

Orienteering at UC San Diego

Constitution

Last Revised [October 2024]

Article I - NAME OF ORGANIZATION

Section 1. The organization shall be called Orienteering at UC San Diego.

Article II - STATEMENT OF PURPOSE

Section 1. The purpose of Orienteering at UC San Diego shall be to introduce students to the sport of orienteering.

Section 2. The goals of this organization are to host orienteering events, teach students about navigation with a map and compass, and build a community of runners and orienteers.

Article III - NONPROFIT STATEMENT

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

Article IV – REQUIREMENTS FOR MEMBERSHIP

Section 1. Membership eligibility.

- a. The organization shall consist of students & faculty of UC San Diego who are interested in the purpose of Orienteering at UC San Diego and who shall be approved by the Officers.

Section 2. General membership expectations.

- a. Members are expected to attend meetings and give prior notice if they are unable to attend.
- b. Members are expected to assist with the planning, advertising, and implementation of events hosted by the organization.
- c. Members are invited to all social events hosted by the organization.

Section 3. New member recruitment.

- a. Recruitment for Orienteering at UC San Diego shall be rolling throughout the academic year.
- b. The organization recruits through social media and outreach through members of Orienteering at UC San Diego.
- c. Membership is granted based on approval from the Officer(s) of Orienteering at UC San Diego.

Section 4. The Officers and Orienteering at UC San Diego representatives reserve the right to remove any member and or revoke their role's responsibilities (as long as all Officers are in favor) through the following grounds:

- a. Violation of rules and regulations set forth in the UC San Diego [Student Conduct Procedures](#).
- b. Failure to uphold the provisions of the constitution and bylaws.
- c. Does not act in the best interests of the organization and/or is engaged in activity jeopardizing the existence of the organization.

Section 5. Statement of Non-discrimination

- a. All University of California, San Diego students will be eligible for membership regardless of race, color, national origin, creed, gender, religion, sex, disability, gender identity, age, medical condition, ancestry, ethnicity, marital status, citizenship, sexual orientation, military status, or socioeconomic status.

Article V – FREQUENCY OF ORGANIZATION MEETINGS

Section 1. Officers.

- b. Hold officer meetings as often as necessary, outside of the regular meeting schedule, called by the President and/or Vice-President.

Section 2. All members.

- a. Hold general meetings at least once a quarter as decided by the organization members based on academic obligations.

Section 3. Meeting structure.

- a. Meeting format will be determined by the President and fellow officers. Meetings may be held in virtual or in person format, with main events being held in person on campus.

Article VI - QUALIFICATIONS FOR HOLDING OFFICE AND METHODS OF SELECTING AND REPLACING OFFICERS

Section 1. Officers.

- a. 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.
- b. The elected officers of Orienteering at UC San Diego shall be the President, Vice President, and Secretary.
- c. New Officer positions can be created at the discretion of the current Officers of Orienteering at UC San Diego.
- d. Only the positions of President, Vice President, and Secretary must be filled every quarter for Orienteering at UC San Diego to be active.

Section 2. President. The President shall:

- a. Chair all General Membership and Board of Officers meetings.

- b. Ensure that all Orienteering at UC San Diego activities and members are in accordance with all policies of UC San Diego.
- c. Secure Orienteering at UC San Diego's registration with UCSD each year.
- d. Act as a spokesperson for the organization.
- e. Organize and run an officer transition and education program for new officers.

Section 3. Vice President. The Vice President shall:

- a. Serve as Executive Vice President of Orienteering at UC San Diego.
- b. Ensure that all Orienteering at UC San Diego activities and members are in accordance with all policies of UC San Diego.
- c. Maintain records of participation in events for each Member.
- d. In the event that the President cannot perform their duties for a meeting, event, or another purpose, the Vice President will assume the role.

Section 4. Secretary. The Secretary shall:

- a. Coordinate the communicative functions of Orienteering at UC San Diego.
- b. Record minutes of attendance at each General Membership and Board of Officers meetings.
- c. Record minutes in committee meetings as needed.
- d. In the event that the Vice President cannot perform their duties for a meeting, event, or other purpose, the Secretary will assume the role.

Section 8. Elections.

- a. Election/Nomination is held: Orienteering at UC San Diego will nominate and select officers. Voting will be done solely by UC San Diego students.

Section 9. Responsibilities.

- a. Each officer, both elected and appointed, shall be responsible for their duties as listed in this constitution.
- b. Each officer shall also be responsible for establishing and maintaining a working relationship with the General Membership.

Section 10. Officer Transitions.

- a. Each officer shall maintain a record of their position to provide to incoming officers following elections.
- b. Outgoing officers shall also make every effort to assist in the transition process, including helping to ensure that incoming officers are aware of their responsibilities.

Section 11. Vacancies.

- a. Any officer may resign by submitting a letter to the Board of Officers.
- b. In the event of a vacancy of a position, the President shall appoint a replacement to serve until the next General Membership meeting, at which point a special election will be held to fill the position.

- c. A vacancy of the office of President shall be treated as a temporary absence as defined in this Article.
- d. Current officers shall be eligible to run for the vacant position, but may be required to vacate their original position upon election.
- e. In the event that a new vacancy is created by the special election, another will be held to fill that vacancy and so on until all positions are filled.

Article VII- RISK MANAGEMENT

Section 1. Risk Management.

- a. Orienteering at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself. Orienteering at UC San Diego understands that the University does not assume legal liability for the actions of the organization.
- b. Possible risks involved with participating in orienteering include those associated with loose terrain such as tripping and falling. Other hazards include overuse running injuries such as shin splints.
- c. Orienteering at UC San Diego will mitigate these risks by reminding members to prioritize safety while orienteering and take breaks when necessary.
- d. Orienteering 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> . Orienteering 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.

Article IX - COMMUNITY ADVISOR

Section 1. Advisor Selection.

- a. May be any faculty or staff member at UC San Diego.
- b. Advisor is selected by the majority vote of active membership.
- c. A community advisor is not necessary for Orienteering at UC San Diego to be active.

Section 2. Responsibilities of the advisor.

- a. Attend general body and/or Board of Officers meetings when needed.
- b. Assist with the annual registration process.
- c. Assist with event planning when needed.

Article X - FINANCIAL MANAGEMENT

Section 1. Financial management.

- a. Money held by Orienteering at UC San Diego will be held in an off-campus bank account.
- b. The president and vice president will have access to the bank account.
- c. All expenditures should be directly related to fulfilling the purposes of the club. All expenditures should be tracked appropriately.
- d. All club members have the right to ask to see the organization's expenses in order to promote transparency.

Article XI. AFFILIATION WITH OTHER GROUPS

Section 1. Affiliation with San Diego Orienteering Club (SDO).

- a. Orienteering at UC San Diego may work with the non-profit SDO for training and event purposes.
- b. SDO may make financial contributions to Orienteering at UC San Diego.
- c. This affiliation does not pose any additional requirements to members.