

Hmong Student Association at UC San Diego Constitution - 2024-2025 Academic Year

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ARTICLE I. Name of Organization

The organization shall be called Hmong Student Association at UC San Diego. In addition, the organization may also be referred to as HSA at UC San Diego.

ARTICLE II. Statement of Purpose

The main objective of Hmong Student Association is to create a community and strengthen it by using unique aspects of the Hmong culture. With the usage of Hmong culture to promote community development, this preserves Hmong traditions and teaches it to every individual who's interested in the culture.

ARTICLE III. Nonprofit Statement

Hmong Student Association at UC San Diego is a non-profit student organization.

ARTICLE IV. Requirements for Membership

Hmong Student Association at UC San Diego will accept any individual to be a member as long as they're registered with UC San Diego or have completed an application that's designated for individuals who are not registered with UC San Diego. The fee for membership is exactly zero U.S. dollars.

ARTICLE IV. Section 1. Membership Eligibility

Membership is available to any individual who is registered with UC San Diego as an undergraduate or graduate. Individuals who are not affiliated with UC San Diego and show interest towards joining the organization must complete a membership application to ensure the safety for every individual on UC San Diego campus. Members who are not a UC San Diego student will be closely monitored by all clan leaders.

ARTICLE IV. Section 2. Clan System

All members must participate in the clan system. There are eighteen clans and each clan leader will represent a clan name. Clan leaders must look after their members.

ARTICLE V. Frequency of Organization Meetings

Hmong Student Association will hold meetings to ensure an active participation of the HSA community. Meetings can be events, socials, performances, practices, study sessions, and any other form of participation.

ARTICLE V. Section 1. Official Meetings for All Clan Leaders

Official meetings will only include the eighteen clan leaders. All eighteen clan leaders must meet twice a month. Clan leaders must discuss their weekly plans for their members for the month. During meetings between clan leaders, attendance and minutes will be recorded and stored for future use.

ARTICLE V. Section 2. Meetings for Each Clan

Every clan leader must have a weekly gathering of their members. Each clan leader must record attendance of their members. Clan leaders are allowed to host their own small events, socials, practices, or study sessions. In addition, they're encouraged to collaborate with other clan leaders.

ARTICLE V. Section 3. General Body Meeting

One General Body Meeting will be held every quarter. The dates for General Body Meetings will be determined by an agreement between all clan leaders.

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.

ARTICLE VI. Section 1. Officer Positions and their Responsibilities

There's a total of eighteen clan leaders, and eight of the eighteen can hold executive positions. The clan names are Fang, Hang, Her, Kha, Kong, Kue, Lo, Lee, Moua, Pha, Thao, Cha, Cheng, Chue, Vang, Vue, Xiong, and Yang. There could only be one clan leader per clan name.

- President
 - Communicates with other Hmong organizations, outside assistants, and anyone who's not a member in the organization
 - Oversees the entire organization on its status
 - Ensures every member and clan leader are well behaved
 - Fulfill other executive roles if they're not already taken
 - Double checks on every decision, status of finances, forms, and applications
 - During official meetings, must hear all clan leaders' opinions about a decision before approval or rejection
 - Initiates roll call for official meetings
 - Can impeach members with executive positions and clan leader positions with twelve of the clan leaders' approval
- Vice-President

- Substitutes for the president when the president is absent or in the process of replacement
 - Assists the president and in their duties
- Secretary
 - Take notes during official meetings
 - Record the time and absences of the official meeting
 - Share the document with the notes to all eighteen clan leaders
- Treasurer:
 - Advise financial decisions to the president
 - Present finance status of the organization during official meetings
 - Calculate the finances
 - Report any debt that occurs in the organization
 - Find solutions to recover from debt
 - Can initiate fundraising ideas with president's approval
- Social Media Manager:
 - Have access to all social media accounts that's associated with Hmong Student Association at UC San Diego
 - Post appropriate media that related to the organization
 - Check photos and videos submitted by the photographer
- Photographer:
 - Take photos and videos of the organization's events, socials, and any other activities
 - Check every photo and video that was taken before submission to the Social Media Manager
 - Assists the Social Media Manager in any duties
- Event Director:
 - Manage events, plays, performances
 - Give suggestions for future events
 - Ensures the event goes smoothly
 - Overseas any activities that is planned and happening in the organization
 - Decorate events with the collaboration of the Artist, Photographer, and Social Media Manager
- Artist:
 - Create dance choreography and performances
 - Initiate dance practices and play rehearsals
 - Create arts and crafts ideas
 - Assist Event Director with decorations
- Clan Leaders holding No Executive Positions :
 - Oversea your own clan

- Report any suspicious activity, misbehavior, or any other threatening actions found within the organization to all of clan leaders
- Can vote to impeach clan leaders with an executive position and must vote for a replacement

ARTICLE VI. Section 2. Election for Office Positions

Elections will take place every spring quarter. Members who have participated in 70% of the clan meetings are eligible for clan leadership. Members are allowed to be elected to the clan leader position, but not into executive positions. Clan leaders are allowed to be elected and re-elected into an executive position.

ARTICLE VII. Risk Management

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

Hmong Student 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

Hmong Student 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>. Hmong Student 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 International Travel

Hmong Student 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 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.

ARTICLE VIII. Hazing Prevention

Hmong Student Association does not allow hazing within the organization.

ARTICLE IX. Community Mentor

The Community Mentor ensures that Hmong Student Association is displaying the Hmong culture accurately. They are selected for their wisdom and experience in the Hmong culture.

They can have a term for two years. When their two year term is finished, they can renew their two year term through an application.