

**CONSTITUTION
AND
STANDING OPERATING PROCEDURES
AND POLICIES
FOR
PARSONS MOUNTED CAVALRY
OF
TEXAS A&M UNIVERSITY**

2018-2019

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**CONSTITUTION
OF
PARSONS MOUNTED CAVALRY
TEXAS A&M UNIVERSITY**

PREAMBLE

Parsons Mounted Cavalry (PMC) of Texas A&M University, as hereunder constituted, is a horse-mounted military organization of volunteers in good standing from the Sophomore, Junior, and Senior classes of the Corps of Cadets. The purpose of Parsons Mounted Cavalry is to represent Texas A&M University and the Corps of Cadets. Membership of Parsons Mounted Cavalry is open to any cadet who meets the established requirements, regardless of gender, race, color, or religion. Members of this organization will reflect the traditions and heritage of the Corps of Cadets, Texas A&M University, the state of Texas, and the United States of America. The organization is subject to, and will comply with, all University and Corps of Cadets regulations.

NAME

This organization shall be a horse-mounted cavalry unit and artillery troop known as *Parsons Mounted Cavalry* of Texas A&M University.

OBJECTIVES

- Section I** To provide leadership training and fellowship among all members of the organization.
- Section II** To bring favorable publicity to Texas A&M University and its Corps of Cadets.
- Section III** To demonstrate the exemplary bearing, conduct, and discipline that are the hallmarks of Texas A&M Cadets.
- Section IV** To accurately preserve the traditions of Texas A&M University represented by the cavalry and field artillery units of the pre - World War II era.

Section V To recruit members for the Corps of Cadets.

Section VI To maintain and present "The Spirit of '02" field gun and quarter master element at all requested and approved Texas A&M functions.

SPONSORSHIP

Section I. Parsons Mounted Cavalry of Texas A&M University is primarily a military activity and shall be subject to the direction of the Commandant of the Corps of Cadets.

Section II. The Commandant of the Corps of Cadets shall appoint a Site Manager and Military Advisor(s), who shall be under the direction of, and responsible to, the Commandant of Cadets. The Commandant of the Corps of Cadets shall appoint additional advisors as deemed necessary.

Section III. The Site Manager, Military Advisor, the Commanding Officer, and his/her staff will supervise the activities and affairs of the organization, to include enacting discipline, membership, and all other duties as directed by the Commandant of the Corps of Cadets. The Site Manager will have primary responsibility for the daily activities of the Green and all horse activities to include riding training and equine care. The Military Advisor will have primary responsibility for leadership training and all cadet actions. Both the Site Manager and Military Advisor shall make final approval on all issues.

MEMBERSHIP AND COMPOSITION

Section I. Parsons Mounted Cavalry of Texas A&M is a student organization recognized by the President of Texas A&M University and administered under the auspices of the Office of the Commandant. This organization is a Special Unit of the Corps of Cadets. Initial and continued membership is a privilege extended by the University and the Corps of Cadets. Accepting membership places the cadet under obligations to the President of Texas A&M University, the Commandant of the Corps of Cadets, and the Corps Commander, to fulfill the ideals and responsibilities set forth in the University Regulations, The Standard, and this Constitution.

Section II. Seniors and Juniors in the Corps of Cadets shall constitute the horse mounted members of the Troop. Sophomores in the Corps of Cadets shall constitute a support crew for the purpose of training. **To be eligible for initial membership in Parsons Mounted Cavalry, a cadet must be at least a Sophomore cadet of the Corps of Cadets in good standing, and must have an overall GPR of at least 2.5 as well as being enrolled in at least 12 hours.** To

maintain eligibility for continued membership beyond the sophomore year, a 2.50 cumulative GPR is required. All cadets must maintain a 2.50 GPR in order to be active as Juniors and Seniors. Except for minor infractions, applicants must have a good disciplinary record. Any history of serious disciplinary infractions, which in the opinion of the Site Manager and Military Advisor would bring discredit to the reputation of Parsons Mounted Cavalry, may be cause for rejection.

Section III. PMC cadets-in-training, will be reviewed, evaluated, and ranked every semester. This evaluation will be based on the training curriculum, grades, and discipline record. The evaluation will use a scoring grid and will be conducted by training staff, unit commander, Unit Advisors, and PMC Site Manager and Military Advisor(s). The retained cadets-in-training will be assessed by a Cadet Board and/or Unit Advisors. Results of that board and their cumulative reviews will determine their eligibility for continuation with PMC.

Section IV. The scholastic status of all active members, whose grade point ratio for any semester falls below a 2.0 or cumulative grade point ratio fall below a 2.5 will be placed on non-cord status and reviewed at mid-term.

Section V. Membership in Parsons Mounted Cavalry is open to any member of the Corps of Cadets who meets the requirements outlined in the previous sections regardless of gender, race, color, religion, nationality, and or sexual orientation. Members will comply with the spirit and intent of the University's non-discrimination policies.

Section VI. Any cadet who accepts membership in the organization automatically accepts all obligations, financial and otherwise. The Commanding Officer, Site Manager and Military Advisor shall establish "Parsons Mounted Cavalry Policies" each year that further explain the obligations of all Troopers and designate a time for weekly meetings of the Junior and Senior classes. All obligations must be met as prescribed. The consequences for failing to meet them, after a review by the Command Staff, Site Manager and Military Advisor, may result in dismissal from the organization.

Section VII. To hold the office of Commanding Officer (CO), Executive Officer (XO) or First Sergeant (1stSgt) a cadet must have an overall GPR of 2.8 and be a full time student. In addition to the above grade requirement, the Commanding Officer, Executive Officer and First Sergeant must **be in good standing with the University**. To hold the position of any other Officer or Non-Commissioned Officer, a cadet must have an **overall GPR of 2.50**.

To hold a position in Parsons Mounted Cavalry, a cadet must also meet the following requirements as defined by the *University Student Rules*:

(a) Have a minimum cumulative and semester grade point ratio (GPR) as stated below and meet that minimum cumulative and semester GPR 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 GPR is 2.50. 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 ratio 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 GPR is a 3.00 and for first professional students the minimum cumulative and semester GPR 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 ratio 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.

(b) 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.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b)."

Section VIII. Active members who are dismissed from Parsons Mounted Cavalry for academic or disciplinary reasons must meet all requirements for initial/continued membership in order to be reactivated. Requests will be forwarded to the Commanding Officer, Site Manager and Military Advisor for approval.

