

## **JAIL OUTREACH PROGRAM AT UC SAN DIEGO CONSTITUTION - 2024-2025 ACADEMIC YEAR**

### **ARTICLE I. NAME OF ORGANIZATION**

The organization shall be called Jail Outreach Program at UC San Diego.

*NOTE: A registered student organization shall not use the name of the University of California or thereof as part of its name except in accordance with the campus regulations. The “UC San Diego” may be used by any campus/student organization as part of its approval. The full name of the organization should be used throughout this document. geographical designation “at name without obtaining special abbreviations*

### **ARTICLE II. STATEMENT OF PURPOSE**

Members receive no direct benefit from partaking in our organization but can improve their teaching and leadership skills, gain experience with public speaking, and partake in rewarding community service initiatives.

### **ARTICLE III. NONPROFIT STATEMENT**

Jail Outreach Program at UC San Diego is a non-profit student organization.

### **ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP**

There are no dues or fees required for membership and all UC San Diego undergraduate students, graduate students, postdoctoral fellows, and staff are eligible for membership. Membership is recognized by participation in programming events including, but not limited to, course support groups and program sub-groups. The Jail Outreach Program at UC San Diego works with vulnerable populations in our community and as such, we have a zero-tolerance policy for discrimination by sex, gender identity, age, race, citizenship, religion, medical conditions, or marital status. Consistent with the University’s nondiscrimination policies, any form of discrimination within our organization will be reported.

The Jail Outreach Program at UC San Diego aims to provide STEM classes in local incarceration facilities as a way to prevent recidivism in our San Diego community. Previously, we have won grants to create scholarship programs for previously incarcerated people. Additionally, our program increases science literacy in the community.

### **ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS**

Jail Outreach Program at UC San Diego will have monthly all-hands meetings which are not required for members to attend to maintain membership. Members who are actively teaching in one of the incarceration facilities will meet weekly for lesson planning and debriefing and will commit to two hours of teaching for six weeks of the quarter they are teaching in. Courses can run bi-weekly or weekly depending on the facility. Minutes will be taken at all meetings and are disseminated among the group via the program Google Drive.

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### **ARTICLE VI. QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING OFFICERS**

Only registered UC San Diego students may hold office in the organization. Only registered UC San Diego students may vote in elections for the selection of the organization's officers. There will be two officers per year in the Jail Outreach Program at UC San Diego whose responsibilities are to facilitate communication between our program and the local Sheriff's department, act as a program coordinator for background clearances, manage course scheduling and curriculums, and to take minutes at all meetings. Officers will have the title "Co-Program Director" and are determined every July. Officers are determined by the previous students holding that position and are typically on the basis of involvement and commitment to the program in previous years. Officers can be removed by majority vote by all active members of the program.

### **ARTICLE VII. RISK MANAGEMENT**

Jail Outreach Program at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself. Jail Outreach Program at UC San Diego understands that the University does not assume legal liability for the actions of the organization. The safety of all Jail Outreach Program at UC San Diego members is our top priority. Members might feel uncomfortable entering incarceration facilities and there will be no requirement for any member to enter the facilities. Members will NOT be allowed to enter facilities alone without another member present. Adequate training will be provided on expectations and safety within the facilities, including a volunteer orientation hosted by the Sheriff's department. No additional risks are anticipated by participation in the Jail Outreach Program.

### **ARTICLE VIII. HAZING PREVENTION**

During orientation for Jail Outreach Program at UC San Diego, members will be trained on what is hazing and how to identify it. Members will be instructed that hazing will not be tolerated within our program and on resources within the University for reporting such behaviors. There will be no requirements for new members that are different than those for existing members within our program. Any indication of hazing will be reported via email to [hazing@ucsd.edu](mailto:hazing@ucsd.edu).

### **ARTICLE X. FINANCIAL MANAGEMENT**

The Jail Outreach Program at UC San Diego fundraises money for two primary aims: to cover the cost of teaching supplies and transportation for our members and to generate scholarship opportunities for previously incarcerated peoples. Money within the organization will be managed by principal members and all transactions will be documented. Reimbursements for supplies and transportation costs will require both documentation via a template on our Google Drive and approval by principal members.