

Student-Athlete Advisory Committee

Formed Fall 1989

Registered Spring 2014

CONSTITUTION & BY-LAWS

MISSION

East Carolina University's Student-Athlete Advisory Committee (SAAC) is a group of diverse student leaders that promote a positive experience for student-athletes through effective means of communication. SAAC serves as the voice for the student-athletes to athletic administration, coaches, and on-campus representatives. SAAC gives student-athletes proficiency in future career paths and personal development throughout their college career. SAAC serves student-athlete needs and seeks opportunities that encourage excellence on the field, the classroom, in the community, and in life.

Goals:

1. Foster Student-Athlete Welfare
2. Improve Team Relations via Teams for Teams
3. Increase involvement in the Pitt County Community

Purpose

To improve the collegiate experience of the student-athlete by:

1. Effectively communicating with one another to meet each other's needs with efficient dissemination of information.
2. Provide feedback and insight to athletic administration regarding policy development.
3. Solicit student-athlete responses to proposed conference and NCAA legislation.
4. Maintain a sense of community within the athletic program involving all athletic teams.
5. Organize community service efforts.
6. Encouraging participation of student-athletes in community service efforts.
7. Bridge the gap between the University and student-athletes as a whole – promoting a positive student-athlete image on campus.

ARTICLE I – Name of Organization

This organization shall be known as the Student-Athlete Advisory Committee. This organization will go by the acronym SAAC.

ARTICLE II – Membership

1. Each team, unless otherwise designated by the Life Skills Coordinator, will be represented by two individuals.
 - a. Team Representatives shall not be first term, first year student-athletes (freshman), unless designated by the Life Skills Coordinator.
2. Selection: Previous SAAC representative, Head Coach, and Life Skills Coordinator must select each representative from his or her team. Replacement SAAC Representative form must be completed by all parties, incomplete forms will not be accepted.
 - a. In the event a student-athlete receives medical non-counter status, he/she will still be allowed to participate as a SAAC representative but cannot serve as President or Vice President.
3. At least one team representative must attend every meeting, unless team is traveling.
4. Each team is allowed two trainees per year. This person is considered a non-voting SAAC representative and is allowed at all open meetings.

5. All SAAC representatives and Executive Board members must be currently enrolled.
 - a. A SAAC representative may be enrolled in less than 12 credits during their final term of their Baccalaureate program or as a Graduate student provided it is verified by the Confirmation of Graduation Status form available from the Compliance Office.
6. Current SAAC representatives shall not be on university or team disciplinary probation.
7. Current SAAC representatives shall maintain a minimum cumulative 2.5 GPA or higher.
8. Executive Board members shall have a minimum cumulative GPA of 2.5 or higher and not have been on probation for the most recently completed term prior to the term of election.

ARTICLE III – Executive Board

1. Election of Executive Board shall be held at the last regular meeting of the academic year, preceding the year of service.
2. If, for any reason, an Executive Board member is unable to continue their SAAC duties, the runner up to the elected officer will be asked to step into the position for the remainder of the academic year.
 - a. If the runner up is not available, the Life Skills Coordinator and remaining Executive Board members may appoint a new Executive Board member.
3. Officers of the Executive Board are elected by a simple majority vote of official SAAC Representatives.
 - a. Voting is done online through TurnKey and the results are analyzed by the Life Skills Coordinator on the spot. Everyone must vote during the time frame that. If a student-athlete chooses not to vote, they must give the Life Skills Coordinator prior notice.
 - i. In result of a tie, the current President will cast a deciding vote.
 - b. Candidates can be peer or self-nominated and can continue to run for positions within the board after an unsuccessful voting outcome for a higher position.
 - i. Current members, with no remaining eligibility, can nominate lower classmen for a position but cannot vote.
 - ii. All nominees must accept nomination prior to vote with knowledge of job description of position.
 - iii. All nominees must have attended 50 percent of the SAAC meetings and activities in the previous academic year.
 1. Life Skills Coordinator has veto power against nominees.
 - iv. The President nominees must have been on the SAAC Executive Board in the previous Academic Year.
4. Officers of the executive Board are removed by a simple majority of official SAAC Representatives.
5. Winning candidates will assume their official duties as officers immediately and will serve the duration of one academic year and must be reelected to serve again.
6. **PRESIDENT**
 - a. This person is responsible for oversight and administrative duties associated with SAAC. This person will send out all meeting invites via Outlook and utilize “GroupMe” to communicate with SAAC about any SAAC-related event. This person will be the prime facilitator for meetings including keeping meetings on time and on track. This includes preparing agendas for general SAAC meetings. This person is in charge of organization and has knowledge of what is happening at all levels of SAAC, including being in charge of Goldspys, ECU’s end of the year banquet. He/she will be the first person asked to cover for other representatives’ meetings should there be a conflict. This person is one of two representatives for the American Athletic Conference SAAC and is responsible for communication and initiatives related to the AAC SAAC. He/she will work with the campus representative and the vice president to prompt ECU Athletics in a positive way on campus. He/she will sit on the Aces for Autism Board with the Life Skills Coordinator.
7. **VICE PRESIDENT**
 - a. This person fulfills presidential duties should the president be unable to perform them due to sport/class conflicts. This person will take attendance at general SAAC meetings, as well as be responsible for any NCAA legislation changes that need to be addressed with SAAC. He/she is in charge of any type of voting within SAAC. He/she is responsible for taking the meeting notes at the meeting. This person should also be in charge of any student-athlete issues and be able to

