<https://studentlife.msu.edu/rso-s/index.html>), under "Starting a New RSO."

For more information visit the RSO Handbook (<https://studentlife.msu.edu/rso-s/student-organization-handbook.html>). Please email Student Life at Involve@msu.edu, or the RSO Consultants at rsoconsultant.mgr@asmsu.msu.edu and rsoconsultant@asmsu.msu.edu if you have any questions.

