

# The Constitution of The Formula Buckeyes



## **Article I – Name, Purpose, and Non-Discrimination Policy of the Organization**

**Section 1 - Name** – *The Formula Buckeyes at The Ohio State University*

**Section 2 - Purpose** - *The Formula Buckeyes Annually Design, Build, and Test a race car to compete in FSAE, Formula Student, and affiliated competitions.*

**Section 3 - Non-Discrimination Policy** - *This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.*

## **Article II - Values and Mission**

**Section 1 - Mission** - *The Formula Buckeyes will operate to develop the best **Team** of engineers, students, and leaders in FSAE.*

**Section 2 - Ultimate Goal** - *Consistently be the highest world ranked purely North American based FSAE combustion **Team**.*

**Section 3 - Values** - *Maintain respect within the Team, College of Engineering, Ohio State, CAR, and all affiliated organizations. Develop the technical, project management, and interpersonal skills of our members for the sake of enhancing their professional and personal development.*

## **Article III – Membership and Roles**

**Section 1 - General Membership** - *Voting membership is limited to currently enrolled Ohio State students. Others, such as faculty, alumni, professionals, etc., are encouraged to become members but as non-voting associates or honorary members.*

**Section 2 - Voting Membership** - *Any currently enrolled Ohio State student may join the team as a non-voting member. In order to qualify as a voting member a team member must have attended at least one competition with the Formula Buckeyes, or attend 15 team meetings over 2 semesters and have a general knowledge of the FSAE competition rules; voting members will remain voting members until they graduate, are removed from the team, or voluntarily rescind their membership.*

**Section 3 - Removal of Members** - *Any member who embezzles team resources, violates*

*Article I Section 3, or commits a deliberate act of sabotage will be removed from the team*

**Section 4 - Leadership** - Leadership “Tiered” roles may only be held by voting members of the team

**Section 5 - Tier 1** - The team will ideally elect 5 tier 1 members:

1. *Project Director (President)*
2. *Technical Director - Vehicle Dynamics and Simulation*
3. *Technical Director - Vehicle Integration and Manufacturing*
4. *Composites Director*
5. *Business Director*

*These members must be willing to fulfill the responsibilities as outlined below and chosen through the election process as described in Article VI,*

*Tier 1 members are individually Responsible for:*

*Project Director (President)*

1. *The alignment of high level project management and low level tasks with the teams mission and goals.*
2. *Competition strategy, design report and presentation, cost strategy and report, and vehicle build schedule.*
3. *On time delivery of competition deliverables*
4. *Competition event planning: present and future*
5. *Registering with the university as a student org*
6. *Being aware of and attend all relevant meetings with in the University, CAR, SAE, and Sponsors*
7. *Determining importance and prioritization of team activities.*

*Technical Director - Vehicle Dynamics and Simulation*

1. *Distribution of all team vehicle dynamics and simulation knowledge*
2. *All vehicle testing and procedures*
3. *Full-vehicle simulations*
4. *Setting vehicle performance objectives and car parameter objectives*
5. *The renewal and acquirement of all software used by the team and where it is installed*
6. *CAD training of the team members*

*Technical Director - Vehicle Design Integration and Manufacturing*

1. *Proper integration of all vehicle subsystems in CAD and in reality*
2. *Powertrain and Chassis integration*
3. *Prioritizing vehicle packaging options in an attempt to meet vehicle parameter goals.*

4. *Timely completion of the manufacturing of the vehicle*
5. *Distributing and transferring machining and manufacturing knowledge.*
6. *Data acquisition systems and their integration into the vehicle*

#### *Composites Director*

1. *Oversight of production and design of all composite components on the car.*
2. *Managing Aerodynamics and Chassis Teams*
3. *Construction and quality of all composite components and their integration*
4. *Timely completion of monocoque and aerodynamic devices.*
5. *Distributing and transferring composite design and manufacturing knowledge.*

#### *Business Director*

1. *Managing the image of the team to the University, CAR, SAE, and Sponsors*
2. *Handles the relationships with Sponsors and Partnerships*
3. *Managing the business team*
4. *Building and maintaining a team budget*
5. *Acquiring team apparel and logos*
6. *Ensuring a business presentation is completed for all competitions and who will be presenting it*

*The collective responsibilities of the tier 1 members are enumerated below:*

*Communication - Tier 1 members will have regular meetings with each other and with lower tiered members; tier 1 members will see to it that decisions are regularly communicated to the team weekly, and through other media as necessary.*

*Resource Allocation Decisions - Tier 1 and 2 members may call to vote project management decisions and evaluate all said decisions in order to optimize around the team's mission and values; this process must be documented. A decision may be made in one of three ways:*

1. *Tier 1 and 2 Vote - By default all technical and resource allocation decisions are tier 1 and 2 votes: In a tier 1 and 2 vote the leads each have one vote and tier 1 has the power to veto any decision on the grounds that it does not line up with the mission or values of the team.*
2. *General Vote - Any tier 1 or tier 2 member may decide to call for a general vote: in a general vote all voting members have one vote.*
3. *Expert Decision - The tier 1 members may appoint any odd number of people, considered to have expertise in the subject matter, to make a decision. These people do not need to be team members.*