Section IX. Inactive Status

In Parsons Mounted Cavalry there will be two classes of Inactive status. The two classes are cord and non-cord status. In order to maintain a consistent image, cadets that choose to go inactive but wish to still represent the unit and maintain the ability to ride in games and events will follow the guidelines for Cord status.

- Cord Status:

- Cadets will submit a military letter through the chain of command informing them that they wish to go inactive on Cord status.
- The cadet will then pay half the outfit dues and will receive their equipment and PMC work shirts.
- To maintain the privilege of wearing the cord all cord status inactive members will be expected to work at least one day a week. Juniors must also attend their weekly riding classes.
- In addition to the privilege of wearing the cord senior cadets who have completed their junior riding class will be allowed to ride in 1 game/ march-in and 1 event. To do this the cadet must request approval through the chain of command to ride in. All active members will be given priority over inactive members. Request your events ASAP. Once approval is given, the cadet will be expected to obtain their riding hours during the week before the event and the week of the event (2 weeks prior).
- Cord Status inactive members will not be allowed to come to the Green and ride without written approval of the chain of command.
- Non-Cord Status:
 - Cadets will submit a military letter through the chain of command informing them that they wish to go inactive on non-cord status
 - These cadets will not pay dues or receive any equipment.
 - Because of the status, these cadets will not be allowed to wear their Cav cords on their uniforms. A violation of this will result in that cadet being asked to turn in their cord to the CO until final review of that Corps year.

If a senior cadet wishes to change their status at any time they will need to submit a military letter through the chain of command informing them of their intention. If the cadet is approved to move from non-cord status to cord status, they will be required to pay half the dues and will receive their equipment. If a cadet wishes to move from cord status to Active status the cadet will need to submit a military letter through the chain of command stating their intention. Once approved the cadet will pay the remaining amount of the dues and be expected to meet all the time requirements of active cadets.

OFFICERS

Section I. Officers of this organization shall consist of a Commanding Officer, with the rank of Cadet Major; an Executive Officer, First Sergeant, Training Sergeant, First and Second Platoon Leaders, a Section Chief, Operations Officer, Stable Master Officer, Vet Officer and a Logistics Officer, all with the rank of Cadet Captain. Additional officers, such as the Artillery Officer,

Muleskinner, Facilities Manager, Event Coordinator, Assistant Platoon Leader, and Public Relations Officer may be appointed by the Commanding Officer as deemed appropriate. All officers will be selected in the spring semester and assume responsibilities for their positions at Parsons Mounted Cavalry Final Review.

Section II. The Commanding Officer will be chosen via the Commandant's selection board. The new officers will be chosen by a unit selection board. New officers will be announced at a Change in Command Ceremony.

Section III. The duties of the officers of this organization shall be those usually performed by such officers including:

- A. Advisor(s) and the Cav Staff, and PMC Constitution will be posted in the Tack Room for all Troopers to read. The Commanding Officer shall have overall responsibility for all approved training involving PMC sophomores, juniors, seniors, horses/mules, and maintenance of equipment. Any deviations must be approved in writing by the Site Manager / Advisor(s).
- B. It shall be the duty of the Commanding Officer to command the Cavalry at all Troop drills and ceremonies, and represent the organization at all official functions. The Commanding Officer, with the help of his/her officers, will conduct a year-long mentoring program involving the Junior Class in order to prepare them for their responsibilities as officers. The Commanding Officer shall be responsible for all aspects of this organization. When the Commanding Officer is aware of his/her future absence, he/she may assign any officer to take the Commanding Officer position, and its responsibilities and obligations. Likewise, when the Commanding Officer is aware of another officer's future absence, he/she may assign any officer to that position, and its responsibilities and obligations. This is because each event is different and requires different skills and abilities to be displayed. The Commanding Officer shall be responsible for keeping the Site Manager and Military Advisor(s) posted on the activities of Parsons Mounted Cavalry. Monthly training schedules will be provided to the Site Manager and Military.
- C. The Executive Officer will act as the official Treasurer in charge of all funds and expenditures of the Troop and act as the official secretary for the Troop in charge of correspondence and administration. The Executive Officer will coordinate with the Stable Master for purchasing feed. The Executive Officer shall also act as the official planner for the Troop, make advance arrangements for quartering and transporting the Troop's mounts, and prepare the official operations order for all functions of the Troop. The Executive Officer will act as the Commanding Officer in his/her absence.
- D. The duties of the First Sergeant shall be to act as an assistant to the Commanding Officer when performing daily operations and drills of the Troop. The First Sergeant will be held directly responsible for member accountability of the Senior, Juniors, and Sophomore cadets-in-training on a weekly basis. The First Sergeant will be

responsible for organizing the day-to-day activities. The First Sergeant is responsible for evaluating and assigning horses to their respective riders for game days and special events and reporting to the Commanding Officer.

- E. The duties of the Platoon Leaders shall be to command the Platoons at all drills and ceremonies; to represent the Platoon at all official functions; to oversee the training of selected sophomores, all juniors, seniors, horses/mules, and maintenance of equipment in their platoon; and to track and report accountability of attendance for their respected platoons. Platoon leaders will report to the First Sergeant.
- F. The duties of the Half-Section Chief shall be to assist the Platoon Leaders at all drills, functions, and training, to maintain and make necessary repairs to “The Spirit of ‘02” field gun, and to secure and account for ammunition for the field gun through the Site Manager / Advisor(s). The Half-Section Chief will oversee all firing, riding, driving, horse training, tack maintenance of the half-section, escort wagon, stock, equipment, and personnel. The Half-Section Chief in consultation with the Commanding Officer, Executive Officer and Site Manager / Advisor(s) will determine all riding and driving positions for the half-section and escort wagon. The duties of the Section Officer(s) shall be to support the training mission of the half-section and will serve as Section Chief(s) in their absence.
- G. The Artillery officer will directly oversee all operations with the cannon. Responsibilities include, but are not limited to; schedule maintenance of artillery pieces; provide procedures for firing, transporting, loading, and unloading the artillery pieces; and direct training on artillery pieces. The Artillery officer should be the subject matter expert on ALL artillery pieces owned and operated by PMC, this includes the full history and firing procedures for each piece.
- H. The Muleskinner will directly oversee all operations with the mules and escort wagon. Responsibilities include, but are not limited to; schedule maintenance of wagons and mule tack; provide procedures for transporting, loading, and unloading the wagon(s); and direct training on mules and escort wagons.
- I. The duties of the Operations Officer shall be to oversee all operations at Fiddler’s Green and the operations chain of command. His/her duties include, but are not limited to: reporting work projects, logistical arrangements, any issues demanding attention at Fiddler’s Green. These duties include but are not limited to: tracking and maintaining equipment, Identifying projects/work then passing on to 1st Sergeant and Platoon Leaders, The Operations Officer will report to the Executive Officer.
- J. The duties of the Vet Officer shall be to supervise the health care for the Troop’s horses; to update and maintain the veterinary records of each horse in the Troop; to coordinate appointments with a professional veterinarian when the need arises. The Vet Officer will act as Stable Master in his/her absence.

