

CARLETON MECHANICAL & AEROSPACE SOCIETY CONSTITUTION

ARTICLE 1 SOCIETY

1.1 The name of the society shall be “Carleton Mechanical and Aerospace Society”, hereafter referred to as “CMAS” or the “society”.

1.2 The head office shall be located in Carleton University in Ottawa, Ontario.

ARTICLE 2 PURPOSE

2.1 The purpose of CMAS shall be to promote interest of Mechanical and Aerospace related fields and applications, primarily to its membership and the Carleton University student population and secondarily to the interested public.

2.2 CMAS shall act as a bridge between students in the fields of Mechanical and Aerospace Engineering and the Mechanical and Aerospace industry.

2.3 CMAS shall strive to promote professional excellence amongst its members.

2.4 CMAS shall fulfill its purpose through the pursuit of the following:

- 2.4.1 Preparation of seminars, lectures, conferences, workshops or other opportunities to excite its members and the public about the mechanical and aerospace industry;
- 2.4.2 Making available services to support its members;
- 2.4.3 Encouraging participation of members, the public, and industry in CMAS events; and
- 2.4.4 Organizing any other event or activity consistent with the purpose and goals of the society.

ARTICLE 3 MEMBERSHIP

3.1 CMAS shall grant membership to any person who fulfills the following requirements:

- 3.1.1 Shares an interest in the society and furthering its goals;
- 3.1.2 Is a student at Carleton University; and
- 3.1.3 Pays the annual membership fee except for exemptions as per article 4.17.3.

3.2 Membership shall be valid from the date of registration to the subsequent April 30.

3.3 Membership fees shall be non-refundable excepting when the member is voted into an executive position within the period of the valid membership as per 4.17.3.

3.4 Members shall have the right to:

- 3.4.1 Attend CMAS meetings (See Article 5);
- 3.4.2 Address the membership on any matter pertaining to the society;
- 3.4.3 Vote during general meetings;
- 3.4.4 Vote during CMAS elections (See Article 7); and
- 3.4.5 Access all CMAS publications, upon request.

3.5 CMAS may only revoke, after the investigation and subsequent hearing, the membership of any member who:

- 3.5.1 Ceases to be eligible as outlined in Article 3;
- 3.5.2 Willfully damages, steals, or abuses any CMAS assets;
- 3.5.3 Abuses any CMAS privileges;
- 3.5.4 Violates the constitution of CMAS;
- 3.5.5 Displays improper behavior unbecoming a member of the society while representing it abroad; or
- 3.5.6 Otherwise brings the society into disrepute.

3.6 Investigations and hearing are to be managed case by case, and may only be conducted after their approval through executive resolution.

3.7 The Society in its affairs shall strive to ensure equal treatment of all individuals without discrimination based on personal beliefs or characteristics, and in particular, without discrimination based on race, political views, national or ethnic origin, colour, religion, gender, gender identity, sexual orientation, age, residency, language, or mental or physical disability.

3.8 The Society shall abide by and adhere to the human rights policies of Carleton University, and the Human Rights Code of Ontario.

ARTICLE 4 ADMINISTRATION

4.1 An executive board, consisting of elected officers and appointed coordinators, shall govern CMAS in service of its members in accordance with the CMAS constitution.

4.2 The executive board shall consist of the elected offices of:

- 4.2.1 President;
- 4.2.2 Vice President – Internal;
- 4.2.3 Vice President – External;
- 4.2.4 Finance Director;
- 4.2.5 Events Director(s);
- 4.2.6 Services Director(s);

- 4.2.7 Technical Director;
- 4.2.8 Publications Director; and
- 4.2.9 Class Year Representatives;

4.3 Appointees to the executive board, as coordinators, may include, but are not limited to, the following offices:

- 4.3.1 SMaRT (Student Mentorship and Resource Tools) Coordinator;
- 4.3.2 Faculty Advisor;
- 4.3.3 Professional Advisor.

4.4 The duties of executive office shall be:

- 4.4.1 To act in the society's name, following its purpose and furthering its goals;
- 4.4.2 To not act in conflict with decisions made by general resolution or the constitution;
- 4.4.3 To administer committees to make recommendations or implement its resolutions;
- 4.4.4 To attend meetings;
- 4.4.5 All elected officers and appointed coordinators must hold a minimum of 2 scheduled office hours, Monday to Friday, between 8 AM and 5 PM; and
 - 4.4.5.1 If an elected officer is unable to hold these office hours due to the time constraints of Co-op, they shall find a volunteer or another elected officer to make up for their lost office hours.
- 4.4.6 To perform any other duty, consistent with the above, and consistent with the purpose and goals of the society.

