

SIGMA UPSILON DELTA AT UC SAN DIEGO CONSTITUTION - 2023-2024 ACADEMIC YEAR

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ARTICLE I. NAME OF ORGANIZATION

The organization shall be called Sigma Upsilon Delta at UC San Diego.

ARTICLE II. STATEMENT OF PURPOSE

Sigma Upsilon Delta is a sisterhood of close-knit, open-minded changemakers who spearhead innovation within their community through project-based experiential learning and community service. In their first quarter following a bid, pledges will spend their time learning skills to complete a time-bound community project with their pledge class. As a neophyte during their second quarter, they will then be given support to work towards a project of their individual or paired passions. We stand to uphold our 5 pillars of leadership, community, innovation, spirit, and bravery.

ARTICLE III. NONPROFIT STATEMENT

Sigma Upsilon Delta at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

I. Section A: Requirements

- A. A student shall qualify as a sibling of Sigma Upsilon Delta if they are enrolled and actively pursuing a degree at UC San Diego, as well as selected by a quorum vote by Active Siblings during recruitment. Our Siblings actively engage with operational governance of the Sorority.
 1. Actives: To be considered an Active Sibling, a student will complete New Member curriculum, fulfill financial obligations to the sorority, and meet the minimum attendance requirement each quarter. Actives are additionally encouraged to take on leadership roles of their choice.
 - a) Neophytes: To be considered a Neophyte, a student will be in their first quarter following their Associate cycle. They will have completed their class project, and successfully undergone formal induction to publicly showcase their work. During their Neophyte cycle, students will be working towards their personal projects.
 - b) Propytes: To be considered a Propyte, a student will be in their second quarter following their Associate Cycle. They will have completed the benchmarks decided at the end of their Neophyte Cycle and successfully accrued a mentor from showcase during an induction.
 2. Inactives: To be considered an Inactive Sibling, a student will have successfully completed the New Member curriculum, however, has not fulfilled another requirement for membership. Inactive status may also be requested upon temporary leave under a year, decided upon by executive board vote.

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3. Associate Members: To be considered an Associate member, a student is currently participating in New Member education. Associates have been initiated, but pending induction.
- B. Affiliate Members: An individual shall qualify as an Affiliate of Sigma Upsilon Delta if they are actively contributing to organizational affairs to maintain their connection to the organization as honorary members, but may not be eligible to run for positions on the executive board.
 1. Buddies/Brothers: To be considered a Buddy/Brother Affiliate, a small number of students may be accepted by invite basis and fulfill at least half of active requirements. Our Brothers/Buddies serve as Ambassadors of our pillars to create a connection with the organization at a restricted level.
 2. Alumni: To be considered an Alumni Affiliate, a student will have successfully either graduated from UCSD in good standing as a Sibling/Buddy/Brother of Sigma Upsilon Delta, or have petitioned for early alumni status. Our Alumni are valued members of our community, and maintain the right to attend most events at their discretion.
 3. Advisors: To be considered an Advisor Affiliate, an individual will have successfully reached a quorum vote of all Executive Members and coffee-chatted with at least a third of Active Siblings. Our Advisors serve as mentors and a resource for student projects, and in turn, we support them as well.
- C. The Sorority upholds the principle that membership decisions shall not discriminate based on age, race, religion, national origin, ethnicity, gender, disability, or sexual orientation.

II. Section B: Recruitment

- A. Sigma Upsilon Delta reserves the right of selection every recruitment cycle in order to provide a high-quality experience for each incoming member in terms of education and funding allocation. In this way, we preserve a close knit environment and siblinghood
- B. The decision to grant Associate Membership to new members is based upon:
 1. Exemplification of 5 pillars: The new member displays attributes of the 5 pillars and mission of the organization: leadership, innovation, community, spirit, and bravery.
 2. Mentorship Capabilities: Our Sorority operates an old member/new member mentorship program, and therefore will only accept siblings we have the capacity to contribute to
 3. Other Qualities to be detailed in future documents, including but not limited to sufficient attendance by points system, financial sustainability, value addition, commitment to inclusivity, integrity, adherence to Recruitment Project Theme, etc.
- C. If a student applies for Sigma Upsilon Delta and are not extended a bid, they reserve the right to reach out to discuss feedback and file review at their own discretion.

