

CONSTITUTION OF THE UNIVERSITY OF CINCINNATI BEARCAT MOTORSPORTS

ARTICLE I- NAME OF THE REGISTERED STUDENT ORGANIZATION

The name of the organization shall be Bearcats Motorsports At the University of Cincinnati.

ARTICLE II- PURPOSE

Bearcat Motorsports at the University of Cincinnati is the University of Cincinnati's Formula SAE team. FSAE is a collegiate design competition sanctioned by the Society of Automotive Engineers (SAE) for student members. It is open to any student at the University of Cincinnati. The competition challenges students to budget, design, build, test, and race a formula-style racecar. The competition provides students practical design and manufacturing experience while challenging them to use their acquired knowledge, teamwork, and creativity to complete the project. The cars are built as a team effort over a period of one year and then taken to annual competitions to compete against over 120 other colleges and universities from around the world. The overall experience gained through the FSAE competition is a valuable asset for students transitioning them from their academic surroundings into professional careers.

ARTICLE III -MEMBERSHIP

3.1 There shall be three (3) classes of members; voting, non-voting, and honorary.

3.2 Voting membership shall be given to students who have been a part of the team for longer than one academic year, or members in the senior automotive design class.

3.3 This organization shall not discriminate on the basis of race, color, ethnicity, national origin, age, gender, disability or handicap, religion, sexual orientation, disabled veteran's status or Vietnam era veteran's status in any of its policies, procedures and practices. This policy will include but is not limited to recruiting, membership, organization activities, or opportunity to hold office

3.3 Non-voting membership shall be open to any student, and any member of the University faculty or administrative staff.

3.4 Honorary membership shall be open to any person desiring such membership, elected to such membership by a majority of the voting members.

3.5 There shall be no limit on the size of the membership of Bearcat Motorsports, provided, however, that the number of the non-voting and honorary members together, shall not exceed the number of voting members.

ARTICLE IV- OFFICERS

4.1 The officers of the Student Organization shall be a President, Vice-President, Chairperson, Vice-Chairperson, and Treasurer which will be elected from the trusted advisors collective or automotive design class officers.

4.2 (1) In order to run for office in your respective organization you must have a 2.3 or above accumulative GPA.

(2) While in office the officer must maintain a 2.7 GPA and must not have below 2.3 for more than one semester.

(3) Officer must be a matriculated student and be in good standing with his or her college.

4.3 All officers serve for a term of one (1) year until reelection or their successors shall be duly elected and qualified.

4.4 Any officer who, during the term of his/her office, ceases to be a voting member, or fails to maintain his/ her status as a matriculating undergraduate/graduate (exception University organizations) student maintaining a 2.3 GPA, in good academic and disciplinary standing with their respective college, shall be removed from his/her office and a replacement shall be elected.

ARTICLE V- MEETINGS

5.1 Regular meetings of Bearcat Motorsports shall be held at (minimum) at least twice a semester, the time for such meetings shall be determined by the Executive Board, with the approval of the voting members.

5.2 Special meetings of Bearcat Motorsports may be called at any time by the Executive Board upon one week's notice to each member or by a petition of a majority of the membership, submitted one week before the scheduled meeting.

5.3 One meeting at the beginning of the first academic semester will establish new Technical Directors and Sub-Team Leads. One meeting at the end of the first academic semester to facilitate documentation and manual upkeep of class and handover files. One meeting at the beginning of the second academic semester to serve as a manufacturing kickoff. One final meeting at the end of the second academic semester for documentation handover, and election of trusted advisors.

ARTICLE VI- UNIVERSITY ADVISOR

6.1 BCMS shall have a University Advisor who shall be a full-time member of the University, faculty, staff, or administration. The University Advisor shall be the professor conducting the Senior Automotive Design class.

ARTICLE VII- AMENDMENTS

7.1 Amendments to this Constitution may be proposed by a voting member and shall be voted upon at the next meeting of the Student Organization following notice of such proposed amendment to the voting members, such notice shall be given within one week of the time any such amendment is proposed.

7.2 Amendments to this Constitution shall be the affirmative vote of two- thirds (2/3) of all voting members and with the approval of the appropriate governing board.

ARTICLE VIII- RATIFICATION

8.1 Ratification by two-thirds (2/3) of the voting members of the Student Organization shall be sufficient to establish this constitution between said members so ratifying and with the approval of the appropriate governing board.

BYLAWS OF THE UNIVERSITY OF CINCINNATI BEARCAT MOTORSPORTS

SECTION 1 - STUDENT OFFICERS

1(1) The President shall be the Executive Officer of the Student Organization and shall preside over all meetings of Bearcat Motorsports and the Executive Board. He/she shall be an ex-officio member of all standing committees.