4.5 The President's duties shall be:

- 4.5.1 To represent CMAS to its members and to the public;
- 4.5.2 To lead the executive and the membership;
- 4.5.3 To act as a spokesperson for the society;
- 4.5.4 To act as chairperson at CMAS meetings;
- 4.5.5 To ensure the society meets all requirements and deliverables stipulated by the CMAS constitution and/or mandated by the members at the AGM, including the preparation of an annual report before the end of the term in office; and
- 4.5.6 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.6 The Vice President – Internal's duties shall be:

- 4.6.1 To disseminate information regarding CMAS business to its members;
- 4.6.2 To interview and appoint First Year Representatives;
- 4.6.3 To act as a chairperson in the President's absence at CMAS meetings;
- 4.6.4 To ensure the smooth inner functioning of CMAS, and to supervise the following Directorships:
Finance, Services, and Technical;
- 4.6.5 To address any concerns regarding the CMAS office, elections, or constitutional rules;
- 4.6.6 To supervise the dissemination of relevant information through the society's mailing lists; and
- 4.6.7 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.7 The Vice President – External’s duties shall be:

- 4.7.1 To act as a liaison between the society and all organizations external to the university;
- 4.7.2 To direct and facilitate the year representatives in their duties;
- 4.7.3 To maintain relations with the mechanical and aerospace industry;
- 4.7.4 To organize programs that will connect the mechanical and aerospace student body to the industry;
- 4.7.5 To act as a chairperson in the absence of both President and VP-Internal at CMAS meetings;
- 4.7.6 To coordinate sponsorship requests;
- 4.7.7 To supervise and aid the Events and Publications Directorships in liaising with bodies external to the society; and
- 4.7.8 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.8 The Finance Director’s duties shall be:

- 4.8.1 To properly maintain financial records in accordance with generally accepted accounting principles;
- 4.8.2 To prepare a budget and financial statements as outlined in Article 8;
- 4.8.3 To collect receipts and issue reimbursements for CMAS “out-of-pocket” expenses;
- 4.8.4 To manage CMAS’s bank account in conjunction with the Mechanical and Aerospace Department office, and to manage petty cash; and
- 4.8.5 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.9 The Events Director’s duties shall be:

- 4.9.1 To organize and run CMAS events such as seminars, lectures, competitions, conferences (in conjunction with VP-External), or workshops;
- 4.9.2 To book accommodations and guests for events;
- 4.9.3 To publicize and promote CMAS and its events to the membership and to the public with the help of the Publications Director; and
- 4.9.4 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.10 The Services Director’s duties shall be:

- 4.10.1 To facilitate the preparation and order of course manuals if and where copyright regulations allow their use;
- 4.10.2 To ensure that the CMAS office is well equipped with sufficient office supplies;
- 4.10.3 To prepare merchandise related to the society and arrange for their sales;
- 4.10.4 To track and maintain CMAS’s resources;
- 4.10.5 To arrange any services that will benefit CMAS members
- 4.10.6 To be librarian of the CMAS textbook library and to enforce any policies voted in at meetings; and
- 4.10.7 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.

4.11 The Technical Director’s duties shall be:

- 4.11.1 To maintain all CMAS equipment in proper working order;

