

ARTICLE I. NAME OF STUDENT ORGANIZATION

The organization shall be called uCHARM (Undergraduate's Collaboration to Halt Antibiotic Resistant Microbes) at UCSD.

ARTICLE II. STATEMENT OF PURPOSE

uCHARM aims to educate the community about antimicrobial resistance while inspiring and equipping members to pursue a career in fighting drug resistance. Close interaction with industry experts, UC San Diego researchers, and public health officials are a strong emphasis. Members of this club will also improve scientific skills by learning how to read academic papers, conversing with professors, and writing their own articles about a relevant subject. Additionally, members will gain knowledge about the potential career opportunities in the field of stopping antimicrobial resistance.

ARTICLE III. NONPROFIT STATEMENT

uCHARM at UCSD is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

There are no dues or fees required for membership. Only UCSD students are eligible for membership. One becomes a member by joining a sub-team within uCHARM and writing articles, conducting research, or engaging in community outreach. Furthermore, members must attend meetings where attendance will be counted. Members will be identified through rosters with the names and PID of members. To be considered an active member, one must also attend at least four meetings each quarter or attend two CHARM (Collaborative to Halt Antibiotic-Resistant Microbes) events. One must also register with uCHARM on the first uCHARM event they attend.

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

uCHARM will officially assemble a minimum of twice a month, every month except for Week 10 of each quarter. This will result in a total of at least 4 meetings per quarter, or at least 12 meetings per year. Minutes will be taken and required for all official meetings.

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

Only registered UCSD students in good academic standing may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers. uCHARM will be a student-run organization that consists of appointed officers. To be

eligible for office candidates must be a student at UCSD and have fulfilled the requirements for office listed in Section 3 in this article. Potential candidates will also prove their interest throughout the membership, and can apply for any office which will be vacant in the coming academic year by contacting a current officer. Potential candidates will be interviewed by the current officers and selected after careful evaluation by the current officers.

Section 1: Officer Titles and Duties

uCHARM will have 6 officers: President, Vice President, Director of Finances, Director of Events, Director of Advertising, Director of Outreach. Their roles are as follows:

President

The president's primary role is to provide means for uCHARM to achieve its goal. To do so, the president must set qualitative and quantitative goals for the other officers and uCHARM in general. The president is also in charge of building and maintaining relationships with faculty, industry members, and health officials on connect the other officers with the appropriate behalf of uCHARM and its officers. As necessary, the President must schedule meetings with outside experts and faculty advisors to update and inform. Additionally, the president must also connect officers with appropriate faculty, industry members, and health officials to ensure the club can book the necessary speakers for events. The president provide a clear goal for the club. Finally, the President must meet with all the other officers at the beginning of the quarter to go over the goals for the quarter, and at the end of the quarter to go over the accomplishments and shortcomings.

Additional Requirements

Must have held an officer position for one full year

Vice President

The Vice President's role is to maintain cohesiveness between the club's directors of finance, events, advertising, and outreach. The Vice President must sit in on all meetings between the President and officers. Additionally, the Vice President must regularly hold short meetings with the directors of finance, events, outreach, and advertising to ensure they are achieving their goals.

Additional Requirements

Must have held an officer position for one full year

Exception: The first 2 years of uCHARM's existence

Director of Finance

The Director of Finance handles finances for uCHARM and works to obtain funding for our club while maintaining a ledger to track incomes/expenses. The individual must apply for funding from A.S (Associated Students). The Director of Finance must approve and process all expenditures by the other Directors for club activities. This director must also meet with the President and Vice President at the beginning of each quarter (week 1) to clearly outline what sources of funding the club will rely on for the quarter. At the end of each quarter, the Director

of Finance must meet with the President and Vice President review expenses and the financial health of the club.

Additional requirement

Applicants to this position must have been active in uCHARM for 2 consecutive quarters prior to elections (Section 2).

Director of Events

The Director of Events is in charge of determining the content of each event (what the attendees will do/learn) and organizing the logistics of the event.. As a part of these roles, this director will collaborate with the President and faculty to figure out which faculty members best fit into each event and plan an agenda which can be shared with speakers, students, and others interested in uCHARM. The Director of Events must collaborate with the Director of Finance to ensure the events' requirements are appropriately funded. Furthermore, the Director of Events must collaborate with the Director of Advertising and Director of Outreach to ensure there is awareness about the events and the content of the event is shared with the larger uCHARM community.

Additional requirement

Applicant to this position must have been active in uCHARM for 2 consecutive quarters prior to elections (Section 2).

