

Bethel University

Student Athlete Advisory Committee Constitution

I. Name

The name of this organization shall be “The Bethel University Student Athlete Advisory Committee.

II. Purpose

The Bethel University Student Athlete Advisory Committee (“The Committee” herein) shall be formed with the purpose of promoting college athletics and improving student athlete relations with students, faculty, administrators, and staff. The Committee shall also discuss, create, and influence athletic policy as it regards the college, the MIAC Conference, and the NCAA. The Committee shall have at its disposal any funds provided by the college and/or NCAA for the aforementioned purposes, and shall disperse them as it deems necessary.

III. General Membership and Composition

- A. The Committee shall be composed of two representatives from each varsity sport. Male and female teams from the same sport shall each have their own representatives. The representatives from each team will be nominated by their varsity coach. If the coach is unavailable at the time of nominations, a team captain will be contacted for nominations. One term of service shall equal one academic year. Once a student athlete is nominated to serve on the committee, he/she will be able to serve until their varsity eligibility has been exhausted. If the individual plays on a fall or winter varsity team, they may continue serving on the Committee for the remainder of that school year. In cases where the individual is in their last year of eligibility, their respective team will be asked to select a third representative who will sit in on meetings but will have no official voting power.
- B. Membership duties and responsibilities: Members serve as a liaison between the Committee and their individual team, and to express concerns or ideas to the Committee. If any representative is absent for any two consecutive SAAC meetings, he/she may be dismissed from the Committee within reason. If any member is dismissed from the Committee, a new representative from their respective team will be elected to serve in the place of the dismissed member. Each SAAC member must serve on at least one subcommittee at all times.
- C. The Committee shall select officers in the second semester of the current term to serve in the capacity of President, Vice President, Secretary, and Treasurer for the next term. If the Committee deems it appropriate, the office of President may be shared by two representatives. The powers and responsibilities of the officers are as follows:

President: To preside over and organize full Committee meetings, to present a format for the meetings, to call meetings to order, and to close

meetings. The President may also see fit to appoint representatives who have not already volunteered for at least one subcommittee. The President may also cast another vote in case of a tie in a full Committee meeting. The President shall also act as chief liaison for the Committee to the college administration. The President will also fill out the year-end officer report.

Vice President: The Vice President shall act as the President in case of his or her absence from full Committee meetings. The Vice President shall be the Committee's liaison to the coaching staff, and he or she will plan and organize publicity for activities and special events.

Secretary: The Secretary shall be responsible for keeping the minutes of the meeting, and providing those minutes to the Committee representatives before the next scheduled meeting. If possible, a collection of all the minutes of the term of a single Committee shall be provided at the end of the term.

Treasurer: The Treasurer shall be responsible for the deposits, disbursements, and record keeping of the monetary accounts provided to the Committee. The Treasurer should be ready to submit to Committee representatives or college administration a current record of accounts if asked. The Treasurer shall represent the SAAC at budget meetings of the administration at the request of the Committee.

1. Subcommittees may be formed with the purpose of expediting the goals of the current general Committee. These subcommittees may be formed either on a permanent or temporary basis as determined by the Committee. Five subcommittees will be formed with a permanent status.

The five subcommittees will be as follows:

- I. *Public Relations:* This subcommittee will be concerned with coordinating public awareness of upcoming meetings and generating support for the Committee.
- II. *Community Service:* This subcommittee will be concerned with finding creative ways to serve the broader community surrounding Bethel University.
- III. *Executive Board:* This subcommittee will be comprised of the President, Vice President, Secretary, and Treasurer and will be concerned with keeping the Committee in good standing.
- IV. *Issues:* This subcommittee will be concerned with helping find solutions to current issues regarding the college, the MIAC conference, and Division III as a whole.
- V. *School Spirit:* This subcommittee will be concerned with generating enthusiasm for Bethel varsity sports campus-wide.

Committee members not serving on subcommittees who have not volunteered to participate in a subcommittee may be appointed by the President. If the member is appointed while absent, they may resign the appointment only with good cause.

IV. Voting/Meeting Procedure

- A. General meetings shall be held on such dates, times, and places as agreed upon by the acting Committee. Before the end of each term, the Committee must set a date for the first meeting of the next term, and inform the appropriate Athletic Administrator. It shall be the duty of that Administrator to ensure that the new Committee representatives are reminded or made aware of that date at the beginning of the next academic year.
- B. A general meeting of the Committee will begin when the President or acting officer calls the meeting to order. The Committee shall debate items of concern as they are listed on the agenda. Official recognition by the President is not necessary to speak, but if the debate becomes disordered, the President may cease the debate and bring the meeting to order and enforce the rule of recognition.
- C. For a resolution to be voted upon, it must first be submitted and then seconded. The vote shall then be held by a visual vote (raising of the hands). Each member representative shall possess one vote.
- D. Members from the campus or community are encouraged sit in at these general meetings to either give presentations or observe proceedings. However, the Committee may at any time resolve to ask these people to leave the proceedings if they deem it necessary. A member of the Athletic Administration may be asked to regularly attend as faculty/administrative advisor, but they shall have no vote and may be asked to leave if the committee so resolves.
- E. Subcommittee meetings shall be held as determined by its members, and shall regulate themselves as they see fit.