

Vietnamese Student Association (VSA) at UC San Diego 2025 - 2026 Constitution

Article I. Name of Student Organization

The organization shall be called the Vietnamese Student Association at UC San Diego, hereinafter referred to as VSA at UC San Diego.

Article II. Statement of Purpose

The purpose of VSA at UC San Diego is to promote and preserve Vietnamese culture. To achieve these means, the organization will organize social, cultural, community, as well as educational activities.

Article III. Nonprofit Statement

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

Article IV. Requirements for Membership

Any registered undergraduate student at the University of California, San Diego (UC San Diego) may be granted membership. The membership fee will be set at zero dollars.

Section 1: Hazing Prevention

VSA 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).

Article V. Frequency of Organization Meetings

Section 1: General Body Meetings (GBMs)

GBMS will be held during odd weeks of every quarter with specific dates and times decided by the VSA Cabinet.

Section 2: Cabinet meetings

Cabinet Meetings will be held every week with specific dates and times decided by the VSA Cabinet. Minutes will be taken for each meeting.

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.

Section 1: Time

General elections will occur annually during the spring quarter of the academic year. Additional elections may be added at the cabinet's discretion.

Section 2: Requirements

Only registered UC San Diego students may hold office. Only registered UC San Diego students may vote in elections.

Only active members and former cabinet members will qualify to vote in a general and/or special election.

1. Active members during this period will be considered those members who have attended a minimum of 2 Spring Quarter GBMs, excluding the 5th week meeting and 1 VSA event.

Section 3: Structure of Election

1. Candidates may present a speech they have prepared with the time limit being 3 minutes. A 5-minute questioning period follows for active members to ask for general board and 10 minutes for executive board. The questioning period can be extended if there is a majority vote from active members. The extended time period is upon cabinet's discretion.

2. Only those present for the candidate's entire speech are allowed to vote for said contestant. Those that are not present must abstain.
3. Voters that abstain for one candidate running against other candidates for the same position must abstain for all candidates running for that position.
4. Voters must indicate on the ballot why they voted a certain way or have abstained.

Section 4: Positions

The VSA Cabinet will consist of:

- a. President
- b. Internal Vice President
- c. UVSA Inter-Collegiate Council (ICC) Representatives
- d. Treasurer
- e. Secretary
- f. Events Coordinator Chair (Events Chair)
- g. Anh Chi Em Chair (ACE Chair)
- h. Community Relations Chair
- i. Cultural and Philanthropy Chair
- j. Vietnamese Cultural Night (VCN) Director
- k. Vietnamese Cultural Night (VCN) Executive Producer
- k. Media Directors
- l. Fundraising Chair
- m. Historians

Section 5: Executive Board

The Executive Board will consist of the President, Vice President, Treasurer, Secretary, and ICC Representative. Only Executive Board members will be considered as principal members of the organization.

Section 6: Presidential Succession

In the case that there is a vacancy for the position of President or the elected President can no longer fulfill their duty, the elected Internal or External Vice President (ICC) shall become President(s).

Section 7: Removal Process

Members, officers, and the president may be removed from their position for failure to fulfill duties, misconduct, or actions that conflict with the mission of the organization. Grounds for removal must comply with university non-discrimination policies.

The individual will receive written notice of the concerns and the date of a hearing. At the hearing, both the organization and the individual may present information, and the individual will have the opportunity to provide a defense.

Following the hearing, a vote will be conducted by the general board and the executive board (VSA cabinet), and a two-thirds majority vote is required for removal. The final decision will be provided in writing.

Cases involving student misconduct will be referred to the appropriate university offices (OPHD or SAGE) rather than handled internally.

Article VII. Risk Management

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

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

Section 1: In Case of Interaction with Minors and/or the Elderly

VSA 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>. VSA 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.

Section 2: In Case of the Provision of Medical Assistance

In the event that VSA 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.

Section 3. In Case of International Travel

VSA 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.

Section 4. In Case of Handling of Hazardous Chemicals, Material, Equipment, and/or Machinery

VSA 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, VSA 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.