

Asians & Pacific Islanders for the Arts and Humanities (APIAH) Constitution 2023-2024

Article I. Name of the Organization

The organization shall be called Asians & Pacific Islanders for the Arts and Humanities (APIAH) at UC San Diego.

Article II. Statement of Purpose

The purpose of APIAH shall be as follows:

1. Provide support and a close-knit community for Asian & Pacific Islander scholars/students/creatives studying or interested in the Arts and Humanities.
2. Promote creative opportunities for API scholars across the UCSD campus and beyond.
3. Raise awareness and de-stigmatize the study of the Arts and Humanities for API looking to major and minor.
4. Establish a bi-annual exhibition for API creatives.
5. Bring together API identifying undergraduate and graduate students studying different disciplines.
6. Support API transfers majoring and minoring in the Arts and Humanities.
7. Increase the presence of API in higher education.

The promotion and uplifting of API students/scholars/creatives studying or interested in the Arts and Humanities shall be, with great certainty and hope, at the very heart of APIAH. May we leave a legacy behind that we are proud of.

Article III. Nonprofit Statement

Asians & Pacific Islanders for the Arts and Humanities (APIAH) at UC San Diego is a non-profit student Organization.

Article IV. Requirements for Membership

Section 1:

APIAH will be open to regularly enrolled undergraduate students registered for twelve units or more at the University of California San Diego.

Section 2:

Membership will be determined by completion of a basic membership application and interest in promoting/involvement with the Arts and Humanities.

Section 3:

No fees or dues are required to become a club member.

Section 4:

Members will be required to attend one meeting per quarter, a total of three per year, in order to remain in the organization.

Section 5:

Faculty, Staff, Graduate Students, and Alumni may participate in APIAH events.

Section 6:

Honorary Members are former students or graduate students who no longer qualify as active members but can assume duties granted by the executive board.

Article V. Frequency of Organization Meetings

Section 1:

Meetings will be established three times per month. The precise dates and times of the meetings will be determined before Week 1 of every quarter by the executive board.

Section 2:

The attendance of at least one meeting per quarter, or three per year, will be required for continuation of membership.

Section 3:

Emergency/special topic meetings can be called by the executive board.

Article VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.

Section 1. Positions and Qualifications:

The executive board shall consist of co-presidents, vice-president, and secretary treasurer. Underneath the executive board shall be officers fulfilling the position of outreach coordinator, historian, publicity chair, and art director. All officers must be active members.

Section 2. Selection Process and Office Term:

Co-presidents shall be either appointed by the former co-presidents or a two-thirds majority of the executive board in the first two years of the club's conception. All election processes thereafter concerning co-presidents shall be determined by active members. Existing co-presidents shall determine the election process concerning the executive board and officers. All officers shall serve for a term of one academic year.

Section 3. Vacancy of Office:

An unexpected or forced vacancy of any office may be filled by an active member under the authorization of the co-presidents and majority approval of the executive board and officers.

Section 4. Executive Board and Officer Duties

A. The Co-Presidents shall:

1. Promote creative outlets, workshops, and events regarding API scholars/students/creatives studying or interested in the Arts and Humanities.
2. Uphold the reputation of the APIAH club with integrity, empathy, and compassion.
3. Oversee the arrangement of meetings, both time and location wise, as well as be present at each meeting.
4. Ensure that updates, changes, and general topics will be announced prior to meetings.
5. Preside over the delegation of tasks and responsibilities assigned to board members and officers.
6. Hold veto powers over any vote.
7. Unless unchallenged, will not serve more than one academic term.
8. Establish and maintain deadlines for funding applications, registration, TAP, space, and etc.
9. Be prepared to answer questions, respond to comments, and manage requests from members, officers, and outside inquiries.
10. Keep materials relevant to club history and politics to ensure a smooth succession.
11. Be unable to hold any other position within the club besides co-president for their term.
12. Coordinate the club's bi-annual exhibition.
13. Contact affiliated departments or organizations interested in partnering with APIAH.
14. Draft outreach programs and events supporting API scholars.

