



Blockchain at San Diego

Constitution

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Article I. General Provisions

Section 1 - Name of Student Organization

The organization shall be called *Blockchain at San Diego*. The name may be shortened to *BASD* (pronounced “based”). We may also be referred to as *Blockchain at UCSD*. In this document, the organization will be referred to as *Blockchain at San Diego*.

Article II. Purpose and Goals

Section 1 - Statement of Purpose

Blockchain at San Diego aims to foster a community of blockchain enthusiasts and become the hub for blockchain education, research, and innovation at UC San Diego. Blockchain at San Diego will prepare members for a career in the blockchain industry by providing them with educational workshops on blockchain and professional opportunities with our partners.

Section 2 - Goals

1. *Provide extensive education on blockchain*

Blockchain at San Diego aims to educate members and non-members on all aspects of blockchain: economics, development, and community. This education, for different levels of experience, shall serve as the foundation for other activities in the organization.

2. *Foster collaboration and interpersonal growth*

Blockchain at San Diego prioritizes the development of collaborative skills and interpersonal relationships among members of the organization. The community will span all sections of the organization and will not be limited by individual responsibilities.

3. *Promote research, entrepreneurship, and innovation*

Blockchain at San Diego supports entrepreneurship among members with the organization’s resources, wherever possible. The organization strives to create and execute on innovative project ideas internally and externally. Freedom of research will be strongly encouraged and facilitated.

4. *Introduce members to industry and research opportunities*

Blockchain at San Diego intends to connect members with companies, research labs, and other organizations for members to network and explore opportunities in the blockchain industry during and after college. The organization will provide consultancy to industry partners in the future.

Article III. Non-profit Statement

Blockchain at San Diego at UCSD is a non-profit student organization.

Article IV. Membership

Section 1 - Non-discriminatory Clause

Blockchain at San Diego refrains from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, military status, or reprisal or retaliation for prior civil rights activity, in recruiting and selecting students for membership in the organization.

Section 2 - Membership Eligibility

Student membership in Blockchain at San Diego shall be open to all students currently attending UC San Diego, both undergraduates and graduates.

Section 3 - Recruitment Process

Recruitment for Blockchain at San Diego shall be conducted in two phases: an initial evaluation followed by an interview. The initial evaluation will be a student assessment completed at the discretion of the membership team and according to the organization's priorities. The interview will be an evaluation of interpersonal skills and technical ability, depending on the position, and will be conducted by the Board.

Format recruitment is planned to occur during Winter Quarter.

Section 4 - Membership dues

There shall be no membership dues.

Article V. Activities

Section 1 - Frequency of Organization Meetings

Blockchain at San Diego shall hold a general meeting at least once every standard quarter: Fall, Winter, and Spring. The meeting shall be open to anyone at UC San Diego and shall be a presentation of the Blockchain at San Diego and the organization's plans for that quarter.

The Board shall meet every week to debrief the activities of the past week. The remainder of the meeting shall be devoted to planning the upcoming week and delegating tasks. Meetings shall not exceed one hour with debriefs lasting no longer than fifteen minutes. Board members shall be present at all meetings with the exception of absolute emergencies.

Teams (defined in Article VI) shall meet at the discretion of the Board and cover the respective responsibilities of each team--with a similar debrief-plan meeting structure. The team's assigned board member must be present at these meetings. Attendance rules will be enforced by the leading board member.

Section 2 - Workshops

Educational workshops hosted by the Chapter will occur at the same time weekly, last approximately one and a half hours, and span Week 1 to Week 8 of a given academic quarter. The location of the workshops will be determined by the Board and the educational team. Workshops are open to the general public and will be posted online.

The primary purpose of the workshops is to generate interest and educate people about blockchain technology. The workshops shall educate participants about blockchain technology, the applications of blockchain, and the intricacies of the industry/technologies. Workshops will be curated and delivered internally;

however, Blockchain at San Diego is in discussions with the Academic Senate and will attempt to host official courses in the future.

The curriculum will be reviewed by blockchain experts in industry and academia.

