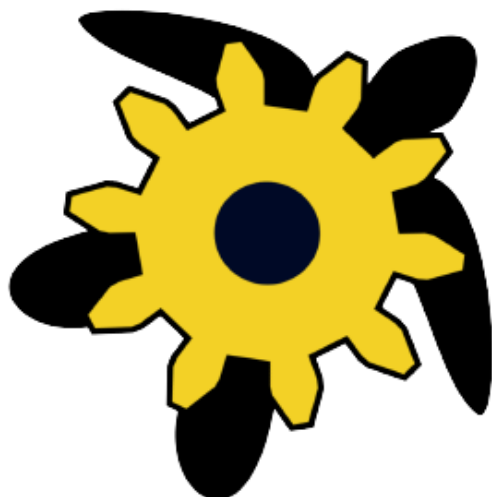


Texas A&M University Robotics Team and Leadership Experience



FALL 2024 CONSTITUTION

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Article 1. Organization Name and/or Abbreviation

Section 1.01 Organization Name

- (a) Texas A&M University Robotics Team and Leadership Experience

Section 1.02 Abbreviations

- (a) TURTLE Robotics

Article 2. Mission Statement

Section 2.01 Purpose

- (a) The Texas A&M University Robotics Team and Leadership Experience (TURTLE) is an undergraduate engineering design, operation and mentoring group for today's advancing robotics field.
- (b) The purpose of TURTLE is to help students gain real life experience based on the theories that they learn in the classroom through various Design Competitions. Robotics Design competitions incorporate different elements of various engineering disciplines, such as Mechanical and Electrical, that will teach students the value that their studies at Texas A&M hold for their future industries.
- (c) TURTLE members will also use this gained experience to mentor and prepare younger, interested individuals at the High School level for a potential future career in Texas A&M University Engineering and the ever expanding world of Robotics. Cop

Section 2.02 Goals

- (a) The goal of TURTLE is to provide a unique environment for interactive learning to students at the high school and college level who are interested in and/or pursuing a future career in engineering.

Article 3. Organization activities and operations

Article 4. Members

Section 4.01 Eligibility

- (a) Any member of the Texas A&M student body may apply for membership. No student shall be excluded on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status.
- (b) Members must be currently enrolled at Texas A&M
- (c) Members must be in good standing with the University

Section 4.02 Standards

- (a) A member must:
 - (i) Conduct oneself in an appropriate manor when representing TURTLE

An “appropriate manner” is defined as:

1. An absence of foul and/or offensive language
2. An absence of consumption of alcohol and/or illegal drug use
3. Abiding by ALL University, Local, State, and Federal Laws
4. Remain coherent of and abide by the safety standards set forth by the Organization, University and Competition Regulations

Section 4.03 Requirements

- (a) To remain a member of TURTLE, members must pay dues each semester and remain in good standing with the club and University.
- (b) Dues are subject to change each semester. Fall 2024 dues are \$45 for Advanced Project Teams and \$30 for HATCHLING members.

Section 4.04 Gaining Membership Status

- (a) Applications will be open each semester for a minimum of two weeks.
- (b) Once reviewed potential members will be sorted into HATCHLING or an advanced team by the officer team depending on availability and preference.

Section 4.05 Active Project Teams (Fall 2024)

All projects, excluding HATCHLING, are to be referred to as Advanced Project Teams.

(a) BEEST

- (i) Project Description: Designing an electromechanical strandbeest to serve as a showcase robot for the mechanical engineering department, reference link to similar project below.

<https://youtu.be/P0TQ5UiqaAs>

(b) BLNC

- (i) Project Description: This project is focused on developing robots capable of balancing like an inverted pendulum and BB-8. We will be exploring various control systems for a 2 wheel inverted pendulum and designing a ball-balancing robot. The goal of this project is to explore the capabilities of various architectures of balancing robots.

(c) CMBT

- (i) Project Description: This project's current focus is to design and build a 30-pound combat robot to compete in Robobrawl Illinois against other colleges. We are currently working on designing the drivetrain system and the electrical circuit, while also assembling the chassis and weapon system.