- K. The duties of the Stable Master shall be to track and coordinate feed/feed supplies purchases throughout the year. The Stable Master will be responsible for establishing and maintaining feed and stable master records/scheduling and accountability. He/she shall also be responsible for all stable master and feeding duties/needs throughout the year. The Stable Master will act as a Platoon Leader in the absence of both the Platoon Leader and the Section Chief. He/she will also be responsible for coordinating work projects with the Site Manager and Operations Officer in order to properly service and maintain Fiddler's Green.
- L. The Facilities Manager will be responsible for the care, maintenance, and movement of tack; the security of tack, equipment, and mounts; maintain the appearance and cleanliness of the tack building, feed storage area, barn, feeding area, pastures, and all ancillary grounds and facilities. The Facilities Manager will complete a daily check sheet of his/her responsibilities for the review of the Commanding Officer, Executive Officer, Operations Officer, and the Site Manager. The Facilities Manager will supervise the last person leaving the Green each day. The Facilities Manager may require details from the Commanding Officer and Operations Officer as necessary, and/or call workdays with the consent of the Commanding Officer and the Site Manager / Advisor(s).
- M. The Logistics Officer will be responsible for maintaining and proper upkeep of all vehicles, and trailers, as well as being responsible for coordinating all travel logistics. The Logistics Officer will report to the Operations Officer.
- N. The Public Relations Officer will be responsible for communicating and promoting the unit to the public. He/she will be in charge of keeping a historical record of all documents and photos that pertain to unit activities. The Public Relations officer will report to the Operations Officer.
- O. The Event Coordinator is responsible for coordinating pre-game day/events operations. As well as facilitating any public related events. The Event Coordinator will work with the Public relations Officer and Facilities Officer
- P. The duties of the Leather Officer are to supervise all construction, repair, maintenance and inventory of all tack, harness and equipment. The Leather Officer reports to the Operations Officer.
- Q. The Training Sergeant is responsible for fostering horsemanship skills through: instructing riding classes, ensuring safety of others around horses, and overseeing any other training at The Green. The Training sergeant acts as another horseback safety aide while riding in formations. This individual also reports training accountability and assessments of skill to the First Sergeant.

NON-COMMISSIONED OFFICERS

Section I. Non-Commissioned Officers of this organization shall consist of an Operations Sergeant, First and Second Platoon Sergeants, Section Sergeant, Training Sergeant with the rank of Master Sergeant; Logistics Sergeant, Vet Sergeant, Supply Sergeant and Stable Master Sergeant with the rank of Sergeant First Class. All other Junior troopers will wear Staff Sergeant rank. Additional Juniors may be appointed to positions as deemed appropriate by the Commanding Officer.

Section II. Non-Commissioned Officers will be chosen by PMC board interviews prior to the beginning of the spring semester. All appointments are subject to review by and approval of the Commandant and Site Manager / Advisor(s).

Section III. The duties of the Non-Commissioned Officers of this organization shall be those usually performed by such Non-Commissioned Officers, to include:

A. The duties of the Operations Sergeant shall be to assist the Executive Officer in the planning and organization of the Troop's activities; to assist in making advanced arrangements for quartering and transporting the Troop's mounts; to assist in the preparation of the official operations order for all functions of the organization; to prepare a membership roster and telephone list; to assist in the administration of the Troop's finances.

B. The duties of the Platoon Sergeants shall be to assist the Platoon Officers at all drills and ceremonies. The Platoon Sergeants are responsible for the performance of all members of the Platoons at all Troop drills and functions. The Platoon Sergeants are responsible for inspecting each Platoon member's horse, tack, uniform and campaign cover before each event. The Platoon Sergeant will lead all sophomore cadets-in-training in approved training, performing daily work details and activities. The Platoon Sergeants will be rotated weekly based on observations by the First Sergeant and Platoon Leaders during the previous week.

C. The duties of the Vet Sergeant shall be to assist the Vet Officer in supervising the health care for the horses of the Troop; to assist in updating and maintaining the veterinary records of each horse in the Troop; to coordinate appointments with a professional veterinarian when the need arises.

D. The duties of the Logistics Sergeant shall be to provide assistance to the Logistics Officer in the repair and maintenance of the entire Troop's tack and motor pool including truck, trailers, and tractor; to issue and account for all necessary tack and equipment to each member while maintaining the appropriate records of such; and to assist in the transportation and storage of all unit tack.

E. The duties of the Junior Stable Master shall be to assist the Stable Master Officer, track, coordinate, and report feed levels in order to allow the Stable Master Officer to order feed oversee purchases of all feed/feed supplies throughout the year. The Stable Master Sergeant position will be rotated weekly, according to the weekly schedule that the Stable Master develops. He or she shall also be responsible for all stable master and feeding duties/needs throughout the year.

SOPHOMORE MEMBERSHIP

Section I. Sophomore or cadets-in-training of Parsons Mounted Cavalry are not eligible to hold designated offices or serve in a mounted status. The Sophomore Cadets-in-training are gaining hands-on experience for becoming mounted Troopers. The sophomore cadets-in-training will come under the direct supervision of the Commanding Officer and First Sergeant, and respective PSGs.

VOTING PROCEDURES AND TROOPER INVOLVEMENT

Section I. Parsons Mounted Cavalry positions will be determined by a Corps board as well as a PMC board as outlined in the Membership and Composition, Officer and Non-Commissioned officer and sophomore sections of this Constitution. Interviews will be documented and candidates ranked according to the board's recommendations.

Section II. The Site Manager and Military Advisor(s) of Parsons Mounted Cavalry shall count the votes and let the Commanding Officer know the final results which shall be released to the Troop.

UNIFORM

Section I. The uniform of Parsons Mounted Cavalry is a regular Cadet Corps Senior Midnight uniform, modified to include traditional Cavalry insignia and accouterments. It will be in accordance with the spirit and intent of provisions in The Standard for the wear of the cadet uniform. Alternate Corps uniforms may be worn at certain times with approval granted by a military letter. Rain gear will be provided and must be returned at the end of each rain performance. Campaign hats must be uniform throughout the unit. All cadets must leave a deposit check for issued equipment and cleaning at the beginning of each year.