1(2) The Vice-President, in the absence of the President shall preside at all meetings of Bearcat Motorsports and of the Executive Board. The Vice-Presidents shall also perform such other duties as are assigned him/her by the President of the Executive Board.

1(3) The Treasurer shall be responsible in conjunction with the University advisor, to all fiscal matters of the student organization.

- (a) The Treasurer, in the absence of the President and Vice-President shall preside at all meetings of Bearcat Motorsports and of the Executive Board. The Treasurer shall also perform such other duties as are assigned him/her by the President of the Executive Board
- (b) The Treasurer shall collect and receive all funds paid to the student organization and shall deposit them in the official depository.
- (c) The Treasurer, in conjunction with the University Advisor, will have final approval of all student organization expenditures. The Treasurer will co-sign all checks with the University Advisor in payment of bills.
- (d) The Treasurer will abide by all Policies and Guidelines set down by their respective Funding Board (Undergraduate Funding Board, Graduate Student Association, Medical Student Association, or Student Bar Association).
- (e) The Treasurer is responsible for educating his/her successor on the obligations of this position.
- (f) The Treasurer will keep the accounts and books which, at all times, must be open to inspection by the President, Executive Board, Funding Board, or any authorized auditor.
- (g) The Treasurer will make reports at the Student Organization meetings and at other such times as the President or Executive Board may direct.

(h) Failure to abide by these aforesaid policies will result in Financial Probation of the Student Organization as defined by their respective Funding Board.

1(4) The President shall keep the records of the membership and the minutes of the meetings of the Student Organization and the Executive Board. He/she shall make a report at the annual meeting of the Student Organization and at such time as the Executive Board may direct.

1(5) The Trusted Advisors shall facilitate the handover of all engineering notebooks and design documents between competition years, actively participating in the design process with the incoming team. In addition, they shall oversee any activities related to team operations between competition years.

1(6) The Chairperson position shall be filled by the Technical Director of the automotive design class; this position is to ensure the teams goals align with the design class.

1(6) The Vice-Chairperson positions shall be filled by the Sub-Team Leads of the automotive design class, this position is to ensure the teams goals align with the design class and facilitate communication with the designated Trusted Advisors.

SECTION 2 - ELECTIONS

2(1) Elections of Trusted Advisors and relevant positions will be held during the designated meeting at the end of the second academic semester.

2(2) Chairperson relevant positions will be elected during the designated meeting at the beginning of the first academic semester.

2(3) All Trusted Advisor relevant officers shall be elected by nomination from a previous officer to be voted in by a majority vote of current trusted advisors, with final consideration from the University Advisor.

2(4) All Chairperson relevant officers shall be elected by a majority vote of all considered voting members.

2(3) Officers will take office immediately following their election.

SECTION 3 - EXECUTIVE BOARD

3(1) The Executive Board shall be composed of the elected officers of Bearcat Motorsports and the University Advisor.

3(2) The Executive Board shall determine the policies and the activities of Bearcat Motorsports, discipline members, approve the budget and have general management of Bearcat Motorsports

3(3) The executive board shall meet at the designated meeting times and at the call of the president.

3(4) The immediate past president, to be a voting member of the executive board, must be at the present time a full/part-time student enrolled in any of the colleges, schools or divisions of the university, and maintaining a 2.3 semester GPA, and in good academic and disciplinary standing in his/her respective college, school or division. (University organizations must have an affiliation with the University)

SECTION 4 - UNIVERSITY ADVISOR

4(1) The University Advisor shall consult with the Student Organization and ensure that the activities of the Student Organization are consistent with the stated purposes of the organization

4(2) The University Advisor is required to attend an Advisor Training sponsored by the Center for Student Involvement every two years.

4(3) The University Advisor has an obligation to know the rules and regulations governing the handling of all funds and to assist and advise the treasurer in all financial matters and to co-sign checks.

SECTION 5 - SPECIAL COMMITTEES

5(1) Special Committees may be established by the Executive Board and shall perform such duties as defined in their establishment.

5(2) The Executive Board shall appoint, and may remove, committee members and a Chairperson for each committee.

SECTION 6 - MEETINGS

6(1) Meetings shall be held at such places as determined by the executive board.

6(2) The meetings of Bearcat Motorsports shall be given at least two (2) weeks notice of the place of the meetings.

6(3) At all meetings, a quorum shall be one-half (1/2) of the voting members of the student organization. A quorum is necessary for the organization to conduct official business. In student organizations the bylaws should provide for a quorum as large as can be depended upon for being present at all meetings in order to conduct the organization's business.