(d) DRON

- (i) Project Description: A fleet of autonomous UAVs for disaster response equipped with thermal and LiDAR sensors to map a rapidly changing disaster scene then effectively relay information back to first responders.

(e) GERM:

- (i) Project Description: The purpose of this project is to design an aeroponic system that can grow a plant from seed to maturity with no human involvement through the use of continuously monitoring sensors.

(f) HATCHLING:

- (i) Project Description: The hatchling project is a semester long beginner friendly robotics project. At the end of the semester, students compete with their robots for a prize at the semi-annual TURTLE meetings.

(g) LARM

- (i) Project Description: LARM, or Laboratory Assisting Robotic Manipulator, strives to create a 6 degree of freedom robotic manipulator from scratch that can assist other TURTLE members in tasks around the lab (being an extra hand in soldering, etc.).

(h) MAZE

- (i) Project Description: This project is focused on building and programming a small robot that will be capable of autonomously navigating an unknown maze and returning a 3D map of the correct path through the maze.

(i) OLSN

- (i) Project Description: This project was created for a local child, and strives to create a prosthetic hand for him.

(j) QUAD

- (i) Project Description: The Quadruped Project is focused on building a robot capable of walking on four legs, much like a dog. This type of robot must balance and adapt to its surroundings. The goal of this project is to explore the capabilities of walking robots.

(k) VIRT

- (i) Project Description: VIRT is a project focused on building a mobile turret that uses computer vision on an FPGA to track and fire harmless projectiles at its targets.

Section 4.06 Member Disciplinary Procedures

(a) Reporting Concerns

- (i) Concerns may be brought up to any member of the Officer team, in person or through Discord
- (ii) The accuser of said infraction may request to remain anonymous.

(b) Notice to Member

(i) Due Notice

- 1) A notice is to be given to the accused member within two weeks by physical letter and TAMU email.
- 2) The physical notice is to be delivered by in private by two members of the Officer team.

(ii) Content of Notice

- 1) This notice may not contain the accuser of said infraction if the person reporting wished to remain anonymous.
- 2) This notice will contain full disclosure of the following information to the accused.
 - a) Date of infraction
 - b) Place of infraction
 - c) Type of infraction
 - d) Purpose of accused “action” being labeled as “infraction”
 - e) Potential consequences of infraction
- 3) This notice will only contain information pertinent to the current accused infraction.

(c) Opportunity to Share Perspective

(i) Admits Responsibility

- 1) If the accused admits to the infraction fully, any necessary and proper disciplinary action will be taken

(ii) Requests Trial

- 1) If the accused admits to the infraction partially or denies the infraction, the accused will be asked to present a written report of what happened.
- 2) Members of the Officer team will attempt to find witnesses and other related evidence.
- 3) A trial will be held at the next Officer meeting with the accused member in attendance.
 - a) If the accuser did not wish to remain anonymous, they are also required to attend.
 - b) Once all the evidence is presented, the accused will have a chance to answer any questions.
 - c) The Officer team will then proceed to ask the involved members to leave the room, and then vote on removal from membership.
 - i) Every Officer will be required to vote.
 - d) There must be a unanimous vote in favor of removal to remove the member in question from membership.

- e) If there is not a unanimous vote in favor of removal, the Member in question will not be removed from TURTLE. The Officer team may assign a disciplinary punishment (at the discretion of the Officer team) to the Member in question if deemed necessary.
 - i) Definition of Removal from TURTLE:
 - a. *Said Member will no longer have the standing title of Member.*
 - b. *Said Member will relinquish all respective Member duties.*
 - c. *Said Member will no longer be a member of TURTLE.*
- (d) Identification of Discipline Process Decision-makers
 - (i) All Officers in good standing with the university and in attendance will be required to vote.
- (e) Possible Outcomes
 - (i) Suspension from TURTLE
 - (ii) Permanent expulsion from TURTLE
 - (iii) Removal from advanced project team
 - (iv) Ban from future officer positions

Section 4.07 Common Disciplinary Actions

- (a) In the case that a member of TURTLE is no longer considered a student of Texas A&M University, they must become a recognized and enrolled student of Texas A&M University again to resolve their infraction.
- (b) In the case that a member of TURTLE is no longer considered in good standing with Texas A&M University, they must become a student in good standing with Texas A&M University to resolve their infraction.
- (c) In the case that a member of TURTLE no longer meets the GPR requirements set by the University, they must meet the GPR requirements to resolve their infraction.
- (d) Definition of Suspension:
 - (i) Said member will remain on the team, but will not be able to participate in TURTLE activities and/or projects that involve representing TURTLE.