Section II. Basic Uniform

A. The basic uniform for Seniors will be a campaign hat with yellow cavalry braid, antiqued "AMC" eagle stack and chin strap; green midnight shirt; khaki tie; "Aggie" patch sewn with gold cross stitch on the right shoulder; ROTC patch sewn with gold cross stitch centered on left pocket; winter boot pants; Senior Boots with spurs, **polished/oiled**; gold cavalry cord on the left shoulder; "AMC" brass on the right collar; crossed sabers on the left collar; Sam Brown belt with shoulder piece; and white gauntlets. Brass will be worn according to the Standard, which is parallel to the top of the collar. Seniors *may* wear authorized spurs (dull or no rowel and short shank 2" or less) when riding.

B. The basic uniform for Juniors will be campaign hat with yellow cavalry braid; antiqued “AMC” eagle stack green midnight shirt; khaki tie; “Aggie” patch sewn with gold cross stitch on the right shoulder; ROTC patch sewn with gold cross stitch centered on the left pocket; winter boot pants; brown “roper” style boots, **polished/oiled** with issued canvas, and leather leggings. Spurs may not be worn. Yellow cavalry cord on the left shoulder; “AMC” brass on the right collar; crossed sabers on the left collar; Sam Brown belt without shoulder piece; and white gauntlets.

C. Sophomore Cadets whose duties require them to ride on the field gun or wagon, will wear the exact same uniform as the Junior troopers with two exceptions; Sophomore cadets are not permitted to wear the yellow Cavalry cord on the left shoulder, and they will wear sophomore buckles.

D. The basic uniform for the Support Crew will be the Parsons Mounted Cavalry Shield Shirt with no writing on the back, blue jeans (no holes), plain brown belt, work boots, and Cavalry baseball style caps; or authorized midnight uniform.

Section III. Cadet Commissioned Officers will wear rank on the top of both shoulders. The Commanding Officer shall wear gray tabs under his/her rank, which designates him/her the Commanding Officer of a special unit in the Corps of Cadets.

Section IV. Cadet Non-Commissioned Officers and enlisted personnel will wear their rank affixed to both sleeves so that no stitch is obviously visible; rank will be subdued stripes.

Section V. For those members of the field gun crew, crossed Field Artillery Field guns can be worn instead of crossed sabers. The shotgun wagon driver is the only Trooper to have the privilege of wearing Crossed Infantry Rifles instead of crossed sabers. The gold cord will signify their membership in Parsons Mounted Cavalry.

Section VI: Platoon Leaders must approve of each Trooper’s uniform and Campaign cover before each Troop event. **All Campaign covers must be uniform throughout the unit.** Covers will maintain Corps crowns, leather interior sweatband and exterior issued hatband. Brims will be 3” and have ½” or less of a drop in the front and back.

Section VII. Unless wearing the basic Cavalry uniform for official functions, cadets will wear the uniform of the day. Frequent wear of campaign covers in adverse conditions, dust, dirt, rain, etc., may render them undesirable for wear with the regular cadet uniform. The Cavalry campaign cover will not be worn with regular uniforms.

Section VIII: All Troopers have the privilege of wearing Class D Uniforms to chow if that Trooper’s obligations restrict him/her from completing his/her duties at The Green before evening formation or to morning chow if that Trooper’s obligations consist of feeding in the morning. The Class D Uniform consists of a jeans, authorized shield shirt, and boots. Any Trooper who wears his/her Class D Uniform to chow when he/she has not been at The Green that day will lose this privilege for:

- First time – One week
- Second time – One month
- Third time – The rest of the semester and will appear before a PMC administrative board.

Section IX: All troopers on the Green or when traveling and not in uniform with the unit will wear blue jeans; without cuts or holes, a leather belt with PMC buckle, if earned; and a **clean** PMC work t-shirt/shirt or travel shirt. A PMC ball cap, in good condition will also be worn.

FACILITIES

Section I: The facilities of Parsons Mounted Cavalry, which are located off of FM 2818, shall be called “Fiddler's Green,” or more commonly, “The Green.”

Section II: “Fiddler's Green” is the property of Texas A&M University. Therefore, all University rules and regulations must be observed while operating within the confines of the facility. **ALCOHOLIC BEVERAGES AND OUTSIDE PETS ARE PROHIBITED AT FIDDLER'S GREEN OR DURING ANY PMC OPERATIONS.** No activities by outside organizations and/or outfits will be held at “Fiddlers Green” without the written consent of the Parsons Mounted Cavalry Site Manager / Advisor(s).

Section III: Smoking is not allowed at the Fiddler’s Green, in pastures, in TAMU vehicles, or on horseback.

Section IV: **No individuals may ever ride in the back of trucks or on trailers while participating in any PMC activities exceptions may be made for SM/A trailer training.**

Section V: **Only TAMU employees (including PMC student workers) may drive University vehicles or tractors.** All employees pulling trailers will have a current Texas or Military Commercial Drivers license. All drivers must have a driving record clear of moving violations and be approved by the Student Services Office in writing. Tractor, Truck and Van drivers must have completed the online training required by TAMU. Drivers are to ensure that they and all passengers wear seat belts. Cell phones are not to be used while vehicles are in motion.

Section VI: Visitors will be accompanied by a current cadet at all times while at the Green or when unit is at other locations (i.e. Football games, trips). Visitors may not enter pens, stalls or pastures, and may only be present during posted working hours.

Section VII: Horses are not to be fed from hands of cadets or visitors.

FEES

All Troopers will pay fees to the Executive Officer. It is each Trooper’s responsibility to pay their fees within the first two (2) weeks of school. Fees will be held to a minimum and will be

determined by the Commanding Officer and Operations Officer, subject to review by the Site Manager / Advisor(s). Exemptions must be approved by the Commanding Officer and Site Manager / Advisor(s). Funds will be used to pay for t-shirts, caps, gauntlets, leggings, guidon and parents weekend awards and meal. All funds expenditures must be coordinated through the accountant in the Office of the Commandant by the Operations Officer and approved by the Site Manager\Advisor. **All money belonging to Parsons Mounted Cavalry shall be deposited and disbursed through a bank account established for Parsons Mounted Cavalry at the Student Organization Finance Center and/or the Fiscal Office. All funds must be deposited within 24 hours after collection. The Site Manager / Advisor(s) must approve and sign for each expenditure before payment.** There will be no “unofficial funds” in Parsons Mounted Cavalry. All revenues and expenditures will flow through the accountant.

