

## **Article I. Name of student organization**

The graduate student run organization is called the Bioengineering Graduate Society or BEGS for short.

## **Article II. Statement of Purpose**

The Bioengineering Graduate Society (BEGS) aims to be an interface for bioengineering graduate students at UC San Diego, the department, and the local community. Since its creation in 1994, the BEGS mission is to foster professional, educational, and social development opportunities through relationships with industry, alumni, and students. BEGS is a graduate student-run organization with the aid of the Bioengineering Department, Institute of Engineering in Medicine (IEM), and Institute of Engineering in Medicine Whitaker Center for Biomedical Engineering Industrial Advisory Board (IAB). BEGS has five core initiatives: 1) professional development, 2) outreach, 3) community building, 4) continuing education, and 5) alumni relations.

### *Professional Development*

BEGS facilitates interaction between students and industry/alumni in the greater San Diego area for professional networking, building communication and leadership skills, as well as increasing awareness of post-graduate opportunities. BEGS meets these goals with events such as Breakfast with Industry, Bioengineering Day, and the Chutes and Ladders panel series.

### *Outreach*

BEGS offers the graduate students of the Bioengineering Department multiple opportunities to get involved in the local and national community. On a local level, we hold lab tour events, visit high schools, and host a booth at the Annual San Diego Festival of Science and Engineering (SDFSE) Expo Day. BEGS also hosts a booth at the USA Science and Engineering Festival in Washington DC, which occurs every other year.

### *Community Building*

BEGS connects graduate students with faculty, staff, and fellow students through various social events during the year. BEGS hosts a social hour called the Bioengineering Bear Hug at the beginning of each school year to help introduce new graduate students and faculty members to current members of the department. BEGS works directly with the department to sponsor events including a summer barbeque, morning coffee hours, and local volunteering initiatives.

### *Continuing Education*

BEGS helps with the education process of graduate students. Every year, the more senior graduate students help first year PhD students prepare for their qualifying exams through mock examinations.

Recruitment of elite students is another aspect of continuing education at UC San Diego. During interview weekends, BEGS organizes events and members offer housing to prospective students to help recruit the finest students from across the country.

#### *Alumni Relations*

Developing a relationship with Bioengineering alumni is a priority for BEGS as indicated by the creation of the Alumni Advisory Council. BEGS will pursue increased involvement and participation by Bioengineering alumni in industry.

### **Article III. Non-Profit Status**

The Bioengineering Graduate Society is a non-profit student organization.

### **Article IV. Requirements for Membership**

Membership should be full-time bioengineering graduate students at all levels (M.Eng, M.S., Ph.D) or to full-time graduate students working in the lab of a core bioengineering faculty. There are no additional qualifications for membership.

### **Article V. Frequency of meetings**

There will be one general body (GB) meeting per quarter during the academic school year. During the summer, there will be no GB meeting. Other meetings that are required for specific events or initiatives will be held in a need be basis.

### **Article VI. Officer Selections**

Only registered UCSD students may hold office in the organization. Only registered UCSD students may vote in elections for the selection of the organization's officers.

#### *Timing:*

Officer selections are held in the Spring and Fall quarters. Major position are decided in the second half of the Spring quarter in order to help the incoming officers transition into their roles by the following year. Minor position elections are held in the first GB meeting of Fall quarter as a transition period is not necessary.

*Positions:*

**Executive Board – Major Positions, Selected in Spring by Previous Executive Board Members (Majority Vote)**

President

VP Internal

VP External

**Internal Board- Major Positions, Selected in Spring by New Executive Board Members (Majority Vote)**

Academic Chair (1)

Community Development Chair (1)

Bear Hug Chair (1)

GSA Rep(s) (4 + 1 alternate)

JGSC Rep (1-2)

Union Steward(s) (1-2)

Webmaster/Communications Chair (1)

**External board- Major Positions, Selected in Spring by New Executive Board Members (Majority Vote)**

Breakfast with Industry Chair (1)

Alumni Chair (1)

Student Industry Rep (1)

Industry Chair (1)

Festival Outreach Chair (1)

High School Outreach Chair (1)

Recruitment Chair (1)

**Minor Positions Elected in the Fall**

Assistant Festival Outreach Chair (1)

Assistant Breakfast with Industry Chair (1)

MEng Representative (1)

Number of required individuals for a particular position other than President, VP External, and VP Internal can be changed by the discretion of the President. Additional positions can be created at the discretion of the President.

*Eligibility:*

An eligible member of the organization (see Article IV) that is a bioengineering graduate student can run for office. An elected official must be a bioengineering graduate student.

*Succession:*

The succession of BEGS officer positions are determined during the Spring quarter and following the GB meeting of the Fall quarter. Members interested in major officer positions for the following academic year will fill out a self-nomination survey about the positions they're interested in, their previous contributions to the organization, their leadership experience, etc. The current academic year executive board will evaluate the nomination survey results and interview candidates for the next academic year executive board positions and select the next executive board. The newly decided executive board will then evaluate the nomination survey results, interview, and select the officers in the other major positions. Unfilled positions in the Spring are filled by the same process in the Fall quarter.

*Term Length:*

Most positions will start at the end of Spring quarter following elections and end the following Spring quarter after elections. Students who are adept at their positions can hold as many terms at a particular position as desired.

*Removal from office:*

If a majority of individuals holding major positions believe that a particular member in office is not fulfilling the duties of their position, they can be removed from their elected position and replaced by another eligible member through the discretion of the major position holders. Removal can only be carried out if the individual is not accomplishing their duties. Differences in opinion of how to carry out a position are not grounds for removal of office.

**Article VII. Risk Management**

The Bioengineering Graduate Society at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.

The Bioengineering Graduate Society at UCSD 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 the Elderly*

The Bioengineering Graduate Society at UCSD 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 the Center for Student Involvement, online or in person (in person by request only). The Bioengineering Graduate Society 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 VIII. Community Advisor**

The Bioengineering Graduate Society at UCSD has Justina Houston, an administrative assistant in the Institute in Engineering in Medicine (IEM), as our community advisor. Since Justina coordinates the IEM funding for our organization's annual Breakfast with Industry event and outreach events, she is the most desirable advisor for our organization.