



NORTH EASTERN ATHLETIC CONFERENCE

Student Athlete Advisory Committee Operating Codes

Updated: July 31, 2007

All NEAC member Colleges share the belief that a spirit of fair play and sportsmanship is the central component of sound athletic competition. The Conference expects all participants to exhibit good sportsmanship and show respect for fellow student-athletes, coaches, and officials during all competitive events.

I. Name & Membership

The NEAC Student-Athlete Advisory Committee (which will also be referred to as the NEAC SAAC or the committee) is a committee composed of one male and one female student-athlete representative from each conference member institutions, each conference member's student-athlete advisory committee advisors, and the conference commissioner.

II. Mission Statement

The NEAC student-athlete advisory committee shall strive to promote the highest levels of athletic competition and represent the needs of all student-athletes within the conference. The committee shall abide by all NCAA Division III philosophies and legislation while promoting and fostering the ideals of:

- Sportsmanship
- Ethics
- Recognition
- Leadership
- Growth
- Development
- Success
- Pride
- Dedication
- Dignity
- Academic Excellence
- Student-Athlete Welfare
- The Student-Athlete Voice

III. NCAA Division III Philosophy

The NEAC student-athlete advisory committee fully supports the NCAA Division III Philosophy that colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all student-athletes' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience. They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

IV. Role and Function of NEAC Student-Athlete Advisory Committee

A. Promote communication between institutional and conference student-athlete advisory committee.



- B. Disseminate information from conference to institutional student-athlete advisory committees.
- C. Provide feedback and insight into institutional athletics department issues.
- D. Generate a student-athlete voice within the conference administration in the formulation of policies.
- E. Build a sense of community within the NEAC involving all institutions' athletic teams.
- F. Solicit institutional student-athlete responses to proposed conference and NCAA legislation.
- G. Organize conference community service projects.
- H. Create a vehicle for student-athlete representation within the conference administrative structure.
- I. Promote a positive student-athlete image throughout conference institutions.

V. Role of Athletic Administration

- A. An athletic director from a member institution will serve as liaison to the conference student-athlete advisory committee. The athletic director liaison will be present all conference student-athlete advisory committee meetings. The athletic director liaison will be responsible for deciding ties in voting, and offering direction to the committee.
- B. The commissioner will be at all conference student-athlete advisory committee meetings and will offering direction to the committee. The commissioner will assist with the planning of all meetings.
- C. All NEAC administrators are welcomed to attend any and all meetings unless the President of the student-athlete advisory committee asks the administrator not to be present for an appropriate reason. In this case, only student-athletes will attend the meeting.
- D. The athletic director liaison, commissioner and student officers will be known as the Executive Board.
- E. Each institutional SAAC advisor is expected to attend all NEAC SAAC meetings.

VI. Membership

- A. Composition of Membership
The membership of the NEAC student-athlete advisory committee is composed of two representatives from each institution (one male and one female student-athlete where possible). Each member serves as a liaison between the committee and his/her institution. Membership on this committee is a responsibility. Dedication and participation are necessary to maintain membership. Each member serves



full time. The length or term of membership is a one-year appointment or for the duration of the student athlete's eligibility.

B. Qualifications of Membership

1. For a student-athlete to serve as a representative on the NEAC student-athlete advisory committee, the student-athlete must have academic and athletic eligibility during his or her membership on the committee.
2. The athlete must also have completed one season of their sport to serve on the committee.
3. The athlete must also be enrolled as a full-time student-athlete at a member institution.
4. The student-athlete must also be a current member of a varsity sport team with exception given to medical issues resulting in season or career ending injuries.
5. This committee will not discriminate upon race, age, sex, religion, or sport.
6. Ideally, members from the same institution should be in different graduating classes to provide overlap in service to the committee.

VII. Officers

A. Type of Officers

1. The officers of the committee shall be: President, Vice President, and Secretary. The term of office shall be one year. Officers may be re-elected at the end of their term.

B. Duties of Elected Officers

1. The President will preside over meetings, and will serve as a liaison to the commissioner and campus student-athlete advisory committees. The President will, in addition, function as a spokesperson for the NEAC student-athlete advisory committee. The President will represent the student voice at all athletic director meetings with no voting privileges.
2. The Vice-President will oversee sub-committees and those that may be formed as a response to the needs of the NEAC student-athletes. In the absence of the President, the Vice-President will preside over meetings and will be responsible for all functions of the President. The Vice-President will also perform all duties that are required of the office by the committee.
3. The Secretary will be responsible for keeping attendance records, and for a summary of the minutes of all meetings. He/she will also be responsible for keeping an accurate record of all votes and for making revisions to the SAAC operating code.
4. The elected officers with the commissioner and athletic director liaison will comprise the Executive Board of the NEAC SAAC.

C. Voting and Elections

1. All elected positions for governance will be chosen during the Spring meeting of the year and all terms will be for a full scholastic year beginning in September.
2. An official is elected when he or she receives the most votes during an election (3/4 majority present for vote).



3. Impeachment of an elected official can take place when three quarters (3/4) of the membership vote for impeachment. If an elected official is impeached, a new election will take place immediately following the impeachment vote.
4. On votes concerning student-athlete issues, every member will have one vote and the two-thirds decision will govern the action of the committee.

VIII. Amendments

The operating code may be amended by two-thirds (3/4) majority vote. Amendment proposals must be submitted to the committee at least one meeting in advance so that the membership may have time to review the amendment proposal.

IX. Meetings

- A. The NEAC student-athlete advisory committee will meet twice each year, the second Sunday of November and the Fourth Sunday of March where no conflict occurs with religious holidays or spring recess. Additional meetings may be called by a majority of the officers when necessary. The commissioner can also call meetings as he/she desires.
- B. All representatives must attend all meetings unless there is a legitimate excuse. Any unexcused absence will result in a loss of the vote for the absent representative's institution. An excused absence will have no consequences.
- C. Two unexcused absences will result in dismissal from the committee. Upon this, a new representative will be selected by the institutions SAAC advisor.

X. Parliamentary Authority

The rules contained in Roberts' Rules of Order, Newly Revised, shall govern this organization in all cases to which they are applicable unless they are inconsistent with the constitution of this organization.

XI. Committees

- A. Standing Committees
 1. Student Athlete Welfare
 2. Community Service
 3. Fund & Public Relations
 4. Competition
- B. Special Committees - shall be appointed as needed
- C. Each member will serve on at least one committee



XII. Unforeseen Issues

In the event that unforeseen issues are not accounted for in this document, the commissioner, with consultation from the Executive Board, will have the final vote until an amendment will be brought to the floor to address said un-foreseen issue.