AWARDS AND HONORS

Section I. No additional insignia is to be worn with the Cavalry uniform when appearing with the Troop in official ceremonies. The following accouterments are approved for regular wear on the normal cadet uniform:

A. Yellow ribbons designating membership or previous membership in Parsons Mounted Cavalry are awarded to cadets-in-training at the end of their successful completion of required training. Only seniors may wear a star on their ribbon.

B. Yellow, cross-laced, single strand citation cord, authorized by the Deputy Commandant of the Corps of Cadets and the Corps Commander, will be worn over the left shoulder of only current active and in-active cord status members of the organization. **Bullets or other objects will not be worn with or in the Cord.** Wear of the Cavalry cord and ribbon is an earned privilege, which must be honored at all times. The privilege of wearing the cord and ribbon will be revoked if a member's status reverts to "Not In Good Standing" (see **DISCIPLINARY PROCEDURES, Section II**).

Section II. Gold crossed sabers will be worn centered on the right pocket of the basic cadet uniform.

DISCIPLINARY PROCEDURES/REMOVAL

Section I. Parsons Mounted Cavalry members will abide by all State, University, Corps of Cadets and Parsons Mounted Cavalry rules. Violation of any of the aforementioned rules will be dealt with by the applicable authority and may have consequences for continued membership in Parsons Mounted Cavalry. The disciplinary actions outlined in this section will apply to all Troopers of Parsons Mounted Cavalry.

Section II. General. The Commanding Officer and his/her staff with the Military Advisor (s) will evaluate troopers who violate the rules in Section 1 of the Disciplinary Procedures for

disciplinary actions. If it is determined that the Trooper should be disciplined or dismissed for their actions, the Commanding Officer and Military Advisor will notify the Site Manager and issue a letter detailing the decision to the Trooper. All Section I disciplinary actions will be handled through the Corps disciplinary office. A PMC disciplinary board, with the approval of the Military Advisor, may handle minor infractions. The Trooper will have the opportunity to explain his/her perspective on the situation before any sanctions are imposed. If, in the judgment of the Commanding Officer and Military Advisor the Trooper warrants disciplinary sanctions or dismissal, the Site Manager will be notified and a the appropriate letter advising the Trooper of that decision will be issued. If the sanction places the Trooper in the status of "Not In Good Standing", the Trooper will not participate in any official Parsons Mounted Cavalry activity. Dismissal from Parsons Mounted Cavalry and/or the Corps of Cadets, for any reason, will automatically carry the status of "Not In Good Standing". The dismissed Trooper will not participate in any official Parsons Mounted Cavalry activity and the privilege to wear the yellow Cavalry cord and ribbon will be revoked. At such time as the Trooper's status of "Not In Good Standing" is removed, the Trooper may submit a Military Letter to the Commanding Officer, Site Manager and Military Advisor(s) requesting reinstatement. The Site Manager and Military Advisor(s) will discuss the application with the Commanding Officer and determine if reinstatement is in the best interests of Parsons Mounted Cavalry and the Trooper. If re-instated, the privilege of wearing the cord and ribbon may also be re-instated at the discretion of the Commanding Officer and Site Manager and Military Advisor(s).

Section III. Grades. Troopers whose GPR does not meet the requirements of the Parsons Mounted Cavalry Constitution will be dismissed for a minimum of one semester. The Site Manager / Advisor(s) will issue a "Letter of Dismissal" to the Trooper and provide a copy to the Commanding Officer. Dismissed Troopers will be considered as "Inactive" and will not participate in any official Parsons Mounted Cavalry activity and the privilege to wear the yellow Cavalry cord and ribbon will be revoked. At such time as the dismissed Trooper's grades meet membership requirements, the Trooper may submit a Military Letter to the Commanding Officer and Military Advisor(s) requesting reinstatement. The Site Manager and Military Advisor(s) will discuss the application with the Commanding Officer and determine if reinstatement is in the best interests of Parsons Mounted Cavalry and the Trooper. If re-instated, the privilege of wearing the cord and ribbon may also be re-instated at the discretion of the Commanding Officer and Site Manager and Military Advisor(s)

Sections IV. Officers of Parsons Mounted Cavalry will be subject to discipline and/or removal from their positions if their actions (1) violate rules listed in Section I of Disciplinary Procedures; (2) bring discredit upon Parsons Mounted Cavalry, the Corps of Cadets or Texas A&M University; (3) endanger Parsons Mounted Cavalry Troopers, livestock or non-PMC personnel; (4) are determined to be derelict in their duties to the detriment of Parsons Mounted Cavalry. In any such case, the Commanding Officer will recommend removal to the Military Advisor providing justification for the action. If the Military Advisor agrees with the recommendation, the Site Manager will be notified. The officer in question will be afforded the opportunity to explain his/her perspective on the situation before any sanctions are imposed or removal is recommended.

AMENDING PROCESS

The Parsons Mounted Cavalry Constitution may be amended using the procedures outlined in the following sections:

Section I.

The Commanding Officer, Operations Officer, First Sergeant and Site Manager\Advisor (s) shall review this Constitution during each year. The Parsons Mounted Cavalry leadership is considered to have the best interests of the Troop at heart; a petition is not required for such changes. The Site Manager, Military Advisor(s) and Commandant of the Corps of Cadets must approve any changes or amendments to the constitution. The constitution is reviewed annually and subject to the approval of the Department of Student Activities.

Signed

Date

PMC Commander Rose Marshall

PMC Site Manager Bob Byrns

Advisor Lt. Col. Jeff Gardner

PARSONS MOUNTED CAVALRY STANDARD OPERATING PROCEDURES 2018-2019

There will be a Cav Staff meeting at Fiddlers Green every Monday at 1715 hrs. Current and previous weeks stable masters, feeders and infinity riders must attend. Other members who wish to have input may attend.

Initial Date
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I. General Guidelines

1. Horses are cared for and fed first, followed by sophomores, juniors, and seniors.
2. Horses may only be ridden for official reasons (e.g. individual training, drill, parades, march-ins, etc.).
3. **Only** active PMC members are allowed to ride or be on the horses, wagon, or field gun at any time without the approval of the Chain of Command and Advisors.
4. There will be no after hours (2000-0800) rides.
5. Always ride with at least one other person.
6. When leaving the Green, riders must carry the first aid saddlebags and a cell phone.
7. Horses are not to be ridden inside the barns.
8. Keep all gates closed at all times.
9. Fiddlers Green is off-limits to cadets after hours without written approval of the C.O. and Advisors (2000-0800 hrs.). Exceptions may be made for feeding detail.
10. Smoking is not allowed at Fiddlers Green, in pastures, in TAMU vehicles, or on horseback.
11. All horses are to be returned to the same pen, paddock, or pasture from which they were removed.

