

Organization Advisor

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PREAMBLE

We the members of Plant Futures at UC San Diego, subscribing to the regulations and policies of University of California - San Diego, establish this Constitution to govern the matters within our organization.

Summary

Plant Futures at UC San Diego focuses on education and multi-disciplinary learning around building sustainable, just, and plant-centric food systems while serving as a space and catalyst for professional development with careers in plant-centric food sectors.

Description

University of California - San Diego Plant Futures Chapter is open to students of all levels and academic programs. The University of California - San Diego Chapter focuses on education and multi-disciplinary learning around building sustainable, just, and plant-centric food systems. Beyond education and community building, another core focus of the chapter is to serve as a space for members to secure meaningful professional development opportunities, mentorship, and career opportunities within plant-centric food systems. Students will be able to connect with nonprofit and for-profit organizations addressing exciting opportunities within the sector.

Website

<https://www.plantfuturesinitiative.org/>

Social Media

Instagram - <https://www.instagram.com/plantfuturesofficial/>

TikTok - <https://www.tiktok.com/@plantfutures>

LinkedIn - <https://www.linkedin.com/company/plantfutures/>

Twitter - https://twitter.com/plant_futures

Member List

Executive Office

1. President
2. Vice President External Affairs
3. Treasurer
4. Program/Events Chair
5. Communications Chair

Plant Futures at University of California - San Diego

Article I – Organization Name & Affiliation

- I. Organization Name
 - A. The official name of this organization shall be Plant Futures at University of California - San Diego, known herein as Plant Futures at UC San Diego.
 - B. The organization shall be called Plant Futures at UC San Diego.
- II. Affiliation
 - A. Plant Futures at UC San Diego is affiliated with Plant Futures Initiative (PFI), a non-profit started at UC Berkeley focused on education and professional development with plant-centric food systems and their impacts on human health, social justice, and planetary sustainability.

Article II – Purpose

- I. The mission of this Organization shall be to educate and engage with students passionate about plant-centric food systems and provide a network through which they can apply this passion to better both their own lives and engage in meaningful professional development and career exploration.

Article III – Nonprofit Statement

- I. Plant Futures at UC San Diego is a non-profit student organization

Article IV – Membership

- I. Any Graduate or Undergraduate student at University of California - San Diego is eligible to join Plant Futures at UC San Diego.
 - A. A member is someone who supports the Organization's mission.
 - 1. The process to become an eligible member includes
 - a) Expressing interest in membership with current members or Executive Committee.
 - b) Providing University of California - San Diego email contact information to Executive Committee members.
- II. An accurate listing of our members must be maintained, with a minimum of eight student members.
- III. Only University of California - San Diego student members are eligible to hold officer positions, solicit funds, and vote. Faculty/Staff or Community members are not permitted to make decisions on behalf of the organization, solicit funds, or vote.
 - A. Founding Co-Presidents may retain the position for the following semester and/or up to 6 months following graduation to ensure continuity of operations in the first year of organization founding.

IV. New Members and Recruitment

- A. All new members will be given full disclosure during recruitment, including but not limited to
 - 1. Schedule of New Member Events and Activities
 - 2. A list of responsibilities
- B. All members reserve the right to refrain from participating in any activities without consequence, based upon personal/religious beliefs, personal values, or moral reserve as defined by the member.
- C. All interaction/activity between members and/or new members will be limited to guidelines stated by university policy, as well as local, state, and federal laws.

V. Non-Hazing Compliance Statement

- A. Plant Futures at UC San Diego and University of California - San Diego do not tolerate hazing. Hazing is prohibited for any University recognized or sanctioned organization, student, or other person associated with an organization operating under the sanction of or recognized by the University.
- B. Organizations or individuals found responsible for hazing under this Constitution and Policy, whether occurring on or off campus, will be subject to disciplinary action by the University, and may also face criminal charges under state law.

VI. Membership Mediation

- A. In the case of violations of the Constitution policies and/or a conflict between members, the Co-Founders, if not involved in the instance, will facilitate a mediated conversation
- B. The mediation will occur outside of normal Plant Futures at UC San Diego meetings; include opportunities for both parties to speak; allow the facilitation of a resolution between members
- C. If a resolution is not reached, the Co-Founders will seek mediation assistance from the organization's Advisor

VII. Membership Removal

- A. Membership may be removed if a member is found to violate any proceedings or fails to meet the membership criteria outlined above.
- B. If a member is at risk of removal, the Co-Presidents will have a meeting with the Member to let them know of their at-risk status prior to removal and outline immediate and sustainable changes that must occur to maintain membership.
- C. If a member fails to make the necessary changes, the executive board will vote on removal, and the outcome will be shared with the member in question.
- D. Officer removal/replacement is outlined in the Officer's section.

Article V – Officers & Elections

- I. 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.
- II. Members
 - A. Executive Committee
 1. Co-President(s)
 - a) Preside over all executive and membership meetings
 - b) Primary contact and external spokesman for organization
 - (1) Always represent Plant Futures at UC San Diego and all members in the best way possible
 - (2) Liaise between student organization and advisors
 - c) Handle the internal functions of the organization, which could include but is not limited to
 - (1) Communications
 - (a) Develop social media presence
 - (2) Event Planning
 - (a) Create and manage events on behalf of the organization
 - (b) Work with staff and the University in the planning of events
 - (c) Bring awareness to opportunities
 - d) As Co-Founding Chairs leave, they will work with other Co-Founding Chair(s) to absorb the outgoing Chair's duties, fill the role, or dissolve the position.
 2. Co-Vice President(s)
 - a) Handle professional development
 - (1) Research and book guest speakers
 - b) Assist in handling communications and event planning if necessary
 - c) Preside over meetings in the absence of the President(s)
 - d) Take notes at organization meetings and distributes copies to members as needed
 - e) Maintain a current list of members and their contact information
 - f) Ensure the organization's commitment to diversity, equity, and inclusion is consistently met
 3. Treasurer
 - a) The Treasurer shall have the primary authority to access organizational accounts
 - b) It shall be the duty of the Treasurer to seek funding sources and devise a budget for the organization

