

CONSTITUTION OF CAMP KESEM AT UC SAN DIEGO

Camp Kesem at UC San Diego

Adopted 15 September 2016

Revised 13 September 2024

Article I: Name of Student Organization

The organization shall be called Camp Kesem at UC San Diego.

Article II: Statement of Purpose

Camp Kesem is a student-run summer camp program that serves children ages 6-18 whose parents have, have had, or have passed away from, cancer. The Camp Kesem at UC San Diego program is a summer camp that serves a commonly neglected portion of the cancer community and allows campers to build self-esteem and gain support from peers undergoing similar challenges. The purpose of the camp is to build a supportive network of friendships within Camp Kesem at UC San Diego and the San Diego communities for families coping with cancer.

Article III: Nonprofit Statement

Camp Kesem at UC San Diego is a non-profit student organization.

Article IV: Requirements for Membership

Section A: Disclaimer

Participation in Camp Kesem at UC San Diego must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.

Section B: Requirements

Membership is strictly voluntary, and no compensation of any kind may be received for participation in this organization. General membership is open to all registered collegiate students of the San Diego community. Leadership positions, with the exception of the co-coordinators, are open to general members who apply, interview, and are selected by the co-coordinators and their respective peers in the interviewing committee. All members must abide by Camp Kesem at UC San Diego and CKN rules and regulations. All members must demonstrate a one-year commitment.

Article IV: Rules and Procedures

Section A: University Compliance

This organization shall comply with all University of California San Diego and UC Regents regulations, in addition to all local, state, and federal laws.

Section B: Meetings

1. Co-coordinators shall meet as often as necessary to complete responsibilities
2. Fundraising organizers shall meet every even week of school
3. Everyone except fundraising organizers shall meet every odd week of school
4. The first meeting of every month will be an all - Camp Kesem at UC San Diego meeting
5. Meetings may be added as necessary
6. Co-coordinators shall meet with CKN weekly

Article V: Frequency of Organization Meetings

Camp Kesem at UC San Diego meets every other week during the Fall, Winter, and Spring Quarters.

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.

Co-Director (2)

1. Shall be selected in the spring of the previous school year by the co-coordinators from that year
2. Shall be responsible for and uphold all rules and regulations of Camp Kesem at UC San Diego and CKN
3. Shall be responsible for all the legal and technical paperwork as well as the finances
4. Shall oversee and give direction to all members and serve interim in any empty positions
5. Shall select campsite with the approval of all Camp Kesem at UC San Diego members
6. Shall serve as the liaison between CKN and Camp Kesem at UC San Diego
7. Shall organize and support student recruitment and volunteer recognition
8. Shall fundraise by means of private donations, corporate donations, and grants
9. Shall recruit and select campers
10. Shall manage all pertinent camper information
11. Shall serve as the liaison between families and Camp Kesem at UC San Diego

Operations (3)

1. Shall plan, schedule, and organize all events for the duration of the summer camp
2. Shall be responsible for organizing the leadership structure for the duration of camp

Volunteer (2)

1. Shall recruit, interview, and select counselors for the summer camp

2. Shall serve as the liaison between the counselors and Camp Kesem at UC San Diego, incorporating the counselors into the planning activities of Camp Kesem at UC San Diego

Social Chair (1)

1. Shall plan all reunions for the campers of the previous year
2. Shall organize counselor and Camp Kesem at UC San Diego bonding/social events

Publicist (2)

1. Shall be responsible for the management of all media contacts and functions
2. Shall be responsible for tracking all publications regarding Camp Kesem at UC SAN DIEGO
3. Shall be responsible for the Camp Kesem at UC San Diego brochure and the website
4. Shall publicize Camp Kesem at UC San Diego

Impeachment

1. General member: If a general member is unable to fulfill his or her duty, he or she will be three warnings, verbal or written, before he or she will be asked to leave Camp Kesem at UC San Diego
2. Member in a leadership position: If a member in a leadership position is unable to fulfill his or her duty, he or she will be given three warnings, verbal or written, before he or she will be asked to step down from their position by the co-coordinators.
3. Co-Director: If a co-director is failing to complete his or her delegated responsibilities, three warnings, verbal or written, by either CKN or members of Camp Kesem at UC San Diego will be given. If after the three warnings, the co-coordinator is still unable to fulfill his or her duty, a three-fourths majority vote by the members in leadership positions may remove the leader from his or her respective position. New co-directors will be chosen by an application and interview process.

Article VII: Risk Management

Camp Kesem at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Section 1: Camp Kesem 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.) Camp Kesem 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 communication with minors), and how to properly report potential harm or neglect to minors or the elderly with whom they are working.

Section 2: This chapter receives guidance from Camp Kesem National (as Camp Kesem is a national non-profit organization) from a program director who is in charge of the chapter, and this program director provides advice and meets weekly with the Co-Directors to advise and help with the fundraising and overall camp operations. With the supervision of this National staff member, student leaders of Camp Kesem at UC San Diego will be monitored to make sure that everything is safe and running smoothly. In addition, the coordinator board has a local Advisory Board consisting of professionals, professors, parents, teachers, and other such adults who advise and support the student leaders year-round. This board provides help and guidance to the student coordinators throughout the year. Camp Kesem at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

Section 3: Safety at camp. At the camp, there will be student leaders serving as camp counselors for the entire week of camp to supervise the children at a 2:1 ratio. Counselors will never be alone with a camper, for liability and safety reasons. There will also be a national camp advisor present during the entire week, to provide support and supervision for all student volunteers. Furthermore, there will be two licensed nurses and one mental health professional present at camp to provide services for all of the campers, counselors, and staff. Student volunteers are not going to be driving campers, as everyone will be transported to and from the campsite by charter buses.

Article IX: Financial Management

Section A: Donations

All donations will go through CKN, as Camp Kesem at UC San Diego's sponsor. All checks must be written to Camp Kesem National with UC SAN DIEGO in the memo. CKN will receive 10% of all donations to Camp Kesem at UC San Diego to cover administrative costs and further the mission of CKN nationwide.

Section B: Budget

The budget of Camp Kesem at UC San Diego shall be set by the co-coordinators within the first four weeks of school. The budget shall detail all the financial needs of Camp Kesem at UC San Diego for the respective school year. No money in the budget shall be allocated, for any reason, for personal use.

Section C: Reimbursement

Any personal money used for Camp Kesem at UC San Diego, pending co-coordinators' and CKN's approvals, can be reimbursed so as long as a receipt is presented and a reimbursement request form filled out.

Section D: Member Dues

All general members and leaders of Camp Kesem at UC San Diego are expected to fundraise \$600 each throughout the school year. No consequences shall be taken if these dues are not paid, but member involvement in the fundraising endeavor is strongly encouraged.

Article X: Affiliation with Other Groups

Camp Kesem at UC San Diego is under the branch of Camp Kesem, a national organization. This chapter receives guidance from Nationals through a program director in charge of the southwest region, and this program director provides advice and meets weekly with the Co-Directors to advise and help with the fundraising and overall camp operations.