
ARTICLE I. NAME OF ORGANIZATION

The organization shall be called Armenian Pre-Law Student Association at UC San Diego (APLSA)

ARTICLE II. STATEMENT OF PURPOSE

Our purpose is to create an environment/association where individuals who are interested in going into the field of law can come and connect with helpful people and resources to guide them. We are inclusive of everyone, and specifically built for Armenian students who are passionate about joining and contributing. We will work to host events where professionals come and speak, and go to conventions that are aimed at pre-law students. We will announce LSAT help sessions, law school application help, and connect interested individuals with established professionals in their respective fields, while also including willing alumni. We want to foster an environment that feels welcoming and motivating.

ARTICLE III. NONPROFIT STATEMENT

The Armenian Pre-Law Student Association at UC San Diego is a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

We are open to any student at UC San Diego who is interested, regardless of sexual orientation, gender, religion, origin, or race. All members are able to join any event they decide, which is run by the executive board.

Paid Membership: Membership dues will be decided amongst the current executive board members of the new school year, and will be communicated to the members. An individual can be a paid member if they are a student or faculty member at UC San Diego by paying all dues that are due to the organization. Deadlines will be determined by the executive board. If a member fails to pay dues, they can still attend events; however, they will not have the authority to vote or run for executive positions. With a paid membership comes rights, such as running for an executive position, voting at elections, and possibly yearly merchandise that could include t-shirts, sweaters, etc..

Students at other Universities and Colleges are allowed to regularly attend our association, and they will be considered members of our Armenian Pre-Law Student Association at UC San Diego if they pay the membership dues (if applicable).

ARTICLE IV. SECTION 1. HAZING PREVENTION

Armenian Pre-Law Student Association 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

YEAR

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. MEETINGS ***

General meetings (GBMs): The Armenian Pre-Law Student Association will hold 1-2 general body meetings per quarter. In addition, it will work to hold events that allow other professionals to come and connect with our members. Members are encouraged to attend the events at their convenience.

The executive board will announce when there is an upcoming event/meeting.

The Armenian Pre-Law Student Association will hold events/activities that are considered non-general meetings.

The Armenian Pre-Law Student Association will hold one election at the end of the school year for the next year's board members.

Executive board meetings:

Will be held every other week, prior to a general body meeting if there is one that week.

Are allowed to be held with a quorum of a minimum of three executive board members present.

Executive board meetings will have minutes recording the official business of the organization taken by the secretary. Those who are absent must read the minutes and catch up with decisions and plans.

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.

Elections will be held prior to the end of the spring quarter.

Only paid members at UC San Diego will be eligible to participate/vote. All student-paid members may run for the following positions: President, Vice President, Secretary, Treasurer, Social Director, and Outreach Coordinator (possibly 2).

The executive board will run elections, and votes will be counted by an unbiased party, who is graduating.

If a position is left unclaimed, the new executive board can decide who they think is the best fit to fill it.

An official membership in the organization is a requirement to run for any executive position.

The maximum number of individuals on the executive board is 6 or 7. There can only be one executive per position, with the exception of the outreach coordinator, which can be 1 or 2.

c. The executive board shall consist of the following positions, listed in hierarchical order:

YEAR

President, Vice President, Secretary, Treasurer, Social Director, and Outreach Chair.

d. All executive board members are required to attend at least 80% of all hosted events.

i. A majority (4) of executive board members must be present at each event.

ii. The individual member who does not fulfill this quota regularly shall have their position reviewed by the executive board for a final decision.

The term of the old executive board expires upon the conclusion of the spring quarter.

b. The term of the new executive board begins upon the conclusion of the spring quarter.

Executive Board duties

- The executive board is responsible for running the organization and working together.
- The duties of each position include, but are not limited to:

- President

- Look over all activities and decisions.
- Responsible for having an agenda prior to each executive meeting, and calling the meetings.
- Is in charge of running both executive meetings and general body meetings.
- One year of membership as an executive member of the organization is required prior to running for president.