III. Termination of Membership

1. Grounds for termination
 - a. Minor Offenses (Minor Offenses may be considered Major Offenses if repeated excessively)
 - i. Unintentional actions that are in direct contrast with Sigma Upsilon Delta's Constitution, Principles/Traditions, and Code of Conduct
 - ii. Actions inconsistent to Sisterhood or any of our 5 pillars
 - iii. Consistent failure to attend chapter meetings and events or pay dues
 - iv. Miscommunication between members, causing internal turmoil

- v. Consistent tardiness, inappropriate language, or otherwise disrupting events
 - vi. This is not an extensive list. Minor Offenses are characterized by unintentional blips of judgment.
 - b. Major Offenses
 - i. Intentional actions that are in direct contrast with Sigma Upsilon Delta's Constitution, Principles/Traditions, and Code of Conduct
 - ii. Divulging confidentiality of Sisters or dis-representing Sigma Upsilon Delta publicly
 - iii. Dishonesty or dis-representation of self in the sisterhood recruitment process
 - iv. Vandalism, Discrimination, theft, harassment, bullying
 - v. This is not an extensive list. Major Offenses are characterized by intentional harmful actions that prove intent to be changed
 - c. Severe Misconduct
 - i. Physical or sexual assault
 - ii. Attempting murder, especially on a Sister's life
 - iii. Other Criminal Activities
 - iv. This is not an extensive list. Severe Misconduct is characterized by an active and harmful engagement against our Sisters and our values. We will work with Sisters to ensure an action is only considered Severe Misconduct under no other option.
- 2. The Judicial Board will be headed by 2 executive members, 1 randomized sister from the accused' pledge class, and 1 randomized sister from the org as a whole.
- 3. Any 2 Sisters can bring up concerns to the 2 executive members running J-board.
- 4. In the case of Minor or Major Offenses, the accused will be given 3 or 2 official warnings.
 - a. The first warning will be an official text detailing the accusations with opportunity for rebuttal
 - b. The second warning will be an in-person discussion with the president, defendant, and plaintiff
 - c. The third warning will be a request for an informal judicial meeting with the president, the defendant, the plaintiff, and one party chosen by the defendant. All parties must be given 24 hours advance notice, and the agenda of the meeting must be disclosed by the president.
 - d. Upon Probation, Siblings will be granted probationary status to be discussed according to their hearing
- 5. Judicial Hearings:
 - a. If behavior continues to persist, an offer for Judicial Hearing may be extended. There must be 72 hours advance notice for a Judicial Hearing, and the defendant may accept a compromise with the plaintiff prior if both parties are willing. It is highly recommended that they meet in person before the trial.

- b. If Judicial Hearing proceeds, at least 80% of the fraternity must be present unless both parties request a silent hearing, in which case only J-board and their representatives will be present. The plaintiff or representative will present their evidence, the defendant pleads guilty or innocent and then their case, and J-board (or all of the fraternity) will vote.
- 6. If a Sibling's membership is terminated within Sorority, they will also be required to forfeit any rights and privileges associated with the Sorority including attendance at events and participation in voting process. This ensures that members are held accountable for their actions and adherence to the values and standards of the organization
- 7. Termination is a serious matter that is approached with fairness, transparency, and due process. We seek to provide our Siblings every opportunity to grow with us, and termination will only be the result of a last resort if all other measures fail.
- 8. We reserve the right to adjust or change the process at any given point in time, however, Siblings will be notified of these changes and given the opportunity to challenge them before adjustments might be applied to their own hearings.

