The University of Massachusetts-Boston Student-Athlete Advisory Committee (SAAC) Constitution

In September of 2015 the Student-Athlete Advisory Committee adopted a constitution.

Article I: Name
Student-Athlete Advisory Committee (SAAC)

Article II: Statement of Purpose
The University of Massachusetts Boston’s SAAC will enable student-athletes to participate in developing leadership skills both inside and outside of competition by; protecting student-athlete well-being by becoming the voices of the Athletic Department for issues, organize fundraising, as well as performing different acts of community service.

Article III: Membership
SAAC is open to all full-time student-athletes at the University of Massachusetts Boston.
A. Two - Three student-athletes from each team will serve as representatives on the committee. The representatives can be voluntary or will be chosen their head coach, athletic advisor, SAAC advisor, and/or SAAC officers. The student-athlete should be in good academic standing.
B. Students who are not student athletes can request membership but must meet with the SAAC advisor and president and presenting a fundraiser or community service idea for the group.
C. In the event a representative terminates his/her participation on an athletic team, the representative may continue to attend meetings but relinquishes his/her official status as a SAAC representative and delegates that responsibility to a current teammate.
D. Honorary membership will be taken into consideration of those who have previously served on SAAC, in good academic standing, and highly recommended by coach. Adopted 4/19/16

Article IV: Attendance
A. It is the duty of each representative to attend all bi-monthly meetings. Absences are excused only in the following only in the following cases: documented emergencies, athletic competition occurring during scheduled meetings, or if you an exam. Excusable absences must be presented to the secretary 24 hours prior to groups meeting.
B. In the event of an absence, the representative must delegate to another teammate to attend the meeting.
C. Two unexcused absences are cause for dismissal from the SAAC.

Article V: Elected Officers and Duties
SAAC has 4 executive officers and 1 community service/promotion coordinator who are elected at the last meeting at the end of the spring semester. Any member of SAAC may run to be elected as an officer but must prepare a brief speech declaring why he/she would be good for the position. Each member will cast one (1) vote to choose the board. In an event of an excused absence, members who cannot make the meeting will have 24 hours to send in an absentee vote before the election.

President: Conducts and organizes monthly SAAC meetings. Prepares agendas and forwards it to members and advisor prior to monthly meetings. Prepares and reviews any funding request and fundraising forms with the treasure. Attends LEC SAAC meetings and any institutional meeting that needs student-athlete representation. Liaison to National SAAC.
**Vice President**: Assist President with all duties and meetings. Represent the president when that person is unable to attend an event/meeting. Perform duties as requested by the President. Provide leadership and feedback for Community/Promotion Coordinator. Attends LEC SAAC meetings.

**Secretary**: Takes minutes and attendance at all SAAC meetings. Previous meeting notes must be sent out to advisor, officers, and coaches within 48 hours of the meeting. Must track attendance of committee and inform President if a member has had two unexcused absences.

**Treasurer**: Fill out fundraising request and fundraising applications through the Student Government. Collect, count, and report any fundraising that involves SAAC. Inform group of monies in the SAAC account at each meeting. Provides assistance to Community/Promotion Coordinator.

**Community/Promotion Coordinator**: Works with UMass Boston’ Athletics’ Community Relations and Marketing representatives and SAAC advisor. Serve as a liaison between representatives and SAAC. Assist community service events. Prepare marketing and promotion strategies for SAAC with SID. Promote SAAC activities, as well as take photos and archive all photos in the SAAC folder on the shared drive.

Article VI: **Term Length of Elected Positions**:

A. Officers hold their position for the entire academic year. New officers are elected as stated in Article V and begin their duties at the start of the fall semester.
B. Members who hold current positions are eligible to rerun for the same position, or a different position in the spring.
C. Eligibility runs out if a member has graduated, exhausted athletic eligibility, or has been removed from the office (see Article VII).

Article VII: **Removal of an Officer**:
An officer may be removed from office if he/she do not withstand there officer duties as stated in Article V. If an officer is not following their duties the executive board and SAAC advisor will hold a meeting addressing the issues putting them on probation. The officer will be given 1 month to improve the work in their position. If obligations are not met the title will be removed by the executive board and SAAC advisor.

Article VIII: **Meetings**

A. Meeting shall take place bi-monthly (Monday preferred) in a central location agreed upon by the executive board.
B. The first meeting of each semester should occur no later than the third week of classes.

Article IX: **Amendment Procedures**

A. Articles may be amended by a two thirds vote of the total membership in favor for passage of amendment.
B. An amendment must be proposed in writing at least one meeting before it is voted on.