Section 3 - Projects

The organization shall conduct projects that promote innovation and engineering using blockchain technology. Projects are conducted internally and externally and are accepted or vetoed for development by the Board. The project proposal process is as follows:

1. Submit *Proposal for Project* form
2. Board members review proposal and consult with advisors
3. Project is accepted/rejected. If accepted, a Project Lead is appointed and funding from external sources is requested if necessary

Each project shall be led by a single individual, the Project Lead, often appointed by the Board and/or the VP of Engineering. Members will be able to choose the preferred project(s) they would like to work on and team members will be finalized by the VP of Engineering, the Board, and Project Lead. Project leadership can be modified through a majority vote from within the Board.

Prospective projects must adhere to the following requirements:

- I. The project purpose must align with the organization's purpose and goals
- II. The project must be authorized by the Board
- III. The project must be led by a formally appointed Project Lead
- IV. The project must not generate a financial profit for members

Section 4 - Professional Experience

The organization will provide members with the opportunity to gain professional experience through industry (blockchain) internships or academic research. This is provided by Blockchain at San Diego's network. The process will be referred to as *Bridging*, which references a common industry term for connecting blockchains. Blockchain at San Diego will prepare members and connect them to professional opportunities, such as consulting and blockchain development, for companies and

research labs. The organization shall not have any involvement in members' professional experiences beyond connecting them to those opportunities.

The process shall take place after members have had sufficient experience working on internal projects, often after one to two quarters. There is no universal recruitment timeline and the connection is made when individual members are ready.

Section 5 - Socials

Blockchain at San Diego will host socials on and off campus intermittently throughout the academic year and are open to the general public. These events will be small-to-medium sized social gatherings hosted and funded by the organization. Venues may vary from on-campus spaces to restaurants, cafes, or workspaces off campus. Participants are expected to have casual conversations with members and non-members of the organization.

Socials are a simple way to foster connections between members of the organization and board. The events provide an opportunity for members to get to know and talk to non-members at a personal level. Conversations about blockchain and the industry can also be much more in-depth.

Section 6 - Events

Blockchain at San Diego shall host many different events that help us with our purpose and goals. These include guest speakers, expert panels (AMAs), and hackathons. Most events will be open to the public while some are reserved for members of the organization.

Events will be voted on by the board according to the relevance and quality of the event. Frequency of the events will be determined by the primary activities of that academic quarter. During education-focused quarters, we will host monthly events starting after one month's worth of workshops. During other quarters, we will host a total of two events per quarter.

Article VI. Organization

Section 1 - Executive Board

The Executive board of Blockchain at San Diego shall have the utmost authority in the organization, responsible for making key decisions to better the direction of the group. Each Vice President position in the organization shall lead an individual team, a group which conducts activities for a specific portion of the organization. The team can be further divided at the discretion of the board member leading the team. Responsibilities of each Board member include, but are not limited to, the following. Please note that key performance indicators may be defined for certain roles upon members' succession.

Section 1.1 - President

- I. Is the leader of the organization and the executive board
- II. Ensures the organization's activities are serving the organization's purpose and goals while adhering to rules and regulations
- III. Is the primary speaker, point of contact, and representative for the organization
- IV. Will mediate, manage, and/or maintain the relationships between the organization's partners

Section 1.2 - Vice President of Operations

- I. Is the individual responsible for overseeing the operations of the organization at each structural level
- II. Monitors each team, overseeing their daily/weekly workflow and communicating with team leaders
- III. Aids the President in scheduling meetings within the organization and with the organization's partners
- IV. Plans and executes recruitment of general members, aided by the President and other board members
- V. Works with the Vice President of Engineering on the financing of projects

Section 1.3 - Vice President of Education

- I. Is the individual who leads all educational efforts within the organization.

- II. Outlines the curriculum, delivers that material, creates homework assignments, and finds educational resources that may prove useful to members and potential members
- III. Assigns teaching responsibilities to internal members and manages the workshop schedule
- IV. Works with the President and Vice President of Operations to acquire educational resources from our partners
- V. Leads workshops and assigns members to lead (TA) certain workshops

Section 1.4 - Vice President of Community Management

- I. Is the individual primarily responsible for promoting the organization and its activities through social media marketing, physical marketing, and newsletter marketing.
- II. Creates content for the organization that conveys our values, goals, and purpose while building and maintaining an appropriate social image. For example, writing blog posts and hosting podcasts.
- III. Grows and manages the organization's "community" (i.e. Discord servers, Facebook groups, Twitter spaces)
- IV. Facilitates the organization's communications to the general public
- V. Finds creative ways to develop the organization's social presence and image.