Director of Advertising

The Director of Advertising creates flyers, Facebook events and other advertising media in order to help spread the word about uCHARM. The individual is also in charge of posting flyers around campus to advertise the event. Other tasks may include taping mini-flyers. The Director of Advertising must obtain the imprint form and fill it out with the Director of Finance.

Additional requirement

Applicant to this position must have been active in uCHARM for 2 consecutive quarters prior to elections (section 2).

Director of Media

The Director of Media is in charge of selecting topics which can most effectively be converted to multimedia formats to share with the UCSD community and beyond. The Director of Media also takes an active role in the production of these media while also advising the Director of advertising.

Additional requirement

Applicant to this position must have been active in uCHARM for 2 consecutive quarters prior to elections (Section 3).

Director of Community Outreach

The Director of Community Outreach is in charge of spreading knowledge of drug resistance to UCSD and beyond. Additionally, the Director of Community Outreach must collaborate with the Director of Advertising to share the knowledge from uCHARM events with the general student

body. The Director of Outreach must also collaborate with the Director of Events to construct events that are educational and engaging.

Additional requirement

Applicant to this position must have been active in uCHARM for 2 consecutive quarters prior to elections (Section 3).

Section 2: Current Officers (Academic year 2020-2021)

- I. President: Animesh Mohapatra
- II. Vice President: Christian John Ventura
- III. Director of Finances: Alexandra Sobocinski
- IV. Director of Events: Shaden Estephania Aguirre
- V. Director of Advertising: Joseph Oh
- VI. Director of Media: Joseph Park
- VII. Director of Community Outreach: Juliana Fox

Section 3: Election of Officers

NOTE: uCHARM will not hold officer elections for the first two academic years of the club's existence to ensure stability.

Eligibility Criteria

Must be enrolled at UCSD for the next academic year after elections

For Director of Finance/Outreach/Events: must have been active in uCHARM for 2 consecutive quarters prior to elections

For President/ Vice President: must have held an officer position for one full academic year

Steps for election

- I. Step 1: Those interested in being an officer, or a current officer wishing to switch to a new office, must fill out an application and submit it by the end of week 8 of winter quarter.
 - A. Note: Current officers may only switch into a new office that will be vacant the upcoming academic year
- II. Step 2: The current officers must review the applications and determine which applicants

- are fit for office by the end of week 9 of Winter quarter
- III. Step 3: All Applicants must meet with the current officers by week 1 of Spring Quarter
 - IV. Step 4: Current Officers must select next academic years' officers by the end of Week 2 of Spring quarter
 - V. Step 5: Selected future officers must shadow Current officers starting week 5
 - VI. Elected officers start at the beginning of week 5 of Spring quarter by shadowing the current officer. Elected officers can hold their office for a maximum of 3 academic years.

An office is considered vacant if the officer leaves or applies for a new position

Section 4: Removal of Officers

Removal of an officer is initiated by a Vote of No Confidence by at least 3 other officers. If the Vote of No Confidence (VONC) is successful, a hearing will be scheduled with the Community Advisor present. At hearing, the initiators of the VONC will have an opportunity to describe charges and the officer facing removal will be given an opportunity to defend themselves. Once both parties have provided evidence, everyone, including the community advisor, will vote on the removal. The officer facing removal may not vote. For the officer to be fully removed from their post, there must be unanimous agreement.

ARTICLE VII. RISK MANAGEMENT

uCHARM at UCSD is a registered student organization at the University of California, San Diego, but not part of the University itself.

uCHARM at UCSD understands that the University does not assume legal liability for the actions of the organization.

Starting in academic year 2020-2021, uCHARM wants to educate students in schools about antibiotic resistance, and the potential careers in fighting this issue. uCHARM will work to minimize the risks associated with university students interacting with younger students.

Section 1. In Case of Interaction with Minors and/or the Elderly

uCHARM at UCSD is aware that all registered student organizations that serve minors or the elderly have access to training on child and elder abuse prevention for its members via the Center for Student Involvement, online or in person (in person by request only). uCHARM will develop plan(s) for activities and events where members will be interacting with minors or the elderly such that members will receive education and/or training on Child Abuse Neglect Reporting Act

(CANRA), common sense measures to both avoid child or elder abuse allegations (i.e. avoiding one-on-one situations; working with minors in plain view of others; limiting calls/texts/social media posts or other communications with minors), and how to properly report potential harm or neglect to minors or the elderly with whom they are working.

ARTICLE VIII. COMMUNITY ADVISOR

The community advisor for uCHARM is selected based on prior involvement in CHARM (Collaborative to Halt Antibiotic Resistant Microbes). Specifically, the Managing Director of CHARM will serve as a community advisor for uCHARM. Potential community advisors can bypass this requirement through an officer's recommendation and unanimous vote among the current officers.