- (ii) Said member is still required to keep up with their respective regular member duties.
- (iii) Said member will be prohibited from attending general meetings, as well as any build projects.
- (iv) Said member will not be able to attend officer meetings, except to report on progress in resolving their infractions.
- (v) Said member's right to vote in officer elections will be temporarily revoked until the suspension is lifted.
- (e) If an individual is removed from membership, they are also removed from any leadership roles within the organization.
- (f) The severity of the disciplinary action taken will be based upon the number of times that said offense has occurred and the severity of said offense.
- (g) If not listed in Section 4.07, the disciplinary action taken by the officer team will be decided on a case by case basis at the discretion of the officer team.
- (h) The disciplinary action will only be delivered by the officer team.

Article 5. Officers

Section 5.01 Officer Eligibility Requirements

- (a) The officers of this organization must meet the following requirements:
 - (i) Have a minimum cumulative and semester grade point average (GPA) as stated below and meet that minimum cumulative and semester GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.
 - 1) For undergraduate students, the minimum cumulative and semester GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point average prior to election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).
 - 2) For graduate level students the minimum cumulative and semester GPA is a 3.00 and for first professional students the minimum cumulative and semester GPA is 2.50. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point average prior to election/appointment, at least four credit hours must have been taken during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.

(ii) Be in good standing with the university and enrolled:

- 1) at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office. Students enrolled in the Blinn TEAM program are also eligible to hold an office, as long as the student is meeting all applicable Blinn TEAM requirements and is in good standing with the program.
- 2) at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(b) The President and Vice President positions are limited to Juniors and Seniors.

(c) All active TURTLE members in good standing are allowed to run for an officer position.

Section 5.02 Officer Selection Processes

(a) Timing

- (i) Officer Elections for the next Academic Year will be held in the last General Meeting of March.
- (ii) After new officers are elected in late March, they will go through a Mentoring and Transition Process with their respective current Officer for the remainder of the Academic year until the newly elected Officer will officially take over the position at the start of the Academic Summer.

(b) Process

(i) Applying for Office

- 1) Each applicant will submit a formal application to the office which will include their ideas of what the specific position that they are applying for does, how they could better the position, and how their time as an Officer will be beneficial to the team.
 - a) This application will be sent electronically to the President.
- 2) Every Officer Application will be sent out electronically to the entire officer team from the President so that every voting member will see the applications and be able to make an informed decision.

(ii) Elections

1) Questions

- a) Each applicant will be given a question and answer period during the last General Meeting in March for any voting member of TURTLE to ask relevant questions.
- b) The time allotted for the Q&A will be up to the discretion of the Current Officer Team.

2) Voting

- a) Elections will start from the highest-ranking Officer position (President), and move down to the lowest (Hatchling Assistant Director).
- b) Each member may run for multiple positions, however once elected to a position, said applicant may no longer run for any other positions.
 - i) If an applicant rejects a position that they are elected to, they may NOT continue to run for other positions.
- c) Each applicant may only be elected to one (1) position.
- d) Each voting member of the team will vote by anonymous ballots. The applicants will leave the room during voting and the position will be given to the member with the greatest number of votes.
- e) In the case of a tie between two or more applicants, a brief Q&A session for the remaining applicants will be held. Then, a second voting period will commence containing only the tied applicants.
- f) In the case of a second tie between two or more applicants with the greatest number of votes, the Advisor of TURTLE will select the winner.

