



Constitution

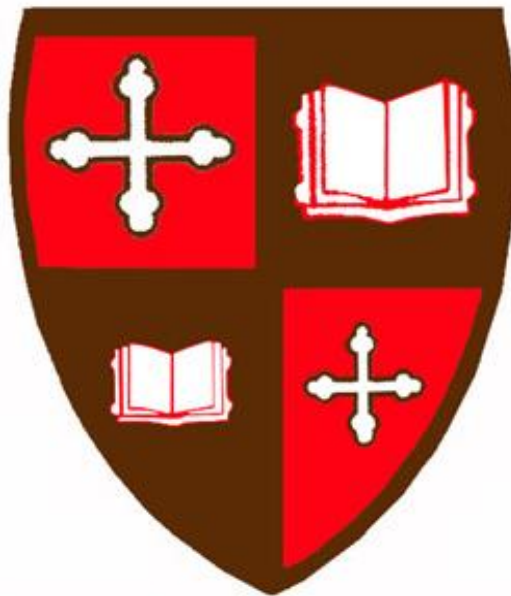
2010-2011 SAAC Officers

Executive Committee:

President	Matt Raley
Vice President	Kelsey Redpath
Secretary	Jordan Koivu

Sub Committee:

Community Outreach Chair	Matt Raley & Open
Marketing and Promotions Chair	Open
Student-Athlete Welfare Chair	Open
Thelmo Representative	OPEN
Liberty League SAAC Representative	Marcelle Justison/Caldwell Rohrbach
NCAA Development Conference Representative	Marcelle Justison/Caldwell Rohrbach



MISSION STATEMENT

The Mission of the St. Lawrence University Student-Athlete Advisory Committee is to enhance the student-athlete experience through communication and opportunities in athletics. Representatives are responsible for representing the interests of their respective teams and acting as student-athlete liaisons to the administration of the athletic department and University as a whole.

PURPOSE

- I. To serve as a liaison between the student-athletes and the athletics administration.
- II. To provide a forum for the student-athletes to voice their concerns and ideas to the Athletic administration.
- III. To serve as advocates for the welfare of fellow student-athletes, as a team, or as individuals.
- IV. To encourage the student-athletes to foster the relationship between the athletics, St. Lawrence community and the local communities.
- V. To promote athletics as a valuable part of the college experience, and to help create a positive image of student-athletes and athletics on our campus.
- VI. To design and implement programs which encourage community relations, school spirit, and sportsmanship, as well as boost attendance and excitement at St. Lawrence athletic events.
- VII. To encourage and facilitate involvement of student-athletes in campus and community service projects.
- VIII. To disseminate information to student-athletes and to solicit student-athlete responses to proposed Liberty League and NCAA legislation.

CONSTITUTION

Preamble

We, the participants of Intercollegiate Athletics, as means to enhance communication, to increase cooperation with all persons concerned, to maintain the preservation of individual rights, and, further, to abide by all NCAA and Liberty League and St. Lawrence University regulations, do hereby establish this constitution of the Student-Athlete Advisory Committee (SAAC).

Article I (Name)

SECTION 1.

The name of the advisory body of students within the program of Inter-collegiate Athletics at St. Lawrence University shall be the Student-Athlete Advisory Committee.

Article II (Membership)

SECTION 1.

The Student-Athlete Advisory Committee shall be composed of the following: two representatives elected yearly by each varsity sport. The President, Vice President, Secretary and Sub Committee Chairs shall be

chosen annually by SAAC members. Alternates are encouraged to attend meetings, but will only vote in the absence of the regular representative(s).

SECTION 2.

Qualifications for members:

A. Team Representatives: Each representative of a varsity team shall compete in that sport the year he/she is a member.

B. President and Vice President: The President and Vice President shall have participated a minimum of two years on any varsity team, and he/she shall have a minimum of one year of experience serving on SAAC.

C. Secretary: The Secretary shall have participated a minimum of two years on any varsity team, and he/she shall have a minimum of one year of experience serving on SAAC.

