A. Membership

The Board will be composed of 13 voting members plus at least two non-voting, ex-officio representatives. The representation includes three constituent bodies—students, teaching faculty and administration personnel. Every effort should be made by the Chair of the Committee on Committees to recruit a Board that is reflective of the diverse college community.

Students (5 votes)-

**Athletes**: One female and one male athlete, having at least one more year of eligibility: shall be appointed by the campus president upon recommendation from the Student Association President with the advice and consent of the Student Association Senate.

**Student Association President or his/her designee**.

Two at-large students one female and one male, shall be appointed by the campus president upon recommendation from the Student Association President with the advice and consent of the Student Association Senate. At least one student member must not be a member of an intercollegiate athletic team. (See Guidelines III.A. 2.)

Faculty/Professional Staff (7 votes)-

Seven faculty/professional (at least three female and at least three male), a majority of whom will be faculty. Faculty/professional staff terms run from September 1 to August 31.

In order to provide for overlap of service, appointments made by the President, upon recommendation from the Chair of the Committee on Committees shall include: three year appointments (2), and one year appointments (3). This staggered schedule of appointments shall commence with the first appointment period following adoption of this amendment by the Intercollegiate Athletic Board.

Alumni (1 vote)-
Alumni Association Director or his/her designee (with alternate). The term will run from September 1 to August 31.

The duration of term for Alumni Association Director (or designee) shall be for three years, with no person being able to serve consecutive three-year terms. The alumni member shall hold a degree from SUNY Oswego.

Ex-Officio

The Director of Athletics shall serve as ex-officio non-voting member, and other non-voting members of the Board may be appointed at the discretion of the campus president. Terms will run from September 1 to August 31.

One coach representative, selected from among all coaches by the head coaches, shall serve as ex-officio non-voting member. The term for the coach is September 1 to August 31, renewable for no more than three (3) consecutive years. The coach representative will be ineligible to serve on the Budget Sub-committee and any committees directly related to personnel.

1. Officers of the Board

Chairperson

The Chairperson of the Board shall be appointed by the college president for a term from September 1 to August 31.

The Chairperson of the Board shall preside at all meetings of the Board. He/she shall prepare agendas for the meetings and ensure timely revenue and expense reports are available for the IAB.

Secretary

The secretary will record minutes of the IAB meetings, distribute minutes to all members of the IAB (and other designated recipients): maintain current and accurate membership list and distribute same to members of IAB. As requested by the Chair, prepare any other needed correspondence.

Secretarial duties will be rotated among permanent faculty/professional staff members of the IAB. Dates of assigned responsibility for secretarial duties will be distributed after the first meeting in the fall.

Treasurer
The treasurer will have signatory authority to confirm/verify/countersign for expenditures approved by the Athletic Director which are line item shifts or shifts among/between sport budgets or which exceed budgeted amounts (see Bylaws section III.3)

Treasurer will be appointed by the college president from among the faculty and professional staff members of the IAB who do not have responsibilities for, or activities directly related to, funding.

The Treasurer’s term will run from September 1 to August 31.

C. Meeting Procedures

1. A quorum shall consist of no less than seven voting members.

2. The meetings of the Board shall provide for a records and minutes system.

3. The coach representative will be excused during all detailed discussions and votes on personnel matters and during all votes on budget matters.

D. Attendance and Vacancies

1. Three(3) consecutive absences from meetings without notice by any voting member of the IAB shall constitute grounds for a review of membership.

2. Should a vacancy occur within the faculty or staff membership, the president will appoint a new representative to fulfill the remainder of the term.

3. To insure full student representation at all time, a resulting vacancy from the student membership, shall be filled by an interim appointment made by the SA President. Such interim appointment shall exist until the vacancy can be filled through the appropriate process cited earlier for representation from each constituency.

E. Duties/Functions

1. Review, address and make recommendations about equity issues.

2. Budget Preparation and Review
The Board in mid-March of each year will receive from the athletic director of the proposed annual intercollegiate athletics budget and recommend it to the campus president for approval. Board members will have a minimum of two weeks to review budgets any recommendations are made to the college president. The Board will recommend the original or a revised budget to the president prior to the end of April for the next fiscal year beginning July 1st.

The campus president will review and approve these budgets.

The annual budget shall include all available and expected funds for inter-collegiate athletics from any and all sources and shall set forth itemized total expected income and expenditures for intercollegiate athletics.

Budgets are expected to be based upon the preceding year's final budget, with increases or decreases dependent upon changes in enrollment, fee increases, inflation, and changes in the intercollegiate athletics program.

In the event the actual allocations and receipts from any and all budget sources fall short of or exceed such budgeted amounts, the Board shall revise its budget accordingly and recommend the revised budget to the campus president for approval.

3. Disbursement of Funds

All funds (with the exception of state funds) identified by the Board for support of the intercollegiate athletic program shall be deposited into such account(s) and administered in accordance with fiscal and accounting procedures as shall be issued by the Senior Vice Chancellor.

Total expenditures from the established account(s) shall be in conformance with the approved budget.

Changes within a particular sport budget or the operating budget can be made with the approval of the director of athletics. Line items transfers from one sport budget to another sport budget shall be communicated to the Board by the athletic director for its approval.

All intercollegiate athletics accounts are subject to University audit procedures.
4. Monitor, Review and Recommend Policy

Advise the campus president on such intercollegiate program matters as:

- Planning for intercollegiate athletics participation on campus and in conferences in accordance with NCAA and SUNYAC rules.

- Standards and policies for student participation in intercollegiate athletics.

- Other matters appropriate to its purview referred to it by the campus president or campus president designee.

5. Amendments

Amendments to these Bylaws may be considered when proposed at the meeting previous to that meeting at which a vote shall be held. Passage of amendments shall require a 2/3 majority vote of the entire voting membership of the Board and the final approval shall rest with the campus president.