- 4.11.2 To provide technical support during all CMAS events either directly or through the use of a technical support team;
 - 4.11.3 To organize and maintain all online CMAS documentation and resources including the maintenance and the functionality of the website and the mailing lists;
 - 4.11.4 To provide support in any available capacity to other CMAS subcommittees either directly or through the use of a technical support team; and
 - 4.11.5 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.
- 4.12 The Publications Director's duties shall be:
- 4.12.1 To produce all CMAS publications as approved by the CMAS executive including Geared Up and CMAS information pamphlets; and
 - 4.12.2 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.
- 4.13 The Class Year Representatives' duties shall be:
- 4.13.1 To act as a liaison between the CMAS executive and their respective year's classes;
 - 4.13.2 To make class announcements regarding all CMAS programs and events;
 - 4.13.3 To promote CMAS in any capacity to their respective year's classes;
 - 4.13.4 To help where needed in other directorships; and
 - 4.13.5 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.
- 4.14 The SMaRT Coordinator's duties shall be (if office present):
- 4.14.1 To coordinate the SMaRT program;
 - 4.14.2 To ensure all mentors are following the procedures of the program; and
 - 4.14.3 To perform any other duties consistent with the above and consistent with the purpose and goals of the society.
- 4.15 The Faculty Advisor's duties shall be (if office present):
- 4.15.1 To act as a liaison between CMAS and the Faculty of Engineering;
 - 4.15.2 To counsel and encourage the society;
 - 4.15.3 To promote CMAS's interests; and
 - 4.15.4 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.
- 4.16 The Professional Advisor's duties shall be (if office present):
- 4.16.1 To counsel and encourage the society on issues relating to the mechanical and aerospace industry;
 - 4.16.2 To promote CMAS's interests; and
 - 4.16.3 To perform any other duty consistent with the above and consistent with the purpose and goals of the society.
- 4.17 In addition to their rights as members, executive officers of CMAS shall have the right:
- 4.17.1 To vote on executive resolutions;
 - 4.17.2 To special rates on services and/or products for sale through CMAS; and

- 4.17.3 To an exemption of the membership fees for their term in office.
- 4.18 Executive office shall be limited to the following:
- 4.18.1 Students of Carleton University's Department of Mechanical and Aerospace Engineering;
- 4.18.1.1 The positions of Publications and Technical Directors shall be exempt from the requirement of Article 4.18.1;
- 4.18.2 The Faculty Advisor (if office present) shall be a member of Carleton University's Department of Mechanical and Aerospace Engineering. The elected executive shall appoint the Faculty Advisor at the start of their term in office; and
- 4.18.3 The Professional Advisor (if office present) shall be experienced in mechanical or aerospace engineering. The elected executive shall appoint the Professional Advisor at the start of their term in office.
- 4.19 The term for executive office is:
- 4.19.1 One year, from May 1 to the subsequent April 30, for offices filled by means of the annual election as described in Article 7. This term may be considered a "full term" for the purposes of Article 7.11.
- 4.19.2 From the date of appointment to the subsequent April 30 for offices filled due to vacancy, as described in Article 4.21, This term shall be considered a "full term" for the purposes of Article 7.11 only if the date of appointment be prior to October 1st of the Academic Year.
- 4.20 An executive office shall be deemed vacant if:
- 4.20.1 The incumbent executive submits a written resignation;
- 4.20.2 The incumbent executive is incapacitated;
- 4.20.3 The incumbent executive ceases to be a member of CMAS or ceases to meet executive requirements outlined in Article 4.18.1;
- 4.20.4 No candidates are nominated for the office as outlined in Article 7; or
- 4.20.5 The incumbent executive has had their eligibility revoked through the process of an investigation and subsequent hearing. Investigations and hearings are to be managed case by case, and may only be conducted after their approval through executive resolution.
- 4.21 Should an executive office be deemed vacant, the remaining executive shall appoint a successor to serve the balance of the term based on the following:
- 4.21.1 The successor for the office of President shall be a Vice President, who will vacate his/her current office upon a vote of the current executive; and
- 4.21.2 The successor for any other office shall be a member of CMAS or a current executive.
- 4.22 The signatures of any two of the President, Vice President – Internal, Vice President – External or Finance Director shall be sufficient to bind the society.
- 4.22.1 Except the Finance Director shall only have signing power if they have previously held an executive position for a full term.
- 4.23 In addition to all above listed duties, all executives are expected to be familiar with the constitution and their duties, and have read the constitution prior to attaining office and have signed a CMAS waiver of responsibility.