12. **Cadets must report any evidence of sick or injured animals** to the Chain of Command

starting with vet personnel. Cadets must not administer any medication without approval from the Chain of Command (Platoon Leaders, C.O., Advisors, or Vet Officer).

13. Horses or mules may not be bought, sold, or accepted for donation without PMC Site Manager approval.

14. The facilities at Fiddlers Green will not be used for personal storage.

15. Fiddlers Green will not be used as a "motel" at anytime. If livestock must be monitored overnight the Chain of Command, Advisors, and UPD will be notified.

16. Cav Jocks are responsible for tacking up their own horses.

17. Equipment, tools, materials, vehicles, animals, supplies, and mementos may not be removed from the Green or utilized for personal use.

Initial

Date

II. Sophomore (members in training) Duties

1. Sophomores are cadets-in-training and are considered members of PMC. All rules and regulations of the Corps and PMC policies and constitution apply to the sophomore cadets-in-training.
2. Sophomores are here to serve the Cav, not to serve Cav Jocks. This means that sophomores will not be required to:
 - a. Catch horses, groom, or saddle horses for Cav Jocks without direct hands on supervision by the horse's assigned rider;
 - b. Pick up Cav Jocks on the quad, at work, etc.;
 - c. Run personal errands for Cav Jocks; or buy any items for cavalry or Cav Jocks use.
 - d. Buy any Cav items with personal funds.
3. Sophomores will WALK with purpose in the course of their duties. Running is not permitted in the stable, barns, shops or training areas or around any horse, horse activity or when carrying tools or equipment.
4. Sophomores may not engage in any PMC activity without an advisor present.
5. Sophomores may be removed from consideration for permanent status by engaging in any activity that reflects poorly on PMC or violates PMC Constitution, SOP, and the Standard.

6. Sophomore cadets must provide **their own ANSI approved riding helmets.** These helmets may be purchased at Tractor Supply or other tack stores. Cadets who are cut from the unit may sell their helmet back to PMC, if they have the original purchase receipt.
7. Sophomores are never to be present on the Green, outside of scheduled training times, without the written permission of the Site Manager\Advisor(s)
8. Sophomores will be evaluated every 6 weeks for retention in PMC.
9. **Sophomores may be removed from the PMC for activities that violate these policies.**

III. Abusing the Cav

1. Cav Jocks and cadets-in-training who wear D's to chow, when they are not at the Green that day, will lose the privilege of wearing their D's for:
 - a. First infraction: one week
 - b. Second infraction: one month
 - c. Third infraction: the rest of the semester and will appear before a PMC administrative board.
2. Cav Jocks are responsible for their own uniforms. Uniform parts may not be taken from sophomores. No riding out of uniform.
3. **Uniforms will be clean, brass polished, and brown boots shined** before every mission. You will not be allowed to ride if uniform guidelines are not met.
4. **The Cav will not be used as an excuse to miss Corps activities.** For example, skipping evening formation and saying you were at the Green when you were not at the Green.

Initial Date

IV. Riding Status

All members of Parsons Mounted Cavalry will choose an Active or Inactive Status. The requirements are defined below:

1. Active Status

- a. Have specific duties and responsibilities in daily functions and extracurricular activities (march-ins, road trips, parades, reviews, etc.) as defined by their position. The cadet is expected to carry out these responsibilities or suffer repercussions for failure.
- b. Will be allowed to ride in Cav events.
- c. **Must attend all riding, training and work events unless they have a University excused absence**; Excuses will be filed with the SM/A in the form of a military letter.
- d. Must pay active dues by the second week of school or make arrangements with the Commander.
- e. Riders are responsible for their assigned horse's health, tack, and equipment.
- f. Failure to adhere to these rules will result in disciplinary action including but not restricted to inactive status or removal of cord and ribbon.

2. Inactive Status

Cord Status

- a. Do not have specific position or responsibilities in daily functions of Cav, and will not have privileges of Active members.
- b. Will be allowed to wear cord.
- c. Not banned from activities and daily operations of Fiddlers Green and are encouraged to participate and come out to the Green.
- d. Inactive members may, on a case by case basis, be allowed to ride at the discretion of the Commanding Officer and Site Manager\Advisor(s)

Non-Cord Status

- a. Do not have specific position or responsibilities in daily functions of Cav, and will not have privileges of Active members.
- b. Will be NOT allowed to wear cord.
- c. Banned from participating in activities and daily operations of Fiddlers Green.

3. Suspension / Removal

- a. Removal from all Cav activities
- b. Not allowed to wear PMC cord or ribbon.

V. Drill/ Training/ Work

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1. Drill will be mandatory for all active members who do not have a University excused absence.
 2. Special drill times will be determined by the Commander with the written approval of the Site Manager/Advisor(s).
 3. Cadets must be dressed safely to work with the horses. This will include a cavalry designated work shirt, blue jeans without holes/rips, a leather belt with appropriate Cavalry buckle (if earned) or plain buckle. Boots or work shoes are required.
 4. Juniors and Seniors will un-tack, cool down, rinse, and turn loose their own horses.
 5. Daily mandatory drill, training and work details will be posted for each semester. Exceptions will be requested in a PMC Excusal Request form available in the PMC office. Letters will be sent through the cadet chain of command starting with the PL through 1st Sgt to the unit CO and Site Manager and Military Advisor.

Initial	Date	
		VI. PMC Riding Criteria

1. A minimum of 1.5 hours of instructional riding and 1.5 hours of un-instructional riding must be posted by the Site Manager/Advisor(s) of riding, team driving, instruction, and work PER WEEK.

a. Hours must be completed between 1200 hrs Sunday and 1800 hrs on Friday

b. If a cadet will miss any PMC activity or leave early they must write a military letter through the chain of command 36 hours prior to the requested date.

c. A maximum of 1.5 hours will be credited to any cadet for a ride lasting longer than 1.5 hours

d. If a cadet does not log their weekly minimum hours, misses a scheduled drill, training, or workday without a university excused absence the follow will apply:

- First offense: a cadet will not be allowed to participate in any event that weekend or the next scheduled PMC activity including sideline activity at games.
- Second offense: a cadet missing a second day during a semester will be put on a twenty school day suspension from the unit; the cadet will not be allowed to ride in or participate in any off-Green activities or events during this time. **The cadet will be expected to keep up with all duties and responsibilities to the unit, including event preparations and will have their cord removed during that period.**
- Third offense: a cadet missing a third day in a given semester will be put on inactive status for the rest of the semester. Their horse, tack, and duties (responsibilities) will be reassigned. The cadet's cord will be removed. The following semester the cadet will be considered for reinstatement only after review and approval by command and the Advisors.

e. If a cadet misses an event for an unexcused reason:

- They will not be allowed to participate in the next similar event (i.e. road trip for road trip or march-in for march-in) and will be placed on 20 school days suspension (see above) A second offense the cadet will be placed on suspension pending review by command staff.
- If a cadet has a University excused absence and they must miss a scheduled PMC activity they must receive a written excuse by the Commanding Officer with the written approval of the Site Manager / Advisor(s) prior to the event. This must be done as soon as the conflict is apparent and a makeup rescheduled.

