



Spring 2026 Constitution

Texas A&M University Robotics Team and Leadership
Experience

Contents

Article 1 Organization Name and Abbreviations	1
Section 1.1 Organization Name	1
Section 1.2 Abbreviations	1
Article 2 Mission	1
Section 2.1 Mission Statement	1
Section 2.2 Vision	1
Section 2.3 Values	1
Article 3 Organizational Activities and Operations	2
Article 4 Members	2
Section 4.1 Eligibility	2
Section 4.2 Standards	2
Section 4.3 Requirements	2
Section 4.4 Gaining Membership Status	3
Article 5 Officers	3
Section 5.1 Officer Eligibility Requirements	3
Section 5.2 Officer Positions	4
Section 5.3 Officer Selection Processes	6
Article 6 Disciplinary Procedures	8
Article 7 Advisor Expectations	9
Article 8 Constitutional Amendment Procedure	9
Article 9 Financial Procedures	10
Article 10 Statement of Annual Review	10

Article 1 Organization Name and Abbreviations

Section 1.1 Organization Name

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

Section 1.2 Abbreviations

- (a) TURTLE
- (b) TURTLE Robotics

Article 2 Mission

Section 2.1 Mission Statement

To provide a unique environment for experiential learning to develop in engineering, leadership, and robotics.

Section 2.2 Vision

We see TURTLE developing future leaders and roboticists through project experiences for the A&M robotics community and beyond.

Section 2.3 Values

- (a) Autonomy
- (b) Collaboration
- (c) Curiosity
- (d) Development
- (e) Innovation
- (f) Leadership
- (g) Respect

Article 3 Organizational Activities and Operations

- (a) TURTLE shall provide hands-on experience to its members through its Advanced Projects. Each project will have a Project Lead to guide the team throughout the lifetime of the project, presenting their work at the End of Semester Showcase.
- (b) The Development programs foster growth in undergraduate engineers through technical lectures paired with a collaborative, hands-on, semester-long project that encourages practical application of knowledge.
- (c) TURTLE members give back to the community by participating in local STEM and general volunteering events.
- (d) TURTLE is supported by both the TAMU College of Engineering and the Mechanical Engineering Department.

Article 4 Members

Section 4.1 Eligibility

- (a) Any member of the Texas A&M student body currently enrolled and in good standing with the University may apply for membership.
- (b) Only undergraduate students will be considered for membership.

Section 4.2 Standards

- (a) A member must conduct oneself in an appropriate manner when representing TURTLE, defined as:
 - (i) An absence of foul or offensive language
 - (ii) An absence of consumption of alcohol or illegal drug use
 - (iii) Abiding by **ALL** University, Local, State, and Federal Laws
 - (iv) Maintain proper safety procedures to not cause harm to oneself or others
 - (v) Remain coherent of and abide by the safety standards set forth by the Organization, University and Competition Regulations

Section 4.3 Requirements

- (a) To remain a member of TURTLE, members must pay dues each semester and remain in good standing with the club and the University.
- (b) Dues are subject to change each semester.

Section 4.4 Gaining Membership Status

- (a) Applications will be open each semester for a minimum of two weeks.
- (b) Potential members will be reviewed by development officers and/or applicable advanced teams by their respective leads and accepted based on qualifications and availability.

Article 5 Officers

Section 5.1 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 Senior Leadership positions are limited to Juniors and Seniors by year.
- (c) All active TURTLE members in good standing are allowed to run for an officer position.

Section 5.2 Officer Positions

(a) President

The President is ultimately responsible for the overall operations and goals for TURTLE as well as serving as the “face” of the organization. The President will have the final say in issues concerning TURTLE and has the following duties:

- (i) Create goals and vision for TURTLE (short and long term planning)
- (ii) Maintain communication with faculty advisor
- (iii) Assign tasks to VPs
- (iv) Suggest events and meetings
- (v) Represent TURTLE when contacting other organizations and faculty
- (vi) Create and remove officer positions as needed
- (vii) Complete Get Involved yearly Requirements
- (viii) Advance the mission of TURTLE

(b) External Vice President

The External VP 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. This officer presides over all officers in the External branch.