D. Sub- Committee Chair: The Sub Committee Chair shall have participated a minimum of two years on any varsity team, and he/she shall have a minimum of one year of experience serving on SAAC.

SECTION 3.

Responsibilities of all members:

A. Attendance: Each team shall have 2 representatives and a minimum of 1 representative to attend all SAAC meetings. When the absence of either is necessary, the representatives shall be responsible for sending a proxy to the meeting.

B. If a team is not represented by a member for three meetings in one semester, the team will be asked to designate new representative(s).

C. Permanent Absences: Where circumstances cause the permanent absence of the:
Team Representative(s): Her/his team shall have the responsibility to select a new representative.
President, Vice President, and Secretary: A new officer will be chosen by an election within SAAC.

D. Improper Behavior: In cases of improper behavior of any representative, the Council has the right to impeach as described in Article III, Section 3. The representative being impeached is entitled to a hearing in order to present her/his case for remaining on the Council.

E. Committees: SAAC members can serve on various committees, including departmental committees, as necessary throughout her/his term.

1. The membership of SAAC will consist of 2 members from each varsity team.

2. Selections are held at each team's discretion and elected representatives' names must be given to the secretary by the last day in March each year. Newly elected representatives will start their term once elected.

3. Additional members from intercollegiate teams may be present, but will not receive a vote.

4. In the event that a representative terminates his/her participation on a team, the representative may continue to attend meetings, but must relinquish his/her official status as a SAAC

representative immediately and delegate that responsibility to a current teammate.

5. Each team will elect one proxy who will serve as a voting representative at meetings when a representative is unable to attend.
6. All former SAAC members may attend meetings, without a vote, given chair approval.
7. If the team is unable to come up with representatives that fit the criteria, the SAAC Executive Board will approve selections on a case-by-case basis.

Advisors

1. The Coordinator and Assistant Coordinator of Student-Athlete Development will serve as the SAAC Advisor(s).
2. The advisor shall be an advocate for student-athletes, and support the ideas of SAAC while serving as non-voting member.
3. The advisor shall work with other faculty, administrators and coaches to help student-athletes have their voices acknowledged and heard.
4. The advisor shall act as a sounding board for SAAC in order to help the members best articulate its concerns, while at the same time ensure a safe environment for discussing various issues.
5. The advisor shall educate the student-athletes on NCAA and St. Lawrence University rules and its governance structure, and make every effort to provide administrative support and the securing of the necessary resources to help accomplish its goals.

Article III (Election of Members)

SECTION 1. Procedures:

- A. President, Vice President, Secretary, and Sub Committee Chairs: Each SAAC member shall be encouraged to nominate one or more persons for each position. A nominee need not be a member of the team making the nomination. The President, Vice President, and Secretary shall then be elected by the membership at end of the second semester.
- B. Team Representatives: Each team shall select the representative(s) at the end of the second semester.

SECTION 2.

Each member of SAAC shall serve a term of one year and shall be eligible for re-election.

SECTION 3.

Impeachment: Upon the request of any athlete, SAAC shall conduct a hearing for impeachment of a representative involved in improper behavior. Impeachment procedures will be conducted if there is a two-thirds agreement among SAAC members. The representative shall be given the opportunity to present her/his case to SAAC.

Article IV (Powers and Responsibilities)

SECTION 1. The Student-Athlete Advisory Committee shall:

- A. Call general meetings of the athletic body when necessary or when requested by at least 10 athletes or by at least three staff members.
- B. Provide opportunities for new student-athletes to meet SAAC representatives and staff early in the fall semester.
- C. Hold elections for team representatives and officers before the first fall meeting. Preferably elections will be held before the end of spring semester.
- D. Elect the president for the following year at the last spring meeting. Elect additional officers at the first fall meeting.
- E. Form committees to study in-depth any issues concerning the Intercollegiate Athletics program.
- F. Vote on Intercollegiate Athletics matters as to represent the concern of the general athletic body.
- G. Invite guest speakers to speak on Intercollegiate Athletics concerns, policies, and procedures.
- H. Serve on committees to interview and select prospective Inter-collegiate Athletics staff members.
- I. Announce all meeting times to Intercollegiate Athletics staff and athletes.