2. **Cadets must always ride with one or more others; a first aid kit and cell phone must accompany all riders leaving the Green and all other**

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Initial Date

Section VII. March-In Operations

A. The Junior and Senior Troopers will feed, groom, wash, roach, and transport the animals to the designated area. The juniors and seniors are responsible for cleaning their own tack. The upperclassmen may oversee and be assisted by cadets-in-training in their operations at the discretion of the C.O and Site Manager. **Upper classmen are to be by the side of any cadet-in-training who is performing any task related to horse, tack, equipment or vehicles.** The upperclassmen are to be actively involved in teaching coaching and mentoring the cadet-in-training while they are dealing with their assigned horses, tack or equipment.

B. Cadets will be placed in charge of post-March-In clean up of the Parent Area.

C. The field gun crew will prepare the field gun/caisson for driving or transport to the Parsons Mounted Cavalry Quad for step off, and then be transported to the Quad for Step-Off. **For safety and insurance purposes, non-PMC personnel will not be allowed on the field gun trailer at any time when the field gun is being fired. Guests must stay outside the barricades surrounding the field gun at all times.** The field gun will then fire one round to signal Step-Off, the field gun crew will transport the field gun back to the holding pen and unload it for the March-In.

D. An Operations Order will be posted 72 hours prior for each March-In or mission by the Commanding Officer

Initial Date

Section VIII. Mission Operations

A. Prior to any trip, a pre-trip inspection/checklist shall be completed.

B. The Junior and Senior Troopers shall feed, roach, and transport the animals to a designated area (except those transported by semi-truck).

C. Junior and Senior cadets will prepare the animals for each mission, and will be required to stay with the animals and Half-Section, during any overnight stays. .

D. The Troop will travel on the road trip in a caravan, which will be led by the Commanding Officer. Exception to traveling in caravan will be considered, after submission of a military letter, by the CO with approval by the SM/A.

E. An Operations Order will be posted for each Road Trip by the Commanding Officer 72 hours prior. All transportation permits, horse health and student health forms will be filed with the Site Manager\Advisor 24 hours prior to departure time.

F. The Commanding Officer will ensure that the required student Travel CIRT Form is completed and that all travel procedures are followed.

G. All cadets will stay with the horses during any road trips.

H. All alcohol policies of TAMU, the Corps of Cadets, Student Organizations and Ceremonial Units must be followed at all times.

Initial _____ Date _____

Section IX. Yell Practice Operations

A. Cadets will transport the field gun to Kyle Field under the supervision of the Section Chief. They will also ensure unauthorized guests do not enter Kyle Field with the Cavalry. An advisor will accompany the field gun from the Green to and from Kyle Field.

B. All Parsons Mounted Cavalry Troopers, their invited guests, and Site Manager / Advisor(s) will gather at the south side of Kyle Field around the field gun for Yell Practice. Cadets will transport the field gun back to its storage facility under the supervision of the Half-Section Lead Sergeant and the Site Manager or Advisor.

Section V. There are additional operating procedures regarding the use of "The Spirit of '02" to ensure safety during its use. The barrel of the field gun will point away from all crowds; a pre-firing check will be made to ensure cleanliness of the barrel; a fire extinguisher will travel with the wagon and one with the field gun when it is to be fired; no home-loaded or homemade rounds are to be constructed or used by the members. Only designated Field gun Crew members, who have received documented training or those persons previously approved by the Site Manager / Advisor(s), are authorized to operate the field gun. **For safety and insurance purposes, non-PMC personnel will not be allowed on the field gun trailer during Yell Practice, or at any time when the field gun is being fired. Guests must stay outside the barricades surrounding the field gun at all times. All personnel within 25 feet of the gun must wear approved hearing protection when the gun is fired.**

X. March-In / Road Trip Criteria/Class/Drill/Workdays

1. Must have met all riding criteria in order to participate.
2. Must be on time at the scheduled event. On road trips must be in line with the Cav when we are scheduled to line up.
3. Must be properly dressed at all times while with the Unit. (No borrowing uniform parts from Sophomores).
4. Responsible for tacking your own horse.
5. Must un-tack your own horse before departing from the designated tack / untack area.
6. If a Cav Jock shows up late, has not checked to be sure their horse is tacked, or is not properly dressed, he/she will not be allowed to ride and will be counted as missing.
7. All members will travel in convoy to road / Corps trips. Convoy will be led by the C.O. and trailed by the Advisors.

8. If a Cav Jock misses a March-In or Road trip without a University excuse:
 - a. First time: will not be allowed to ride in next event;
 - b. Second time: will lose cord and privileges to ride in events for one month;must reapply to an administrative board for re-admittance to PMC

XI. Alcohol

1. There will be **no** alcohol allowed on the premises of Fiddlers Green or pastures.
2. Alcohol will **not** be allowed in any vehicle nor in any vehicle that is transporting Cav equipment, property, or horses at any time.
3. Cav members will be suspended from Cav activities for alcohol consumption on Cav missions. At the discretion of the Commanding Officer or PMC Site Manager/ Advisor(s), further disciplinary action may also be taken.
4. All TAMU, Corps of Cadets, Student Organization and Special Unit regulations relating to alcohol consumption will be followed at all times.
- 5. No PMC cadet will consume alcohol within 12 hours of any PMC event.**

Section XII: OPERATIONAL PROCEDURES

Initial Date

Section I. Parsons Mounted Cavalry of Texas A&M University is currently designed to support a herd of approximately fifty-five(55) animals, as well as the accommodating facilities and equipment. To properly maintain all horses, facilities, and equipment, there are standard operational procedures that shall be performed on a routine schedule. Maintenance is an important aspect of the functional operations of this organization. Routine care and maintenance prevents disease and injury among the horse herd, improves the appearance of facilities and equipment, and decreases the need for costly repairs.

