

Here's what you need to do to start an ASSMU Club:

Create a Mission Statement - What is the purpose of your club? This Mission Statement may also be the preamble in your Club Constitution. This document must be submitted to ASSMU before your club can be approved.

Create a Club Constitution - See the club Constitution and Bylaws templates for help. This document must be submitted to the Judicial Vice President, or any other member of the Judicial Committee, for review before your club can be approved. A copy should also be submitted to the ASSMU Senate so they can review it before voting on the club's induction into ASSMU.

Create A Set Of Bylaws - See the club Constitution and Bylaws templates for help. This document must be submitted to the Judicial Vice President, or any other member of the Judicial Committee, for review before your club can be approved. A copy should also be submitted to the ASSMU Senate so they can review it before voting on the club's induction into ASSMU.

Submit a Club Roster - Submit a list of at least three club members.

Get a Club Advisor - Your club advisor must be a St. Martin's University faculty or staff member for liability reasons.

Propose to the ASSMU Senate - The Senate must vote on the induction of your ASSMU Club. In order for that to occur, you must get your club proposal on the agenda by contacting the ASSMU Executive Secretary no less than three business days before the ASSMU meeting at which you would like to make the proposal. You can use the ASSMU Proposal Form to help you. You, or a representative from your potential club, must then appear at that ASSMU meeting to officially make the proposal and answer questions that may arise. The Senate will then vote to approve your club. If the vote passes, you are officially an ASSMU Club.

Need More Help?

Contact:

Angela Shirley, Senator of Clubs and Organizations

Ahmadou Seck, President

Sarah Crawford, Vice President

Or any other member of the ASSMU Senate - They are all here to serve you in any way possible.