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

- A. General Chapter Meetings:
 - a. Chapter meetings shall be held once per week and are open to Actives, Associates, and Brothers of the organization. The purpose of these meetings is to provide a brief platform for updates and discussion, as well as round-table exercises in innovational case studies and current events.
- B. New Member Education Meetings
 - a. New Member Education shall be held once per week and are open to Actives, Associates, and Brothers of the organization. The purpose of these meetings is to provide a structured and personalized educational plan to guide students on principles of changemaking and their class project.
- C. Social Meetings:
 - a. Social Meetings serve to foster a sense of community among members. These meetings may range from outings, innings, study jams, and recreational activities. VP Siblinghood, along with the Executive Board are responsible for planning and organizing these social meetings, however any member may pitch.
- D. Committee Meetings:
 - a. Committee meetings shall be organized by the VPs of the organization in order to discuss and work on sorority organizational matters.
- E. Special Meetings:
 - a. Other meetings may be called upon discretion, included but not limited to recruitment events, workshops, externals, induction ceremonies, etc
- F. E-board Meetings:
 - a. E-board meetings shall be held once per week for VPs and Presidents to discuss initiatives, progress, and operational affairs in regards to administration and coordination.

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

A. Section A: Executive Titles

- a. Presidents
- b. Vice President of Finance
 - i. Director of Operations
- c. Vice President of Marketing
 - i. Director of Design
- d. Vice President of Siblinghood
 - i. Director of Recruitment
 - ii. Director External
 - iii. Director of New Member Education

B. Section B: Executive Committees

- a. Executive Board : All VPs, current Pledge Mom, and Presidents
- b. Judicial Board : As listed under Termination of Membership

C. Duties

- a. Presidents
 - i. Coordinate Executive and Chapter Meetings
 - ii. Outline New Member Education Plan
 - iii. Maintain Internal Communications
 - iv. Oversee Judicial processes when needed
 - v. Sets goals and direction
 - vi. Identifies areas of growth and improvement
- b. VP Finance
 - i. Organize budget and assign dues every quarter
 - ii. Manage Bank Account and find potential Sponsorships for Organizations.
 - iii. Collect Fees and File Annual taxes
- c. VP Siblinghood
 - i. Plan weekly socials and facilitate environment of diversity, equity, and inclusion
 - ii. Plan innovation and creativity activities, unique and exclusive to SYD
- d. VP Marketing
 - i. Create Marketing Strategy and Manage Social Media Accounts
- e. VP Recruitment/Rush Chair aka Pledge Mom
 - i. Plan recruitment events and pledge challenge events
 - ii. Support pledge class throughout the process
- f. Director of New Member Education
 - i. Carry out New Member Education Plan
- g. Director of Design
 - i. Design Sorority Merch

- ii. Design Social Media Posts
- h. Director of Operations
 - i. Track Attendance Rates and meeting notes
 - ii. Coordinate logistics such as pricing, venue, timing, and transportation
- i. Director External
 - i. Outreaches for potential speakers, workshops, and sponsors
 - ii. Outreach with other orgs for potential mixers
 - iii. When meeting professionals for networking opportunities, may accompany a president

D. Elections

- a. Any Active member, including oneself, may nominate another for an Executive, Director, or Chairperson position. Each nominee must fulfill outlined thresholds established by the Executive board. This is to ensure adequate involvement with the sorority community.
- b. All individuals intending to run for positions must submit a form outlining their campaigns at least 3 days prior to voting meetings
- c. VPs will be given the opportunity to present a short pitch about their campaign before voting. All attending Siblings are eligible to vote.

E. Removal from Office

- a. An executive position may be removed from office under a similar ritual to termination, but will require unanimous vote from the executive board, or 80% vote from all siblings, whichever the accused prefers.
- b. Terms of office shall begin at the end of the elected quarter to the beginning of the next election cycle. This spacer quarter is intended for training the next executive.
- c. Upon vacancy, the executive board assumes responsibility, or may vote on a current Active to take on a temporary term.

F. General Guidelines

- a. 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.
- b. All officers must be Active Siblings of Sigma Upsilon Delta at UC San Diego. VPs are chosen by formal annual election, Directors are chosen quarterly at the discretion of their respective committees, and chairs are decided to give new associates a chance to grow within a specified field of their choice, which they may pitch to the executive board. Brothers may hold Director positions, but not VP positions.