A. General maintenance operations to be performed on a daily basis shall include the following tasks: clean all stalls and central alley of the horse barns, sweeping out the office and

field gun room facilities, grooming all horses, as well as policing Fiddler's Green for any trash and debris.

B. The need may arise to perform particular work projects and repairs. These projects may range anywhere from repairing damaged fence to mowing the grass. These various work projects shall be organized and delegated by the Commanding Officer, the Operations Officer or the Facilities Manager.

C. Due to various time constraints during the normal week, the need may arise to conduct additional “work days” to complete unfinished projects, make emergency repairs, or to catch up on neglected standard maintenance practices. Additional “work days” may be deemed necessary by the Commanding Officer, Executive Officer, Operations Officer, or the First Sergeant. The Site Manager / Advisor(s) shall provide the final approval prior to any additional “work days”.

D. It shall be the responsibility of the Junior class to feed all horses every morning and evening of the school year. Juniors and Seniors shall perform feeding duties on a rotational basis assigned by the Stable Master and approved by the Operations Officer.

E. Situations may arise in which the appropriate personnel (Vet Officer and/or Stable Master) shall be responsible for providing additional care to injured or ill horses. The Vet Officer and Vet Sergeant shall provide additional care under the supervision and approval of the Commanding Officer and the Site Manager / Advisor(s).

F. Drill will be conducted on days designated by the Commanding Officer with the written approval of the Site Manager/Advisors. Each Trooper is responsible for checking that his/her horse is properly tacked before mounting.

G. **The regulations on hazing and discrimination in the University Rules and the Standard shall apply in all cases to PMC operations, without regard to circumstance or location. Violations of any directives relating to hazing or discrimination will not be condoned and may result in dismissal from Parsons Mounted Cavalry.**

Initial	Date	
		XIII. Risk Management

Command Staff, Stable Master, Feeders, Infinity Riders, and any cadets who wish to have input must attend a mandatory meeting held each Monday at 1600 hrs. at the Green.

		<p><u>A. Truck, Tractor, and Trailers</u></p> <p>1. <u>Only TAMU</u> employees (including PMC student workers) may drive University vehicles or tractors. All employees pulling trailers will have a current Texas or Military Commercial Drivers license. All drivers must have a driving record clear of moving violations and be approved by the Student Services Office in writing. Tractor, Truck and Van drivers must have completed the online training required by TAMU. Drivers are to ensure that they and all passengers wear seat belts. Cell phones are not to be used while vehicles are in motion.</p> <p>2. The Gator will only be used by Juniors for feeding, work, and manure details. The Senior Stable Master will supervisor all Gator activities and may use the Gator in the completion of their duties.</p> <p>2. Members may not ride in the back or outside of a vehicle.</p> <p>3. Members may not ride on or inside of a trailer, except for driver training conducted by the SM/A.</p> <p>4. Non-PMC members may not ride in vehicles or on tractors, without the written permission of the Site Manager\Advisor.</p> <p>5. Only the driver is allowed on a moving tractor or implements.</p> <p>6. <u>No one is allowed on top of the barns, awnings or buildings on the Green.</u></p>
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	<p>B. <u>Half-Section</u></p> <ol style="list-style-type: none">1. Field gun will always be unloaded and loaded onto trailers with a crew of five (5). If less than five trained crew members are present, the winch will be used.2. All personnel within 25 feet of the field gun when firing will wear hearing protection. <u>Section leader or Section Chief will not authorize firing the field gun until ear protection is in place.</u>3. Written procedures for handling, storing, and transporting ammunition and misfires will be followed at all times. These procedures should be produced by the Section Chief.4. All members will be vigilant to insure that no foreign objects are ever placed in the barrel of the field gun.
	<p>C. <u>Feeding</u></p> <ol style="list-style-type: none">1. Horses will be fed between 0530 / 0700 and between 1800/1900 hrs.2. Cadets will feed in groups of 5 (with at least 1 Cadet with 1st aid training certification) for seven (7) day rotations.3. Feeders will change on Mondays at 1800 hrs. New and old feeders will meet with the Junior Stable Master, Stable Master Officer and PMC Site Manager/ Advisor(s) to exchange information at this time.4. Feeders are responsible for horse counts, feed availability, visually checking perimeter fences and all water.5. <u>Feeders are always to feed with a partner to insure safety.</u>

		<p>D. Stable Master is responsible for a daily log that reflects horse numbers, vet status, and security procedures.</p> <ol style="list-style-type: none"> 1. Seniors will rotate Stable Master duties on a seven (7) day rotation. 2. The Junior Stable Master is responsible for all items on the Stable Master Checklist to include visually checking all perimeter fences, electric fence, locking gates, doors, vehicles, and windows. 3. Securing all tools and equipment. 4. Securing weapons and training equipment. 5. Replacement of keys. 6. Inspecting tack room, tack, storage areas, restrooms, Buddy building, and security lights. 7. The Senior and Junior Stable Masters will be the last ones to leave the Green each evening. <u>The Junior will sign the daily report and report by text message to the Site Manager and CO.</u> The Junior Stable Masters' job is to ensure the Green is secured at the end of each day.
Initial	Date	
		XIV. Horses / Riding
		<ol style="list-style-type: none"> 1. Horses are always treated with respect. 2. Riders will always wear ANSI approved helmets. 3. Weapons used on horseback or on the ground will always be used according to established safety guidelines.

Constitution and Policy for PMC
2018-2019

Printed Name: _____

Personal Cell Phone: ____ () ____ - _____

Email: _____

Parents Names: _____

Parent Home Phone: ____ () ____ - _____

Parent Cell Phone: ____ () ____ - _____

Parent Email: _____

Permanent Address: _____

(Street)

(City, State, Zip)

My signature below acknowledges that I have access or have received a copy of the 2018-2019 Texas A&M University, Parsons Mounted Cavalry Constitution and Policies. I have read the Handbook and Policies, and understand the content. I agree to abide by the standards, policies, and procedures defined or references in that handbook, PMC Constitution, PMC Policies, and those of the Cadet Standard.

I understand that I have an obligation to:

- Inform the PMC Advisors and chain of command of any changes in personal information, including name, address, phone number, and TAMU disciplinary or academic standing.
- Maintain a University Neo email account and respond to messages sent to that account.
- Contact the chain of command if I have any questions, concerns, or need further explanation.

Signature _____

Date _____

NOTE: Sign, date, and submit to Bob Byrns, Cavalry Site Manager before any cavalry activities