

Constitution of
The Linguistics Undergraduate Association (LingUA) at UC San Diego

Updated 2025

We, the people and wugs of the Linguistics Undergraduate Association, in order to establish a linguistic society, promote linguistics, and secure the blessings of linguistics to ourselves and our posterity, do ordain and establish this Constitution for the Linguistics Undergraduate Association at UC San Diego.

Article I
Name of Organization

The organization shall be called Linguistics Undergraduate Association, hereafter referred to as LingUA, at UC San Diego.

Article II
Statement of Purpose

The goal of this organization shall be to foster a warm, inviting environment for students interested in Linguistics through scholarly discussion, social activities, and faculty interaction. LingUA at UC San Diego seeks to promote Linguistics and related fields as well as their importance in and out of the classroom.

First and foremost, members of LingUA can expect an inclusive, supportive community. Through LingUA hosted events, they may also gain networking opportunities and connections to fellow undergraduate students as well as graduate students and faculty members of the Linguistics department at UC San Diego.

Article III
Nonprofit Statement

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

Article IV
Requirements for Membership

All registered UC San Diego students are eligible for LingUA membership so long as they abide by the [UC San Diego Principles of Community](#) and the UC San Diego [Student Conduct Procedures](#). To become a member, one must attend at least two LingUA events per quarter. There will be sign-in sheets at each event to identify event participants. There are no dues or fees required for membership.

ARTICLE IV.

SECTION 1. HAZING PREVENTION

LingUA 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 I. General members

Each quarter (with the exception of summer sessions), LingUA will host at least one general body meeting (GBM), one social event, and one academic event unless special circumstances arise. Any handouts, slides, or resources presented at LingUA events will be shared with LingUA members through remote mediums.

Section II. Board members

Board members are expected to meet weekly to discuss past events, organize set events, and plan future events. Each board meeting shall follow an agenda and have board minutes taken. For each event, there may be an informal write-up that includes event details, organization procedures, and any information that is deemed important for future events.

Section III. Emergency/special meetings

Emergency meetings and special meetings may be called for by any active board member.

Article VI

Qualifications for Holding Office and Methods of Selecting and Replacing Officers

Section I. Roles and Responsibilities

There are officially five positions that comprise the LingUA executive board, and there shall be

no executive committees within the executive board. The titles and responsibilities of the LingUA executive board are listed below.

- ❖ **President:** This role may be divided between up to two board members as co-presidents. The president is responsible for the organization as a whole and therefore has the following duties:
 - Make sure the other board members have access to and have reviewed the constitution
 - Determine and guide the direction of LingUA based on reception and critique from LingUA members
 - Create board meeting agendas and lead board meetings
 - Delegate tasks and their deadlines among the other board members, and ensure their timely completion and accommodations
 - Manage communications with other resources
 - Reserve rooms for events

- ❖ **Vice President:** the vice president serves as a link between LingUA and the Linguistics department, as well as managing LingUA's reputation. They have the following duties:
 - Set up meetings between LingUA and the LingUA advisor
 - Correspond with department faculty and/or graduate students
 - Contact necessary resources and connections for events
 - Manage and organize LingUA's Google Calendar
 - Make sure that required materials for events have been procured by given deadlines
 - Make formal announcements in the case of occurrences at LingUA events that do not follow LingUA policies
 - Handle sticky PR situations and situations of misconduct by board members or organization members

- ❖ **Secretary:** this role is responsible for secretarial duties such as organizing and documenting LingUA resources. The full list of responsibilities is as follows:
 - Log event attendance
 - Take minutes during LingUA board meetings
 - Manage and organize LingUA's google drive and anything else used to hold LingUA documents and files
 - Coordinate LingUA events
 - Research and gather historical information about the existence of LingUA and Linguistics at UC San Diego

- ❖ Treasurer: the treasurer is responsible for managing LingUA's financial matters through the following duties:
 - Record funds and spendings for events and activities hosted by LingUA
 - Collect and organize receipts related to LingUA's financial transactions
 - Collect event materials or delegate the procurement of event materials
 - Reach out to relevant departments and resources to procure funds
 - Manage and distribute reimbursements for LingUA events
 - Come up with fundraising opportunities
 - Manage funds raised from LingUA fundraisers

- ❖ Advertising: advertising is concerned with the publicity of LingUA as an organization and LingUA events, responsible for the following:
 - Design graphics, flyers, and posters for events and announcements
 - Contact necessary resources for printing LingUA flyers and posters
 - Post LingUA flyers and posters around areas frequented by members
 - Keep track of Linguistics classes to set up in-class announcements
 - Manage and assign in-class announcements for LingUA events

- ❖ Social Media Manager: the social media manager is a remote link between LingUA and LingUA members whose responsibilities encompass the following:
 - Manage LingUA social media accounts (Facebook, Instagram, Discord, etc.)
 - Post and promote LingUA events on social media platforms
 - Post pictures from events and regularly update social media stories
 - Work with advertising to create promotional graphics
 - Promote good linguistics related content

Section II. Eligibility

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. All UC San Diego Linguistics majors are eligible for office. Linguistics minors and non-majors who are interested in becoming a LingUA principal member may be considered eligible at the discretion of the standing board members. Only those who have served on LingUA board for at least one term prior to the current selection process are eligible for the role of president.

