

“Tritons Against Human Trafficking” at UC San Diego Constitution – 2023-2024 Academic Year

Article I. Name of Student Organization*

The organization shall be called “Tritons Against Human Trafficking (TAHT) at UC San Diego”.

Article II. Statement of Purpose*s

The purpose of this organization is to support efforts towards eliminating global sexual human trafficking, through non-profit and/or non-governmental organizations.

We seek to promote awareness and education on the global issue that is human trafficking.

Organization members will have the opportunity to support local and global causes, learn about non-profit organizations, non-government organizations, to write grant requests, educate themselves and their peers about human trafficking, how it continuously evolves, to communicate and learn from representatives and their experiences working in the field.

By enhancing their understanding of global human trafficking, we hope to promote an environment of acceptance, inclusion, and discussion among UCSD students.

Article III. Nonprofit Statement*

“Tritons Against Human Trafficking” at UC San Diego is a non-profit student organization.

Article IV. Requirements for Membership*

A fee is required for membership.

To apply for membership, members must:

Submit a \$5 membership entry fee per year (non-refundable);

Be present UCSD students (undergraduate or graduate status);

Attend a general body meeting and submit the Google forms application to register oneself as a member for the school year.

To secure membership for the school year, individuals must:

Participate in at least half (5) of the general body meetings for the year;

Participate in one student event each quarter.

Students must fulfill requirements for the entire year, or beginning in the quarter they enter, in order to be considered active members.

Article V. Frequency of Organization Meetings*

Board members may meet as frequently as once a week, and at least twice a month (every two weeks), to discuss and ensure progress is being made towards our goals, student events, general board meetings, issues that may arise during planning, and maintain the organization.

General Board meetings will meet once a month, about three times each quarter (Fall, Winter,

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and Spring) for a total of nine meetings each school year.

To ensure all areas of the organization are actioned thoroughly, Executive Board meetings will have the following:

- I. Agenda*
- II. Attendance Sheet*
- III. Recall of previous minutes of previous meeting*
- IV. Action Sheet - a recall of action points noted in previous meeting (to ensure they have been actioned or assess progress)*
- V. Notes - to document discussions and decisions*

Minutes will be emailed to all executive board members within 24 hours of the meeting.

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.

“Tritons Against Human Trafficking” at UC San Diego will have 6 positions, and at most 10 officers, who will make up the executive board. Some officers may have the same title and responsibilities.

The Titles and Responsibilities specific to the position are as follows:

- I. President*
 - A. In charge of executive board meetings and general body meetings.*
 - B. Responsible for club registration and similar paperwork.*
 - C. Oversees the progress and well-being of other officers.*
 - D. Oversees and contributes to every part of organization planning and activity.*
 - E. Publicly and positively represents the interests of the club.*
 - F. Contribute new ideas and facilitate ideas of EBMs.*
- II. Vice President*
 - A. Oversees campus activities including EBMs, GBMs, student events, social media outputs, etc.*
 - B. Enforce Officer Expectations.*
 - C. Responsible for club registration and similar paperwork.*
 - D. Publicly and positively represents the interests of the club.*
- III. Secretary*
 - A. Work closely with the Treasurer to prepare a budget and use a spreadsheet to meticulously track spending and earnings.*

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- B. *Work closely with Principal Members and apply for AS funding every quarter and Additional Funding Opportunities.*
- C. *Record Executive Board Meetings as required in Article V.*
- IV. *Treasurer*
 - A. *Know how much money we have and/or need, where our money comes from/where we will get it, what we are spending our money on.*
 - B. *Prepare a budget and use a spreadsheet to track spending and earnings.*
 - C. *Communicate with Presidents, Vice Presidents, and Fundraising Chair.*
 - D. *Execute reimbursements (if applicable).*
- V. *Social Media Chair(s)*
 - A. *Working knowledge of graphic design to create advertisements for GBMs, fundraising events, social events, etc. and GBM presentation slides (using Instagram, ADOBE, Photoshop, Canva and/or Powerpoint).*
 - B. *Take Initiative in distributing advertisements online and on-campus (flyers, newspapers, lecture hall chalkboards, backs-of-seats before GBMs, and Tabling) for club events.*
 - C. *In charge of Welcome Week PR activities*
- VI. *Fundraising Chair(s)*
 - A. *Coordinate with the Treasurer for reimbursements, updating budget with profits/income, etc.*
 - B. *Organize on-campus, off-campus fundraisers (Yogurtland, TapEx, UTC ICE, restaurants, Philz Coffee, etc.).*
 - C. *Coordinate with Social Media Chair to advertise fundraising events.*
 - D. *Set fundraising goals for each quarter and actively work towards such goals.*
 - E. *Look for donations from local businesses/companies, healthcare professionals, churches, etc. Feel free to think outside the box.*

Expectations of Officers include:

- Quarterly goals and planned events. Officers must update the Presidents and the board of any changes to these plans;*
- Taking initiative in their positions and tasks;*
- Attendance of EBMs and GBMs (may vary on a need-to-need basis);*
- Ensure preparation of, and agenda of EBMs and GBMs are executed and completed;*
- Communication to all executive board members and general board members;*

New officers will be elected at the end of winter quarter and will undergo officer transitions for the duration of following spring quarter. Individuals will submit their interest from a form and a slate will be curated.

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*All members who have been active for **one quarter or more, and have submitted their \$5 entry fee** will be eligible to vote on each position. All currently enrolled students of UCSD may be eligible for a position on the executive board, given that they have had **two quarters** of experience as an active member.*

In the event that an executive member is not able to fulfill their duties:

The executive board will provide a warning to that member both verbally and in writing, at which point they will be placed on a probationary period of one month;

If the member continues to be unable to fulfill their duties, the executive board will take a vote on their status and act accordingly. The position will be filled through another application and at the discretion of the board members.

Should the officer fail to complete their tasks in a timely manner OR fall short of their event attendance percentage OR be deemed unfit for the positions; a vote of removal by the Executive Board will occur. Each officer will receive two warnings before dismissal is considered: one administered by co-presidents in a group with officers you work closely with, and a second warning in a one-on-one appointment. Should the votes reach $\frac{3}{4}$ approved for removal, the officer will be removed and replaced.

Principal Members have the following responsibilities:

Responsible for club registration and similar paperwork;

Apply for AS funding every quarter and Additional Funding Opportunities; be knowledgeable about the UCSD policies regarding the spending of said money;

Publicly and positively represents the interests of the club ;

Overseeing GBM's are executed in an orderly fashion and all details pertaining to GBM are completed in a timely manner:

Room reservation

Projector reservation

Food order (if applicable)

Guest speaker (if applicable)

Article VII. Risk Management*

“Tritons Against Human Trafficking” at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

“Tritons Against Human Trafficking” at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

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At this time, there is no direct risk associated with the organization.

Article VII. Section 3. In Case of International Travel

Tritons Against Human Trafficking at UC 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.

Article IX. Financial Management

Tritons Against Human Trafficking will primarily be financed through fundraising. The money will be managed by the organization treasurer. All funds raised will be tracked in an excel spreadsheet available to the executive board.

Article X. Affiliation with Other Groups

Tritons Against Human Trafficking may be affiliated with various local, national, and/or global NGOs and/or NPOs. Our affiliation drives our mission and will be the organization that we divert part of our fundraising efforts to. Affiliation comes with no additional requirements for our members.