- c) The Treasurer will ensure
 - (1) Transparency of organization spending and finance and bringing awareness to funding opportunities for operations
 - (2) Keep financial records updated and accurate
 - (3) Ensure spending is aligned with the organization's mission
- 4. Program/Events Chair
 - a) Oversee the development and coordination of club events
 - b) Manage online registration
 - c) Communicate to board on program status during planning and post-event stages
 - d) Work with Communications Chair and Treasurer to ensure events are communicated in a timely manner and funding for events is adequate
- 5. Communications Chair
 - a) Manage all social media, as directed by the President(s)
 - b) Responsible for social media content creation
 - c) Maintain event communication via email, messaging, and flyers
 - d) Contact interested students/groups to advertise upcoming chapter events
 - e) Publicize club events and meetings to members and the general student body

B. General Student Members

- 1. Any University of California - San Diego students that sign-up and provide an University of California - San Diego email address
- 2. Any member of the organization, at any time, can voluntarily withdraw membership from the organization

III. Election of Officers

A. Term of Office

- 1. Each Executive Officer position shall be elected once every academic year in the Fall Semester.
- 2. The elected officers will serve beginning in the Spring of the following academic year.

IV. Election Procedure

A. Election process

- 1. All elections will be held on an annual basis during the Fall Semester; however, this may be amended under special/unforeseeable circumstances. Incoming officers will assume their positions after elections are held.
- 2. Notice of open positions will be shared via email to eligible members

3. A request for interest to apply to be an officer will be sent out publicly in October, where all members can apply for any positions that would be open in the coming Spring.
4. All voting shall be done by secret ballot to be collected and tabulated by the President(s) of Plant Futures at UC San Diego. In case of a tie, there will be a re-election.

V. Officer Removal

- A. If an officer is at risk of removal for violating organizational policies or culture, or a failure to complete their duties, the President(s) and Advisor will have a meeting with the Officer to let them know of their at-risk status prior to removal and outline immediate and sustainable changes that must occur to maintain an officer position. If the President(s) is the officer at-risk of removal, the next highest-ranking officer and advisor will meet with the President(s).
 1. If the changes are not met or sustained and an officer needs to be removed, the Executive Committee must have a discussion and vote
 2. The highest-ranking officer and advisor will notify the officer immediately

VI. Officer Replacement

- A. If an officer needs to step down or has been removed outside of regular election time, the Plant Futures at UC San Diego Executive Committee will appoint a replacement officer by conducting interviews with each interested candidate.

Article VI – Operating Procedure

I. Meetings

- A. A meeting of Plant Futures at UC San Diego Shall be held monthly.
- B. A week's notice must be given to all student members. Notice will be given through Instagram and email, the primary platform of communication.
- C. There is no attendance required.
- D. To call a special emergency meeting, a member of the Executive Committee must email the other executive members with the reasoning for calling the emergency meeting and requires approval from $\frac{3}{4}$ of the executive board.

II. Decision-Making Process

- A. The Executive Committee shall put to vote on any decisions being made concerning the general membership of Plant Futures at UC San Diego to the membership/Executive Committee Leaders.
- B. A majority vote of the Executive Committee Leaders present constitutes a passing vote.
- C. Decisions will be shared primarily during meetings but may also be shared through email and preferred online platforms (e.g., Instagram, GroupMe).

III. Amending the Constitution

- A. Amendments to this document may be made at any point at which the Executive Committee or membership sees fit to make changes.
 - B. The Constitution will be reviewed annually and when new officers are elected.
 - C. Anyone in the organization can suggest amendments to this document.
 - 1. Executive Committee members will determine whether to hold a general vote or to implement the amendment themselves.
 - D. Amendments will be made clear to the general membership.
 - E. All amendments must be submitted and approved by the Student Organization Accounts Service (SOAS) as an updated Constitution to ensure compliance with University regulations
 - F. Constitution Renewals are due to SOAS every year but may be submitted sooner.
- IV. Annual Registration
- A. Plant Futures at UC San Diego will submit annual registration requirements per the student handbook.

Article VII - Risk Management

- I. Plant Futures at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.
- II. Plant Futures at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

Article VIII – Advisors

- I. Requirements of the Organization Advisor
 - A. The Organization Advisor will support the organization and operational efforts
 - 1. There shall be at least one full time faculty/staff advisor at all times in the
 - a) Co-Advisors are not required
 - 2. The Advisor shall be available to mentor the students in the general membership and assist them with procedures when necessary
 - 3. The Advisor does not have voting rights

Article IX– Financial Statement

- I. Finances
 - A. All organizational funds will be deposited and handled exclusively through the Student Organization Account Services (SOAS)
 - B. Plant Futures at UC San Diego will not have an off-campus bank account
- II. Funding
 - A. Dues will not be collected for members of Plant Futures at UC San Diego.
 - B. Plant Futures at UC San Diego may hold fundraisers throughout the semester to bring in additional funding to further our mission

- C. Plant Futures at UC San Diego will use money raised from fundraisers and money received from any Central Student Government (CSG)-funded event to sustain operations

Article X– Enabling Clause

- I. This Constitution was reviewed and ratified by the Co-Presidents on January, 14th 2023, at a special Executive Committee meeting
- II. The entire Executive Board has reviewed and agreed to this document. We welcome all plant-futurists, plant-enthusiasts, and plant-curious people!