

Constitution of “University of Toronto Blue Sky Solar Racing”

1. Article One – Name and Purpose

- 1.1. The official name of the recognized student group is University of Toronto Blue Sky Solar Racing
- 1.2. The official acronym or abbreviation of the group is “BSSR”
- 1.3. The purpose, objectives, mission and/or mandate of the organization is to apply higher education to advancing renewable energy technology and environmental decision-making. Through the design and construction of solar powered vehicle, Blue Sky Solar Racing facilitates innovative applications of technology. The sight of a solar car and the excitement of solar racing generate the “cool” factor, which often acts as a catalyst that leads to further innovations down the road. The car’s unique shape, distinctive sound and intriguing concept captivate the minds of countless onlookers every year, while the spirit of cross- continental racing awakens the heart and imagination of the public at large. Racing across continents at highway speeds using energy harnessed only from the sun requires enlightened design for power management. Each component of the car is thought out and evaluated in three key areas: maximization of total energy efficiency, elegance, and overall safety. While the design and construction are carried out under the rubric of performance and reliability, racing itself is a competition in sustainability. Blue Sky Solar Racing offers a unique learning experience not only through the design, construction, logistical operations, public relations and administration of a world-class solar race team, but also through the use of an intensely multi-disciplinary approach. Engineering, science, humanities, social science, and business students learn from each other how the varying decision-making processes affect views on the environment and the role of technology.

2. Article Two – Membership and Membership Fee

- 2.1. The group shall maintain a list of group members.
- 2.2. Voting membership is open to all registered students of the University of Toronto.
- 2.3. Voting membership is open only to registered students of the University of Toronto.
- 2.4. Non-voting membership is open to University of Toronto staff, faculty, alumni, and to persons from outside the University. Unless otherwise stated, non-voting members do not hold any rights awarded to voting members.
- 2.5. The membership fee will be \$0 per year.

3. Article Three – Rights of Members

- 3.1. All members may apply for a full refund of their membership fee within one (1) month of becoming a member.
- 3.2. All voting members have a right to attend all general meetings of members.
- 3.3. All voting members have a right to cast votes at all general meetings of members.
- 3.4. All voting members have a right to stand for election unless otherwise stated in this document.
- 3.5. All voting members have a right to cast votes in all group elections and referenda.

- 3.6. All voting members have a right to propose and vote on amendments to this constitution.
- 3.7. The rights prescribed in Article Three are not awarded to non-voting members as described in Article Two.

4. Article Four - Executive Committee

- 4.1. The term for all positions on the Executive Committee shall be from May 1st to April 30th.
- 4.2. The Executive Committee shall be comprised of fourteen (14) voting members.
- 4.3. All voting members of the Executive Committee must be currently registered students of the University of Toronto.
- 4.4. Non-voting members may hold only non-voting positions on the Executive Committee.
- 4.5. The maximum amount of non-voting positions on the Executive Committee shall be one (1) position or ten per cent (10%) of the positions on the Executive Committee, whichever is greatest.
- 4.6. Persons holding non-voting positions on the Executive Committee cannot serve as an officer, financial authority, signing authority, primary contact, or secondary contact.
- 4.7. No person may serve as a financial authority or signing authority for the group if they are currently serving as a financial authority or signing authority for another recognized student group at the University of Toronto.

5. Article Five - Executive Committee Composition and Duties

5.1. The Project Manager shall:

- 5.1.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.1.2. Be in charge of convening general and executive meetings, chairing meetings, and carrying out business on behalf of the team as determined by executives,
- 5.1.3. Serve as the contact person for the University
- 5.1.4. Hold signing and financial authority along with the Advancement Director,

5.2. The Advancement Director shall:

- 5.2.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.2.2. Be in charge of advertising and promotion of all team's activities and events,
- 5.2.3. Maintain team's official records and archives
- 5.2.4. Oversee and record the team's financial transactions

5.3. The Chief Engineer shall:

- 5.3.1. Be eligible to cast votes at meetings of the Executive Committee,
- 5.3.2. Be in charge of managing and coordinating all technical sub teams in the design, build and testing of the solar car

5.4. The Finance Lead shall:

- 5.4.1. Record all financial transactions of the group,
- 5.4.2. Hold signing and financial authority along with the President,
- 5.4.3. Maintain a budget of income and expenses,
- 5.4.4. Advise members on financial position of the group,
- 5.4.5. Prepare an annual budget for the group.

