

University of Dubuque
Student Athletic Advisory Committee Constitution
(S.A.A.C.)
Updated: July 2013

Article I- Purpose

I. Purpose & Mission- The purpose of Student Athletic Advisory Committee or, SAAC, is to be a bridging organization between the student-athletes of the University of Dubuque and the faculty and administration of the university, the Iowa Intercollegiate Athletic Conference and the NCAA. We, the members of SAAC, are the voice of the student athletes on campus. Our main focus is to make the voice of University of Dubuque's student athletes heard throughout the conference and the nation.

"The mission of the National Collegiate Athletic Association Student-Athlete Advisory Committee is to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare and fostering a positive student-athlete image."

Article II- Objectives

II. Objectives- The objectives of SAAC are to bring members of all University of Dubuque athletics together to help moderate and discuss current and possible future problems that a certain team or all athletic teams may suffer from. SAAC is to maintain a positive image for all student-athletes, and to bring the voice of UD student-athletes to the conference. Members of SAAC are able to discuss and vote on policies and legislation that is current and controversial in both the conference and the nation. The NCAA listing for SAAC includes:

- Generate a student-athlete voice within the NCAA structure.
- Solicit student-athlete response to proposed NCAA legislation.
- Recommend potential NCAA legislation.
- Review, react and comment to the governance structure on legislation, activities and subjects of interest.
- Actively participate in the administrative process of athletics programs and the NCAA.
- Promote a positive student-athlete image.

Article III- Membership

III. Membership- The members of SAAC are chosen by the members of their respective

sports. All sports will have at least one member while larger sports such as football, may have more. An athlete of any age or grade level may join. Membership revocation is at the discretion of the four officers, the advisor and the member's coach.

Article IV- Officers

IV. Officers- The officers of SAAC can be any member as long as they have at least one year of experience of being in the organization. The officers will be voted on at a meeting towards the end of the school year. The officers will be nominated either by peers or themselves. In case multiple people are nominated for the same position, it will be voted upon by all members with majority rule. The four officers will be President, Vice president, Secretary and Treasurer. Any officer may be impeached by 3/4 vote of the attending members. If an officer leaves their position an emergency election shall be held.

- A. President- The official duties of the president of SAAC are to preside over the meetings with a detailed agenda of the day's topics for discussion. He or she will also be the one to see the athletic administration with all concerns. The President is in charge of communicating with other members of the conference and updating IAC of their events and progress throughout the campus and community.
- B. Vice President- The Vice President is to assist the President with things such as planning, budgeting, and generally keeping things in order. The VP is also to take over if the President cannot make a meeting.
- C. Secretary- The duties of the secretary are to take detailed notes of what was discussed at the meeting along with the names of everyone in attendance. They are in charge of printing and handing out agendas. They in charge of uploading the minutes of every meeting onto the Facebook page so all members, whether or not they were in attendance, can view them. He or she is also to take over in case both the president and vice president are unable to make the meeting.
- D. Treasurer- The duties of the treasurer include budgeting events in advance and making sure allocations are used only for their specified purposes.

Article V- Meetings

V. Meetings- Meetings will be held on Wednesdays at 7pm in the lower level classrooms of Mercer Birmingham. Each sport is required to have at least one member in attendance at every meeting. An agenda will be handed out to each attending member, and each attending member will have a fair say in every topic discussed at each meeting. There is also a semi-annual conference held for the entire IAC conference in which each institution's SAAC must be represented. The four officers will attend this conference. If an officer cannot make the conference or there are more spaces available, the President and

acting Advisor will communicate to determine which other members of SAAC will get the opportunity to attend the conference.

Article VI- Voting

VI. Voting- All members of the SAAC organization will all have one vote as long as they are in attendance at the meeting. All voting will be majority rule so 51% for any motion unless specified prior to the vote will win.

Article VII- Finances

VII. Finances – All finances will be held up to date by the Advisor. The funds will be used to support all of our activities mainly focusing on events and getting our name out in the community. Any events requiring funds must be planned and budgeted at least two weeks in advance. No dues of membership will be required.

Article VIII- Advisor

VIII. Advisor- The student organization advisor will be a member of the athletics coaching staff and will be there to help guide us while letting us decide what the best decision is for our organization and our athletic teams. Student organization advisor is also responsible for the financial responsibilities of SAAC. The advisor will be chosen by the athletic director if said position is open.

