

SPORTS FACILITIES ADVISORY BOARD (SFAB) BYLAWS
Adopted December 1, 2011

ARTICLE I: PURPOSE

The Bylaws of the Sports Facilities Advisory Board (SFAB), herein referred to as the Board, define specific procedures for the effective operation of the Board. These Bylaws are designed to help direct the Board toward fulfilling their purpose as defined in the Charter.

ARTICLE II: DUTIES AND RESPONSIBILITIES OF MEMBERS

1. All members are required to attend and participate in all regular meetings of the Board. If a member is unable to attend a meeting, he/she should notify the Chair or the Executive Secretary at least twenty-four hours in advance.
2. All student members are required to attend meetings of the councils and associations they represent as required by those organizations.
3. If a member is not fulfilling member duties, the member will forfeit membership status and the Chair will request a replacement from the appropriate appointing body.
4. If a member has two or more unexcused absences per quarter, the member will forfeit membership status and the Chair will request a replacement from the appropriate appointing body.
5. Absences may be excused at the discretion of the Chair, subject to override by two-thirds of the Board membership.
6. A member who will directly benefit or personally gain from an action of the Board, upon consultation with the Chair, may participate in discussion on the matter, but shall not cast a vote in regards to specific motions with which they have a conflict of interest. Members should inform the Chair, in advance, if they have a potential conflict on any matters before the Board.
7. Proxy representation and voting is prohibited.

ARTICLE III: DUTIES AND RESPONSIBILITIES OF OFFICERS

1. Responsibilities of the Chair:
 - a. Prepare and distribute the agenda for all regular and special meetings the Board.
 - b. Call regular and special meetings of the Board.
 - c. Preside at all meetings of the Board and ensure that Board practices are consistent with policies set forth in the Charter and these Bylaws.

- d. Establish ad hoc committees as necessary, with majority consent of the Board.
 - e. Act as the primary steward, on behalf of the general student population, for all sports and recreational facilities under the purview of the Board.
 - f. Represent that Board before all campus and other organizations on matters of interest to the Board, subject only to any limits the Board may wish to impose.
 - g. Communicate regularly with the Director regarding all operations of the Sports Facilities.
 - h. Coordinate orientation of new members.
 - i. Refrain from voting except when the vote is by ballot or whenever his or her vote will affect the outcome.
2. Responsibilities of the Vice Chair:
 - a. Preside over Board meetings in the absence of the Chair.
 - b. Coordinate and preside over ad hoc committee meetings, at the discretion of the Chair.
 - c. In the event of removal or resignation of the Chair, become the Chair.
 3. While serving as Chair or Vice Chair, a Board member shall still retain their capacity as a regular member representing their respective constituency.
 4. The Chair and Vice Chair shall receive stipends in amounts as recommended by the Board and endorsed by the Vice Chancellor-Student Affairs.
 5. The Chair or Vice Chair may be removed as an officer of the Board, for cause, by a 3/4 vote of the entire voting membership of the Board. Removal of the officer title does not affect that individual's regular membership on the Board.

ARTICLE IV: ELECTION OF OFFICERS

1. As prescribed in the Charter, the election of Board Officers shall take place during the second meeting of the new Board, or at such time that the positions otherwise become available.
2. Only student members of the Board, who are in good academic standing with the University, are eligible to be nominated.
3. Nominations shall be open until immediately prior to the Board vote on the position.
4. Candidates will be given the opportunity to address the Board before the vote.
5. Candidates will be asked to leave the room during the vote. Candidates shall be permitted to cast their ballot in writing prior to leaving the room.

6. The Board session shall be closed to all non-Board members during voting.
7. Voting shall be by secret ballot.
8. Officers shall be elected by a majority of voting members present at the election meeting, provided quorum is met. If more than two candidates are running for any position, successive votes shall be taken until one candidate receives a majority. In successive votes, the candidate receiving the fewest votes shall be eliminated.

ARTICLE V: SELECTION OF MEMBERS-AT-LARGE

1. The two (2) members-at-large of the Board shall be selected during the spring quarter, as prescribed in the Charter.
2. An ad hoc appointments committee shall be charged by the Chair to coordinate and interview candidates. Current members-at-large wishing to reapply shall be ineligible to serve on the appointments committee.
3. Applications shall be made available online on the Board's website and hardcopies available in RIMAC, Canyonview, and the Main Gym.
4. A notice shall be sent to the ASUCSD Council, GSAUCSD Council, and all 6 undergraduate College Councils, as well as the Student Flyers mailing list and any other methods as appropriate.
5. The appointments committee shall interview all applicants, and after deliberating, shall present two candidates to the Board for final approval as members-at-large.

ARTICLE VI: AMENDMENTS

Amendments to these Bylaws may be adopted by the Board in accordance to the procedures defined in the Charter.