Section 1.5 - Vice President of Engineering

- I. Is responsible for spearheading and maintaining blockchain projects in the organization.
- II. Is knowledgeable about blockchain development and its applications and demonstrates the ability to implement those mechanisms
- III. Seeks creative approaches to address difficult problems with an emphasis on blockchain-based solutions
- IV. Identifies systems and technologies needed for executing the projects, both in Web2 (traditional apps) and Web3 (decentralized apps).
- V. Provides guidance to all Project Leads and individual developers on web or blockchain development

- VI. Collaborates with the Vice President of Education on building out the educational curriculum, creating related homework assignments, and finding members to lead certain workshops

Section 1.6 - Vice President of Business Development

- I. Is the individual responsible for seeking opportunities that help grow the organization's image and activities.
- II. Finds favorable partnerships with other organizations and industry clients to conduct projects or for networking purposes.
- III. Navigate the process from introduction, to integration, to managing the ongoing relationships.
- IV. Stay up-to-date with industry trends and potential projects to pursue that are challenging and innovative.

Section 1.7 - Vice President of Events

- I. Is the organizer of all non-workshop events hosted by the organization.
- II. Plans and executes on the logistics of all events, namely scheduling, location
- III. Brainstorms new cost-effective event ideas and presents them to the Board
- IV. Coordinates members' attendance and coordinates with the Vice President of Community Management to market the events appropriately

Section 2 - Education Team

The Education Team shall be led by the Vice President of Education. The Education Team consists of two teams and may contain as many Board members as necessary.

Section 2.1 - Fundamentals Team

The Fundamentals Team shall be responsible for planning, creating, and arranging the delivery of the organization's *Intro to Blockchain* curriculum. The content should be beginner-friendly and accessible to all students of all majors, including non-members. The course should focus on blockchain, cryptography, cryptocurrencies, and their applications.

This course spans eight weeks and will be delivered in Fall.

Section 2.2 - Technical Team

The Technical Team shall be responsible for planning, creating, and arranging the delivery of the organization's *Blockchain Development* curriculum. The content should be advanced and accessible to only members of the organization. The course should focus on blockchain development using the programming language called *Solidity*.

This course spans six weeks and will be delivered in Winter.

However, there will be a short *Technical Intro Course* delivered alongside the *Fundamentals Course* starting Week Four and open to the general public. The content of this course will be largely trivial with the objective of acclimating students with the tools and resources available to them.

Section 3 - Community Management Team

The Community Management Team shall be led by the Vice President of Community Management. The Community Management Team consists of three teams and may contain as many Board members as necessary.

Section 3.1 - Marketing Team

The Marketing Team shall be responsible for brainstorming and coordinating all material representing the organization. The team will curate content for many mediums of distribution (blog, podcast, research papers, social media posts, newsletters). The distributed content should attract students and partners to our organization, educate the general San Diego community on blockchain technology and its applications, and build a good public image for the organization. Marketing activities should include promoting workshops, socials, speaker events, and recruitment; work with the Events Team.

Section 3.2 - Design Team

The Design Team shall be responsible for overseeing product design for the organization's projects and content design for the Marketing Team. Within the Marketing Team, the Design Team will help refine the design of marketing and educational materials to be consistently of high quality. On occasion, the Design

Team may contribute to the Engineering Team's projects by ensuring that any touchpoint across a product (UX) is enjoyable for the end user.

Section 3.3 - Community Team

The Community Team shall be responsible for creating and maintaining sub-communities of Blockchain at San Diego. This involves communicating through different social media channels to inform, educate, and engage members and non-members on the activities of the organization. The team must be active in growing and maintaining the community through public events (game night, poker night etc.) and curate sub-communities (book club, music club). Creating new memes also constitutes "community-building". The team will work closely with the Marketing Team to generate and distribute content on behalf of the organization.

Section 4 - Engineering Team

The Engineering Team shall be led by the Vice President of Engineering. The Engineering Team consists of two teams and may contain as many Board members as necessary.

