

## **Project RISHI 2024-2025 Constitution**

### **Article I: Name of Student Organization**

The organization shall be called Project RISHI at UC San Diego. Project RISHI is a non-profit student organization that stands for Rural India Social and Health Improvement. The UC San Diego chapter of Project RISHI was established in September of 2009 as an extension of the program started at UCLA in January of 2005.

### **Article II: Statement of Purpose**

Project RISHI at UC San Diego aims to promote sustainable development and growth of rural Indian communities. In partnership with local community members and social enterprises, we identify issues central to our target community and provide resources to implement solutions through extensive field research and on-campus initiatives. In our international efforts, we brainstorm new, innovative, creative ideas to tackle issues in our adopted village. What may be commonplace in America can not be handled the same way in a developing country. We are seeking devoted individuals who can think outside the box. Help us make a difference in the lives of underprivileged communities.

### **Article III: Nonprofit Statement**

Project RISHI at UC San Diego is a non-profit student organization.

### **Article IV: Requirements for membership**

Any UC San Diego Undergraduate student is eligible for membership. To be a member one must go through the application and interview process during fall quarter to be selected as a Project RISHI at UC San Diego member. There will be a suggested member fee for social activities.

### **Article V: Frequency of Organization Meetings**

Board members of Project RISHI at UC San Diego will meet every week of the quarter. General body meetings will be held every week. Board members and general members are required to attend at least 80% of all meetings/GBMs. Meeting minutes are required to be written down by the secretary every meeting.

### **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. There are 15 officers.

Officers:

1. President

- Plans/Oversees everything
- Delegates work to board members
- Runs GBMs/meetings
- A part of monthly video calls with NGO
- Holds all interviews

2. Vice President

- Runs GBMs/meetings
- Assists president with future planning
- Delegates work to board members
- Helps plan trip along with president
- Helps organize grants and sponsorships with treasurer

3. Co-Initiatives Chair (2)

- Focuses on relationship with contacts in village
- Schedules monthly video calls
- A part of video calls with NGO
- Helps organize projects alongside Education Chair
- Distributes what each student going on trip will be responsible for with Education Chair
- Oversees up to 4 committees
- Coordinates annual india trip planning

4. Co-Education Chairs (2)

- In charge of organizing material for awareness tabling
- Oversees project curriculum
- Makes sure all information is factual/accurate
- Finds resources to translate material to language in target village
- goes to meetings with NGO set up by initiatives
- oversees up to 4 committees

5. Co-Events/Outreach Chair (2)

- Responsible for awareness tabling on campus (For the general public, community, etc.)
- In charge of designing poster boards with Secretary
- Organizes events (talent show, guest speakers, banquets)
- Coordinates volunteering events

- Plans socials with general members
- Arranges collaborations with other organizations (Bannister House, other local organizations, etc.)
- Reaches out to companies for fundraisers along with Treasurer
- Plans end of year banquet

#### 6. Treasurer

- Executes fundraisers
- Reaches out to companies for fundraising along with Events/Outreach
- Completes TAP
- Looks for grants/scholarships/sponsors
- Manages finances
- Coordinates 501c3

#### 7. Marketing Chair

- Publicizes RISHI's fb page/instagram by posting consistently
- Gains followers/likes on RISHI's fb page/instagram
- Designs & prints flyers
- Makes event pages
- Publicizes Events
- Manages the Project RISHI at UC San Diego website
- Maintains calendar of upcoming events
- Writes newsletters about ongoing problems in rural India / makes infographics for the instagram
- Sends out newsletters through email and posts on facebook
- Takes photos during events

#### 8. Secretary

- Writes down notes during meetings and uploads them
- Books all event spaces
- Keeps track of RISHI materials + keys for storage space
- Creates Poster Boards with Events Chair
- Creates checklists of what is needed for every event
- Keeps track of board members' attendance
- Keeps track of general members' attendance
- Makes sure members check in
- Handles the website
- Maintains calendar of upcoming events
- Accountable for tech related duties at GBMs

- Calling to set up projector beforehand

#### 9. Project Planning Lead

- Leads project planning committees
- Oversees education chairs to make sure project planning curriculum is effective
- Attends meetings with NGO set up by initiatives
- In charge of trip planning
- Leads monthly video calls with NGO and contacts in village
- Oversees initiatives chairs to make sure communication with NGO is occurring regularly

#### 11. Co-Alumni Relations + Chapters + Outreach Chair (3)

- Maintains relations with alumni and in charge of alumni advisors
- Maintains relations with other sister chapters affiliated with RISHI
- In charge of monthly newsletters
- In charge of building donors and sponsorship lists
- Plans conference between different chapters

Officers are elected through interviews with the president. They are elected at the end of the school year in May for the following year as well as in the beginning of the school year, October for the whole year. Once elected they are on the executive board for the entire school year until the following June. Officers will be replaced/removed if they demonstrate inappropriate behavior regarding lack of commitment to the organization or misconduct to other members.

### **Article VII. Risk Management**

Project RISHI at UC San Diego is a registered student organization at University of California, San Diego, but not part of the University itself. Project RISHI at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

#### **Section 1. In Case of Interaction with Minors And/Or the Elderly**

Project RISHI 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 the Center for Student Involvement, online or in person (in person by request only). Project RISHI at UC San Diego 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.

## **Section 2. In Case of the Provision of Medical Assistance**

In the event that Project RISHI 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.

## **Section 3. In Case of the Provision of International Travel**

Project RISHI 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.

## **Section 4: In Case of Handling of Hazardous Chemicals, Material, Equipment, And/Or Machinery**

Project RISHI at UC San Diego recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, Project RISHI at UC San Diego will abide by UC San Diego requirements for students in labs, including policies for minors in UC laboratories, and ensure members receive safety training regarding the use of chemicals and/or machinery before entering the lab. Members must follow any best practices and lab safety protocols for the use of such chemicals, research equipment or machinery, including the appropriate use of Personal Protective Equipment, and should work under close supervision of those trained in the handling of chemicals/use of research equipment or machinery.