Section 5.03 Officer Positions and Duties

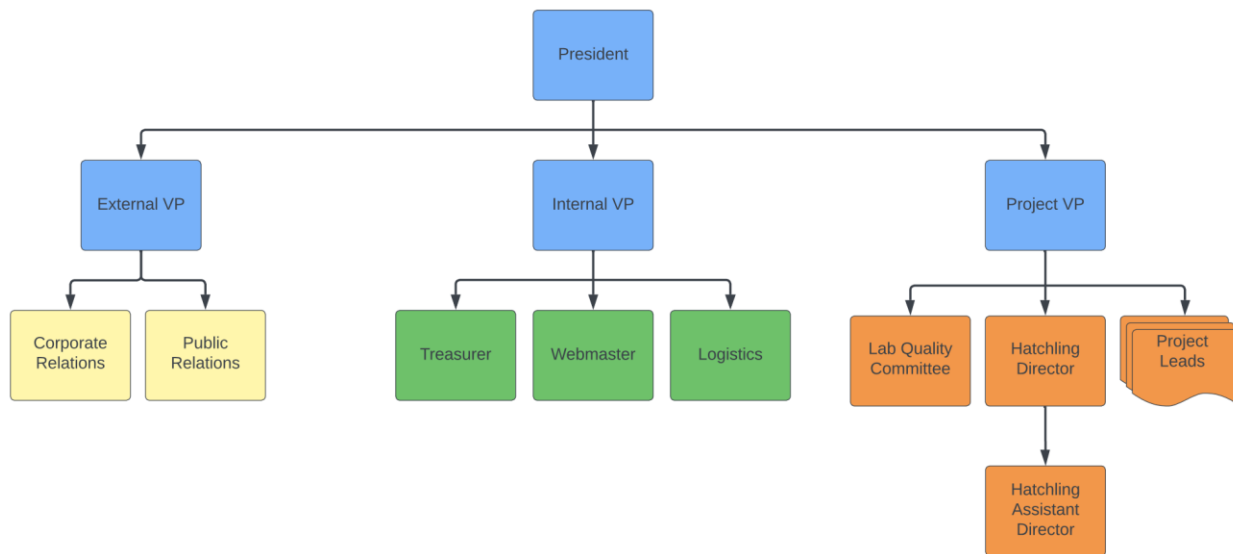


Figure 1. Organizational Flow Chart

(a) President

- (i) The President is ultimately responsible for the overall operations and goals for the TURTLE as well as serving as the “face” of the organization. The President will have the final say in issues concerning the TURTLE and follow such duties
 - 1) Creates goals and vision for TURTLE (short and long term planning)
 - 2) Maintains communication with faculty advisor
 - 3) Assigns tasks to VPs
 - 4) Suggest events and meetings
 - 5) Represents TURTLE when contacting other organizations and faculty
 - 6) Advance the mission of TURTLE

(b) External Vice President

- (i) The External VP of the team will oversee the well-being of the organization's external operations. This Executive's main duties will be to coordinate outreach activities to help promote the field of robotics among younger students. Additionally, this VP will work with the Treasurer to secure all funding needed for the organization by interacting with potential and current sponsors. Finally, the Public Relations Officer, Corporate Relations Officer, and Fundraising Officer will work under this VP.
 - 1) Set goals and assign tasks to the Corporate Relations Officer and Public Relations Officer
 - 2) Create resources for project leads such as meeting templates, agendas, etc.

(c) Corporate Relations

- (i) This officer is responsible for creating a positive network with companies and other sponsors. The tasks will include maintaining corporate contacts as well as communication and exploring funding opportunities through sponsorship packages or other means.
 - 1) Maintain and corporate contacts and communication
 - 2) Explore funding opportunities through sponsorship packages or other means
 - 3) Organize guest speakers for general meetings

(d) Public Relations

- (i) This officer is responsible for investigating feasible local outreach activities such as mentoring younger students (middle to high school) and volunteering opportunities. This officer will coordinate with the External VP to ensure outreach is a success.
 - 1) Maintain and update all of T.U.R.T.L.E.'s social media accounts (Instagram, LinkedIn, etc.)
 - 2) Communicate with 4H robotics and other organizations for outreach opportunities
 - 3) Work with the Mechanical Engineering department to organize outreach and display activities

