

Constitution for PERIOD. at UCSD

Article I. Name of Student Organization

The organization shall be called PERIOD. at UCSD.

Article II. Statement of Purpose

PERIOD. at UCSD is one of the many chapters of PERIOD., a national youth-led non-profit organization that strives to break down the stigma of menstruation while providing menstrual hygiene products to those in need. PERIOD. at UCSD aims to help lead PERIOD.'s "Menstrual Movement" by advocating for equal access to menstrual hygiene products, educating others about this cause, and participating in service events. By hosting fundraisers to raise money for purchasing menstrual products, and by conducting donation drives, PERIOD. at UCSD will acquire the resources needed to create menstrual hygiene product care packages. All proceeds will then be donated to local San Diego recipient organizations that support homeless individuals in need of these packages.

PERIOD. at UCSD also plans to incorporate educational components regarding the disparity in people's access to menstrual hygiene products during General Body Meetings (GBM's) and tabling events. Furthermore, PERIOD. at UCSD strives to make the discussion around menstruation a more comfortable topic, regardless of a person's identity. PERIOD. at UCSD believes that access to menstrual hygiene products should be a basic human right, and not a luxury or a privilege.

Article III. Nonprofit Statement

PERIOD. at UCSD is a non-profit student organization.

Article IV. Requirements for Membership

All University of California, San Diego students will be eligible for membership with PERIOD. at UCSD, regardless of race, ethnicity, color, ancestry, nationality, citizenship, sex, sexual orientation, gender, gender identity, creed, age, religion, marital status, disability, medical condition, socioeconomic status, military status, political beliefs, language proficiency, and abilities.

All members of PERIOD. at UCSD are required to demonstrate support for the mission statement of this organization and to participate in General Body Meetings (GBM's), fundraising/tabling events, and service events. In order to become an official member with this organization, members are required to pay a \$15 per academic year membership fee at the beginning of every quarter. These fees will be utilized to purchase items needed for fundraising

events, to purchase menstrual hygiene products, to provide food at meetings, and to purchase supplies needed for creating care packages. PERIOD. at UCSD also holds the right to reasonably alter this membership fee when necessary. Any member that fails to pay these quarterly dues will not be considered an active member with the organization (exceptions may apply).

To become an official member with PERIOD. at UCSD, signup is required during attendance at one of the GBM's or through email with a current board officer. The quarterly membership fee must also be paid before participation in this organization's activities can occur. Members are classified as non-active or active members. Active members must demonstrate participation in fundraising/tabling events, meetings, and service events by attending at least one GBM and one service event per quarter.

PERIOD. at UCSD holds the right to remove any member that is not in compliance with the organization's policies and goals. Members will be removed for failing to adhere to the philosophy of PERIOD. at UCSD, disorderly conduct, illegal behaviors, and inactivity over the span of one academic year. Removed members will no longer be able to participate in this organization's meetings and activities. Removal will be done at the discretion of the executive board. Members can appeal their removal through a meeting with the executive board.

Article V. Frequency of Organization Meetings

PERIOD. at UCSD will conduct both General Body Meetings (GBM) and Board Meetings. For GBM's, there will be at least two per quarter, especially before large fundraising or service events. The day and times of the GBM's will vary every quarter depending on officers' availabilities to conduct these meetings. Location of the meetings are also TBD, but all of the information about GBM's (times, location, etc.) will be posted through emails, social media, and flyers. The organization's President will lead the GBM's, but other officers be leading presentations during the GBM's. All board members are required to attend every GBM, unless extenuating circumstances prevent board members from doing so. Minutes will be taken at GBM's in order to disseminate information to members who cannot attend certain meetings. Active members are required to attend at least one GBM and one fundraising/tabling or service event per quarter.

Board Meetings will also be led by the organization's President. There will be at least three board meetings every quarter. Days and times of board meetings will also vary every quarter depending on officers' availabilities. All officers are expected to attend board meetings, unless extenuating circumstances prevent them from doing so. If an officer were to miss a board meeting, that individual is expected to notify the President at least 48 hours in advance. An officer that is missing too many board meetings (more than 2 every month) will need to speak to the President to reevaluate his/her eligibility as an officer. During these board meetings, planning for future GBM's, fundraisers, campaigns, and service events will take place.

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

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.

PERIOD. at UCSD will have an executive board of the following officers: President, Vice Presidents, Secretary, Treasurer, Publicity Chair, Internal Affairs, and External Affairs. At any point, PERIOD. at UCSD reserves the right to have some vacant positions until those positions can be fulfilled by a qualified officer.