ARTICLE 5 MEETINGS

5.1 General Meetings:

- 5.1.1 General meetings shall be open to members of CMAS and the public. Only members and elected officers of the society, or a proxy of either, may vote on general resolutions;
- 5.1.2 The executive shall call general meetings at least twice per academic year (once in Fall semester and once in Winter semester);
- 5.1.3 The executive shall publish the meeting time, location and agenda at least 14 days in advance of any general meetings and must be in attendance;
- 5.1.4 The required number of members present at a general meeting shall be:
 - 5.1.4.1 at least 10 members to constitute a general quorum; or
 - 5.1.4.2 at least 30 members to constitute a special quorum;
- 5.1.5 CMAS's decisions at general meetings shall be made:
 - 5.1.5.1 by general resolution, where a general resolution is a vote on an issue, and is passed if the majority of a general or special quorum votes in favour; or
 - 5.1.5.2 by special resolution, where a special resolution is a vote on an issue, and is passed if at least 2/3 of a special quorum votes in favour;
- 5.1.6 Notwithstanding the right of the membership to attend general meetings, the executive may deliberate in private before voting on any resolutions or to consult the constitution.

5.2 Executive Meetings:

- 5.2.1 Executive meetings shall be open to members of CMAS;
- 5.2.2 Only executive officers may vote on executive resolutions;
- 5.2.3 Any executive officer may call an executive meeting, but must be approved by the President or either Vice President;
- 5.2.4 At least 50% of CMAS's executive officers, including at least two of the President, Vice President-Internal, Vice President-External, and the Finance Director shall be present at an executive meeting to constitute an executive quorum;
- 5.2.5 CMAS's decisions at executive meetings shall be made:
 - 5.2.5.1 By executive resolution if the majority of the present executive quorum votes in favour;
 - 5.2.5.2 By unanimous executive resolution if all of the present executive officers vote in favour;
- 5.2.6 An Executive resolution is a vote of the current executive on an issue. This issue may pertain to the operation of CMAS, with the exception of:
 - 5.2.6.1 Constitutional changes outside of the set parameters in Article 10
 - 5.2.6.2 Revoking the membership status of a paid CMAS member without conducting an investigation and hearing as outlined in Section 3.5 and Section 3.6
 - 5.2.6.3 Revoking the Executive or Coordinator status of a CMAS Executive or Coordinator without conducting an investigation and hearing as outlined in Section 4.20.5
- 5.2.7 For an executive resolution to pass the following must be achieved:
 - 5.2.7.1 At least one vote from the President, Vice President – Internal, or Vice President – External in favour; unless all other executive members vote unanimously for it to pass;
 - 5.2.7.2 At least 8 executive offices voted on the issue; and

- 5.2.7.3 At least 50% of the executive offices present voted in favour.
- 5.2.8 Notwithstanding the right of the membership to attend executive meetings, the executive may deliberate in private before voting on executive resolutions;
- 5.2.9 Minutes must be documented and readily available to the members;
- 5.2.10 If an executive cannot attend a meeting, the absence must be sanctioned by the President, or either Vice President, prior to the meeting.

ARTICLE 6 CMAS RULES AND REGULATIONS HANDBOOK

- 6.1 The collection of rules, regulations, policies, and executive orders that govern CMAS shall be referred to as the CMAS Rules and Regulations Handbook, or simply the RRH.
- 6.2 The CMAS RRH is an extension of the CMAS Constitution. Therefore any violation of the RRH is a violation of the CMAS Constitution and shall be dealt with accordingly.
- 6.3 The RRH shall be kept in both electronic form and in hard copy form, and must be available for viewing by executive members of CMAS.
- 6.4 The portions of the RRH that refer to the general day to day operations of CMAS as they affect the job of CMAS volunteers must be available at all times to any volunteer working in CMAS.
- 6.5 Any change, addition, or removal of materials from the RRH must be approved by more than fifty percent (50%) of the executive who are present at any given executive meeting where an executive quorum may be formed as per Article 5.2.
- 6.6 The outcome of any vote to change, add, or remove material from the RRH must be recorded, and the names of all the executives must be recorded with their respective vote; yea, nay, or abstained.
- 6.7 If a vote approves the change, addition, or removal of any material from the RRH, both the electronic and hard copy versions of the RRH shall be updated no later than 5 days from the time of the vote.
 - 6.7.1 The duty to upkeep the RRH shall fall to the VP-Internal, or a delegate chosen by the VP-Internal.
- 6.8 In any situation where the RRH contradicts any aspect of the constitution, the constitution shall hold precedence.

ARTICLE 7 ELECTIONS

- 7.1 The executive shall call an election each year, to be held between March 1 and March 31.
- 7.2 The executive shall notify members at least two weeks in advance of the election date.

