ARTICLE I: NAME
The Organization’s name shall be “Student-Athlete Advisory Committee”, and will belong to San Jose State University’s athletic department as well as being a student organization within San Jose State University’s Student Involvement office, a division of Student Affairs.

ARTICLE II: MISSION & PURPOSE

SECTION I: MISSION
The Student Athlete Advisory Committee was established to represent the ideas, needs and lifestyle of student-athletes at San Jose State University. SAAC provides an opportunity for student-athletes to maximize their academic, athletic, social and individual growth in an effort to enrich their lives, and those who they encounter in the future.

SECTION II: PURPOSE
The Student-Athlete Advisory Committee shall:
1. Serve as the voice for pertinent issues presented by fellow student-athletes, and strengthen the lines of communication between student-athletes, coaches and administration.
2. Enhance the collegiate experience of SJSU Student-Athletes by providing educational, leadership and service opportunities which promote growth in Spartan student-athletes.
3. Create camaraderie between all student-athletes, non-athletes, San Jose State University and the San Jose State community
4. Uphold a positive student-athlete image not only in athletic competition, but in every aspect of everyday life.
5. Act as liaison between SJSU Student-Athletes and SAAC on the conference and national level through membership and dissemination of information. Provide input on relevant WAC and NCAA issues.

ARTICLE III: MEMBERSHIP & QUALIFICATIONS

SECTION I: MEMBERSHIP
Each team shall provide two representatives with the exception of men’s football. Football shall provide 4 representatives. Ideally, each team will provide one upperclassman and one underclassman. The representatives will be voted on by their teams.

SECTION II: QUALIFICATIONS
100% of members must be matriculated, currently enrolled students at San Jose State University. In order to serve as a voting member of SAAC, the representative must meet the following:

1. Must be a matriculated, currently enrolled student at San Jose State University.
2. Academically eligible for the term of service, along with a minimum cumulative GPA of 2.40.
3. Participation in at least one community service project per semester.
4. Minimum of one semester in attendance at San Jose State University.
5. Must have remaining athletic eligibility and be a member in good standing on a varsity athletic team at SJSU.

Any student is welcome to attend SAAC meetings but will not be given a vote unless an official member of SAAC. Failure to meet the qualifications set forth by these bylaws is grounds for expulsion from the group, decision will be made by Executive Council members and Advisors.

**ARTICLE IV: MEMBER RESPONSIBILITIES**

**SECTION I: ATTENDANCE**
Each member is required to attend all SAAC meetings. When absences are necessary they must be excused ahead of time and the representative must find a replacement to represent their team. If absences become a problem, consequences will be addressed on an individualized basis.

**SECTION II: DUTIES**
Members shall:
1. Disseminate information to fellow student-athletes, coaches, and administration.
2. Attend all events sponsored by SAAC unless excused prior to event by SAAC Advisors.
3. Serve as Academic Mentors to teammates.
4. Recommend Life Skills programming and evaluate the results.
5. Assist in planning, and executing Student-Athlete Orientation.
6. Develop an understanding of NCAA rules and regulations and refer questions to appropriate athletic department offices.

**ARTICLE V: EXECUTIVE COUNCIL**

**SECTION I: POSITIONS**
The officers of the organization will be Chair, Vice Chair, Treasurer, Communications Coordinator and (3) At large members.
1. **CHAIR**
The Chair shall serve as the spokesperson for the Committee and preside over all meetings. The Chair is responsible for the collaboration and activities of the SAAC. The Chair shall meet
with the Staff Advisors prior to any Executive Council meetings. The Chair and Communications Coordinator are responsible for disseminating any information that arises in between scheduled meetings.

2. **Vice Chair**  
The Vice Chair shall serve as the Chair when he/she is unavailable to do so, and aid the chair in any necessary duties. Will act as liaison between SAAC and Student Involvement.

3. **Treasurer**  
The treasurer shall collect and disburse funds as directed by the organization, and make monthly financial reports to the general membership.

