

## **ARTICLE I. NAME OF ORGANIZATION**

**Section 1.** The organization shall be called Triton Baja at UC San Diego.

## **ARTICLE II. STATEMENT OF PURPOSE**

**Section 1.** Our mission at Triton Baja is to provide a welcoming and ambitious platform for students to apply their theoretical knowledge in designing, building, and racing an off-road vehicle. We aim to foster innovation, collaboration, and excellence in engineering while promoting hands-on experience and professional development.

**Section 2.** The objective of the organization is to compete in the Society of Automotive Engineers (SAE) Baja Series.

## **ARTICLE III. NONPROFIT STATEMENT**

**Section 1.** Triton Baja at UC San Diego is a non-profit student organization.

## **ARTICLE IV. MEMBERSHIP**

**Section 1.** Any and all registered undergraduate students in UC San Diego shall be eligible to become a member of Triton Baja, hereinafter BSAE. Active membership of the organization will be determined by an attendance of a minimum of 6 meetings every quarter. Active membership will also include dues of \$55, which will cover registration costs and apparel.

**Section 2.** A student can still remain a member of the organization without paying dues, however, they will not be able to attend competition events and may not be listed in the event roster.

**Section 3.** All members must abide by the code of ethics of BSAE. Members accused of breaching the code of ethics as well as any code of ethics from the Jacobs School of Engineering may be subject to testify in front of the board of officers. If the member is considered in violation of these rules, then they may be removed from membership and affiliation with the organization.

**Section 4.** Students interested in becoming active members of BSAE will be asked to submit an interest application. New members may be required to complete technical assessments at the discretion of the board.

**Section 5.** Triton Baja, and it's affiliated members, in accordance with the Nondiscrimination Policy Statement for University of California, will not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical

condition, ancestry, marital status, age, sexual orientation, citizenship, or serve in the uniformed services.

## **ARTICLE V. FREQUENCY OF ORGANIZATION MEETINGS**

**Section 1.** Build days will be held once a week and it's highly advised that all members attend. Subteam meetings will be hosted once a week. Officers will be required to attend additional meetings.

**Section 2.** Active members are required to attend at least six meetings each quarter or risk ineligibility in competition participation. Frequency of build days, and other required meetings, may be subject to change to account for national holidays or when nearing competition deadlines.

## **ARTICLE VI. HOLDING OFFICE AND METHODS OF SELECTING OFFICERS**

**Section 1.** The purpose of the board is to represent and act on behalf of the interests of the organization. Its ultimate goal shall be to facilitate the vision of the organization. It will also be held responsible for administrative duties, project deadlines, and acquisition of opportunities for its members.

**Section 2.** Individuals aspiring to hold a board position must have satisfied the organization's criteria for active membership. Current officers have the authority to nominate active members as candidates, and the board will subsequently conduct the election process.

**Section 3.** Only registered UC San Diego students may hold office in the organization. Only registered UC San Diego students may vote in elections for the selection of the organization's officers.

**Section 4.** The following sections will describe each officer's roles and responsibilities in the organization.

**Section 5. Project Officer:** The Project Officer is responsible for overseeing the project as a whole. This involves managing the planning and development of the project, integrating subteams for design considerations, documenting the design and manufacturing process, and will ensure overall effective team communication. Furthermore, they will be responsible for managing the logistics and preparation in time of competition.

**Section 6. Business Officer:** The Business Officer is primarily responsible for overseeing the financial and organizational aspects of the team. This role involves managing the team's budget, securing sponsorships, and handling logistics to ensure smooth operations. Additionally, the Business officer may also be involved in marketing and public relations

activities, promoting the team's achievements and maintaining relationships with sponsors and stakeholders.

**Section 7. Media Officer:** The Media Officer is primarily responsible for overseeing the team's media and public relations activities. This role involves managing social media platforms, creating and distributing promotional content, and ensuring effective communication of the team's activities and achievements. Additionally, the Media Officer coordinates with other team members to maintain a consistent and engaging online presence that reflects the team's goals and progress in competitions.

**Section 8. Chassis Officer:** The Chassis Officer is responsible for the design, development, and construction of the chassis, which is the central framework of the vehicle that houses all the components. This would include ensuring that the chassis meets all competition regulations, is structurally sound, and is optimized for performance, safety, and reliability.

**Section 9. Suspension Officer:** The Suspension Officer is responsible for tasks that include researching and selecting materials, designing components, conducting simulations and stress analysis, prototyping, testing the suspension system under various conditions, and optimizing the design for performance and safety.

**Section 10. Powertrain Officer:** The Powertrain Officer is responsible for designing, building, and maintaining the vehicle's power system, which includes the engine and related components. This focuses on the CVT transmission system, ensuring it effectively and efficiently transfers power from the engine to the wheels.

**Section 11. Electronics Officer:** The Electronics Officer is primarily responsible for designing, implementing, and maintaining all electronic systems in the vehicle. This includes tasks such as developing the vehicle's wiring harness, managing data acquisition systems, and ensuring the reliability and efficiency of all electronic components used in the car. Their role is crucial in optimizing the vehicle's performance and ensuring safety standards are met.