Article IX- Elections

IX. Elections- The officers will be elected during a meeting towards the end of the school year, as determined by the President. The officers will be nominated either by peers or themselves. In case multiple people are nominated for the same position, it will be voted upon by all members with majority rule of only those in attendance. The four officers will be President, Vice president, Secretary and Treasurer.

Article X- Constitution

X. Any member of the S.A.A.C. may introduce an amendment to the constitution at any meeting at the end when it is called for. Once heard, all the present members of the committee will be asked to vote on it. As previously stated all voting is majority rule (51%) upon final vote. If passed, the amendment will go to the athletic director for final approval. If needed, a copy of the constitution will be available from the advisor or any of the officers.

Article XI – SGA Addendum

XI. SAAC, as a student organization, will comply with the rules and bylaws regarding student organizations by SGA. The following is the Article in the SGA Constitution outlining the rules for every student organization.

SGA Constitution: Article IX: Organizations

Section One: Recognizing Organizations: The Student Government Association can recognize any student or academic organization that exists within the University of Dubuque. The following steps for recognition are offered as a guide for organizations wishing to have formal recognition from the Student Government Association, thus being eligible to receive funds from SGA.

A. Organization Type

1. An Academic Organization is an organization that is closely affiliated or managed by an academic department.
2. A Student Organization is an organization that is evidently governed by students, and whose goals and actions are all fashioned and carried out by those students.
3. In matters of disagreement about an organization's status, the Executive Board will make a decision in regards to the status.

B. The proposed organization must submit a "Petition for Recognition as a Student/Academic Organization" to the Director of Student Activities.

C. The petition shall include:

1. The name and purpose of the organization,
2. The constitution and by-laws which will govern the operations of the organization,
 - i. In the case of an academic organization, a class syllabus is acceptable in place of a Constitution.
3. A list of proposed officers or student leadership,
4. The signatures of at least 10 interested students,
5. The signature of the proposed advisor(s), and
6. Information regarding national, state, or local affiliation or affiliations with any group of persons not connected with the University of Dubuque.

D. The recognition process is as follows:

1. Approval of the Application to Become a Recognized Student/Academic Organization by the Director of Student Activities and Leadership Development,

2. Approval of the Application to Become a Recognized Student/Academic Organization by the Student Government Association by a 2/3 majority vote,
3. Approval of the Application to Become a Recognized Student/Academic Organization by the Dean of Student Life,
4. An organization must attempt to be recognized by SGA before requesting recognition by the Dean of Student Life.

E. SGA retains the right to withdraw the formal SGA recognition of any organization based on problems that may occur involving the college or local community. SGA retains the right to withdraw an organization's formal SGA recognition with a 2/3 vote of all voting members of SGA. If an organization loses its formal SGA recognition, status cannot be regained until the following year with the installation of the organization's newly elected officers.

F. Every organization is required to attend the first Tuesday SGA meeting of the month, but attendance at other weekly meetings is encouraged. Failure of attendance will result in a potential cut in annual funding deemed by the SGA executive officers.

Section Two: Submission of Organizational Constitutions, Officers, Advisors, and Budget

- A. Pursuing formal recognition by SGA involves the creation and submission of a constitution by the organization in question. The constitution or syllabus should provide, as a minimum:
 1. The organization's name;
 2. The purpose of the organization;
 3. A non-discrimination statement (Ad-Hoc) that complies with the University of Dubuque Mission Statement;
 4. Election of officers/student leaders;
 5. Replacement of officers/student leaders;
 6. How budget and funding requests work within your organization, and
 7. Must submit Article 9 of this constitution titled SGA Addendum.
- B. Each Organization must have at least one advisor. Each advisor must be approved by the Director of Student Activities, SGA Executive Board, and the Dean of Student Life.

Article XII- Non-Discrimination

XII. No person affiliated with University of Dubuque Student Athlete Advisory Committee will discriminate against a person in any way based on gender, race, sexual orientation, background, disabilities, or any other characteristic. Nor will any of those things play a factor in the treatment or membership status of a person affiliated with SAAC. SAAC will comply with the university's guidelines and mission statement.

These articles must be approved by the athletic director and the office of student activities.

From here forth the Student Athletic Advisory Committee will be governed under this constitution set forth by the SAAC committee of the 2013-2014 school year.

President

Vice President

Secretary

Treasurer

Advisor

Other Representatives: