Constitution for Buckeye Current

The Electric Motorcycle Race Team at The Ohio State University

# Declarations

## Declaration of Purpose

The organization Buckeye Current is founded as a student-defined electric motorcycle race team at The Ohio State University.  Our vision is to further the education of those in our organization and those with whom they interact as we pioneer the development of electric vehicle technologies and enable our members to design, build, and race vehicles at a professional level of competition.

## Declaration of Non-Discrimination

Buckeye Current strives to provide a welcoming environment for all members.  This organization and its members shall not discriminate against any individual or group of individuals for reasons of age, race, disability, gender identity or expression, national origin, religion, sexual orientation, or veteran status.

## Declaration of Non-Violent Behavior

Buckeye Current and its members do not endorse violence as a legitimate means towards progress or the resolution of disputes.  Acts of violence perpetrated either by or against members of the team shall not be condoned and may be considered as grounds for immediate removal from the organization.

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# Team Membership

## Article 1 - Membership Eligibility

### Section 1 - Eligibility of Students

Any enrolled undergraduate or graduate student of The Ohio State University shall be eligible to join the team under no special circumstances.

### Section 2 - Eligibility of Non-Students

Faculty, staff, and persons outside of the student body may be considered for membership subject to the decision of the Team Leadership.

## Article 2 - Membership Categories

### Section 1 - Full Membership

Full members of the team shall hold all the rights and privileges granted to team members.  Such members shall be eligible to hold team leadership positions and are granted one vote each in team-wide referendums and polls.  To qualify as a full member in a given semester, an individual must be enrolled on the team’s roster for the entirety of the previous semester either as a full member or as a prospective member of the team.

### Section 2 - Prospective Membership

Prospective members of the team shall consist of those wishing to join the team but having not yet satisfied the criteria necessary for full membership.  Prospective members shall not hold leadership positions and are not eligible to vote in team-wide referendum elections.  Prospective members shall not claim to represent the team or its interest in communications with any entities exterior to the team.

### Section 3 - Team Officers

Team officers shall consist of members holding any positions described under “Team Officers.”  Eligible team leaders must be full members of the team and retain the rights and privileges of full members during their tenure as an officer.

### Section 4 - Probationary Members

Probationary membership shall be held exclusively by those members who have been the subject of an affirmative vote of probationary status.  Probationary status shall remain in effect only for the semester in which it is bestowed.  At the start of the next semester, probationary members may become prospective members if they so choose.  Probationary members shall not hold leadership positions, may not vote in team-wide referendums, and likewise shall not claim to represent the team or its interests in communications with any entities exterior to the team.

### Section 5 - Ceremonial Membership

Ceremonial roles, including but not limited to rider, consultant, and emeritus roles may be bestowed or removed subject to the decision of the Team Leadership.  These roles shall not be eligible to vote in team-wide referendums and may not hold leadership positions.

## Article 3 - Removal of Members

### Section 1 - Voluntary Exit

Members of the team shall be eligible to make a voluntary exit from the team at any time under no special circumstances.  In such cases, the team member in question is encourage to provide an advanced notice of two weeks to the Team Leadership who will see to it that the member is promptly removed from the roster.

### Section 2 - Vote of Probationary Status

The vote of probationary status is intended as a form of public reprimand against members who have failed to perform their duties in a manner that is in keeping with the team’s standards of conduct.  A vote of probationary status may be called only during a meeting of the Team Leadership and only by a member of the Team Leadership.  Each vote shall be called against a singular team member.  A vote of probationary status may however not be called against a member of the Team Leadership, as these have a separate procedure, below.  To bestow probationary status on a member of the team requires an affirmative vote of at least three-quarters of the total members of the Team Leadership.  If passed affirmatively, probationary status shall be immediately granted to the team member in question.