- (i) Set goals and assign tasks to the External branch officers
- (ii) Facilitate communication with external entities
- (iii) Work together with University-affiliated departments to organize outreach activities
- (iv) Communicate with community organizations to facilitate and promote volunteering outreach opportunities
- (v) Oversee corporate sponsorship efforts, including sponsorship packages with respective information, tiers, and benefits
- (vi) Assist Project VP (Section 5.2.d) in organizing and planning end of semester project showcase
- (vii) Ensure TURTLE social media accounts (LinkedIn, Instagram, etc.), and website are maintained and up to date

(c) Internal Vice President

The Internal VP 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 socials in coordination with other leaders. This officer will be in charge of drafting and finalizing an event list or schedule for each fiscal year. They will oversee the new/returning member application process.

The Internal VP will also serve as Treasurer. The Internal Vice President 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 Get Involved 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 organization's monetary needs with the Student Organization Finance Center (SOFC) and work closely with the other officers in the organization to have monetary needs supplied when necessary. This officer presides over the Internal branch.

- (i) Set goals and assign tasks to the Internal branch officers
- (ii) Organize and plan regular TURTLE meetings (These should be fun but educational: guest speakers, themed socials, etc.)
- (iii) Organize regular officer meetings
- (iv) Facilitate the organization application process
- (v) Stock and distribute organization merchandise
- (vi) Handle SOFC accounts
- (vii) Complete Get Involved yearly requirements
- (viii) Plan yearly budgets
- (ix) Ensure every member pays dues each semester

(d) Project Vice President

The Project VP will be responsible for the oversight and completion of all internal projects, working closely with every team lead. Strong management and leadership skills are required to oversee the progress of TURTLE's advanced projects. The Project VP presides over the Project branch officers.

- (i) Ensure advanced projects are making adequate progress each semester
- (ii) Organize and plan end-of-semester project showcase
- (iii) Create resources for project leads(Section 5.2.f) such as meeting templates and team building exercises
- (iv) Act as a leader, guiding project leads in team and technical related matters

(e) Development Vice President

The Development Vice President serves as the organizer and lead for TURTLE's "entry to robotics" development programs and other branch initiatives. They will act as an advisor to Development Officers and ensure adequate resources/facilities are available to development members. Strong logistical skills are required to oversee the operations of development initiatives. The Development Vice President presides over the Development branch officers.

- (i) Set goals and assign tasks to the Development Officers
- (ii) Oversee the creation and execution of development initiatives
- (iii) Establish and grow external connections in support of Hatchling expansion
- (iv) Ensure development initiatives have adequate resources/facilities for success
- (v) Assist the External VP on matters regarding the website development pages

(f) Project Lead

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 about 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 (Section 5.2.a) or Project Vice President (Section 5.2.d). Project Leads will provide the Project Vice President with monthly progress reports.

- (i) Act as the leader for an advanced project
- (ii) Host weekly project meetings
- (iii) Ensure all members are contributing
- (iv) Act as the primary point of contact for TURTLE members on their project
- (v) Ensure the project team makes progress toward project goals

Section 5.3 Officer Selection Processes

(a) General Elections

- (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.
- (iii) All candidates for Senior Leadership must be current or previous members of the officer team

