

ACPHS Robotics Club Constitution

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1 Mission/Purpose

The ACPHS Robotics Club integrates science, technology, engineering, and mathematics with robotics. By expanding on general classroom curricula, the program gives participants an opportunity to get hands-on experience in designing, building, and programming robots while developing leadership, teamwork, and project management skills. Participants use hardware and software permitted for use in VEX Robotics competitions to design, build, and program four robots that compete in various VEX Robotics competitions throughout the year. The club's goal is to earn invitations to the annual Arizona VEX Robotics Competition State Championship and VEX Worlds – the world championship event for VEX Robotics.

2 Teams

Members of the ACPHS Robotics Club will be on one of four teams. The four robot teams are the Knights, Jesters, Blacksmiths, and Mages; these are the ACPHS teams listed in RobotEvents.

- Knights (team 6030K) – a varsity robot team that focuses on engineering a competitive robot
- Jesters (team 6030J) – a varsity robot team that focuses on engineering a competitive robot
- Blacksmiths (team 6030B) – a varsity robot team that focuses on engineering a competitive robot
- Mages (team 6030M) – a varsity robot team that focuses on engineering a competitive robot

3 Membership

Members are selected through a competitive process early in the school year. The club sponsor will choose the members of each robot team after considering input from club officers and coaches/parent volunteers. Criteria for selecting team members include, but are not limited to, attendance, attitude and enthusiasm, aptitude/skill, teamwork, and willingness to learn.

3.1 Eligibility Requirements

Any individual seeking to gain or maintain membership in the Robotics Club must:

- Maintain a C or better in all classes.
- Abide by the safety guidelines. Repeated failures to comply with safety guidelines will result in removal from the club.

- Regularly attend Robotics Club meetings and events. Excessive absences will result in removal from the Club. Individual circumstances will be taken into account.
- Show respect for the sponsor and all candidates, members, parent volunteers, and other robotics teams.

3.2 Membership Process

For both new and returning members, there is a competitive membership process early in the school year. Officers will be selected at the end of the previous school year and are automatically granted Club membership. Membership selection is based on:

- A completed Robotics Club application
- Attendance in one or more workshops (or similar events) at the beginning of the school year in which applicants will be given the opportunity to demonstrate aptitude (unless circumstances prevent such event(s) from happening)
- Club sponsor(s) and assisting officers and captains will interview prospective club members to assess skills

Criteria for selecting Team members include, but are not limited to, attendance, attitude and enthusiasm, aptitude/skill, teamwork, and willingness to learn.

3.3 Violations/Ineligibility

Those who are ineligible before robot team members are decided upon may not be granted membership. Those who later become ineligible may not participate in club activities until they are eligible and may be asked to leave at the sponsor's discretion. Students may be removed from the club for repetitive inappropriate behavior.

4 Officers and Captains

There will be a designated election day in fourth quarter when officers will be voted upon for the upcoming school year. All non-graduating students who participated on the official ACPHS Robotics Team are eligible to vote.

4.1 Officers

The ACPHS Robotics Club is to have five elected officers. These individuals are to fulfill different but overlapping roles. Officers must be sophomores, juniors, or seniors the year they hold office.

- **President:** The president of the ACPHS Robotics Club is responsible for overseeing the club as a whole, and therefore is expected to regularly spend a reasonable amount of time with all four robot teams. During this time, the president's primary goal is to

identify needs; however, the president is encouraged to also give advice (though they may not make a decision for someone else). Additionally, the president is responsible for keeping agendas for and leading meetings between officers and captains. The president cannot serve as a robot team captain.

