

Constitution for One Step Closer

Article I: The official name of this organization shall be “One Step Closer at UCSD.” “One Step Closer at UCSD” (OSC) a non-profit, student organization, OSC will be used to address “One Step Closer at UCSD”.

Article II: The purpose of the club is to provide resources aimed to assist underserved, Muslim high school students in the San Diego area regarding college applications, scholarship search, SAT/ACT and homework tutoring, and even mentorship to determine a next step that will prepare them to be one step closer to their ambitions.

Article III: Membership Section 1: Membership in OSC at the University of California, San Diego, hereinafter referred to the University, shall be open to any and all students at the University. Active membership shall be determined by an application and possible interview. Once a student graduates or ceases to be a student at the University, his/her membership in the club shall cease. Section 2: Any member may be removed from membership for violation of the purposes of the organization by a two-thirds vote of the membership. All members must be notified of this pending action at least one week prior to removal decision. Written charges by a member are to be presented to the Executive Committee who will notify the member in question with sufficient opportunity given for the member to answer charges at a meeting of the membership. Voting for removal from membership is to be done by secret ballot. The member in question must be notified immediately of the outcome of the vote. Section 3: It shall be stated as part of the policy of OSC that there shall be no form or type of discrimination in the group, whether it be due to one's race, color, religion, sex, sexual orientation, gender expression/gender identity, national origin, ancestry, age, differently-abled, veteran status, marital status,

citizenship, or medical condition (cancer- related). Section 4: Membership in OSC shall come with full floor and voting privileges on any and all items of club business, including resolutions, items of legislation, bylaws, and elections.

Article IV: Officers Section 1: 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" officer eligibility. The officers shall consist of a President, Vice President, Secretary, and Treasurer. The officers shall be responsible for all administrative duties of the club. Section 2: The President shall have the power to establish and maintain operation procedures of the club, call meetings, and answer for all actions of other officers. The President shall be able to vote in all decisions affecting One Step Closer at UCSD. Section 3: The Vice President shall assist the President with all administrative duties in the absence of the President. Section 4: The Secretary shall keep accurate and detailed records of all meetings and affairs, send/transmit all official club correspondence, and coordinate preparation and distribution of club flyers, handouts and publications. Section 5: The Treasurer shall receive and distribute club funds upon the authorization of the President, in accordance with the financial rules and regulations of the University and the laws of the State of California, and make financial reports at all Executive Committee meetings, and at the regular meetings of the club, and coordinate fundraising activities. Section 6: The elected officers shall form the Executive Committee. Section 7: All elected officers should be in good academic standing at the University (above a 2.0 GPA).

Article V: Elections Section 1: The President, Vice President, Secretary, and Treasurer, shall be elected by the members of the club to serve a term of one year. Annual elections shall be held in

the third week of winter quarter. The officers shall be elected by means of a secret ballot. The term of office for all officers shall begin on the Monday of the fourth week and end on the same day of the following year. Section 2: Nominations of candidates for club officer positions shall be from the floor of the meeting by any club member. Nominees for officer positions must be club members. Section 3: Voting shall take place after the close of nominations for each office. Officers shall be elected by majority vote of those One Step Closer at UCSD members present, provided quorum is met. (See Article VII.) Section 4: The order of succession shall be: (1) President, (2) Vice President, (3) Secretary, (4) Treasurer. Section 5: Vacancies occurring in any of the elected officers shall be officially filled at the next regular club meeting following the occurrence of such a vacancy or vacancies. The order of succession shall be followed in the filling of any vacant office during any unexpired term. If an officer declines to succeed to a vacant office, then an election shall be held to fill the office of the officer for the remainder of the unexpired term. The election procedure for filling the unexpired term of a vacant office shall be the same as for the normal procedure for elections.

Article VI: Removal from office Any officer may be removed from office for failure to perform his/her prescribed duties by a two-thirds vote of the membership, provide that all members are notified of this pending action at least one week prior to the removal decision. Removal from the office can occur either for failure to carry out the responsibilities of that office, or for actions which violate the purposes of the organization. Written charges by a member are to be presented to the Executive Committee who will notify the officer in question with sufficient opportunity given for the officer to answer charges at a meeting of the membership.

Article VII: Meetings

Section 1: General membership meetings shall be held weekly, with additional meetings called by the President as needed. Notice of additional meetings must be given to all One Step Closer at UCSD members in the timeliest manner possible, usually not less than one week. The official means of notifying members shall be electronic mail communications. Section 2: The Executive Committee shall meet when called by the President. Section 3: Official notice of the meeting at which the election of club officers will take place must be provided to all One Step Closer at UCSD members not less than two weeks prior to such meeting. Section 4: Quorum shall be defined as fifty percent plus one of the total of One Step Closer at UCSD membership. Quorum is needed for official votes to take place. One Step Closer 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). One Step Closer at UCSD 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. In the event that One Step Closer at UCSD 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 VIII: Funding One Step Closer at UCSD shall, as it deems necessary, undertake

fundraisers for its own purposes. All fundraising shall be conducted in accordance with University Policies.

Article IX: Amendments to this constitution shall be adopted by a two-thirds vote of the members present at two consecutive meetings at which the amendment has been read.

Article X: Jurisdiction One Step Closer at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself. One Step Closer at UCSD understands that the University does not assume legal liability for the actions of the organization. One Step Closer at UCSD is subject, as a recognized non-profit student organization, to the rules, regulations, and policies of the University and the laws of the State of California. The rules, regulations, and policies of the University shall hold precedence over any and all rules, regulations, and policies applying to One Step Closer at UCSD. One Step Closer at UCSD is associated with the Islamic Center of San Diego. The ICSD resides in the heart of Clairemont and is the largest Mosque in San Diego County. Our mission statement is to serve the religious needs of the San Diego Muslim population and work with the larger community to serve the less fortunate, to educate, and to better our nation. The regular activities held at ICSD are the five daily prayers, Friday prayer and sermon, and a variety of educational talks and seminars. We also work with other Mosques in San Diego county in sponsoring and holding events for the local Muslim community. In addition to these programs, ICSD is increasingly branching out in working with other San Diego organizations for social causes of interest to all people of faith

This Constitution is adopted on the date of August 30, 2018 in the presence of:

Omar Shalakhti

Janan Alkhaja

Musaab Khan

Ahmed Maghwari

This Constitution is approved on the date of _____

by

James Stascavage, Dean of Student Affairs