-Officer Expectations and Duties:

President (2) : The President is responsible for being the primary contact between the PERIOD. parent organization and its PERIOD. at UCSD chapter. The President will complete monthly check-ins with the parent organization (end-of-the-month surveys and monthly phone calls). The President is also responsible for maintaining a consistent and strong relationship with the parent organization. Furthermore, the President will be in charge of making sure that all officers are carrying out their duties, while also helping all the officers complete their tasks. The President will participate in publicizing PERIOD. at UCSD, will lead GBM's and executive meetings, will contribute to fundraising ideas, will serve as a major link between this chapter and other UCSD/SD organizations, and will maintain friendly relations with members alongside with the Internal and External Affairs. The President will also work closely with the Treasurer in terms of organizing and executing fundraising, tabling, and service events. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

Secretary/Publicity Chair: The Secretary/Publicity Chair is responsible for taking minutes at GBM's to disseminate information to members who cannot make the meetings. The Secretary is also in charge of sending out periodic emails, reminders, and newsletters to the organization's members. Additionally, the Secretary will keep track of active members of the organization. This officer will also be responsible for setting up a distribution schedule for the menstrual hygiene care packages to the local community. This officer is responsible to co-lead the publicity committee with the Publicity Chair to ensure our events, on and off campus, are being promoted throughout the campus and via social media in a way that makes the event appealing to all. Lastly, this officer will also contribute to fundraising ideas. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

This officer is also responsible for publicizing PERIOD. at UCSD on various forms of social media about upcoming GBMs, fundraisers/tabling events, and service events. This office

will participate in creating flyers/posters (or any other forms of advertisement) that will be distributed across campus and be posted on various forms of social media. This officer is responsible to co-lead the publicity committee with the Secretary to ensure our events, on and off campus, are being promoted throughout the campus and via social media in a way that makes the event appealing to all. Lastly, the Publicity Chair will also help contribute to fundraising ideas. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

Treasurer: The Treasurer is responsible for keeping track of all of the funds raised during fundraisers and of membership dues. The Treasurer, along with the assistance of the fundraising chair, is responsible for maintaining spreadsheets of financial information to report to the parent organization. This officer is responsible for requesting funding from other sources if the organization finds that doing so is necessary. The Treasurer is expected to be the primary person in charge of coming up with fundraising ideas, although all other officers will also contribute. The Treasurer is responsible for helping the President find sponsors for fundraisers. Lastly, the Treasurer will maintain spreadsheets of financial info/expenditures to report to the parent organization. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

Outreach Chair: This officer is responsible for assisting the President in reaching out and maintaining relations with other UCSD organizations for collaboration. This officer will work with the President in terms of maintaining relations with members (to seek out active members, recruit members, etc.). This officer is responsible for keeping track of all donated items received during fundraisers/donation drives/donation bins/other events. Lastly, the Community Outreach Chair is expected to contribute to fundraising ideas. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

This officer is also responsible for assisting the President in reaching out and maintaining relations with other San Diego organizations for collaboration (Outside the UCSD community). This officer will work with the President in terms of maintaining relations with members of the surrounding San Diego Community. This officer is responsible for keeping track of all donated items received during fundraisers/donation drives/donation bins/other events. This officer is responsible to co-lead the outreach/event committee with the Internal Affairs Chair to ensure our events, on and off campus, are being followed through accordingly. Lastly, the Community Outreach Chair is expected to contribute to fundraising ideas. Failure to fulfill the listed duties above and/or irregular attendance with the organization may lead to a re-evaluation by the executive board of the officer's ability to remain in office.

-Requirements/Process for Running and Holding Office:

All officers and candidates for office must be active paid members of PERIOD. at UCSD.

The application cycle for running for office will open in April of Spring Quarter. Officer applications will be released in April, followed by interviews conducted by current officers. New officers for the upcoming school year will be selected by a majority vote amongst the current officers. Officers will be chosen based on their level of involvement throughout the school year, their demonstration of leadership and teamwork skills, their written application, and their interview performance. New officers will be elected to office by May of the Spring Quarter, and old officers will aid in the new officers' transition to their newly elected roles. These newly elected officers will serve on the executive board until May of the following school year.

-Removal of Office & Vacancies:

Current officers who are not fulfilling duties may be removed from office by a majority vote amongst the other current board members.

If at any point a vacancy in office occurs, there will be another application and election process enacted to fill that vacancy.

Article VII. Risk Management

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

PERIOD. at UCSD understands that the University does not assume legal liability for the actions of the organization.

Due to fundraisers and volunteer events, we may be handling heavy equipment. This may cause possible bodily injuries. In order to mitigate these risks, we will make sure safety precautions are taken and include volunteer policies and procedures for all individuals. For all volunteer events, waivers must be signed that make sure the participants acknowledge the possible hazards and follow the instructional procedures in order to avoid any possible risks.

Article VIII. Financial Management

PERIOD. at UCSD will finance its activities through various methods. The Treasurer will be the officer primarily responsible for handling and documenting all collected finances. Any money gathered through events will be recorded by the Treasurer and then will be deposited at the organization's on-campus bank account. This bank account is also where money will be withdrawn in order to host events.

Quarterly membership dues and money collected at fundraising/tabling events will be utilized for purchasing food at GBM's, for creating various forms of advertisement, for purchasing event supplies, and for purchasing menstrual hygiene products utilized in care packages.

If PERIOD. at UCSD finds it is necessary to request for funding, potential sources of funding include (but are not limited to) A.S.'s finance committee, College Councils, the UCSD Women's Center, and the PERIOD. parent organization.

Article IX. Affiliation with Other Groups

PERIOD. at UCSD is affiliated with the national youth-led and non-profit organization, PERIOD. Monthly communication with the parent organization is required, including periodic updates and check-ins. This affiliation does not come with any additional requirements for members of PERIOD. at UCSD.

Article X. Constitutional Amendments

This constitution can be amended by a two-thirds majority vote of the entire membership during a GBM of PERIOD. at UCSD. Notification of this notion will be publicized to members at least one meeting in advance in which the actual vote will be conducted.