

Triton Robosub Constitution

Article I: Name of Student Organization

The organization shall be **Triton Robosub** at the University of California San Diego.

Article II: Statement of Purpose

This organization is devoted to students who want to explore underwater robotics and research applications of Autonomous Underwater Vehicles, hereinafter referred to as AUVs. Our main method for exploring this field is by compete in Robonation's Robosub competition, hosted in San Diego's TRANSDEC pool. Students will have the opportunity to not only learn about Autonomous Underwater Vehicle (AUV) construction and testing, but will be able to meet technology recruiters at the competition, practice networking skills with other teams and companies, and learn how to write a journal paper. This club will be associated with the Department of Computer Science and Engineering, hereinafter referred to as CSE.

Article III: Nonprofit Statement

Triton Robosub at the University of California San Diego is a non-profit student organization.

Article IV: Requirements for Membership

Section 1: Membership in Triton Robosub at the University of California San Diego, hereinafter referred to as UCSD, shall be open to any and all students at UCSD. Active membership shall be determined by the completion of a membership application. Once a student graduates or ceases to be a student at UCSD, his/her membership in the club shall cease at the end of the competition cycle (late July-early August of the same year)

Section 2: Any member may be removed from membership for violation of the purposes of the organization or rules of UCSD at the discretion of the advising staff and club executive board.

All members must be notified of this pending action at least one week prior to removal decision.

Section 3: It shall be stated as part of the policy of the Club that there shall be no form or type of discrimination in the group, whether it be due to one's race, color, religion, sex, sexual orientation, gender expression/gender identity, national origin, ancestry, age, differently-abled, veteran status, marital status, citizenship, medical condition, or major/minor. A violation of this policy will result in a warning, and a second violation of this policy will result in removal from membership. A major violation of this policy may result in immediate removal.

Section 4: Membership within Triton Robosub will require at least one day of attendance at the Robosub competition, held in late July-early August of 2020, at the San Diego TRANSDEC pool. Exceptions may be made at the discretion of the advising staff and club executive board.

Section 5: All members need to have good academic standing at UCSD (above a 2.0 GPA).

Section 6: All members must attend meetings every week, unless given permission by the advising staff or the executive board otherwise. Members will be considered tardy if they arrive ten minutes after the starting time or leave ten minutes before the ending time, and 3 tardy marks will result in an absence. Members may have three absences per quarter before being removed from the club.

Section 7: Members must put four hours of club work per week outside of meetings, unless seeking Special Studies 199 credit. In that case, eight hours of club work per week outside of meetings is required. The approximate value of work done will be recorded by the executive staff, and failing to meet these requirements three times per quarter will result in removal.

Article V: Frequency of Organization Meetings

Section 1: General meetings will be held weekly, with additional meetings being called as needed. Notifications about extra meetings will be sent out at least one week in advance, and will be sent out through electronic mail.

Section 2: Technical meetings will be held weekly as well, with additional meetings being called as needed. Notifications will match those of general meetings. These meetings will be engineering-specific, going over either mechanical, electrical, or computer engineering tasks.

Section 3: Summer meetings will be called for those available, for the purpose of testing. More information about summer meeting hours will be sent in Spring quarter after evaluating the state of the robot at that point.

Section 4: Attending at least one full day (6 AM to 6 PM) of competition is required, with more attendance being highly encouraged. As stated above, exceptions may be made at the advising staff and executive board's discretion.

Article VI: Qualifications for Holding Office and Methods of Selecting and Replacing Officers

Section 1: 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.

Section 2: Holding the office of Treasurer, Mechanical Engineering Team Lead, Electrical Engineering Team Lead, Software Engineering Team Lead, and Communications Officer for 2019-2020 will be decided by an application process followed by a club-wide vote. The application will evaluate work experience, leadership positions, and an interview with the

president and advising staff, and the club-wide vote will be a simple majority out of all candidates.

Section 3: Holding the office of President/Team Captain for 2020-2021 will be decided approximately one month after the competition with an application process and club-wide vote. The application will evaluate work experience, leadership positions, and an interview with executive board and advising staff, and the club-wide vote will be a simple majority out of all candidates.

Section 4: All officers are required to help organize meetings, manage funds, resolve issues, and be the voices of the departments of the club, and put at least eight hours of time in beyond meetings. They are also required to hold meetings each week in order to better organize the club, and will make up the executive board.

Section 5: The president/Team Captain will oversee all events, meetings, funds, and issues.

Section 6: The Engineering Team Captains are required to run technical meetings and organize their members during general meetings/events.

Section 7: The Treasurer is required to manage funds, obtain new funds, and send sponsorship packages to companies.

Section 8: The Communications Officer will manage the Journal Paper, Website, and Team Video required for the competition, as well as help create sponsorship packages. They will also manage social media posts.

Section 9: If any officer fails to uphold their duty, the executive board may vote to remove them from office, and a new vote will be held to decide upon a new person for the position.

Article VII: Risk Management

Section 1: Triton Robosub at UCSD is a registered student organization at the University of California San Diego, but not part of the university itself.

Section 2: Triton Robosub at UCSD understands that the University does not assume legal liability for the actions of the organization.

Section 3: Triton Robosub 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). Triton Robosub 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 4: Triton Robosub at UCSD recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws. Additionally, Triton Robosub 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 VIII: Community Advisor

Section 1: Community advisors will be selected by their interest in the club and status as UCSD faculty or staff within CSE, MAE, and ECE departments, and will be selected by the executive board. They will make up the advising staff mentioned previously.

Section 2: They will serve for the 2019-2020 school year, and will provide technical assistance, managerial assistance, and course credit for Special Studies 199.

Article IX: Financial Management

Section 1: Any money given to Triton Robosub will be used for nothing but competition fees, material and equipment costs, and travel expenses. Any non-monetary support will not be accepted unless directly relevant to the above costs.

Section 2: Finances will be gathered from donations and company sponsorships, as well as fundraisers and university funding. This money will be handled by the club Treasurer using through the off-campus non-profit organization Robotics Inspiring Science and Technology, hereinafter referred to as RISE. RISE will provide reimbursements to students and staff who purchase items or services on behalf of the club.

