ASSOCIATION FOR WOMEN IN MATHEMATICS AT UCSD CONSTITUTION
ACADEMIC YEAR 2019-2020

ARTICLE I. NAME OF STUDENT ORGANIZATION

The organization will be called the Association for Women in Mathematics at UCSD.

ARTICLE II. STATEMENT OF PURPOSE

Specific goals for this chapter are to
1. build community for women in mathematics,
2. provide mentorship for UCSD’s women in mathematics,
3. attract more diverse candidates to our graduate programs, and
4. create and maintain connections with other chapters of AWM.
We believe achieving our goals will directly and positively impact our ability to support, retain, and attract talented women in our mathematics programs.

ARTICLE III. NONPROFIT STATEMENT

Association for Women in Mathematics at UCSD will be a non-profit student organization.

ARTICLE IV. REQUIREMENTS FOR MEMBERSHIP

Interested students can go to the Association for Women in Mathematics website to sign up for an Association for Women in Mathematics membership at no charge. Membership in student chapters is open to all, regardless of gender identity or expression, race, color, religion, age, national origin, sexual orientation, or disability. You can find the sign up page by visiting this link: https://ebus.awm-math.org/ebus/Membership/JoinAWM.aspx.

ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS

The Association for Women in Mathematics at UCSD will hold a variety of events to support our community-building goals. These include but are not limited to
1. organizing weekly or biweekly lunch, coffee meetings, and/or social outings;
2. hosting an annual potluck welcoming new female and minority graduate students, postdocs, and faculty; and
3. connecting with other chapters, such as the chapter currently being started at SDSU.
We plan to meet biweekly, but we will have at least one Chapter and Executive Council Meeting per quarter, at which our Secretary, An Ran Chen, will take minutes.
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.

OFFICERS:

1. The Officers of this Chapter will be the President, Vice President, Secretary, and Treasurer. The Treasurer position may be combined with either the Vice President or Secretary position.
2. Each of the Officers of the Chapter must be a member of AWM.
3. The Officers will be elected by a plurality of the votes cast by the Chapter members in an Annual Election. The Officers will serve for one year after being elected.
4. No person may serve in the office of President or Vice President for more than two consecutive years.
5. If a vacancy should arise between elections, then the Executive Council will appoint a new officer to fill the vacated post until the next election.

DUTIES OF OFFICERS:

1. The President is the principal Officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the AWM and these chapter bylaws. The President will preside at all meetings of the Chapter and of its Executive Council.
2. The Vice President will preside at meetings in the absence of the President, assist the President in the management of the Chapter, and perform other duties that may be assigned by the President.
3. The Secretary will keep minutes for all Chapter and Executive Council meetings. Other duties of the Secretary include
   a. maintaining the records of the Chapter,
   b. annual submission of the Officer and Sponsor contact information to the AWM Headquarters,
   c. submission of any proposed amendment to these bylaws to the AWM Committee on Student Chapters,¹
   d. tallying and reporting votes from the Annual Election, and
   e. handling other correspondence pertaining to chapter business.
4. The Treasurer will collect dues, pay all bills, and maintain the Chapter’s financial records. Duties of the Treasurer also will include preparation of the Chapter’s Annual Financial Report for annual presentation to the Chapter.

¹ Proposed amendments must be approved by AWM before they can be submitted to the Chapter’s membership for a vote.
**ARTICLE VII. RISK MANAGEMENT**

Association for Women in Mathematics at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself. Association for Women in Mathematics 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**

Association for Women in Mathematics 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 (by request only). Association for Women in Mathematics 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 Association for Women in Mathematics 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**

Association for Women in Mathematics 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.

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

Association for Women in Mathematics at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, Association for Women in Mathematics 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 VIII. Community Advisor

The Chapter will have a Sponsor. The Sponsor will be a faculty member of UCSD and a member of AWM. The Sponsor will be generally responsible for the activities of the Chapter. Specifically, the Sponsor helps provide continuity from year to year as a student leadership and personnel change and helps maintain university standards in all activities of the Chapter.

Article X. Affiliation with Other Groups

We will be affiliated with the Association for Women in Mathematics.