- (iv) An officer candidate may only be elected to, and serve in one officer position at any given time. If a candidate is elected to a position, they may not apply to other roles in that semester.
 - (v) If an officer resigns from their role, they may not apply for another officer role within one calendar year (365 days) of their resignation.
- (b) Senior Leadership Election
- (i) Senior Leadership elections shall be held sequentially in the order of:
 - 1) President
 - 2) Internal Vice President
 - 3) External Vice President
 - 4) Project Vice President
 - 5) Development Vice President
 - (ii) The elections shall be conducted by a parliamentarian.
 - 1) The parliamentarian shall be the President at the time of the election.
 - 2) If the President is a candidate for election, then the parliamentarian shall be the next sequential member of senior leadership not running for an elected position from:
 - a) Internal Vice President
 - b) External Vice President
 - c) Project Vice President
 - d) Development Vice President
 - 3) If all members of Senior Leadership are candidates, then the advisor shall appoint a non-candidate member of the officer team to serve as the parliamentarian.
 - 4) The parliamentarian may not run for any role within Senior Leadership in the election they conduct.
 - (iii) Vote Allocation
 - 1) Senior Leadership shall be elected by plurality of the officer team.
 - 2) Each officer in attendance is granted one vote.
 - (iv) Each candidate must submit their intent to run seven days before the election.
 - (v) The parliamentarian shall allocate equal time and opportunity for each candidate to express their qualifications, intention, and goals for the positions they intend to run for.
 - (vi) Candidates are entitled to run for multiple positions.
- (c) Remaining Officer Election

- (i) The remaining officer team shall be selected after the Senior Leadership team.
- (ii) The remaining officer roles shall be filled by majority vote of the incoming Senior Leadership.

Article 6 Disciplinary Procedures

(a) Reporting Concerns

- (i) Concerns may be brought up to any member of the Officer team.
- (ii) The accuser of an infraction may request to remain anonymous.

(b) Notice to Member

(i) Due Notice

- 1) Notice is to be given to the accused member by TAMU email within two weeks of the infraction occurrence.

(ii) Content of Notice

- 1) The notice to the accused will contain the following information:
 - a) Date of infraction
 - b) Type of infraction
 - c) Purpose of accused “action” being labeled as “infraction”

(c) Opportunity to Share Perspective

(i) Admits Responsibility

- 1) If the accused admits to the infraction, disciplinary action will be taken.

(ii) Contests Infraction

- 1) If the accused contests the infraction, then the accused shall hold a trial with the Senior Leadership team. The Senior Leadership team consists of the President, Development Vice President, External Vice President, Internal Vice President, and Project Vice President.
- 2) The outcome of the trial is to be determined by majority vote of the Senior Leadership team.
- 3) The accused shall be provided sufficient opportunity to share their perspective.
- 4) If the accused is a member of Senior Leadership, the trial shall be held with a quorum of at least one-half of current officer members, and determined by majority vote with officer team members.

(iii) Potential Consequences

- 1) The accused may no longer have the standing title of Member.

- 2) The accused may be removed from any project teams.
- 3) The accused may be removed from organizational communication platforms.
- 4) The accused may be removed from leadership positions within TURTLE.
- 5) The accused may have lab keys and swipe access revoked.
- 6) The accused may no longer be a member of TURTLE.

(d) Possible Outcomes

- (i) Suspension from TURTLE
- (ii) Permanent expulsion from TURTLE
- (iii) Removal from advanced project team
- (iv) Ban from future officer positions

Article 7 Advisor Expectations

The advisor of TURTLE is expected to:

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

Article 8 Constitutional Amendment Procedure

- (a) An amendment to the constitution may be brought up by any member in attendance at an officer meeting.
 - (i) The proposed amendment will be discussed by all in attendance at the officer meeting.
 - (ii) The proposed amendment shall be published and tabled for at least seven (7) days then may be voted on at the next officer meeting to provide ample time to reflect on the proposal.
 - (iii) All officers that are in good standing with TURTLE and are present at the officer meeting must vote on the approval of the proposed amendment.
 - (iv) 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 (2/3) vote of approval to approve the proposed amendment.
 - 4) If the amendment is disapproved by the voting officers present, then it 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 9 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 Internal Vice President 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 the Internal VP to receive reimbursement through the organization's bank account.

Article 10 Statement of Annual Review

This organization will annually submit a copy of its constitution to the Department of Student Activities for review. A copy is available upon request and may be posted.