(e) Internal Vice President

- (i) The Internal VP of the team will be in charge of maintaining the well-being of the organization's internal operations and assume the roles of the presidency in their absence. This Executive's main duties will be to organize, plan, and execute internal activities that include meetings, events, and competitions in coordination with other leaders. He or she will be in charge of drafting and finalizing an event list or schedule for each fiscal year. Finally, the Treasurer, Logistics, and Webmaster officers will work under this VP.
 - 1) Set goals and assign tasks to Treasurer, Logistics, and Webmaster officers
 - 2) Organize and plan monthly T.U.R.T.L.E. meetings (These should be fun but educational; guest speakers, standalone inter-project competitions, etc.)
 - 3) Organize monthly Officer meetings
 - 4) Help Project VP organize and plan end of semester project lead showcase

(f) Treasurer

- (i) The Treasurer will handle all of the monetary needs of the Organization and is one of the three members (Advisor, President and Treasurer) that are necessary by StuAct rules for the Organization to function and be recognized. This Officer will handle all transactions, whether for fundraising or expenditures and must be extremely organized. They will file all of the Team's monetary needs with SOFC (the Student Activities Bank) and work closely with the other Officers on the team to have monetary needs supplied when necessary.
 - 1) Handle SOFC Accounts
 - 2) Complete StuAct Yearly Requirements
 - 3) Plan yearly budgets
 - 4) Complete yearly MEEN Funding Requests
 - 5) Guide project leads through reimbursement requests
 - 6) Ensure every member pays dues each semester

(g) Webmaster

- (i) The Webmaster will be in charge of maintaining the T.U.R.T.L.E. website and Discord, ensure that they are up to date with relevant information and visually pleasing aesthetics.
 - 1) Maintain and update T.U.R.T.L.E. website as necessary
 - 2) Admin the T.U.R.T.L.E. Discord

(h) Logistics

- (i) The Logistics Officer is responsible for maintaining all documents and record for T.U.R.T.L.E. as well as photographing (or collecting photos) from events and project results.

- 1) Create a directory with present and past members lists and contacts
- 2) Photograph and record current progress & results
- 3) Keep and maintain project documentation
- 4) Maintain all other important documents that pertain to success of T.U.R.T.L.E. including competition entry forms, award letters, and legal forms if any

(i) Project Vice President

- (i) The Project VP will be responsible for the oversight and completion of all internal projects, working closely with every team lead. This Executive must be knowledgeable on fundamental subjects related to robotics (3D CAD, programming, electrical engineering, structural analysis, etc.). Strong management and leadership experience is required as they will be dealing with multiple projects.

- 1) Ensure advanced projects are making adequate progress each semester
- 2) Organize and plan end of semester project showcase
- 3) Create resources for project leads such as meeting templates and team building exercises
- 4) Act as a leader, guiding project leads in team and technical related matters

(j) Project Lead

- (i) All advanced projects will be led by a project lead who will be responsible for managing their own team. Each team will be composed of qualified members who are knowledgeable on fundamental engineering subjects. The lead must understand the basic engineering design process to work effectively towards their goal. New project ideas can be submitted to the President or any Executive officer. Team leads will provide the VP with monthly progress reports.

- 1) Act as the leader for an advanced project
- 2) Host weekly meetings
- 3) Ensure all members are contributing
- 4) Act as the primary point of contact for T.U.R.T.L.E members on their project

(k) Lab Quality Committee

- (i) These officers are responsible for maintaining an organized lab. They will keep track of available resources, notifying the officer committee when things are running low. Records of project specific materials as well as general resources should be kept up to date.
 - 1) Maintain an organized lab
 - 2) Keep an updated track of current materials and equipment using Google Sheets
 - 3) Suggest new equipment for lab

(l) Hatchling Director

- (i) The Hatchling Director serves as the organizer and lead for T.U.R.T.L.E.'s "entry to robotics" program, Hatchling. The Hatchling Director will design two competitions each year for hatching team members to compete in. They will also serve as an advisor on all hatching projects, ensuring that the new members have all the required resources to be successful.
 - 1) Organize and lead the semester long hatching project, serving as an introduction to robotics for new members
 - 2) Design two hatchling projects (one per semester) that will allow members to learn new skills, culminating in a showcase
 - 3) Work as a mentor to help hatchling members
 - 4) Create progress checks to ensure hatchling members are on track for their final competition/presentations.