4. **Communications Coordinator**  
The Communications Coordinator shall take attendance at each Executive Council and SAAC meetings. The Communications Coordinator shall record minutes from each meeting and disseminate via e-mail to all members of SAAC and the SAAC Advisors. The Communications Coordinator and Chair are in charge of disseminating information that arises in between scheduled meetings times. The Communications Coordinator shall create publications, flyers, etc to advertise for upcoming SAAC events.

5. **At Large Executive Council Members (3)**  
At Large members shall split up responsibilities as they arise and extra assistance is needed. They will attend all Executive Council meetings and be voting members.

**Section II: Terms**  
The term of office for all elected positions shall be from the time of election until new officers take office immediately following the next election, usually a full academic year.

**Section III: Elections**  
1. Elections for the executive council will take place during the last meeting of the spring semester.
2. Nominations for the positions of all Executive Council positions will be made at the second to last meeting of the spring semester. Nominations can be self-made, or through any current voting member of SAAC.
3. Executive members will be voted on by SAAC, by ballot vote, by majority rules.
4. Term of office for all elected positions will be for one academic year.
5. For SAAC elections, each voting member will receive one individual vote.
6. For general business and all other matters, each team will receive one team vote.

SECTION IV: OFFICER REQUIREMENTS
All officers of this organization must be matriculated, currently enrolled students at San Jose State University. The Chair and Treasurer of this organization must maintain a 2.0 GPA, must be enrolled in at least 6 units and must be in good standing with San Jose State University during their term of office.

SECTION V: ALCOHOL TRAINING
All officers and advisors of this organization are required to complete an Alcohol Education Training offered by Student Involvement.

SECTION VI: VACANCIES IN OFFICE
In the event that an officer is unable to serve their entire term, the Executive Council and Staff Advisors will appoint a replacement to either finish the term or until an emergency election is held.

ARTICLE VI: ADVISORS
This organization must have a University advisor. This person must hold at least a bachelor’s degree and be employed as a faculty or staff member by San Jose State University. A Graduate Assistant/Intern may assume the advisor role if approved by the Student Involvement staff.

The SAAC Staff Advisors are responsible for the activities and duties of the SAAC from the administrative level. The staff advisors shall bring administrative issues and involvement to the Executive Council and have the final approval concerning activities of SAAC. The advisors shall be non-voting members of the organization.

ARTICLE VII: MEETINGS

SECTION I: DATES AND TIMES OF MEETINGS

SAAC GENERAL MEETINGS
There shall be one SAAC general meeting each month, on the first Monday of the month @ 8:00 in the Video Room

SAAC EXECUTIVE COUNCIL MEETINGS
There shall be one SAAC Executive meeting each month, on the third Monday of the month @ 8:00 in the Patio Room
SECTION II: SPECIAL MEETINGS
The Chair or Vice-Chair have the authority to call a “special” Meeting at their discretion.

SECTION III: QUORUM
The minimum number of present members for business to be conducted is 16 members.

SECTION IV: PROCEDURE
The parliamentary authority of this organization shall be Robert’s Rules or Order, Revised. The Meetings will be presided over by the Chair.

ARTICLE VIII: AFFILIATIONS
SAAC is affiliated with the following organizations:
1. Associated Students of San Jose State University
2. WAC SAAC
3. National Collegiate Athletics Association (NCAA) Division I SAAC

ARTICLE IX: COMMITTEES
The organizations Chair and Advisors have the authority to form committees and committee chairpersons whenever the need arises.

ARTICLE X: DUES/FEES
There will be no membership dues for this organization.

ARTICLE XI: AFFIRMATIVE ACTION CLAUSE
Membership in this organization will not be denied to anyone on the basis of race, sex, sexual orientation, politics, national origin, ethnicity, martial status, citizenship, religion, or disability.

ARTICLE XII: HAZING
No member of this organization shall engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending this institution. (California Education Code, Article 8, Sections 10851-10853)

ARTICLE XIII: AMENDMENTS
Any voting member of SAAC has the authority to originate an amendment. Amendments will be discussed by the executive council in their meeting immediately following the meeting suggested and will be voted on by the entire member the following All-member meeting. This document may be amended with a two-thirds majority vote as long as there is a quorum present. If passed the amendment will be effective immediately.
ADOPTED ON: August 21, 2007
WVR