Section 4.1 - Web Development Team

The Web Development Team shall be responsible for developing and implementing full-stack web applications. There will likely be multiple sub-teams within this team working on different projects. Each team will collaborate with the corresponding Blockchain Development Team to ensure successful completion of projects.

Section 4.2 - Blockchain Engineer Team

The Blockchain Engineer Team shall be responsible for developing and implementing Smart Contract applications on various blockchains. There will likely be multiple sub-teams within this team working on different projects. Each team will collaborate with the corresponding Web Development Team to ensure successful completion of projects.

Section 5 - Business Development Team

The Business Development Team shall be led by the Vice President of Business Development. The Business Development Team consists of two teams and may contain as many Board members as necessary, often the President.

Section 5.1 - Partnerships Team

The Partnerships Team shall be responsible for seeking strategic, mutually beneficial partnerships with related organizations, companies, and individuals, and maintaining those relationships. This involves cold-emailing people/organizations, setting up meetings, and being the liaison between the organization and partners. The team will work closely with the President in communicating with partners.

Section 5.2 - Research Team

The Research Team shall be responsible for researching creative ways to build/engage a community, and follow new industry sectors to potentially build projects in. This involves researching new technologies and trends to educate members on and conduct projects within; for example, Non-fungible tokens or Decentralized Finance sub-sectors.

Section 6 - Events Team

The Events Team shall be led by the Vice President of Events. The Events Team is a single team and may contain as many Board members as necessary.

The Events Team shall be responsible for logistical management of internal and external events. The primary responsibilities include establishing and maintaining relationships with venues, requesting and managing funding of events, brainstorming new events for members and non-members, and addressing potential problems that may arise. Events that are not covered by Article V must be voted on by the Board.

Section 6 - Qualifications, Selection, and Replacement of Officers

Only registered UCSD students and current members may hold office in the organization. Only registered UCSD students and current members may vote in

elections for the selection of the organization's officers. Elections will occur at the beginning of each Spring Quarter.

The Spring Quarter election must conclude by the third week of the quarter to provide prospective officers time to learn from previous officers. If any officer positions are unfilled, those positions will be up for rolling election following the main election.

Each candidate's election process is as follows:

Each applicant must submit a document answering the following prompts

- I. What are your goals for the team, given you are selected?
- II. Why are you qualified for this position?
- III. Explain one thing you would change about the ____ Team
- IV. Please provide references to any work you have done related to the position (e.g. Github repo, Live project, Design portfolio, Marketing material)

Additional questions may be added depending on the specific position.

Candidates will be selected for interviews by Board members that correspond to the position that the candidate has applied for. There must be at least two Board members present at each interview. Follow-up interviews may be requested at the discretion of the board.

Spring Quarter election interviews must be conducted by the end of Week 2. Successful candidates will be selected by the end of Week 3 and notified on Week 4. The term for elected officers begins in the first week of the Fall quarter immediately following the Spring quarter of elections and ends on the last week of Spring quarter in that academic term.

The voting procedure for electing Board members will last a maximum of one week, whereby all concerned parties must cast their vote anonymously. Members are elected as Board members in two ways:

- I. Unanimous votes from the current Board Members
- II. $\frac{2}{3}$ majority vote from the candidate's chosen team

Section 7 - Succession

In the case that an existing Board member chooses to step down from his or her position, the member must formally inform the Board, which will host an informal election within the board or the overall organization, depending on the urgency of the position. A majority vote must be made in order to select a Board member's successor.

In the case that the President chooses to step down from his or her position, the Board shall hold an emergency vote within the next seven days. The Vice President of Operations will temporarily assume the Presidency while the vote is occurring. Nominees shall be all Vice Presidents in the organization. A majority vote must be made in order to select the President's successor. If consensus can not be reached by the end of the seven days, the Vice President of Operations will assume the position of President.

Section 8 - Impeachment

In the case that a Board member is failing to meet the expectations of his or her position and/or violates any bylaws in this constitution, he or she may be impeached. To initiate the process, an active Board member must submit a written case to the President, which he or she will present to the remainder of the Board. A $\frac{2}{3}$ majority vote by the Board is required for the removal of the concerned Board member. The Board position shall be filled by the process of Succession.