- **Vice President:** The vice president of the ACPHS Robotics Club is responsible for helping the president with their duties. The vice president is encouraged to also give advice to others (though they may not make a decision for someone else), and to identify needs. Additionally, the vice president is responsible for keeping agendas for and leading meetings between officers and captains should the president be absent, or unavailable in any other way.
- **Treasurer:** The treasurer of the ACPHS Robotics Club has the primary duty of managing finances. This entails keeping track of the balance in all Robotics Club accounts, communicating with the sponsor to maintain updated records of transactions and balances, and coordinating fundraisers and transactions.
- **Secretary:** The secretary of the ACPHS Robotics Club has the primary duty of maintaining records of meetings between officers and captains, as well as helping write and handle all email communications. In addition, they will handle the drafting of all necessary paperwork for any tournament hosted by the club. Finally, the secretary is responsible for managing the Robotics Team social media.
- **Technical Specialist:** The Technical Specialist of the ACPHS Robotics Club is responsible for maintaining the club's GitLab repositories, as well as the club's website. After the election of a new set of officers, the former Technical Specialist is responsible for ensuring that the new Technical Specialist has the necessary access and knowledge to maintain the website and GitLab repositories. The Technical Specialist must have at least **1 year of software experience** with the club.

In addition to their individual responsibilities, all officers will help organize an in-house tournament for the Club. Other duties may arise throughout the school year.

4.2 Robot Team Captains

Robot team captains, of which there will be one per robot team, are responsible for leading their respective robot team in a semi-democratic manner. Captains make the final decisions both on the robot design and during competitive events. Should the a robot team be absent when a decision must be made, an individual designated by the captain will make the decision.

4.3 Officer Nominations/Elections

To be a candidate for an officer position, a member must be a freshman, sophomore, or junior and, before election day, nominate themselves for all officer positions that they wish to be a candidate for. It should be noted that there is no limit on the number of positions

someone may run for; they may run for all five officer positions if they wish. If someone wins in multiple positions, that person will be allowed to choose one of those positions to hold. Re-voting will then occur for the other position(s) in which that person won. After elections, new officers will work with the current year's officers to make decisions relevant to the next year's Team and competition (ordering parts and field elements, etc.).

4.4 Robot Team Captain Selection

Robot team captains will be selected by the officers and club sponsor during the team selection process.

4.5 Officer and Captain Removal

If an officer or captain is derelict in their duties, they may be removed by the sponsor. A replacement officer will be selected by a vote of the current Club members. A replacement captain will be selected by the sponsor after conferring with members of the affected robot team.

5 Parent Volunteers

The ACPHS Robotics Club welcomes parent volunteers both after school and during competitive events. In order to supervise or regularly work with Club members, a Robotics Club parent volunteer must be cleared by the school office (this includes holding a valid AZ fingerprint card). There are times when a volunteer may be designated as a coach in order to assist in coordinating and escorting the Robotics Team or a portion thereof. All parent volunteers are encouraged to share any relevant expertise with the club, and parents with such expertise are preferred parent coaches. If there are concerns regarding a volunteer, they should be brought to the sponsor's attention.

6 Finances

Club funds help pay for VEX Robotics Competition team registration, tournament entry fees, and robot hardware and software; funds may also be used to help with any out-of-state travel.

- **Dues:** Club dues are \$25 per year. Additionally, there is a \$75 competition fee, which must be paid unless a member is financially incapable of doing so.
- **Donations:** The ACPHS Robotics Club will seek tax credit donations from parents and friends. The Club may also ask companies to sponsor the Club. The Club would be very grateful for any and all donations, in the form of parts, funds, or otherwise.
- **In-House Tournament:** The ACPHS Robotics Team may host a VEX Robotics Competition scrimmage, skills-only event, and/or tournament. Money from event entry fees will help to pay club expenses (see above).

7 Amendments

Amendments to this constitution will be drafted by the officers and sponsor, who may seek input from others regarding the amendment(s) and/or how to best implement them. After satisfactory drafting of the amendments, the current members will vote to approve each amendment individually. The amended constitution and a brief, bulleted summary of the amendments must be released to all members at least 48 hours before voting on the club website. All members currently in the club can vote on the passage of each amendment. An amendment will be ratified if at least 60% of all cast votes are in approval of the amendment. If any amendments are approved, then the updated constitution will be available on the club website within 2 days of the conclusion of voting.