ARTICLE VII. RISK MANAGEMENT

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

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

- A. Sigma Upsilon Delta recognizes that organizing events and activities inherently carries the risk of emergencies, such as medical issues, natural disasters, or accidents. We prioritize the safety and well-being of our members and have developed strategies to mitigate these risks.
 - a. Medical Emergencies: During events, there is a possibility of medical emergencies, such as injuries, illnesses, or allergic reactions. To address this risk, we designate members as first-aid responders who are trained to provide immediate assistance. Additionally, we maintain a readily accessible first-aid kit and have an established protocol for contacting medical professionals or emergency services if needed. Finally, upon initiation, associates will provide 3 emergency contacts to be contacted in case of danger.
 - b. Natural Disasters: Depending on the location and timing of our events, we may encounter natural disasters such as earthquakes, storms, or wildfires. To mitigate this risk, we monitor weather forecasts and local conditions in advance. In cases of imminent danger, we have an evacuation plan in place and communicate it to all participants. We also provide emergency supplies and shelter options when necessary.
 - c. Security Concerns: We understand the importance of ensuring the security of our members and participants during events. We implement access control measures, where applicable, and collaborate with local law enforcement or security personnel when organizing larger events. Additionally, we have clear communication channels for reporting security concerns and protocols for addressing them promptly.
 - d. Fire Safety: Fire hazards are a concern during events, particularly when using indoor or outdoor spaces. We adhere to local fire safety regulations, maintain fire extinguishers, and conduct fire drills when necessary. We also have designated members responsible for fire safety awareness and response.

ARTICLE VII. SECTION 1. IN CASE OF INTERACTION WITH MINORS AND/OR ELDERLY

Sigma Upsilon Delta at UC San Diego 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 UC Learning <https://uclearning.ucsd.edu>. Sigma Upsilon Delta 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. HAZING PREVENTION

A. Section 1: Definition and Recognition

- a. Sigma Upsilon Delta defines hazing as any action or situation, whether on or off organizational premises, that recklessly or intentionally endangers the mental, physical, or emotional health or safety of any individual regardless of consent. Members are required to understand the

broad spectrum of behaviors that constitute hazing and acknowledge that such activities are contrary to the organization's values and missions. While we seek to push our Siblings to grow into themselves, which at times requires slight discomfort, we will take measures to ensure that we will never unproductively cause boundaries to be forced.

B. Section 2: Education and Training

- a. All members shall undergo comprehensive training to identify, prevent, and report hazing activities. This training will be provided upon induction and as part of ongoing education, emphasizing the importance of respect, dignity, and the well-being of all individuals. The organization commits to providing resources and support to ensure all members are equipped with knowledge to uphold these standards through ongoing workshops and educational plans

C. Section 3: Prevention Measures

- a. In order to prevent hazing, Sigma Upsilon Delta will:
 - i. Clarify expectations and boundaries through intake documents upon initiation
 - ii. Foster a culture of transparency, respect, and accountability
 - iii. Implement a zero-tolerance policy towards hazing
 - iv. Encourage open communication and safe spaces for members to express concerns or report incidents
 - v. Conduct regular reviews of activities and events to ensure compliance with anti-hazing policies
 - vi. Proactively check in with Associate members to ensure boundaries are being respected
 - vii. Consistently conduct workshops and activities to safely and powerfully gauge sorority culture climate

D. Section 4: Reporting and Repercussions

- a. Members are encouraged to report any suspected hazing incidents anonymously to Presidents, or any executive members through designated organization channels. We aim to implement active protocols to create a safe environment to grow with our members, training communication styles and setting strong standards. We guarantee that all reports will be taken seriously and investigated promptly and thoroughly.
- b. If Members still feel endangered after thorough reporting via organization protocols, members may report any incidents to hazing@ucsd.edu.
- c. Should hazing be found to have occurred within Sigma Upsilon Delta, it will result in
 - i. Immediate referral to the Center for Student Accountability, Growth, and Education for organizational and/or individual violations
 - ii. Disciplinary actions against those involved, which may include suspensions, expulsions, or even legal consequences under extreme circumstances.