In the case that the President is failing to meet the expectations of his or her position and/or violates any bylaws in this constitution, he or she may be impeached. To initiate the process, an active Board member must present a written case to the remainder of the Board. A $\frac{2}{3}$ majority vote by the Board is required for the removal of the President. The President shall be replaced by the process of Succession.

In the case that a general member is failing to meet the expectations of his/her position, his/her membership will be evaluated by the Board and a $\frac{2}{3}$ majority vote by the Board is required to remove the member from the organization. Failing to

meet expectations may happen through a formal complaint by a team leader/board member that may arise from these considerations:

- The member has missed three consecutive meetings (general or team)
- The member is unwilling and unable to meet assigned responsibilities
- The member's presence is negatively impacting other members' wellbeing

Section 9 - Offboarding and Post-Graduation

After the Spring election has concluded and all prospective candidates have accepted/rejected their Board positions, the Offboarding process may begin, usually at the start of Week 5. If the prospective Board member is already a current Board member, they need not participate in the process. The process involves prospective Board members shadowing the current Board members in their position until the end of the Spring quarter, whereby the torch is officially passed.

Post-graduation involvement varies depending on the member's Board position and level of involvement in their time in the organization. Members who had a significant positive influence on the organization's direction and growth will be considered as Alumni Advisors by the current Board and other Alumni Advisors. The selection process will be strict and few Board members will serve.

The responsibilities of Alumni Advisors include, but are not limited to, the following:

- I. Advise the Board on aspects of the organization relevant to that alumni
- II. Connect the organization's members to their industry network
- III. Arrange and host speaker events/panels with themselves and guests

Article VII. Risk Management

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

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

Section 1 - Working with minors or the elderly

Blockchain at San Diego 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). Blockchain at San Diego 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.

Section 2 - Medical assistance

In the event that Blockchain at San Diego provides medical assistance to a community, all volunteers will work under the direction of licensed professionals (doctors, nurses, counselors, etc.). The University does not recommend that students provide medical assistance.

Section 3 - International travel

Blockchain at San Diego recognizes that the University generally recommends against all international travel by Student Organizations due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel, and the extensive planning efforts required by the Student Organization's Members to manage those risks. Security risks and health care services vary widely from one country to another, so thorough research on those topics is especially important.

International travelers are advised to research US State Department Travel Advisories and the CDC Travel Health site and abide by all recommended alerts and warnings, and procure travel insurance with medical coverage that covers their chosen destination because most USA Health Plans are not valid in foreign countries.

Section 4 - Handling hazardous chemicals/material/equipment/machinery

Blockchain at San Diego at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, Blockchain at San Diego will abide by UC San Diego requirements for students in labs, including policies for minors in UC laboratories, and ensure members receive safety training regarding the use of chemicals and/or machinery before entering the lab. Members must follow any best practices and lab safety protocols for the use of such chemicals, research equipment or machinery, including the appropriate use of Personal Protective Equipment, and should work under close supervision of those trained in the handling of chemicals/use of research equipment or machinery.

Article VIII. Community Advisor

Section 1 - Roles and Responsibilities

The selected community advisor shall:

- I. Be in a line of work related to blockchain technology
- II. Be knowledgeable about blockchain technology and its applications
- III. Be able to expand the organization's network and connect members to opportunities in the industry
- IV. Be active in teaching a special workshop, host speaker panels, or interact directly with members of the organization.
- V. Be frequently contacted for advice regarding the organization's direction

Section 2 - Selection and Duration of Advisory

Prior to the election of Board members in Spring Quarter, the current Board shall select a community advisor to serve for a duration of one academic year, from the beginning of the following Fall to the end of Spring.

Board members shall nominate potential advisors and vote on their top three preferences in the nominee pool. Then, the votes will be tallied up and the top three potential advisors will be contacted in decreasing order. Should all the

advisors reject the nomination, the process of nomination starts again. Potential advisors may not be contacted more than once in each advisory selection period.

An advisor may not be impeached during their term. In the case that the advisor is unable to fulfill his or her responsibilities, a new advisor will be nominated through the nomination process to serve as the primary advisor.