

Constitution of Undergraduate Law Review at UC San Diego

I. Name of Student Organization

The organization shall be called Undergraduate Law Review at UC San Diego.

II. Statement of Purpose

The purpose of Undergraduate Law Review at UC San Diego shall be to offer an accessible platform for students interested in legal discussion and reflection. The journal aims to publish exemplary works submitted by undergraduate students on relevant and impactful issues, with emphasis on legal scholarship. Through publication and programming, resources and guidance will be provided to students interested in a legal or academic career.

III. Nonprofit Statement

Undergraduate Law Review at UC San Diego is a non-profit student organization.

IV. Requirements for Membership

- A. The membership of this organization shall be composed of persons who are in actual attendance at the University of California, San Diego and in good standing. Members will be selected by the Editorial Board through an application process. Application materials will comprise submission of a professional application and a writing sample on a topic at the discretion of the Editorial Board.
- B. Eligibility for membership into Undergraduate Law Review shall be as follows:
 - a. Attendance and good standing at the University of California, San Diego.
 - b. Minimum of 2.75 cumulative grade point average.
 - c. Fulfillment of all financial obligations to the chapter.
 - d. Completion of all Undergraduate Law Review required forms and documents.
 - e. Termination of Membership: Membership in this organization may be terminated by (a) expulsion for violating the purposes or values of Undergraduate Law Review at UC San Diego or for failure to pay lawful financial obligations to the organization; (b) by voluntary resignation from membership; or (c) by graduating from the university.
- C. To retain membership in the organization, members must meet the following requirements for each quarter:
 - 1. Attendance in at least half of all logistical meetings;
 - 2. Two individual meetings with a member of the Editorial Board overseeing the writer's project, and
 - 3. Demonstrable contributions to at least one project each term.

V. Frequency of Organization Meetings

- A. The members of Undergraduate Law Review at UC San Diego will meet on a regular basis, including weekly or biweekly logistical meetings and separate writing meetings. Additional meetings of Undergraduate Law Review at UC San Diego shall be held by the Editorial Board, whenever deemed necessary or productive.
- B. Minutes will be taken for official meetings, and will be disseminated to members who were unable to attend, as well as for officially recording organization procedure and decision-making.

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

- 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. Editorial Board:
 - a. Editor-in-Chief: Oversees the general executive, logistical, and administrative functions of the organization. This may include, but is not limited to overseeing meetings, ensuring the smooth operation of events, and serving as a liaison between University representatives and the organization. The Editor-in-Chief is also responsible for making decisions related to the productivity and integrity of the journalistic cycle.
 - b. Managing Editor: Responsible for the accountability and journalistic workmanship of the organization. The Managing Editor will manage member progress, maintain professional standards, and promote diligence in the organization's work.
 - c. Publishing Editor: Responsible for the professional and journalistic standards of published work. All work must be reviewed by the Publishing Editor before publication. Should any costs be incurred throughout the course of the cycle, the Publishing Editor will also be in charge of overseeing the necessary finances. Lastly, the Publishing Editor will be responsible for the organization's branding and marketing efforts.
 - d. Business Director: Responsible for relationship management internal and external to the organization. Within the interests of the organization, the Business Director will handle external correspondence on behalf of the organization. This position will also be responsible for the professional development of the organization, including the production of professional events and programs.
- C. Election of the Editorial Board will go as follows:
 - 1. Applications will be sent to the organization's community advisor for review.
 - 2. Approved applications will be reviewed by the current Editorial Board.
 - 3. Selections will be made by the Editorial Board after concluding the recruitment process.

In the case that there is a vacancy in the middle of a term, the Editorial Board will have discretionary authority to choose how to fill the vacancy. Every new member of the Editorial Board must have approval by the community advisor.

- D. Once elected, the Editorial Board will actively serve the term of Fall, Winter, and Spring Quarters of UC San Diego's academic calendar. The Editorial Board will also serve the prior summer before their inaugural quarter as a transition period, during which the previous Editorial Board will transition roles and knowledge of such roles to the new board. Elections are to be held in the Spring Quarter of the academic school year.

VII. Risk Management

- A. Undergraduate Law Review at UC San Diego is a registered student organization at the University of California, San Diego, but is not part of the University itself.
- B. Undergraduate Law Review at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

VIII. Financial Management

- A. Members of Undergraduate Law Review at UC San Diego may be subject to dues paid in order to advance publication of the journal, or aid in acquiring resources relevant to the operations of the organization.