Article V (Meetings)

SECTION 1.

The Council shall meet at least twice each month during fall and spring semesters, or when deemed necessary by the President. The President shall call a meeting at the request of three members of SAAC. Regular meeting times shall be established at the beginning of each semester.

Article VI (Voting)

SECTION 1.

All members of SAAC and designated proxy shall be eligible to vote.

Section 2.

Voting on a Motion:

1. Obtaining the floor
 - a. Wait until the last speaker has finished.
 - b. Rise and address the committee by saying, "I move that we ..."
2. The President will ask for a second motion
3. A separate member must second the motion
4. If there is no second to the motion it is lost.
5. The President states the motion
 - a. The President will state, "it has been moved and seconded that we"
 - b. The membership then either debates the motion, or may move directly to a vote.
 - c. The president then states "...all in favor...all opposed"

- d. Majority rule

Article VII (Sponsor)

SECTION 1.

The faculty athletic representatives shall be two administrative members of the University.

Article VIII (Amendments)

SECTION 1.

Proposed amendments shall be submitted in writing and read at a regular meeting and shall be acted upon at the following regular meeting.

SECTION 2.

This constitution may be amended by a majority vote of two-thirds of the Student-Athlete Advisory Committee.

Article IX (Ratification)

SECTION 1.

A two-thirds of the SAAC shall be necessary to ratify this constitution

III. EXECUTIVE BOARD

A. Selection

1. At the end of each year, the representatives of SAAC shall elect the executive board that will consist of a President, Vice President, Secretary.

B. Roles

These Executive Board positions may be varsity athletes.

1. President – The President shall preside over all meetings, delegate duties, and call for a vote when warranted.

2. Vice President - The Vice President shall act as the chairperson in the absence of the President and maintain/balance the SAAC budget.

3. Secretary – The Secretary shall record all minutes of the committee's meetings and is in charge of keeping track of attendance. Sending the Agenda the Wednesday before the meeting and minutes the Monday following the meeting.

Sub Committee Members

1. Liberty League Liaison (2 reps)
2. Community Outreach Sub Committee (2 reps)
3. Student Athlete Welfare Committee (2 reps)

4. Thelmo Rep (1 rep)

V. MEETINGS

1. This meeting schedule is meant to be a guideline, and is subject to change.
2. Meetings will be in the Hannon Room (2 Sundays of each month at 7:00PM).
3. Subcommittees will have additional meetings as needed, and will be called by each Sub-committee chair person.

B. Attendance

1. Attendance is mandatory for all members. Alternates shall be notified as far in advance as possible; the President and Secretary shall be notified at least 48 hours in advance.
2. Attendance will be recorded and reported to coaches and SAAC members. After a third absence, the representative will be replaced by the proxy from their team.
3. When a team representative cannot be present, the team's alternate must be present.

C. Voting Procedure

1. 66% of SAAC will suffice for a quorum; a full quorum of members must be present in order to vote.
2. Decisions shall be made by a simple majority vote of 51% of the members present.
3. This constitution may be amended by two-thirds vote of the total membership of the committee.

V. SUBCOMMITTEES

A. General

1. Sub-committees will be determined each academic year.
2. Each sub-committee will have a chairperson who will be responsible for calling meetings and making every effort to adhere to the goals and purposes of the sub-committee.
3. It may be determined that there exist standing sub-committees and annual subcommittees; depending on the evolution of SAAC and its functions, issues within the community, and/or service projects that arise in the future.

VI. General Agenda

Organizations using parliamentary procedure usually follow a fixed order of business. Below is a typical example:

1. Call to order.
2. Attendance
3. Approval of minutes of last meeting.
4. Officers reports.
5. Committee reports.
6. Special orders --- Important business previously designated for consideration at this meeting.
7. Unfinished business.
8. New business.
9. Announcements.
10. Adjournment.

