Article I. Name of Student Organization

**The organization shall be called San Diego Homeless Health Initiative at UCSD.**

Article II. Statement of Purpose
**The organization’s purpose is to improve the San Diego homeless population’s health and well-being. We will accomplish this mainly through the production and distribution of health kits specifically designed to provide the best improvement to homeless lives. However, we will aim to aid the homeless population in any way we can, which may include activities such as holding donation drives, creating informational pamphlets for the homeless’ benefit, or donating money raised to local homeless shelters. This organization seeks to bring light to the issue of homeless persons’ poor states of health, which we believe is an issue much looked over by society.**

Article III. Nonprofit Statement

**San Diego Homeless Health Initiative at UCSD is a non-profit student organization.**

Article IV. Requirements for Membership

**In order to be a member, persons must:**

* **complete the New-Member Registration Form**
* **volunteer in at least one organization event per quarter**
* **attend at least 50% of whole-organization meetings**

**If persons fail to meet these requirements, their memberships can be withdrawn.**

Article V. Frequency of Organization Meetings

Organization members will meet monthly. A schedule of meetings will be released before operations begin at the beginning of each quarter, sent out via email. Meetings will be approximately one-hour long. Members are required to attend a minimum of 2 out of 3 organization meetings every quarter. At the conclusion of each meeting, a copy of the Meeting Minutes will be sent via email to every member for their benefit.

Article VI. Qualifications for Holding Office and Methods of Selecting and Replacing Officers

**Office holders will be interviewed, then selected by the president when a position needs to be filled, and will hold their office indefinitely until they resign or are removed from said office. Failure to perform office duties may result in termination by the president. The president will also be able to choose his/her successor. 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.**

Office positions include:

* ***President/Co-President:*** *Oversees other officers and delegates responsibilities and tasks. Ensures deadlines are met and organization operations run smoothly. Responsible for choosing persons to fill officer positions.*
* ***Vice President:*** *Consults with president(s) and aids with presidential duties. Serves as a liaison between members of the organization and the president(s). Handles all organization monies and bank accounts, oversees all financial transactions, and allocates funds.*
* ***Operations Manager:*** *Coordinates events, including: reserving venues, submitting any forms/documents required to hold said events, and ensuring that all items needed for event are accounted for.*
* ***Secretary:*** *Keeps track of organization’s operations through tasks such as: recording Meeting Minutes, maintaining the organization email account, and keeping a log of every member’s contact information and role in the organization.*
* ***Community Outreach Manager:*** *Connects organization with other charity organizations, finds various volunteer opportunities for members, and helps coordinate said opportunities.*
* ***Chief Recruiting Officer:*** *Handles member recruitment. Spreads awareness of the club to recruit new members and helps ensure each new member is aware of and fulfills the requirements of becoming a new member.*
* ***Media Manager:*** *Responsible for all organization media accounts, including Facebook and the organization website. Manages and updates these accounts, keeping them current and interactive to showcase our organization and its activities in the best light possible.*
* ***Fundraising Officer:*** *Oversees fundraising for the organization. Plans fundraising events and works to find the best fundraising opportunities.*

Article VII. Risk Management

**San Diego Homeless Health Initiative at UCSD** **is a registered student organization at University of California, San Diego, but not part of the University itself.**

**San Diego Homeless Health Initiative at UCSD understands that the University does not assume legal liability for the actions of the organization.**

**The risks associated with our organization’s activities are less for our member and more for the members of the homeless community that we will be working with. Some members of the homeless population may be disabled or may have mental illness; therefore, our members must take special care when interacting with them. In order to keep our members and the homeless population safe, our members will be trained in specific ways to interact with the homeless that will ensure that our members and people in the homeless community always feel comfortable and safe.**

Article VII. Section 1. In Case of Interaction with Minors and/or the Elderly

**San Diego Homeless Health Initiative 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). San Diego Homeless Health Initiative 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 VII. Section 2. In Case of the Provision of Medical Assistance

**In the event that San Diego Homeless Health Initiative 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 VII. Section 3. In Case of international travel

 **San Diego Homeless Health Initiative at UCSD 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.**

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

**San Diego Homeless Health Initiative at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, San Diego Homeless Health Initiative at UCSD 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 of those trained in the handling of chemicals/use of research equipment or machinery.**

Article IX. Financial Management

This organization finances all of its activities solely through fundraising. All of the organization’s monies are stored in an off-campus bank account that is controlled by the president and accessible to the vice president, who keeps track of the organization’s financial transactions. The president can decide who takes over control of the bank account after he/she resigns from their position. All of the money earned by this organization is put towards benefiting the San Diego homeless population.

Article X. Affiliation with Other Groups

This organization is only affiliated with other UCSD organizations that are dedicated to aiding the homeless. We sometimes collaborate with these other organizations in order to better help the homeless community by combining our resources.