### Section 3 - Vote of Removal

In cases of unresolvable difference, the Team Leadership may vote to eject a member from the organization.  A vote of removal may be called only during a meeting of the Team Leadership and only by a member of the Team Leadership.  Each vote shall be called against a singular member of the team.  A vote of removal may not be called against a member of the Team Leadership, as these have a separate procedure, below.  Removal of a team member shall require the affirmative vote of at least three-quarters of the total members of the Team Leadership.  If passed affirmatively, the subject of the vote shall have the right to have their case heard by the team’s Faculty Advisor before their removal from the team and shall be considered a probationary member in the interim period.

### Section 4 - Administrative Removal

In circumstances of serious disciplinary infraction or the perpetration of a legal offense that is justifiably outside the scope of this document, the immediate removal of a team member shall be conducted by the team’s Faculty Advisor.  In such cases, the team’s Faculty Advisor shall see to it that the member’s name is stricken from the roster and shall provide documented rationale to the team as a whole detailing the circumstances of the decision.

# Team Officers

## Article 1 - Team Leadership Roles

### Section 1 - The Team Leadership

The positions of Executive Officer, Project Manager, and Operations Manager and those who serve in these roles shall collectively be known as the “Team Leadership.”

### Section 2 - Executive Officer

The Executive Officer is the team’s foremost leader and has primary authority over all matters relating to the team and its conduct.  The Executive Officer renders Leadership Decisions together as a member of the Team Leadership and is charged with making decisions that embody the will of the team’s members and align with the best interests of the organization.

The Executive Officer works to coordinate the team’s activities at the highest level.  The Executive Officer shall both organize and conduct meetings of the team and the Team Leadership.  This position is responsible for defining the division of operational responsibilities among the other Team Leadership positions and for resolving questions of jurisdictional conflict between team members.

The Executive Officer shall be the primary point of contact between the team and outside entities, except where delegated, and shall act as the team’s leading advocate and spokesperson on the public stage.  The Executive Officer is likewise charged with ensuring a reasonable standard of team conduct as perceived by outside entities.  These responsibilities include ensuring that the team adheres to governing rules established by the university and its departments, ensuring the team remains within its established budget, and ensuring that the team completes its primary technical project.

### Section 3 - Operations Managers

Team members holding the position of Operations Manager are collectively charged with supporting the Executive Officer by coordinating the activities of the team’s members to ensure smooth operation of the team’s day-to-day functions.  The team’s Operations Managers are specifically tasked with keeping an accurate roster of team members and maintaining a record of the team’s finances to include income, expenditures, and donations.

The position of Operations Manager is open to team members who take a keen interest in the fundamental functions of the team as an organization rather than a technical project.  When possible, Operations Managers are strongly discouraged from involvement in projects directly relating to vehicle construction and are encouraged rather to focus on enhancing the health of the team, the productivity of its members, and the relation of the team to outside entities.

### Section 4 - Project Managers

Those holding the role of Project Manager are tasked to support the Executive Officer by coordinating the actions of the team’s members as they relate to the completion of the team’s primary technical project.  Project Managers work as a group to manage and organize top-level project requirements, create and maintain project schedules, and to oversee the division of labor necessary to complete the team’s primary technical project.

The position of Project Manager is held by those team members who understand the scope of the team’s technical goals and are committed to ensuring that the team’s members can achieve these goals.  Project Managers must be capable of clearly communicating engineering concepts both to members of the team and to a general audience.  Project Managers are encouraged to distance themselves from the operational procedures of the team and are likewise strongly discouraged from participating directly in the construction of the vehicle when possible.  Those holding this position should rather focus their efforts on ensuring that the team’s general members possess the tools, knowledge, and support necessary to complete their technical projects as required.

### Section 5 - Project Leaders

Those holding the rank of Project Leader are tasked either with ensuring the completion of a particular project or overseeing an ongoing function within the team’s operational requirements.  Project Leaders report directly to their functional supervisor and may be dismissed by said supervisor at any time.

The role of Project Leader is granted to members of the team’s general body individually by a particular Project Manager or Operations Manager.  Through this process, each Project Leader is attached to a particular Project Manager or Operations Manager known as their functional supervisor.  The scope and responsibilities of a Project Leader’s position are defined by their functional supervisor but may not exceed the jurisdiction of their functional supervisor as defined by the team’s Executive Officer.