Once selected, community advisors are required to serve one academic year, but may be offered the option of serving more than one term if agreed upon by the current principal members. They will help manage relationships between students, faculty, and industry and resolve conflicts within the club (including overseeing the vote of no confidence regarding replacing and removing officers). Advisors can also offer input and suggestions towards any uCHARM events or functions.

ARTICLE IX. FINANCIAL MANAGEMENT

uCHARM will hold activities free of charge to participants and will be funded through fundraisers and sponsorships obtained by the organization. Sponsorships and funds will be managed by the Director of Finance and will be distributed among activities and elsewhere throughout the organization as necessary. uCHARM will have an off campus bank account. Designated signers will be the current Director of Finance and President. Following the first two years of positions remaining unchanged, the organization bank account will be transferred to the incoming President and Director of Finance annually during the month of May with meeting minutes stating specifically the names of who the account will be transferred from and to. As for membership, there will be no membership fee for those who join uCHARM. uCHARM will submit quarterly budgets to the A.S. finance committee per UCSD policy.

ARTICLE X. AFFILIATION WITH OTHER GROUPS

uCHARM is in partnership with the "Collaborative to Halt Antibiotic-Resistant Microbes at UC San Diego (CHARM)." CHARM is an "interdisciplinary research & educational initiative seeking innovative, research-driven, paradigm-shifting approaches to the global antibiotic resistance crisis," formed by faculty, graduate students, post-doctorates and research staff at UC San Diego, as well as other academics outside the school affiliated with the subject. uCHARM acts as the independent undergraduate wing of CHARM, sharing the advisors Dr. Victor Nizet and Dr. Ericka Anderson. uCHARM will also attend the monthly colloquiums held by CHARM, as well as the networking opportunities presented after CHARM events. uCHARM also plans to

connect undergraduate students who are interested in antibiotics resistance research opportunities through the affiliated staff and faculty in CHARM, advertising employment opportunities or giving lab tours. CHARM does not have any additional requirements for uCHARM; the partnership exists for support and guidance of the undergraduate members.

ARTICLE XI. TEAM ORGANIZATION AND NON-OFFICER LEADERSHIP POSITIONS

In order to best engage members and allow for improved member involvement, there will be multiple teams within uCHARM. Each team will have one team leader and up to three members, these leaders are the non-officer leadership positions. The scope of each team will be varied, and the types of tasks will be unique.

Section 1: Departmental organization and roles

uCHARM and its members will be split into 3 departments: Education, Media, and Careers. Please see the graphical organization chart at the end of Section 1.

I. Education Department

- A. The goal of this department is to educate the UCSD and larger community about drug resistance threats, potential solutions, and relevant background knowledge. There are 3 teams within this department: New Research, Community Outreach, and Scientific Background
- B. **New research:** The New Research team summarizes, simplifies, and shares articles about ongoing or relevant research to fighting drug resistance.
- C. **Community Outreach:** The Community Outreach Team shares knowledge and raise awareness about antimicrobial resistance with other universities along with high schools, middle schools, and maybe elementary schools
- D. **Background Knowledge:** The Background Knowledge team educates UCSD students about the relevant science of drug resistance to help them better understand antimicrobial resistance