address them with SAAC. He/she will work with the campus representative and the president to prompt ECU Athletics in a positive way on campus. He/she will sit on the Special Olympics Pitt County Board with the Life Skills Coordinator.

8. **EXTERNAL OPERATIONS/ CAMPUS REPRESENTATIVE**

- a. This person is responsible for overseeing communication between SAAC and on-campus/external groups. This person will represent SAAC at any on-campus event that a SAAC representative is needed. This could include Cookies & Chat with the Chancellor, Academic Success Committee, University Athletics Committee, etc. He/she is responsible for taking minutes in officers-only meetings. He/she is responsible for taking the meeting notes at the meeting. This person's main objective is to bridge the gap between on-campus and athletics. External groups may include the following: SGA, SAB, Greek Life, Club sports. Etc. He/she will give an update every meeting in regarding meetings held on campus.

9. **COMMUNITY SERVICE COORDINATOR**

- a. This person is responsible for any community service initiatives. He/she will attend every "SAAC event" and be in charge of taking attendance should his/her schedule permit. This person will be up-to-date and knowledgeable about every team's community service events and assist the Life Skills Coordinator with anything related to community service. This person will actively look for community service opportunities and will recruit volunteers to fulfill those requests. He/she will sit on the Blood Board and Aces for Autism Board with the Life Skills Coordinator. He/she will assess with Pledge Purple.

10. **PROGRAM DIRECTOR**

- a. This person is in charge of promoting SAAC as a positive entity to the student-athlete experience. This person works with the Life Skills Coordinator to advertise SAAC on various social media platforms (Facebook, Twitter, Instagram, etc.) This person is in charge of relaying any SAAC concerns to the Life Skills Coordinator, well as assisting in ordering food for meetings. This person is in charge of student-athlete enrichment programs that enhance life skills (non-community service events) events that require mandatory attendance from every student-athlete. This person will lead discussions in officer meetings about student-athlete events that help with personal (leadership, nutrition, etc.) development. . He/she is one of two representatives for the American Athletic Conference SAAC and is responsible for communication and initiatives related to the AAC SAAC. He/she will sit on the Special Olympics Pitt County Board with the Life Skills Coordinator.

ARTICLE V – Meetings

1. A SAAC general meeting shall be held at least once a month and dates shall be decided on by Executive Board.
 - a. Prior to start of semester, Executive Board will designate open and closed meetings:
 - b. Open Meetings – non-voting SAAC members can attend
 - c. Closed Meetings – only voting members allowed
2. Executive Board members will meet every two weeks in closed meetings and will be closed to those individuals that reside on the Executive Board only.
3. The first meeting should occur no later than the end of the first week of the academic semester.
4. Excused absences:
 - a. Competition
 - b. Class
 - i. Mandatory Group Meetings
 - ii. Midterm & Final Testing
 - c. Illness
 - d. Major Life Event
5. If a representative has three unexcused meetings they will be removed from SAAC.

