

Chinese Dance Association Constitution

Article I. Name of Student Organization

The organization shall be called Chinese Dance Association at UCSD.

Article II. Statement of Purpose

To enrich the student community of UCSD with the awareness of Chinese culture through the art of dance.

Article III. Nonprofit Statement

Chinese Dance Association is a non-profit student organization.

Article IV. Requirements for Membership

All UCSD students are eligible to join Chinese Dance Association. Members will be asked to pay a membership fee in order to cover payment of costume, props, etc. Members must attend dance practices with the exception of 4 unexcused absences per year. Being more than 30 minutes late will be considered an absence.

Article V. Frequency of Organization Meetings

Chinese Dance Association meets twice a week on a campus dance studio.

Article VI. Qualifications for Holding Office

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.

President:

- Runs Officer meetings and keeps club organization in order.
- Reminds other officers to complete duties in a timely matter.
- Registers events on TAP
- Director of Showcase

Vice President:

- Sign up for Rooms: for dance rehearsals or officer meetings
- Scheduling performances and sharing this calendar with the club.
- Costume and prop collection

Secretary:

- Records events with photos and quick recaps
- Keeps a roster of active member's emails and other contact information
- E-mails all members about events or updates in timely manner

Public Relations:

- Responsible for responding to performance requests from the community
- Coordinate with partners and other student orgs on performances and events

- Expected to respond messages on public CDA Facebook and email messages

Publicity:

- Responsible for recruitment of members and publicizing the club.
- Keeps community informed of groups' events by updating Facebook
- Expected to create and distribute fliers, posters, etc.
- Fundraising: Led by PR and assisted by Treasurer

Treasurer:

- Collects dues and fees, creates budget and manages organization funds.
- Stocks the business cards

Each year, there will be a voting process to fulfill the next year's officer positions. Each member can vote once. The term of office will begin in June and end in June, making a term one year.

If an officer of the club leaves the club during his/her term, the remaining club officers will announce this at the next club meeting and ask individuals to run for the position. The following meeting after this announcement will be the nomination process, and voting shall proceed.

Officers can be removed/replaced when, as found by club members,

1. They are away for a long period of time.
2. Constantly fails to complete duties in a timely matter.
3. Constantly fails to attend events often.

Amending Procedure

This constitution may be amended by a 2/3rd majority vote of the active members in the club and if approved by advisor.

Article VII. Risk Management

The Chinese Dance Association at UCSD is a registered student organization at University of California, San Diego, but not part of the University itself.

The Chinese Dance Association at UCSD understands that the University does not assume legal liability for the actions of the organization.

Possible risks include muscle pain or sprains, all of which should be easily avoided by performing appropriate warm-up techniques before practice. There is also the possibility of dizziness or lightheadedness from the amount of spinning and turning as well as fast paced dance routines, so we make sure to take frequent water breaks and make sure everyone knows their limits so they can get adequate rest to prevent any other injuries from fainting.

Section 1.

Chinese Dance Association 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). Chinese Dance Association 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.

Section 2.

In the event that Chinese Dance Association 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.

Section 3.

Chinese Dance Association 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.

Section 4.

Chinese Dance Association at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, [Name of the organization] 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

Chinese Dance Association finances through reasonable membership fees (\$20 per year) collected from each active member and fundraising in the form of vendor fair. Since CDA is a non-profit student organization, the funds gathered will solely be spent on buying costumes and other performance necessities. The finance of CDA organized by its officers without sending quarterly budget to A.S. or G.S.A. financial committee.

Article X. Affiliation with other groups

Chinese Dance Association is not affiliated with other groups.