II. Media

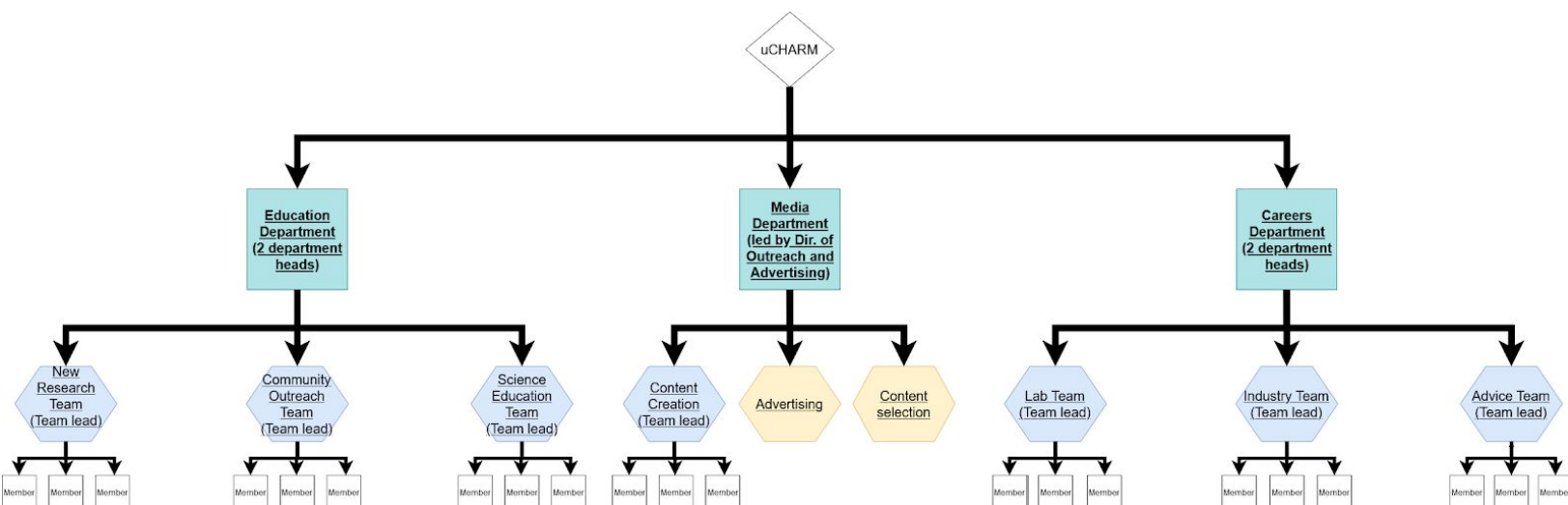
- A. The Media department identifies, produces, and shares content from the Education and Careers department in a creative way to engage a broad audience. The department also houses the Director of Advertising and Director of Outreach
- B. **Content selection:** work with subgroup leads to either pick from existing work to help direct what content should be used. Led by the Director of Outreach.
- C. **Content creation:** Makes content appealing and accessible. Also create posters for events.
- D. **Advertise:** Advertising and sharing with a broad audience. Led by the Director of Advertising

III. Careers

- A. The Careers department aims to motivate students to pursue a career in fighting drug resistance by connecting them with advice, labs, and industry. There are 3 teams in this department: Industry Connections, Lab Connections, and Career

Advice

- B. **Lab connections:** write about UCSD labs, their professors, and the general work, somewhat like a Glassdoor page. Also, identify open positions and tell students about them
- C. **Industry Connections:** Develop relationships with relevant industry and assist students in the process of finding internships
- D. **Career Advice:** Guide UCSD students in the right direction for finding labs and determining future career paths when it comes to fighting drug resistance



Section 2: Selection of Department Heads

NOTE: uCHARM will not change department heads before 2022 in order to develop a stable system, unless a current department head leaves their post.

Eligibility Criteria for Department heads

NOTE: An officer (Director of Finance, Director of Events, etc) CAN serve as a department head

- I. Must be enrolled at UCSD for the next academic year after elections
- II. Must have held a been a team lead for at least 2 quarters
- III. Must have been involved in uCHARM for at least one academic year

Steps for election of department heads

- I. Step 1: Those interested in being a department head must fill out an application and submit it by the end of week 8 of winter quarter.
- II. Step 2: The current department heads, vice president, and president must review the applications and determine which applicants are fit to be department heads
- III. Step 3: All Applicants must meet with the current department heads, vice president, and

- president by week 1 of Spring Quarter
- IV. Step 4: Next academic years' department heads must be selected by the end of Week 2 of Spring quarter
 - V. Step 5: Selected future department heads must shadow current department heads starting week 5 of Spring quarter

A department head position is considered vacant if the current head leaves or applies for a new position

Section 3: Selection of team leads

Eligibility Criteria

- I. Must be enrolled at UCSD for the next academic year after elections
- II. Student must have been a member of the team the student hopes to lead for at least 2 quarters

Steps for election

- I. Step 1: Those interested in being a team lead must fill out an application and submit it by the end of week 8 of winter quarter.
- II. Step 2: The current team lead and relevant department heads must review the applications and determine which applicants are fit for office by the end of week 9 of Winter quarter
- III. Step 4: Current team leads and department heads must select next academic years' officers by the end of Week 2 of Spring quarter
- IV. Step 5: Selected future officers must shadow Current officers starting week 5

Selected team leads start at the beginning of week 5 of Spring quarter by shadowing the current team lead.

A team lead position is considered vacant if the officer leaves or applies for a new position

Section 4: Removal of Department Heads

Removal of a team lead or department head is initiated by a Vote of No Confidence by at least 3 other officers, team leads, or department heads. If the Vote of No Confidence (VONC) is successful, a hearing will be scheduled with the President present. At hearing, the initiators of the VONC will have an opportunity to describe charges and the department head or team lead facing removal will be given an opportunity to defend themselves. Once both parties have provided evidence, everyone, including the President and other non-involved officers vote on the removal. The person facing removal may not vote. For the department head or team lead to be fully removed from their post, there must be unanimous agreement.