7.3 Upon calling an election, the executive shall appoint one executive as the Elections Officer. The Elections Officer shall not be implicated in a conflict of interest by running for a position within said election. If no executive is suitable under this condition, the current executive shall appoint a member as the Elections Officer. The Elections Officer's duties shall be:

- 7.3.1 To solicit candidates for executive office; and
- 7.3.2 To run the election in accordance with Article 7.

7.4 The Elections Officer shall accept the candidature for executive office of any student of Carleton University's Department of Mechanical and Aerospace Engineering who submits a signed nomination form to the Elections Officer stating his/her intent to run for election, at least one week prior to the election date. The Elections Officer shall not accept the candidature for any executive office that is not in accordance with Article 6 and the following:

- 7.4.1 Refer to Article 4.18.1;
- 7.4.2 The prospective candidate must submit with their nomination form with the signatures of at least ten CMAS members; two of which must be from current CMAS Executive approving their candidacy;
 - 7.4.2.1 Where a candidate is running for multiple offices, signatures must be obtained for each office independently;
- 7.4.3 In addition to meeting the other requirements of Article 7.4, prospective candidates for the office of the Technical Director shall be interviewed by the current Technical Director, and must then submit the signed approval of the current Technical Director or current President.

7.5 Candidates may simultaneously run for up to two executive offices if and only if one of these positions is that of President, Vice President – Internal, Vice President – External or a Class Year Representative.

7.5.1 Should a candidate win more than one of the offices they have run for in the election, they shall fill the more senior of the two offices.

7.5.1.1 Seniority of the executive offices is defined in descending order as:

- 7.5.1.1.1 President;
- 7.5.1.1.2 Vice President – Internal;
- 7.5.1.1.3 Vice President – External;
- 7.5.1.1.4 All other offices.

7.5.2 Should a candidate win two offices, the position not filled by that candidate shall be filled by the first runner-up not also filling another senior office;

7.5.3 Any offices unfilled shall be deemed vacant, and Article 4.21 shall apply.

7.6 Where the number of candidates for an executive office:

7.6.1 Is one, that nominee shall be acclaimed;

7.6.1.1 For the positions of President, VP-Internal and VP-External a confidence vote must be taken by the membership during the election;

7.6.2 Is none, that office shall be deemed vacant; or

7.6.3 Is more than one, the membership shall choose the executive officer by election.

- 7.7 Votes shall be cast by secret ballot. Each member may cast only one vote per office up for election or confidence vote.
- 7.8 The ballots shall be tallied under the supervision of the Elections Officer and two witnesses where:
- 7.8.1 The first witness be any CMAS member who is not in conflict; and
 - 7.8.2 The second witness be any CMAS member who is not in conflict and approved by vote by the current executive.
- 7.9 The candidate who receives the most votes for an office, and accepts, shall assume the office on May 1.
- 7.9.1 For the positions of President, VP-Internal and VP-External a 50% confidence vote must have been attained if they were the only candidate running.
- 7.10 Should there be a tie between candidates for an executive office, the tie shall be resolved first through a re-casting of the ballots by the members (less the current executive vote) and in the event of a second tie the tie will be resolved by way of a vote of the current executive.
- 7.10.1 If there is no time left in March for a second casting of the votes by the members, move directly to a tie-break by way of a vote of the current executive;
 - 7.10.1.1 The incoming executive shall have no voting privileges in this tie-break; and
 - 7.10.1.2 The two candidates shall be given a forum to promote themselves directly prior to the vote.
- 7.11 The positions of the President and Vice President-External and Vice President-Internal must be filled by a previous executive member who has held an executive office for a minimum of one full term as defined in Article 4.19.
- 7.12 The Elections Officer shall notify CMAS of the election results within two days following the election.

ARTICLE 8 FINANCES

- 8.1 CMAS's fiscal year shall be from May 1 to April 30.
- 8.2 The fiscal year shall be divided into halves for accounting purposes, to correspond with fall and winter semesters.
- 8.3 The executive shall approve a budget by the end of September for the year.
- 8.4 CMAS Executive shall set the membership fee at the beginning of September.
- 8.5 Upon dissolution of the society, any remaining CMAS assets shall be donated to a Carleton University based non-profit organization, at the discretion of the executive officers in conjunction with discussion with the Department of Mechanical and Aerospace Engineering.
- 8.6 CMAS financial records shall be made available for third-party audit by general resolution of a general meeting, as defined in Article 5.