While Project Leader is a category name, each Project Leader’s position shall be given a unique name based on the subject of their work. This is done to avoid confusion with the role of Project Manager. Examples of these unique names may include such titles as “Aerospace Leader” and “Outreach Leader.” Names are to be decided by a decision of the Team Leadership, and those individuals with positions not yet named by the Team Leadership shall make no use of a title.

### Section 6 - The Faculty Advisor

The Faculty Advisor is a resource to the team both in technical matters and as a valued source of strategic guidance to the team’s leadership and members.  This position acts as a liaison between the team and the university and works to promote the team both within the university and the larger world.  The Faculty Advisor shall be the final mediator of serious conflict within the team and is charged with ensuring that all team members uphold the level of personal conduct that is expected by the university.  As per the requirements of the Undergraduate Student Government, the Faculty Advisor must approve the language of this document and any subsequent amendments on a yearly basis.

The Faculty Advisor must be a full-time member of the university faculty or staff.  Desirable traits include being a member of the engineering faculty with a research interest that relates to the team’s technical projects.  Additionally, the team’s cause is greatly aided if the Faculty Advisor is a member of the staff at CAR.  The Faculty Advisor is an advisory position and is not considered a member of the team for the purposes of voting or elections.

## Article 2 - Team Leadership Restrictions

### Section 1- Minimum Team Leadership

The team shall have no more and no less than one Executive Officer at all times.

 The minimum number of Project Managers shall be one.

 The minimum number of Operations Managers shall be one.

The team must have a Faculty Advisor at all times.

### Section 2- Balance of Team Leadership

The difference between the number of Operations Managers and Project Managers shall be no greater than one.  An equal number in each position is strongly encouraged.

### Section 3 - Exclusivity of Leadership Positions

No individual shall simultaneously hold more than one team leadership role, as defined above in Article 1.

### Section 4 - Eligibility for Leadership Positions

All team leadership roles as defined in Article 1 shall be held exclusively by full members of the organization.  The sole exception is the role of Faculty Advisor who must be a full-time member of the university faculty or staff.

## Article 3 - Obligations of the Team Leadership

### Section 1 - Leadership Meetings

The Team Leadership shall meet no less frequently than once every two weeks to discuss the affairs of the team and render decisions.  Leadership meetings shall be conducted by the Executive Officer.  While persons outside of the Team Leadership may attend these meetings, their right to speak may be regulated by the Executive Officer.

A Leadership Meeting must include the Executive Officer as a participant, and must include no fewer than two-thirds of the remaining members of the Team Leadership.

Leadership meetings may be conducted without the physical presence of some or all of the Team Leadership but must be organized to include a means by which absentee members of the Team Leadership may participate without unreasonable difficulty.

### Section 2 - Disclosure of Activities

All meetings of the Team Leadership shall be conducted in a manner that is accessible and transparent to all full members of the organization.  No full member of the team may be purposely prevented from attending a meeting of the Team Leadership if they so desire.

### Section 3 - Leadership Elections

Elections to decide the Team Leadership shall be held no less often than once per calendar year.  No member of the Team Leadership may serve in their post for more than thirteen months without winning an election for that post.  In the conduct of elections, no full team member may be prevented from standing for election to any position that he or she so chooses.

Team Leadership elections shall be held as a team-wide referendum vote.  The time and place of these elections shall be at the discretion of the Team Leadership.

### Section 4 - Conflict Resolution

It is the duty of all team members, but especially of members of the Team Leadership, to be alert to the signs of interpersonal conflict among members of the organization and to take positive steps towards the resolution of conflict.  Steps towards resolution shall be conducted by the first team leader to observe a potential conflict, and this leader may, at any time he or she deems it appropriate, elevate the resolution by asking a more senior leader to intervene.  The order for this seniority shall proceed with Project Leaders as the lowest tier, followed by Project Managers and Operations Managers, the Executive Officer, and finally the team’s Faculty Advisor.  Conflict resolution may be elevated through this chain but shall not be de-escalated until the situation is resolved.