ARTICLE VI – Voting

1. The procedure for approving matters at hand will be a majority of the eligible voting members present at a meeting.

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2. The President has no voting power except in the case of a tie, at which point President will cast the deciding vote.
3. Members of the Student-Athlete Advisory Committee will vote on the By-Laws of the Constitution.
 - a. Ratification will be a majority vote of the members present.
4. The Executive Board has the power to rule on behalf of the Advisory Committee when necessary.

ARTICLE VII – Advisor

The advisor shall be the Life Skills Coordinator at East Carolina University. The advisor will assume those responsibilities as outlined in this constitution.

Responsibilities of the advisor are as follows:

1. Attend every meeting
2. In charge of voting procedures and ballot collection
3. Attend on campus events sponsored by the organization
4. Sign any contracts established by the organization with an off-campus entity
5. Monitor, collect, and tally all points for the SAAC Competition Board
6. Attends all SAAC planned or collaborative events
7. Helps SAAC to professionally plan and run community events
8. Handles all purchases and finances of SAAC

ARTICLE VIII – Hazing

1. The Student-Athlete Advisory Committee, in keeping with ECU's expectations for a positive academic and social environment, unconditionally opposes hazing. No individual member of our group or the group itself may engage in or plan any activity that may be defined as hazing.
2. The Student-Athlete Advisory Committee opposes any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment or ridicule to its members or potential members. In addition, no individual or recognized organization may by physical or mental stress or by subtle or covert technique, impair, make captive, or destroy an individuals' freedom of thought and choice.
3. According to N.C. Gen. Stat. § 14-35, it is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purposes of this section hazing is defined as follows: "to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group." Any violation of this section shall constitute a Class 2 misdemeanor. Any violation of this section shall constitute a Class 2 misdemeanor.
4. It is hereby incorporated as part of this constitution and will serve as a guide for action by the university and Student-Athlete Advisory Committee if there is an instance of hazing by this organization or any of the members of this organization. It will be the duty of the officers of Student-Athlete Advisory Committee to educate the membership of this policy.

ARTICLE IX – Amendments

1. All Amendments must be passed by $\frac{3}{4}$ majority vote from active members.
2. Amendments to the Constitution shall be presented, by an active voting member, to SAAC at least one regular meeting before they are to be voted on.

ARTICLE X – Ratification

1. This constitution shall become effective upon approval by a $\frac{3}{4}$ vote of the membership.
2. Ratified constitutions must be submitted to Student Activities and Organizations within 10 days for final approval.

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ARTICLE XI – Community Service Request Form

See attached form.

**East Carolina University
Promotional Activities Involving Student-Athletes**

Important: Please read ALL information listed on the back before completing this form.

Agency Name (Institutional, Charitable or Educational Organization)	Authorized Representative or Agency / Event Organizer
Best Contact Number	Email Address

Name of Event	Event Site
Event City	Event Date / Time

What age groups will be served? 0-13 14-18 19 +
 Is this a fund raising activity? Yes No
 Is there any involvement of a commercial entity (e.g. Co-Sponsors, promotion, advertisement)? Yes No
 If yes, please describe _____
 Will the funds raised from this event directly or indirectly benefit prospects? _____
 Yes - If yes, it is NOT permissible for the institution or its representatives to participate in this activity
 No - If no, please explain the use of these funds: _____

Please list the expenses that the student-athlete will receive (if applicable):
Meals: Breakfast \$ _____ Lunch \$ _____ Dinner \$ _____
Other: \$ _____
 Please explain what community service activities the student-athlete will be performing: _____

I certify that the student-athlete's name, image or appearance will be used in a manner consistent with the requirements of Bylaw 12.5.1.1 of the NCAA Division I manual and as listed on the back of this form.

Signature of Authorized Representative of Agency / Event Organizer	Date
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*Note: By providing your electronic signature, you certify that all the above information is accurate and true.

SIGNATURES REQUIRED

The following signatures attest that the individuals have read this form and the provisions of NCAA Bylaw 12.5.1.1 listed on page two (2) of this form in its entirety and agree to the required terms and conditions.

Signatures of Student-Athletes Participating - Please write legibly!

	Name	Sport	# of Hours
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____
9	_____	_____	_____
10	_____	_____	_____

Head Coach / Community Service Coordinator	Date
Director of Athletics / Designee	Date