- Vice-President

- Assists the President and covers if they are absent
- Oversees each executive member's position.
- One year of membership as an executive member of the organization is required to run for Vice-President.
- In charge of completing TAP forms

- Secretary

- Takes minutes at each executive meeting.
- Prepares the minutes prior to each meeting, and reviews them after the meeting
- Responsible for documents
- Responsible for the Gmail account (aplsaucsd@gmail.com)
 - Communicates efficiently through the email account, and shares all correspondence with the rest of the board.
- Reserves rooms for meetings
- In charge of maintaining the membership roster and taking attendance

- Treasurer

- Maintains accurate accounts for all Armenian Pre Law Student Association funds, income, and expenses.
- Updates our balance sheet regularly and communicates with the rest of the board.
- Takes responsibility for deposits and withdrawals of the account.
- Presents a summary overview of expenses and the balance sheet at the end of the year.

YEAR

- Responsible for finding missing funds, in charge of financial paperwork
- Social Director
 - Creates flyers, advertisements for each event hosted
 - Successfully shares the events with all members of the association.
 - Documents all events and posts them
 - Responsible for attending each event to record, and if not, finding a cover that can do so prior to the event
 - Creates, uploads, and manages all social media handles.
 - Group me, Instagram, TikTok, Linktree, LinkedIn
 - Responsible for creating slides for GBMs and approving them through the executive board prior to the GBM.
 - Post the slides on Instagram the next day
- Outreach Coordinator:
 - In charge of communication between the Armenian Pre-Law Student Association and other on-campus and off-campus organizations, and professionals
 - Actively seeks out events on and off campus that we can participate in.
 - Connects with outside professionals in the legal field.
 - Establishes ties with other organizations
 - Involved in the community to seek events and share with the rest of the association
 - Helps plan events and book the rooms on campus to host meetings
 - In charge of filling out TAP forms for events
 - Works closely with our mentor to efficiently plan events within the pre-law program.
 - Plans library walk events and books the tabling

*****ARTICLE VI. SECTION 1. REMOVAL PROCESS**

For our organization, the removal process will be overseen by executive board members.

- An executive board member who is absent from four board meetings has the right to be addressed for removal.
 - They will be given a written notice and announcement.
 - A vote will be taken amongst board members, minus the member who is up for dismissal.
 - If the majority votes in favor of dismissal, they will be dismissed, and the remaining executive board must find a replacement.

ARTICLE VII. RISK MANAGEMENT

Armenian Pre-Law Students Association at UC San Diego is a registered student organization at the University of California, San Diego, but not part of the University itself.

Armenian Pre-Law Students Association at UC San Diego understands that the University does not

YEAR

assume legal liability for the actions of the organization.

Potential risks can be taking legal actions that we learned about and used against us as an association.

ARTICLE VII. SECTION 1. IN CASE OF INTERACTION WITH MINORS AND/OR ELDERLY

Armenian Pre Law Students 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>. Armenian Pre Law Students 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 the 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 3. IN CASE OF INTERNATIONAL TRAVEL

Armenian Pre Law 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 IX. COMMUNITY MENTOR

Our community mentor is picked based on the connection the current executive board has. We need someone who is able to communicate efficiently, respond to emails in a timely manner, and is involved in legal procedures, activism, or has connections to help our club succeed. Our Community Mentor for the 2025-2026 school year is David Ojakian, who is a very active member in different organizations such as the Armenian Assembly of America, where he serves as the Western Region Director, the AGBU, where he serves as a volunteer, and he is involved with the Armenian Church Western Diocese and other cross-community Armenian organizations.

The goal is for Mr. Ojakian to look over our events, attend them as much as he can, and help connect us with professionals who can come talk and present themselves. He will also help us to connect with other organizations, members of Congress, city, county, and state legislators, as well as the Armenian community all across the country. David will be serving for one year. For the 2026-2027 school year, the new board and David can decide whether it is time to elect a new mentor or continue with David.