5.5. The Marketing Lead shall:

5.5.1. Be in charge of convening general communications & social initiatives group meetings

5.5.2. Be in charge of delegating communications & social initiatives projects and tasks to communications & social initiatives group members

5.6. The Sponsorships Lead shall:

5.6.1. Be in charge of external partnerships, sponsorship procurement, and fundraising for the team

5.7. The Fabrication Lead shall:

5.7.1. Be in charge of convening general fabrication and construction group meetings

5.7.2. Delegate fabrication and construction projects and task to fabrication and construction team members

5.8. The Electrical Lead shall:

5.8.1. Be in charge of convening general electrical group meetings

5.8.2. Delegate electrical projects and tasks to electrical group members

5.9. The Solar Array Lead shall:

5.9.1. Be responsible for all research/design tasks pertaining to the solar array

5.10. The Aerodynamics Lead shall:

5.10.1. Be responsible for all research/design tasks pertaining to aerodynamics of the solar car

5.11. The Structural Lead shall:

5.11.1. Be responsible for all research/design tasks pertaining to the chassis and composite design of the car

5.12. The Mechanical Lead shall:

5.12.1. Be in charge of convening general mechanical group meetings

5.12.2. Delegate mechanical projects and tasks to mechanical group members

5.13. The Strategy Lead shall:

5.13.1. Be in charge of convening general strategy and telemetry group meetings,

5.13.2. Delegate strategy and telemetry projects and tasks to strategy and telemetry group members

5.14. The Operations Lead shall:

5.14.1. Be in charge of managing freight, logistics, and facilities

6. Article Six - Termination of Executives or General Members

6.1. Any member of the club who commits an act negatively affecting the interests of the club and its members, including non-disclosure of a significant or continuing conflict of interest, may be given notice of removal. The member up for removal shall have the right to defend his/her actions. A two-thirds majority vote of the current members present in favor of removal is required.

6.2. The member will be removed from the club's membership and will lose any privileges associated with being a member of the club.

6.3. Executive members are subject to the same termination or impeachment process and, as determined by the vote, may lose their executive position along with their membership to the group.

7. Article Seven – Elections

- 7.1. The Project Manager, Chief Engineer, and Advancement Director will be elected at the biennial November membership meeting through team voting, except under exceptional circumstances such as the unexpected departure of the current Project Manager, Chief Engineer, or Advancement Director. All other leads will be appointed jointly by the Project Manager, Chief Engineer, and Advancement Director, contingent on two-thirds general membership approval during a general meeting. All members in good standing are eligible to seek and hold office. The candidate with the most votes shall be elected to that position.
- 7.2. The Project Manager may only hold office for a maximum of 2 years (or one racing season) except under exceptional circumstances.
- 7.3. Registered U of T members may not vote by proxy. Non-U of T members may not nominate or vote in elections.

8. Article Eight – Finances

- 8.1. The signing officers of the team will be the Project Manager and the Advancement Director. The Project Manager and the Advancement Director will keep detailed, accurate and up-to-date records of all financial transactions. These records can be inspected by any member with one week's notice. The executives will prepare an annual budget, including projected revenues and expenses, and this will be presented to the members at the first fall meeting.
- 8.2. Approval of the budget shall be considered to be approval of all spending within the budget. Changes to spending outlined in the budget shall be presented to the executives for approval in advance, general members will be notified.
- 8.3. Members may not engage in activities that are essentially commercial in nature.
 - 8.3.1. This is not intended to preclude the collection of membership fees to cover the expenses of the group, or of charges for specific activities, programs or events, or to prohibit groups from engaging in legitimate fundraising.
 - 8.3.2. The group will not have as a major activity a function that makes it an on-campus part of a commercial organization, will not provide services and goods at a profit when that profit is used for purposes other than those of the organization, and will not pay salaries to some or all of its officers.

9. Article Nine – General Meetings

- 9.1. A minimum of four general meetings shall be held in each of the fall and winter terms. Notice of meetings shall be sent to members at least two weeks in advance.
- 9.2. The annual meeting shall be held in November each year. The annual meeting procedure will include a review of the financial records of the team, and an election of new officers.
- 9.3. The executives shall meet at least once per week. The executives shall report on its activities at each membership meeting.

10. Article Ten – Amendments

- 10.1. In order to amend this Constitution, notice of amendment must be sent to all members by email at least 48 hours prior to a scheduled meeting.
- 10.2. All amendments to the constitution must be approved by at least two-thirds of the members present at the meeting.