## Article 4 - Authority of the Team Leadership

### Section 1 - Definition of Leadership Decisions

The Team Leadership, as defined above, shall make and execute decisions as a unified body governed by the rules below.  The Team Leadership alone shall make decisions governing the conduct of the team and its members. These Leadership Decisions shall be divided into “Policies” and “Directives.”

A policy is a persistent rule governing the conduct of all team members and associated entities onwards from the time it is rendered.  Team policies may include but are not limited to such things as operational procedures and standards of design.  All team policies shall be recorded in a singular location that is freely accessible to all team members, and members shall be given prompt notification when such policies are amended.

A directive is a decision of immediate effect instructing the team and/or specific members to follow a prescribed course of action.  Directives shall be promptly communicated to all team members who may be impacted by their implications.

The Team Leadership shall also have the authority to defer a Leadership Decision to the general team by calling for team-wide votes on topics of their choosing.

### Section 2 - Restrictions on Leadership Decisions

The Team Leadership may not render policies or directives that dictate the conduct of team members outside of their involvement with the team and may likewise not issue directives that may require members to violate laws or university regulations.

### Section 2 - Decision Authority

The Executive Officer shall have primary authority to issue Leadership Decisions governing the team and its activities.  This primary authority shall be exclusive to the Executive Officer. All other leaders shall render Leadership Decisions only as a group effort within the Team Leadership.

### Section 3 - Vote of Challenge

Any member of the Team Leadership may call a Vote of Challenge against a Leadership Decision that has been issued by the Executive Officer.  Voting on the decision shall be conducted at the next meeting of the Team Leadership, as defined in Article 3, Section 1.

It is expected that the team shall avoid, to the greatest reasonable extent, acting upon Leadership Decisions that are the subject of an unresolved vote of challenge.  In situations requiring urgent action before a meeting of the Team Leadership may be convened, the Executive Officer shall have authority to render Leadership Decisions as the situation dictates.  A vote held after an immediate decision such as this may overturn that decision to the maximum extent that is practical.

### Section 4 - Procedure for a Vote of Challenge

Each member of the Team Leadership, excluding the Executive Officer, shall be given one vote to cast on any Leadership Decision that is subject to a challenge.  Members may choose to vote affirmatively, negatively, or abstain at their discretion.  The vote shall be conducted by a simple show of hands.

To overturn a decision of the Executive Officer and uphold the challenge requires an affirmative vote from no fewer than two-thirds of the eligible voting members of the Team Leadership.

Absentee members of the Team Leadership shall be given no less than twenty-four hours to register their vote except in situations in which their vote could not have changed the outcome.

## Article 5 - Removal of Team Leaders

### Section 1 - Vacancy of Positions

In situations in which a member of the Team Leadership either resigns or is removed from their position, new elections need not be called unless the remaining membership of the Team Leadership is held to violate the restrictions set in Article 2.

When an election is required, a referendum vote shall be called to fill the vacant position within two weeks of the position’s first vacancy.  During these two weeks, the remaining members of the Team Leadership may continue to render Leadership Decisions, but shall make no decisions regarding the discipline or removal of team members, and shall call for referendums only as they are necessary to fill the vacant post.

### Section 2 - Vote of Removal for Team Leaders

In situations of grave circumstance, the Team Leadership may vote to eject a member from its body.  This vote may be called by any member of the Team Leadership and may be called only during an official meeting of the Team Leadership.  If successful, the party in question will be immediately removed from his or her position as a member of the Team Leadership and be returned to the position of Full Member of the organization.

### Section 3 - Procedure for a Vote of Removal

When voting to remove a member of the Team Leadership, all members of the Team Leadership, except the party in question, shall be given a single vote to cast.  The vote shall be registered by a show of hands.  Those members eligible to cast a vote must vote either affirmatively or negatively and may not abstain. To remove a member of the Team Leadership from their position shall require the affirmative vote of no fewer than three-quarters of the members eligible to vote.

# Conduct of the Team

## Article 1 - Meetings of the Team

### Section 1 - General Meetings

The purpose of a general meeting shall be to gather the team, discuss matters pertaining to its conduct, and to announce the progress of its members towards the team’s goals.  These meetings are to be conducted by the Executive Officer, and the place and time of these meetings shall be decided by the Team Leadership.