6(4) All matters coming before the Student Organization which require the approval of membership, the election of officers, or other general voting matters shall be carried by

the majority vote of the voting members present, providing that a quorum is present, except for business specified in the constitution or bylaws which require a specific number, i.e., ratification, etc.

SECTION 7 – REVENUE

7(1) A membership fee of 0\$

7 (2) Registered student organizations can generate revenue from sources (fundraisers, bake sales) other than those defined in this section as determined by the student organization's Advisor, Executive Board and approved by the general body of the student organization. The funds generated through fundraising must be used to further the student group's mission, programmatic efforts, or their support of philanthropic efforts (i.e., Relay for Life).

7(3) The disbursement of said revenue shall be determined by the Executive Board with the approval of the Student Organization and in accordance with university policies.

7(4) The Treasurer shall be responsible for the accountability of the Student Organization's monies and shall report to the Executive Board and the Student Organization.

7(5) In case of dissolution of the Chapter and liquidation of its affairs, any money or other assets remaining after the payment of all obligations shall be distributed in accordance with the provisions of disbursement statement of these By-Laws.

SECTION 8 - DISCIPLINE

8(1) Any member being two months in arrears in the payment of dues shall stand suspended and shall be notified immediately, in writing, by the President. Such member, upon payment, and upon making application for reinstatement to the Executive Board within thirty (30) days of such notice may be reinstated by two-thirds (2/3) vote of the entire Executive Board. In the event such member is not reinstated he/she shall be dropped from membership and shall be notified, in writing by the President.

8(2) Any member charged with conduct not in accord with the purposes of the Student Organization and against who such charges are sustained after due and proper hearing before the Executive Board, may be expelled from membership by a two-thirds (2/3) vote of the entire Executive Board.

8(3) Any student whose membership in the Student Organization has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the Student Organization and may not use the organization's name in connection with any further activities.

8(4) Appeal process: Any member whose membership in the Student Organization has been terminated by action of the Executive Board of the organization may appeal his/her expulsion, in writing, and within two weeks of the Executive Board's action to the Student Organization's respective governing board. If the expulsion is upheld by the governing board, the student may appeal to the Student Organizations and Activities Office in writing, and within two weeks of the governing board's action.

SECTION 9 – IMPEACHMENT

9(1) Petition Executive Board with signatures of 1/3 of all voting members. Petition should state reason for removal.

9(2) Executive Board shall then notify officers and call for removal vote within fourteen days of the filing of the petition.

9(3) Memberships shall be notified at least one week prior to removal vote meeting.

9(4) At the meeting for removal, the petition's stated grievances shall be made public and the officer charged shall be allowed to respond to the charges of the petition.

9(5) Removal from office shall require a vote of 2/3 of all voting members.

SECTION 10 - VACANCY OF OFFICE

10(1) In case of resignation or removal of any officer, an interim acting officer shall be appointed by the Executive Board.

10(2) The President shall call for an election within fourteen days after vacancy of any office.

10(3) Election shall be conducted as stated in the bylaws.

10(4) Should the office of President become vacant, the Vice-President should complete the President's unexpired term and call for an election for Vice-President consistent with the provisions of Section 10(2).

SECTION 11 - RULES OF ORDER

11(1) "Robert's Rules of Order, Revised" shall be the parliamentary authority for all matters of procedure not specifically covered by these by-laws.

SECTION 12 - AMENDMENTS OF BYLAWS

12(1) Amendments to these Bylaws may be proposed by any member and shall be voted upon at the next meeting of the Student Organization following notice of such proposed amendment to the voting members, such notice shall be given within one week of the time any such amendment is proposed.

12(2) Amendments to these Bylaws shall be by the affirmative vote of one-half (1/2) of all voting members and with the approval of the appropriate governing board.

Section 13-DISSOLUTION

13(1) Upon the dissolution of (student organization) for any reason, all work, funds, and property controlled by the organization will be transferred to the University of Cincinnati or to an organization that models the organization's purpose.

13(2) The Advisor and executive officers of the student organization will oversee the dissolution process.

Section 14-NON-HAZING & NON-DISCRIMINATION CLAUSE

14(1) The laws of the state of Ohio and the University of Cincinnati policies concerning hazing shall be observed.

14(2) "Hazing" means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization or any act to continue or reinstate membership in or affiliation with any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse, as defined in section 3719.011 of the Revised Code.

14(3) The University of Cincinnati does not discriminate on the basis of disability, race, color, religion, national origin, ancestry, medical condition, genetic information, marital status, sex, age, sexual orientation, veteran status or gender identity and expression in its programs and activities. The university does not tolerate discrimination, harassment, or retaliation on these bases and takes steps to ensure that students, employees, and third parties are not subject to a hostile environment in University programs or activities.