(m) Hatchling Assistant Director

- (i) The main goal of the Hatchling Assistant Director is to assist the Hatchling Director with running a hatchling project every semester.
 - 1) Teach new members essential robotic skills
 - 2) Act as a mentor to new members
 - 3) Run hatchling meetings if the Hatchling Direct is unavailable

Section 5.04 Officer Disciplinary Procedures

(a) Reporting Concerns

- (i) Concerns may be brought up to any (other) member of the officer team in person or through Discord
- (ii) The accuser of said infraction may request to remain anonymous.

(b) Notice to Member

(i) Due Notice

- 1) A notice is to be given to the accused member within two weeks by physical letter and TAMU email.
- 2) The physical notice is to be delivered by in private by two members of the officer team.

(ii) Content of Notice

- 1) This notice may not contain the accuser of said infraction if the person reporting wished to remain anonymous.
- 2) This notice will contain full disclosure of the following information to the accused.
 - a) Date of infraction
 - b) Place of infraction
 - c) Type of infraction
 - d) Purpose of accused “action” being labeled as “infraction”
 - e) Potential consequences of infraction
- 3) This notice will only contain information pertinent to the current accused infraction.

(c) Opportunity to Share Perspective

(i) Admits Responsibility

- 1) If the accused admits to the infraction fully, any necessary and proper disciplinary action will be taken

(ii) Requests Trial

- 1) If the accused admits to the infraction partially or denies the infraction, the accused will be asked to present a written report of what happened.
- 2) Members of the officer team will attempt to find witnesses and other related evidence.
- 3) A trial will be held at the next officer meeting with the accused member in attendance.
 - a) If the accuser did not wish to remain anonymous, they are also required to attend.
 - b) Once all the evidence is presented, the accused will have a chance to answer any questions.
 - c) The officer team will then proceed to ask the involved members to leave the room, and then vote on removal from membership.

- i) Every officer will be required to vote.
 - d) There must be a unanimous vote in favor of removal to remove the member in question from membership.
 - e) If there is not a unanimous vote in favor of removal, the member in question will not be removed from TURTLE. The officer team may assign a disciplinary punishment (at the discretion of the officer team) to the member in question if deemed necessary.
 - i) Definition of Removal from TURTLE:
 - a. *Said Member will no longer have the standing title of member.*
 - b. *Said Member will relinquish all respective member duties.*
 - c. *Said Member will no longer be a member of TURTLE.*
- (d) Identification of Discipline Process Decision-makers
 - (i) All officers in good standing with the university and in attendance will be required to vote.
- (e) Possible Outcomes
 - (i) Suspension from TURTLE
 - (ii) Permanent expulsion from TURTLE
 - 1) If an individual is removed from membership, they are also removed from any leadership roles within the organization.
 - (iii) Removal from Advanced Project Team
 - (iv) Removal from office position
 - (v) Ban from future officer positions

Section 5.05 Common Disciplinary Actions

- (a) In the case that a member of TURTLE is no longer considered a student of Texas A&M University, they must become a recognized and enrolled student of Texas A&M University again to resolve their infraction.
- (b) In the case that a member of TURTLE is no longer considered in good standing with Texas A&M University, they must become a student in good standing with Texas A&M University to resolve their infraction.
- (c) In the case that a member of TURTLE no longer meets the GPR requirements set by the University, they must meet the GPR requirements to resolve their infraction.
- (d) If an officer of TURTLE is, said officer will be given a specified amount of time to resolve such infractions at the discretion of the officer team
 - (i) Definition of Suspension:
 - 1) Said officer will remain on the officer team, but will not be able to participate in TURTLE activities and/or projects that involve publicly representing TURTLE.
 - 2) Said officer is still required to keep up with their respective regular Officer duties.