### Section 2 - Frequency of Meetings

The team shall gather for a general meeting no less than once every two weeks during the regular school year.

## Article 2 - Definitions of Team Votes

### Section 1 - Team Poll

A team poll may be called by the Team Leadership for the purpose of better informing said leadership of the team’s opinion concerning a particular topic.  The team’s Executive Officer shall administer the poll and tally its results.  Results from team polls shall be non-binding and serve only to advise the Team Leadership.  Voting eligibility for a team poll may include full members, prospective members, and even entities external to the team.  The total voting body must be declared by the Executive Officer at the time the poll is called.

### Section 2 - Team Referendum

A referendum vote may be held at the behest of the Team Leadership for the purpose of allowing the team’s voting members to register a decision.  By calling a referendum, the Team Leadership agrees to be bound by its results.  Referendums must be held to elect members of the Team Leadership and to amend the constitution, and these matters may not be decided through any other means.

Only enrolled full members of the team shall be eligible to vote in team referendums.  Each enrolled full member shall be given one vote to cast with the exception of the Executive Officer who may not vote.  The Executive Officer shall administer the vote, tally, and announce its results.

## Article 3 - Procedures for Team Votes

### Section 1 - Notification of Vote

Notification of a team poll or referendum shall be given by the Executive Officer to all eligible voting parties no less than one day ahead of the start of the voting period.  Duration of the voting period and the identities of eligible voting parties must be announced at this time.

### Section 2 - Duration of Vote

Eligible voting parties shall be able to cast their votes for a period of no less than six days.  The results of a poll or referendum shall not be formally announced before this time to ensure that all voices are fairly heard.  Multiple votes may be held during a common period of time provided that there is no mutual dependency between their results.

### Section 3 - Accessibility of Vote

All team votes must include a mechanism by which absentee members can cast their votes easily and within the allotted voting period.  No full team member shall be denied the right to have their vote counted among the total.

### Section 4 - Secret Ballot

All votes of normal circumstance shall be conducted in a transparent fashion with the results easily accessible to all full members of the organization.

In the rare instance in which a secret ballot may be required, the Team Leadership shall first render an affirmative judgement to hold a secret ballot.  The Team Leadership must then secure the approval of the Faculty Advisor.  Secret Ballots are to be conducted by the Faculty Advisor in place of the Executive Officer.

### Section 5 - Single-Option Vote

When voters are given a choice to vote between two options, the winner shall be the option that gathers the greatest number of votes within the allotted voting period.

### Section 6 - Multi-Party Vote

When voters are given a choice to select between three or more options in a category the following rules shall apply.  Each eligible voter shall be eligible to cast one vote in each category. To win a category in the first round of voting, a choice must gather more than one-half of the total votes cast in that category.

Should no choice gather the votes necessary to win in the first round, a run-off single option referendum or poll shall be held to decide the winner.  The choices in this poll shall be the two options that received the greatest number of votes cast in the previous referendum or poll category.  In situations where a tie prevents a clear selection of the top two choices, the Executive Officer and Faculty Advisor shall meet to determine the list of choices for a new multi-party vote.

## Article 4 - Amending the Constitution

### Section 1 - Standard of Voting

A vote to amend the constitution shall observe the rules and regular procedures for a single-option yes-or-no referendum excepting the following rule:  Amending the constitution requires an affirmative vote from at least two-thirds or all enrolled full members of the team.

### Section 2 - Language of the Amendment

The Executive Officer shall have final say over the wording of amendments to be voted upon.  The ballot must clearly state the amended wording and any wording it would replace, if applicable.

### Section 2 - Advisor Jurisdiction

The Faculty Advisor shall have final say as to whether the language of an amendment may be added to the constitution.  It is expected that the Faculty Advisor shall only block the passage of amendments that violate university rules or create an environment of hostility for some or all members of the organization.  The Team Leadership is highly encouraged to seek the advice of the Faculty Advisor before calling a vote to amend the constitution.