**Section 12. Driver Interface and Safety Officer:** The Driver Interface and Safety (DIS) Officer is responsible for ensuring the safety of the driver during vehicle operation. This includes overseeing the design and implementation of safety features such as harnesses, roll cages, pedal box, and helmets, as well as ensuring compliance with SAE safety regulations. Additionally, they may also be involved in training drivers on driving practices and vehicle handling specific to the Baja SAE competition environment.

## **ARTICLE VII. RISK MANAGEMENT**

**Section 1. Organization Status:** Triton Baja at UC San Diego is a registered student organization

at the University of California, San Diego, but not part of the University itself. It operates independently and is not an integral part of the University itself.

**Section 2. Legal Liability:** Triton Baja at UC San Diego understands that the University does not assume legal liability for the actions of the organization.

**Section 3. Risks to Physical Safety:**

*Machinery Use:* All members utilizing machinery will receive thorough training on safe usage practices. This is to ensure an understanding of the potential risks and proper handling of machinery.

*Safety Officer:* Annually, the club will elect a dedicated safety officer. The primary role of this officer will be to oversee and ensure adherence to safe procedures within the organization.

**Section 4. Liability Waiver:** All members must sign a liability waiver acknowledging the risks involved in the activities of Triton Baja SAE and releasing the organization and the University from liabilities due to any incidents that may occur.

**Section 5. Specific Risk Mitigation Strategies:** The organization will actively work to identify and mitigate risks associated with its activities. This includes, but is not limited to:

*Working with Minors or the Elderly:* Implementing strict protocols and training specific to the safety and legal considerations of these groups.

*Handling Hazardous Materials/Equipment:* Providing specialized training and ensuring compliance with all relevant safety standards and regulations.

**Section 6. Continual Risk Assessment:** The organization commits to a continual assessment and updating of its risk management strategies to adapt to new challenges and ensure the safety of all its members.

**Section 7. In Case of International Travel:** Triton Baja at UC San Diego recognizes that the University generally recommends against all international travel by Student Organizations due to the myriad of risks travelers face in foreign countries. Student organizations are discouraged from traveling to foreign countries due to the wide variety of risks involved with foreign travel, and the extensive planning efforts required by the Student Organization's Members to manage those risks.

International travelers are advised to research US State Department Travel Advisories and the CDC Travel Health site and abide by all recommended alerts and warnings, and procure travel insurance with medical coverage that covers their chosen destination because most USA

Health Plans are not valid in foreign countries.

### **Section 8. In Case of Handling of Hazardous Chemicals, Material, Equipment, and**

**Machinery:** Triton Baja at UC San Diego recognizes that all student organization activities must be conducted safely, in accordance with all applicable federal, state and local laws.

Additionally, BSAE at UC San Diego 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. HAZING PREVENTION**

**Section 1.** Our organization upholds a strict zero-tolerance policy towards hazing in any form. We are committed to fostering a safe, respectful, and inclusive environment for all members.

**Section 2.** Any member found to be engaging in or promoting hazing activities will face immediate permanent expulsion from the organization. Furthermore, such actions may lead to referral to the Center for Student Accountability, Growth, & Education for organizational and/or individual violations. This could result in additional disciplinary measures as per UC San Diego policies and California State Law.

## **ARTICLE IX. COMMUNITY MENTOR**

**Section 1.** The role of the Community Mentor is multifaceted, primarily focusing on providing professional guidance, technical expertise, and career mentorship to enhance the educational and professional development of our club members. They will assist in bridging the gap between academic knowledge and practical application, particularly in the realms of design, innovation, and project management in the context of the project of BSAE. Additionally, the mentor will facilitate connections with industry professionals, alumni, and other external resources, thereby enriching the club's network and opportunities for collaboration and growth. The mentor plays a key role in ensuring the club's adherence to university policies and ethical standards, particularly in activities involving high-risk elements and external affiliations.

## **ARTICLE X. FINANCIAL MANAGEMENT**

**Section 1.** The Triton Baja SAE club shall finance its activities primarily through membership dues, fundraising events, sponsorships, and any grants or donations received. Strict adherence to ethical fundraising practices and transparent accounting procedures will be maintained at all

times to ensure financial integrity. The club's treasurer, elected annually, will be responsible for the management and oversight of all financial transactions.

## **ARTICLE XI. AFFILIATION WITH OTHER GROUPS**

**Section 1.** BSAE may establish affiliations with other groups at local, state, national, or international levels, particularly those organizations that align with our mission of fostering engineering excellence, teamwork, and innovation in the field of automotive engineering. These affiliations include, but are not limited to, professional engineering societies, educational institutions, and other Baja SAE clubs. The primary aim of these affiliations is to facilitate knowledge exchange, collaborative projects, and participation in events that enhance the educational and professional development of our members.

**Section 2.** Affiliation with external groups may require the club and its members to adhere to specific guidelines or obligations, such as participating in joint events, sharing resources, or upholding the standards and ethics of the affiliated organization. Such requirements will be clearly communicated to all members, and compliance will be mandatory to maintain the integrity and benefits of these affiliations.