Section III. Terms and Selection

Officers shall serve for the term of one year, officially starting and ending in June, with the

exception of extenuating circumstances, resignation, or removal from office. All current board members may reprise their roles as LingUA board members. Any unfilled roles will be determined through an application process reviewed and selected by the standing board members. Following the selection process, members are expected to shadow and train under standing board members and learn how to carry out their future duties and responsibilities.

Section IV: Removal and Replacement

Executive members of LingUA are subject to a three-strike warning system.

Actions for which warnings will be discussed include, but is not limited to:

1. Conduct that violates community standards, including but not limited to those listed in Articles XI, XII, XIII, and XIV
2. Actions that defy or go against the statement of purpose as listed in Article II
3. Continual or blatant disregard of officer duties
4. Embezzlement or money laundering
5. Harassment or actions that cause harm to themselves or to others

Violation of these actions will result in a discussion and vote of disciplinary action, and the issue of a warning will be voted upon by standing board members. Votes can be called for by either: a) the President or Vice President, or b) three board members of any role.

Three issued warnings will result in the offender's removal from office. In severe cases, standing board members can also vote for the offender's immediate removal.

A vote for warning must reach *at least* 50% agreement among non-offending board members in order to be issued. A vote for immediate removal due to severe actions must reach *at least* 80% agreement among non-offending board members.

In the event that there is a vacant position within the LingUA executive board that does not follow standard term limits (such as extenuating circumstances, a resignation by a current board member, or the impeachment of a board member), the vacant position will be filled as such:

1. If the vacancy occurs during Fall or Winter quarter of the year in question, a selection process will be conducted in accordance with Article VI, Section III
2. If the vacancy occurs during Spring quarter of the year in question, the duties previously assigned to the vacancy will be distributed among the extant members until the end of the current term

Members are expected to carry out their duties until their vacancy is filled unless otherwise discussed.

Article VII Risk Management

Section I.

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

Section II.

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

Article VIII Community Advisor

Section I.

The community advisor is selected by the Linguistics Department at UC San Diego and will serve for a year unless otherwise mandated by the department. This role will be confirmed by the department on a quarterly basis.

Section II.

The community advisor shall meet with the president and vice president quarterly to discuss events and opportunities for LingUA at UC San Diego. As a connection to department resources, the community advisor will interface with faculty and external resources that may be more difficult for LingUA to reach out to. They shall also inform LingUA of funding opportunities as well as department events and feedback from the department.

Article IX Financial Management

LingUA may finance its activities through any of the following means:

1. Financial grants and disbursements at the discretion of the Linguistics department
2. As an undergraduate organization registered with the Center for Student Involvement, LingUA is qualified for reimbursements from Associated Students in accordance with the [A.S. Funding Guide](#).
3. LingUA may also be eligible for funding through methods listed on the page for [Student Organizations Funding Resources](#)

LingUA will be responsible for managing its own finances and for documenting the organization's spendings. This includes all of the responsibilities of LingUA's treasurer (listed under Article VI, Section I), as well as anything required of LingUA to be eligible for reimbursements by their chosen means. LingUA is not responsible for submitting a quarterly

budget to the A.S. or G.S.A. finance committee

Article X

Affiliation with Other Groups

While LingUA at UC San Diego is not officially affiliated with other groups, we are not opposed to potential partnerships and networking with undergraduate organizations dedicated to Linguistics at other colleges and universities. This outreach will be dedicated to improving the quality of our events and increasing networking possibilities. There will be no additional requirements of members for this outreach.

Article XI

Statement of Non-discrimination

LingUA at UC San Diego shall not discriminate against anyone on the basis of the following: race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services.

Article XII

Statement of Non-hazing

LingUA at UC San Diego shall not engage in hazing, harassment, or any acts of violence or harm. These are defined by the UC San Diego [Student Conduct Procedures](#), the University of California [Policies Applying to Campus Activities, Organizations and Students](#) (PACAOS) section III, and by [CA penal code 245.6](#).

Article XIII

Statement of Compliance with UC San Diego regulations

We, the students of the Linguistics Undergraduate Association (LingUA), shall comply with the UC San Diego [Student Conduct Procedures](#) as well as the University of California [Policies Applying to Campus Activities, Organizations and Students](#) (PACAOS).

Article XIV

Statement of Academic Neutrality

LingUA does not support or oppose any theoretical linguistic approach above others.

Article XV

Constitutional Amending

LingUA board members are expected to review the constitution prior to the election of new board members and prior to the registration of LingUA as a student organization. Amendments can be proposed by any active board member during any board meeting. After discussion, the proposed amendment must then be voted on or ratified by three-fourths of the board members. If passed, the amendment will be put into effect the following quarter unless unanimously voted to be effective immediately.