

ARTICLE I. NAME OF ORGANIZATION

The organization shall be called **Minority Business Association** at UC San Diego.

ARTICLE II. STATEMENT OF PURPOSE

The Minority Business Association promotes the academic and professional development of students from ethnic minority groups interested in pursuing a business career. It will serve its members with opportunities for networking events, social events, guest speakers, community service, and academic unity hours. The goal of this organization will be for members to receive guidance to help them improve their skills and knowledge within the business world. Members will be provided with the knowledge to gain opportunities in the field of business to further ensure their success in their professional careers. The organization seeks to provide a safe and secure environment for minority students to develop professionally, communicate about essential issues, and promote a network to provide professional growth as we encourage minority students to successfully pursue a business career.

ARTICLE III. NONPROFIT STATEMENT

Minority Business Association at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

- Students enrolled at UC San Diego - Full and/or Part-time
- Open and welcome to all majors, more so those with a focus in business
- Intended for DEI seeking individuals who identify themselves as apart of a minority group
- No dues associated with membership for the 24-25 school year

Minority Business Association at UC San Diego complies with applicable Federal civil rights laws and does not discriminate based on race, color, national origin, age, disability, religion, or sex (including pregnancy, sexual orientation, and gender identity).

- UCOP: <https://policy.ucop.edu/doc/2710522/PACAOS-20>
- UC San Diego: https://ophd.ucsd.edu/policies-procedures/nps_student.html

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

The Minority Business Association intends to hold an official meeting at least twice a month, either at Price Center or the Rady School of Management, with the principal members meeting at least once in addition to the normal group meeting to discuss the overview of the organization.

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

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

- The officers of the organization shall be the President, Vice President, Chair of Accounting, Chair of Finance, Chair of Marketing, Chair of Entrepreneurship, Treasurer, and Secretary
- Other officer positions that may be implemented on an as-needed basis, including VP Fundraising and Senior Advisor.

Qualifications necessary to hold office in this organization are as follows:

- Must be a registered UC San Diego student with prior or current business coursework.
- Must be actively involved in the organization the quarter the candidate runs for office.

Selection and Replacement of Officers:

- During the Spring Quarter, candidates must submit their applications by the set deadline and undergo the interview process to be considered.
- The current board of the organization holds the selection of the incoming board.
- The current board and advisor are to select an incoming President. The rest of the Officer positions are chosen by the current board with input from the incoming president.

Powers and Duties of Officers:

President(s)

1. Update the by-laws
2. Establish the goals and budget for the upcoming academic year
3. Plan and implement both the Fall and Spring Semester schedules
4. Reserve meeting room
5. Determine desirable meeting topics

6. Contact and correspond with speakers and presenters
7. Maintain and update the contact list periodically
8. Supervise and ascertain that all officers are performing their respective dues
9. Begin, conduct, attend all meetings

Vice President

1. Works alongside President
2. Assists the President in any duties
3. Ensure that the chairs are fulfilling their position on the board
4. Works with Rady School of Management, recruiters, and professionals in the local community
5. Meets with the President and Advisors/Community Advisors to ensure everything is aligned as planned

Secretary

1. Responsible for internal and external operations of the organization
 - a. Scheduling
 - b. Booking Activities
 - c. Sending emails
 - d. Working alongside treasurer
2. Record attendance during meetings
3. Reserve rooms for events and general body meetings
4. Assist Chairs with GBMs and events
5. Oversee scheduling matters, ensuring that events and activities are arranged

Treasurer

1. Oversee logistics of professional/social events
2. Apply for university funding
3. Purchase speaker gifts, parking passes, and other materials for events
4. Create income and expense statements for the quarter
5. Collect membership dues if necessary
6. Assist in Fundraising

Chair of Accounting

1. Communicate plans and ideas with the President and Vice President
2. Handle the accounting aspect of the organization
3. Responsible for holding accounting-related events
4. Responsible for assisting the other chairs and positions

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5. Responsible for professional outreach within accounting and creating partnerships with companies of interest

Chair of Finance

1. Communicate plans and ideas with the President and Vice President
2. Handle the finance aspect of the organization
3. Responsible for holding finance-related events
4. Responsible for assisting the other chairs and positions
5. Responsible for professional outreach within finance and creating partnerships with companies of interest

Chair of Marketing

1. Communicate plans and ideas with the President and Vice President
2. Handle the marketing aspect of the organization
3. Responsible for holding marketing-related events
4. Responsible for assisting the other chairs and positions
5. Responsible for professional outreach within marketing and creating partnerships with companies of interest

Chair of Entrepreneurship

1. Communicate plans and ideas with the President and Vice President
2. Handle the entrepreneurship aspect of the organization
3. Responsible for holding entrepreneurship-related events
4. Responsible for assisting the other chairs and positions
5. Responsible for professional outreach within entrepreneurship and creating partnerships with businesses of interest

ARTICLE VII. RISK MANAGEMENT

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

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

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

Minority Business Association 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> .

Minority Business Association 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 VII. SECTION 2. IN CASE OF THE PROVISION OF MEDICAL ASSISTANCE

In the event that the Minority Business Association at UC 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.

ARTICLE VII. SECTION 3. IN CASE OF INTERNATIONAL TRAVEL

Minority Business Association 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 healthcare 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. COMMUNITY MENTOR

Any interested business professor may serve as a community mentor for the full academic year. A community advisor will provide guidance and advice to further develop the Minority Business Association and its members.

ARTICLE X. FINANCIAL MANAGEMENT

- The organization plans to finance its activities through fundraising through members and the institution.
- The principal members will handle all monetary value earned by the organization under a specific bank account for the organization planned to be operated by the three principal members.
- The principal members are responsible for holding receipts of all money spent affiliated with the organization.