*Team Culture and Structure Decisions - Tier 1 and 2 members may call to vote any team culture or structure decision and evaluate all said decisions in order to optimize around*

*the team's mission and values; this process must be documented. All decisions of this type must be decided by general votes.*

*Code of Ethics - The Tier 1 members must create, maintain, and enforce a code of conduct for the team.*

*Development and Future Planning - Tier 1 members should focus their free time towards development projects and future planning considerations.*

*Tier N Structure - The tier 1 members must decide, before the new car cycle starts, on a substructure for the team's leadership which fits the team's needs and personnel.*

**Section 6 - Team Advisor** - *An advisor will be appointed for the team by the university*

*Communication - The advisor will meet with the general team at least once per week during the school year, with the tier 1 members at least once per week during the school year, and will be available for meetings upon request with any team member during the school year up to a cumulative 3 hours per week.*

*Seeking of Resources - The advisor will actively seek out research and industrial and academic collaboration opportunities for the team.*

*Team Influence - The advisor does not have a vote on any matter unless named an expert in an expert decision panel; he may, however, call for a general vote on any topic.*

*Registration - The advisor will register with the university, SAE, and any other entity as the team advisor and will be responsible for attending all related meetings and fulfilling all related requirements.*

*Discipline - The advisor may remove any member from the team on the grounds that the member has stolen from the team, physically or sexually harassed another member, or deliberately sabotaged the team. The advisor may remove any non-general member from his role on the grounds of incompetence or failure to adhere to a voted upon decision. In each case the burden of proof rests on the advisor and he must prepare, in writing, an explanation of the member's misdeeds and why they merited removal.*

*Restrictions of Power - The advisor may not act in violation of:*

- 1. the FSAE Rulebook Article 5: Faculty Advisor, Electrical System Officer and Electrical System Advisor, Section 1 Faculty Advisor*
- 2. The Constitution of the Formula Buckeyes*

**Section 7 - Subject Matter Experts and Senior Members** - *A subject matter expert is a member who is considered to be extremely knowledgeable about a specific aspect of the competition; subject matter experts may take on significant projects in their area of expertise*

*but are not considered voting members. If otherwise eligible subject matter experts may become voting members.*

**Section 8 - Honorary Members** - *An honorary member is a person, not eligible for general membership, who has made a significant, not purely monetary contribution to the team; honorary members may take on significant projects, not directly related to vehicle design or manufacturing.*

**Section 9 - Alumni** - *Former team members who are no longer eligible for general membership; alumni may take on significant projects, not directly related to vehicle design or manufacturing.*

## **Article IV – Meetings**

**Section 1 - Weekly Meetings** - *The team will hold a weekly meeting during the fall and spring semesters the purpose of which will be to inform the team on the progress of all areas of the team, delineate news, and remind of upcoming deadlines. The meetings will include update presentations from each of the Tier 1 members of the team with regard to their specific areas. Attendance will be taken at all weekly meetings.*

## **Article VI – Team Elections**

### **Annual Election of Leadership-**

**Section 1 - Self Nomination** - *A voting team member must announce their interest in a tiered role via a reliable\* medium.*

**Section 2 - Election** - *Elections will be decided by a simple majority among all voting members after the first competition of the season and before the second or alternatively within two weeks of the end of the first competition if the team only competes in one competition*

### **Termination and Replacement of Leadership-**

**Section 1 - Termination** - *To depose a member in a leadership role a unanimous vote among voting members is required (except the person of issue). The deposition must be followed shortly by the election of a new member to the position.*

**Section 2 - Tier 1 Members** - *the remaining tier 1 members will choose a replacement from among the voting members as soon as possible.*

## **Article VII - Voting Method**

**Section 1 - Notice of Vote** - When a vote is called for, all relevant voting members must be informed of the vote through an email that goes out to all active voting members.

**Section 2 - Conclusion of Vote** - For a vote to be considered official one of the following conditions must be met: all relevant voting members have voted; 24 hours have passed since the vote was initiated; enough votes have been submitted for the decision to be made before all members have voted.

**Section 3 - Postponement of Vote** - Voting members may vote to postpone; if postpone wins the vote by simple majority the vote will be postponed at least 1 day.

**Section 4 - Method of Voting** - Votes will be taken and counted using the internationally recognized Single Transferable Vote system. Under this system, votes are collected in the form of a prioritized list of all available options. When the votes are being counted, each person's top priority is used as their single vote. If the winning option does not win more than 50% of the total votes, the least popular option is removed and votes are recounted. If a removed option was someone's top priority vote, their next option is counted instead. Note: This system is identical to the ordinary First Past The Post voting system if there are only two options being voted between.

## **Article VIII - Amendments**

**Section 1 - Proposal of Amendments** - Any voting member of the team may propose an amendment to the constitution at a weekly meeting; a vote, then, must be held within 2 weeks.

**Section 2 - Ratification of Amendments** - An amendment must be ratified by a  $\frac{2}{3}$  vote of voting members but may be vetoed by a unanimous vote of the tier 1 members.

**Section 3 - 1st Amendment** - Tier 1 is expanded to 5 positions and voting weighting is re-distributed

**Section 4 - 2nd Amendment** - Redefining the mission statement of the team with the addition of an Ultimate goal

**Section 5 – 3rd Amendment** – Updating nondiscrimination statement to include all identities written out.