- 3) Said officer will be required to attend general meetings, but will be prohibited from participating in any build projects.
 - 4) Said officer will not be able to attend officer meetings, except to report on progress in resolving their infractions.
 - 5) Said officer's right to vote in all voting processes including officer elections will be temporarily revoked until the suspension is lifted.
 - 6) If a suspended officer does not meet the requirements of their suspension stated, said officer may face permanent removal from officership at the discretion of the officer team.
- (e) If an officer of TURTLE faces permanent removal from officership said officer will be brought before the Officer team (not including oneself) to discuss removal.
- (i) Discussion:
- 1) The officer in question will be given the chance to defend oneself against removal as an officer of TURTLE.
 - 2) The officer team (excluding the officer in question) will be required to validate to the officer in question their reasons behind removal from officership.
 - 3) The officer team (excluding the officer in question) will then proceed to ask the officer in question to leave the room, and then vote on Removal from officership.
 - 4) Every officer (excluding the officer in question) will be required to vote.
 - 5) There must be a majority vote in favor of removal to remove the officer in question from officership.
 - 6) If there is not a majority vote in favor of removal, the officer in question will not be removed from office. The officer team may assign a disciplinary punishment (at the discretion of the officer team [excluding the officer in question]) to the officer in question if deemed necessary.
 - 7) Definition of Removal from Office:
 - a) Said officer will no longer have the standing title of officer.
 - b) Said officer will relinquish all respective officer duties.
 - c) Said officer will now be a general member of TURTLE.
- (f) Definition of Suspension:
- (i) Said member will remain on the team, but will not be able to participate in TURTLE activities and/or projects that involve representing TURTLE.
 - (ii) Said member is still required to keep up with their respective regular member duties.
 - (iii) Said member will be prohibited from attending general meetings, as well as any build projects.
 - (iv) Said member will not be able to attend officer meetings, except to report on progress in resolving their infractions.
 - (v) Said member's right to vote in officer elections will be temporarily revoked until the suspension is lifted.

- (g) If an individual is removed from membership, they are also removed from any leadership roles within the organization.
- (h) The severity of the disciplinary action taken will be based upon the number of times that said offense has occurred and the severity of said offense.
- (i) If not listed in Section 5.05, the disciplinary action taken by the officer team will be decided on a case by case basis at the discretion of the officer team.
- (j) The disciplinary action will only be delivered by the officer team.

Article 6. Advisor Expectations

The advisor of TURTLE is expected to:

- (a) Be in compliance with the University requirements for advisership.
- (b) Be involved and knowledgeable about the organization's activities.

Article 7. Constitutional Amendment Procedure

- (a) An amendment to the constitution may be brought up by any member in attendance at officer meeting.
 - (i) The proposed amendment will then be discussed by all in attendance at officer meeting.
 - (ii) The proposed amendment will not be voted on until the next officer meeting, giving ample time to reflect on the proposal.
 - (iii) At the second officer meeting that the proposed amendment is discussed, approval may be voted on.
 - (iv) All officers that are in good standing with TURTLE and are present at officer meeting must vote on the approval of the proposed amendment.
 - (v) The vote will be taken by show of hands.
 - 1) One show of hands for approval.
 - 2) One show of hands for disapproval.
 - 3) There must be at least a two thirds (3/5) vote of approval to approve the proposed amendment.
 - 4) If there is a tie among votes, the President will be the deciding factor.
 - 5) If the amendment is disapproved by the voting officers present, then the same proposed amendment may NOT be proposed again until the next academic semester.
- (b) All members, officers, and advisors of TURTLE will act in compliance with all StuAct regulations.

Article 8. Financial Procedures

- (a) The organization will bank with the Student Organization Finance Center (SOFC) and/or University Fiscal Department.
- (b) All funds will be deposited within one business day of collection; and the Treasurer and organization's advisor will sign and approve each expenditure before payment.
- (c) If any of the members make a private expenditure for the organization, they must contact either the Internal VP or the Treasurer in order to get reimbursed through the organization bank account.

Article 9. Statement of Annual Review

This organization will annually submit a copy of its constitution to the Department of Student Activities for review. A copy will be made available to organization members, upon request.