E. Section 5: Compliance and Accountability

- a. This organization acknowledges to abide by the UC San Diego hazing policy, relevant UC policies, California State Law, and national policies regarding hazing. We acknowledge that failure to comply with these policies and laws will subject the organization and its members to disciplinary action up to and including dissolution of the organization.

F. Section 6: Commitment to Safety and Integrity

- a. This Organization pledges to uphold the highest standards of safety, respect, and integrity. Through the implementation of this Article, we commit to a culture where hazing is not tolerated, and the dignity and well-being of all members are protected.

ARTICLE IX. COMMUNITY MENTOR

Community Mentors, also referred to as Affiliates, consist of Alumni, Brother/Buddies, and Advisors. As a whole, they serve as our sorority network, and we are grateful for their presence in our community.

A. Section 1: Selection

- a. Alumni, as outlined above, are graduated members of Sigma Upsilon Delta.
- b. Brothers/Buddies (undergrads) and Advisors (graduates) are upstanding members of the greater community who exemplify the values and mission of the organization, and showcase a close relationship with Actives, and hence granted honorary status

B. Section 2: Responsibilities and Benefits

- a. Responsibilities and Benefits will vary from various mentors.
- b. Generally, Affiliates will go through a short “alumni initiation” program to learn about the values of the organization, as well as be required to coffee-chat with a specified amount of Actives as determined by the current Active Body. They must fulfill half of the required Active requirements. In addition, Affiliates are open to outreach for Active projects to advise New Member Class Projects and/or Neophyte Projects
- c. Attendance:
 - i. Undergrad Affiliates are highly encouraged, but not required to attend Chapter Meetings, New Member Education, Socials, and Externals.
 - ii. Graduated Affiliates are highly encouraged to attend Externals, and may request or be requested attendance at other events as agreed upon.
- d. Affiliates will in turn have the support of Siblings for their own projects as well

C. Section 3: Length of Term

- a. Term lasts from vote intake til termination or dissolution.

ARTICLE X. FINANCIAL MANAGEMENT

A. Funding Sources

- a. Sigma Upsilon Delta will finance its activities through a diverse range of funding sources including membership dues, fundraising events, sponsorships, and other legitimate means as determined by the finance committee.

B. Bank Account

- a. Sigma Upsilon Delta will establish an off-campus account to effectively manage its finances. VP Finance, as well as finance committee will be responsible for its administration and maintenance of organization financial records.

C. Compliance with AS Rules and Regulations

- a. The Sorority will comply with all requirements set forth by the AS Rules and Regulations.

D. Membership dues:

- a. Dues shall be established annually by the executive board and approved by the active

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membership. Dues shall be used to cover operating expenses, programming costs, and other organizational needs.

E. Budget

- a. A budget shall be prepared and approved by the executive board at the beginning of each fiscal year. The budget shall outline anticipated revenues and expenses for the upcoming year.

F. Financial Aid

- a. Upon demonstrated need and request, financial aid may be negotiated.
- b. Individual need: If one individual requires financial need, they will be given support in a personal fundraiser and extension of due deadlines.
- c. If half the incoming class or more requires financial aid, they may pitch a personal project in alignment with SigUp's values, of 80% proceeds will be allocated towards their dues, the other 20% to be determined by executive committee
- d. Any Actives seeking financial aid may also participate in above options.

ARTICLE XI. AFFILIATION WITH OTHER GROUPS

a. Affiliation

- i. Sigma Upsilon Delta is not currently affiliated with any school-wide, local, national or international organizations.

Article XII: AMENDMENTS

Section 1: Proposal

- a. Proposed amendments to these bylaws may be submitted by any active member of the sorority.

Section 2: Approval

- A. Amendments to these bylaws shall require a two-thirds (2/3) majority vote of the active membership present at a regular or special meeting.