8.7 CMAS executives shall be expected to follow the guidelines set by the current Finance Director who will set guidelines in accordance with Article 4.8.

ARTICLE 9 COMMITTEES

9.1 A committee may be formed by any executive upon approval of either President or VP-Internal.

9.1.1 A committee must consist of a minimum of 3 members including one executive; and

9.1.2 Each committee is required to make a minimum of one report to an executive meeting each year.

9.2 Special Committees:

9.2.1 The Constitution Committee must be chaired by the President or VP-Internal and must be formed at the first meeting of the new executive;

9.2.1.1 Duties shall include but not be limited to revising the constitution in a timely manner.

9.2.2 The Technical Committee must be chaired by the Technical Director; and

9.2.2.1 Duties shall include but not be limited to the duties falling under the responsibilities of the Technical Director.

9.2.3 The Publications Committee must be chaired by the Publications Director.

9.2.3.1 Duties shall include but not be limited to the duties falling under the responsibilities of the Publications Director.

ARTICLE 10 CONSTITUTIONAL AMENDMENTS

10.1 Changes to the CMAS constitution shall be ratified only if:

10.1.1 The proposed amendment is read at two executive meetings, with at least one week between readings; and

10.1.2 After the second reading, the amendment is approved by executive resolution as defined in Article 5; or

10.1.3 The proposed amendment is read at a GM and a majority of the members vote in favour via a special resolution as defined in Article 5.1.5.2.

10.2 All major Constitutional Amendments shall be documented in the "Revision History" section of Article 10. The exact changes shall be described in full;

10.2.1 Where major changes refers to non-language related changes unless those changes significantly affect the meaning.

10.3 The effective date must be changed at the top of the constitution for each Constitutional Amendment made.

REVISION HISTORY:

1 Amended November 2014:

- 1.1 Article 3.3 amended to contain the clause “excepting when the member is voted into an executive position within the period of the valid membership as per 4.17.3.”
- 1.2 Article 4.6.2 amended to say “To interview and appoint First Year Representatives;” instead of “To direct and facilitate the year representatives in their duties;”
- 1.3 Article 4.6.4 amended to remove the positions of Events and Publications from the responsibilities of Vice President – Internal.
- 1.4 Article 4.7.2 amended to contain the verb “direct”.
- 1.5 Article 4.7.7 amended to contain the Publications Directorship.
- 1.6 Article 4.9.3 amended to contain the clause “with the help of the Publications Director”.
- 1.7 Article 4.10.1 amended to contain the clause “if and where copyright regulations allow their use”.
- 1.8 Article 4.10.6 added.
- 1.9 Article 5.1.1 amended to contain the clause “or a proxy of either”.
- 1.10 Article 5.2.9 amended to remove the sentence “Minutes from the previous meeting must be approved at the beginning of the subsequent meeting.”
- 1.11 Article 7.5 amended to contain the clause “or a Class Year Representative.”
- 1.12 Article 10.2 amended to contain the modifier “major” and followed with Article 10.2.1.

NOTE: All above revisions have been approved by an executive vote: 14 yes; 0 no; 0 abstain: 08Dec2014

2 Amended March 2015:

- 2.1 Added Article 6

3 Amended November 9, 2015 by Special Resolution at a General Meeting:

- 3.1 Article 3.5, amended to say “CMAS may only revoke, after the investigation and subsequent hearing”
- 3.2 Article 3.6 added
- 3.3 Article 3.7, amended “sex” to “gender”, added “gender identity”
- 3.4 Article 4.1, amended “advisors” to “coordinators”
- 3.5 Article 4.3, added “as coordinators”
- 3.6 Article 4.3.1, amended “Director” to “Coordinator”
- 3.7 Article 4.4.5, added “and appointed coordinators”
- 3.8 Article 4.14, amended “Director” to “Coordinator”
- 3.9 Article 4.20.5, added
- 3.10 Article 5.2.6, added “This issue may pertain to the operation of CMAS, with the exception of:”
- 3.11 Article 5.2.6.1 added
- 3.12 Article 5.2.6.2 added
- 3.13 Article 5.2.6.3 added
- 3.14 Article 5.2.7.1, amended “anonymously” to “unanimously”

NOTE: All revisions in Section 3 were approved by: 40 yes; 0 no; 0 abstain