B. The Vice-President shall:

1. Serve as an assistant to the co-presidents.
2. In the case of a co-president's absence, impeachment, or resignation, will act as co-president.
3. Help coordinate the bi-annual exhibition, including room reservation, promotion, and creator coordination.
4. Be able to handle inquiries regarding logistics of the exhibition, sponsorships, and partnerships.
5. Act as a bridge between undergraduate and graduate students studying or interested in the Arts and Humanities.
6. Be an active voting member of the executive board.
7. Communicate with organizations and programs regarding collaboration.
8. Hold complete veto power over bi-annual exhibition.
9. Keep references in order for the smooth succession of each office.
10. Make available links and references to resources and scholarships for API scholars/students studying or interested in the Arts and Humanities.
11. Maintain the club website.

C. The Secretary shall:

1. Manage club email lists, accounts, and cloud drives.
2. Coordinate with the Art Director to establish design elements.
3. Help promote events and manage publicity for the bi-annual exhibition.
4. Be an active voting member of the executive board.
5. Keep a list of all active members.

D. The Treasurer shall:

1. Manage club finances, fundraisers, and sponsorships.
2. Be an active voting member of the executive board.
3. Keep references in order for the smooth succession of each office.
4. Plan a budget for each upcoming quarter and present a full report regarding finances.
5. Endorse checks, handle reimbursements, and manage debt.
6. Coordinate with the Vice-President about the bi-annual exhibition budget.

E. The Historian Shall:

1. Document club meetings and activities.
2. Produce pictures and collect them from members to post on Social Media.
3. Collect materials to produce a scrapbook for each year.
4. Handle interviews and postings regarding officers and affiliates.

F. The Outreach Coordinator Shall:

1. Handle collaborative events and programs with the Vice President and Publicity Coordinator.
2. Connect with institutions, organizations, and faculty that will welcome outreach regarding API students/scholars looking to study or engage with the Arts and Humanities alongside the Publicity Coordinator.
3. Design outreach programs connecting API clubs with APIAH.
4. Help maintain the club's website.
5. Handle the club's Social Media.

G. The Publicity Coordinator Shall:

1. Handle collaborative events and programs with the Vice President.
2. Connect with institutions, organizations, and faculty that will welcome outreach regarding API students/scholars looking to study or engage with the Arts and Humanities.

3. Print and disseminate flyers regarding recruitment, events, and exhibitions.
4. Plan with the outreach coordinator fundraisers, community events, and etc, at least once every quarter.
5. Promote the exhibition and report to the Vice-President.

H. The Art Director Shall:

1. Generate ideas and designs regarding the representation of the club.
2. Help illustrate the layout for the bi-annual exhibition.
3. Help the Vice-President and Co-President plan the bi-annual exhibition.
4. Promote the Arts at UCSD for incoming or interested API scholars/students.
5. Spearhead publications such as zines and anthologies under the authorization of the Co-presidents.

Section 5. Voting and Impeachment:

1. In the event of a financial crisis, internal conflict, or unexpected overturn, the executive board shall hold a vote regarding the course of action. A majority vote will be the default in determining the proposed solution.
2. The impeachment process can be set into motion by any member of the club provided they have the endorsement of an executive board member. However, this process can be bypassed if the co-presidents receive a signed petition from a two-thirds majority of the club in consideration of an officer's misconduct or negligence.

Article VII. Risk Management

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

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

Article VIII. Community Advisor

The co-presidents shall choose and coordinate with community advisor(s).

Article IX. Financial Management

Section 1. All financial decisions shall be determined by the Treasurer under the authorization of the Co-Presidents.

Section 2. All financial decisions shall comply with University guidelines.

Article X. Special Committees

The co-presidents shall, in times of need, appoint special committees if deemed necessary.