

ARTICLE I. NAME OF ORGANIZATION

The organization shall be called American Society of Mechanical Engineers at UC San Diego.

ARTICLE II. STATEMENT OF PURPOSE

The American Society of Mechanical Engineers at UC San Diego is a student-run chapter of the greater ASME network. Our purpose is to bridge the gap between academic learning and real-world application by hosting workshops, industry events, and networking opportunities that prepare our members for successful engineering careers.

ARTICLE III. NONPROFIT STATEMENT

American Society of Mechanical Engineers at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

Our membership will be composed of members who are registered students University of California, San Diego. Membership in our organization will require members to attend a minimum of THREE events per quarter. They will also be encouraged to be paid members of the wider ASME organization which requires yearly dues of \$25. Membership is also consistent with the Nondiscrimination Policy Statement for University of California Publications regarding Student-Related Matters.

- UCOP: <https://policy.ucop.edu/doc/2710522/PACAOS-20>
- UC San Diego: https://ophd.ucsd.edu/policies-procedures/nps_student.html

ARTICLE IV. SECTION 1. HAZING PREVENTION - New for 2025/26 Academic Year!

American Society of Mechanical Engineers at UC San Diego is committed to maintaining a safe, inclusive, and respectful environment for all its members and does not condone hazing. Hazing, in any form, is strictly prohibited within the organization in compliance with state and federal law, Regents' policies and University regulations. Participation in hazing or any intentional, knowing, or reckless act, activity, or method committed by a person (whether individually or in concert with other persons) against another person or persons, including current, former, or prospective students, regardless of the willingness of such other person or persons to participate, that is committed in the course of a preinitiation, an initiation into, an affiliation with, or the maintenance of membership in, an official or unofficial student organization or other student group that i. causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury, including personal degradation or disgrace, and/or ii. the person knew or should have known was likely to cause serious bodily injury. As an organization, we understand that failure to abide by hazing policies and laws will result in referral to the Center for Student Accountability, Growth, and Education (SAGE) for an organizational violation and/or individual violation(s).

<http://hazing.ucsd.edu>

<https://adminrecords.ucsd.edu/ppm/docs/160-10.html>

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<https://policy.ucop.edu/doc/2710530/PACAOS-100>

Any reports of hazing can be reported anonymously via email to hazing@ucsd.edu

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

The organization will meet at least once every TWO weeks for General Body Meetings to ensure proper communication. There are no set requirements for the number of meetings each quarter or each year. Minutes will be taken for official meetings.

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.

Our organization will have at least four principal officers, namely: Chair (or Co-Chairs), Vice-Chair, Treasurer, and Secretary. Each student leader shall serve for a yearly term which starts July 1 and ends the following year on June 30. There will be a voting process where all members of the organization will have the freedom to elect their representatives.

ARTICLE VII. RISK MANAGEMENT

American Society of Mechanical Engineers at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

American Society of Mechanical Engineers 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

American Society of Mechanical Engineers 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>. American Society of Mechanical Engineers 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 THE PROVISION OF MEDICAL ASSISTANCE

In the event that the American Society of Mechanical Engineers 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.

ARTICLE VII. SECTION 3. IN CASE OF INTERNATIONAL TRAVEL

American Society of Mechanical Engineers at UCSD 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 VII. SECTION 4. IN CASE OF HANDLING OF HAZARDOUS CHEMICALS, MATERIAL, EQUIPMENT, AND/OR MACHINERY

American Society of Mechanical Engineers 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, American Society of Mechanical Engineers 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.

ARTICLE IX. COMMUNITY MENTOR

Section 1: Our community mentor is a dedicated faculty member associated with the Jacob School of Engineering

Clause A: The mentor's term spans from a year, focusing on aiding and guiding in crafting the competition campaign plan.

ARTICLE X. FINANCIAL MANAGEMENT

Section 1: No membership fees will be collected. All funding will be obtained through the American Society of Mechanical Engineers Student Grants, Industry Sponsorship, Fundraisers, or the UC San Diego A.S. Fund.

Section 2: Any funds received will be handled by the club President (Chair), Vice President (Vice Chair), and the Treasurer to fund organizational activities and events.

Section 3: Budgets will be submitted to the A.S. will only be done on an as-needed basis.

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ARTICLE XI. AFFILIATION WITH OTHER GROUPS

Section 1: This organization will be affiliated with the American Society of Mechanical Engineers, an international organization.

Clause A: Affiliation with this organization for members means they will be able to participate in the American Society of Mechanical Engineers student events, such as competitions and conferences.