

Section 2 | Sport Club Council

QUICK TIPS

What is the Sport Club Council?

The Sport Club Council (SCC) is the student-led governing body of the Florida State University Sport Club program.

Who makes up the SCC?

The SCC is comprised of the President, or President's designate, of each recognized sport club.

What positions are available within the SCC?

- Two Executive Positions
 - o Chairperson
 - o Vice Chairperson
 - o Allocations Committee

What is the Allocations Committee?

The Allocations Committee is a group of five students elected by, and from, the SCC membership to form a board that allocates money to each club during the year.

When does the SCC meet?

SCC meetings are held the first Tuesday of each semester, and the first Tuesday of each month in each subsequent month (excluding September). A representative from each registered club is REQUIRED to be in attendance.



Sport Club Council | Definitions and SCC Policies

Sport Club Council

The Sport Club Council (SCC) is the governing body of the Sport Club program. The council works with the Assistant Director of Sport Clubs in shaping the future of the sport club program. Specifically, the SCC is involved with disciplinary actions, the addition and removal of clubs from the program, representing the membership to Student Government and other bodies, and in hearing budget requests and deciding allocations.

Florida State University Constitution and Statutes of the Student Body

807.4 Sport Club Council

A. Purpose

The Sport Club Council (SCC) will represent the registered organizations under Campus Recreation that are designated as "Sport Clubs" before all budgetary committees of the Student Government. The SCC will also serve in sub-appropriating funds to the registered Sport Clubs that are eligible and active within the SCC.

B. Selection

Selection of the SCC members will be each fall semester. Members must be determined by the guidelines stated below:

1. The Assistant Director of Sport Clubs shall serve as an advisor to the registered organizations within SCC. This advisor will be a non-voting member that acts as a mediator to expedite all processes.
2. Each SCC member will serve on the council for a term that accommodates their individual club's guidelines. This term could consist of a full year or a semester.
3. Each registered organization within SCC shall be entitled to one representative in the council. This representative must be the President or the President's designatee of the respective sport club.
4. Any sport club confirming more than one hundred members may exercise the option of electing a second voting representative to serve on the SCC.

C. The Executive Officers

1. The SCC will nominate two executive officers, a Chairperson and Vice Chairperson. These officers must be members of the SCC in order to accept the position.
2. Should a vacancy occur in an executive office, the SCC will nominate a replacement for the remainder of the term.
3. Duties of the Executive Officer
 - a. Chairperson
 1. The Chairperson will reside over meetings of the SCC
 2. The Chairperson shall represent SCC in all official business
 3. The Chairperson may call special meetings of the SCC
 4. The Chairperson shall have any other duties as designated by the SCC.
 - b. Vice Chairperson
 1. The Vice Chairperson shall in the absence of the chairperson assume all duties of the chairperson
 2. The Vice-Chairperson shall be responsible for the disbursement of funds.
 3. The Vice-Chairperson shall be responsible for compiling and submitting the budget.
 4. The Vice-Chairperson shall make periodic audits of the SCC registered club members.
 5. The Vice-Chairperson shall be responsible for assuring the accuracy of all SCC minutes.
 6. The Vice-Chairperson shall be responsible for all official correspondence of the SCC.



7. The Vice-Chairperson shall have any other duties designated by the SCC.

D. Powers and Duties

The SCC shall have the following powers and duties under this Statute. The SCC will also be subject to all other applicable Student Body Statutes in the exercise of its powers and duties.

1. The SCC is empowered to represent the registered sport clubs housed within the Florida State University SCC at all budgetary hearings of the Student Senate.
2. The SCC shall sub-allocate funds to registered sport clubs, provided that the funds are used in a manner consistent with the Student Body Constitution, Student Body Statutes, the A&S Fee Guidelines and any other applicable rules and regulations.
3. The sub-allocation to SCC shall not become law, and funds not released, until approved by the Student Senate, the Student Body President, and the University Vice President for Student Affairs.
4. The SCC shall design other rules as deemed appropriate, which shall be kept on file for public record in the Senate Office and Office of Information Services.

E. Meeting

1. The SCC shall hold meetings on a monthly basis for all registered recreational organizations and/or such other times as are appropriate.
2. A special meeting of the SCC may be called by petition of a majority of the SCC
3. Quorum shall be a majority of the total membership.

Sport Club Council Rules

Officers: The Sport Club Council elects officers every April to serve from May to the following April. The officers of the SCC shall be a Chairperson and a Vice-Chairperson.

Allocations Committee: The Sport Club Council will elect an Allocation Committee each April to serve from May to April as the board that allocates money to each club in the fall after budget hearings.

Requirements for those running for the SCC Chair, Vice Chair, and Allocations Committee

- a. Student must be returning for the fall semester with plans to be enrolled in spring.
- b. Student must be able to attend all budget hearings and deliberations.
- c. Only one student per club can run for election and only one student per club can be on the committee.
- d. The SCC Chairperson and Vice-Chairperson will automatically be placed on the committee. Their elections will also take place at the April SCC meeting. The same requirements will be in place for them as the other committee members.

Election

- a. Will be held annually at the April SCC meeting.
- b. Five students will be elected to the committee, two of which will be the SCC Chairperson and Vice Chairperson.
- c. One non-voting ex-officio member will also be elected to the committee. The ex-officio member is allowed to speak, but not allowed to vote in the deliberations.
- d. There will also be an alternate selected in case committee members leave the committee.
- e. The ex-officio member would replace the first member who leaves. The first alternate would replace the second member who leaves.
- f. In the event three or more original committee members leave the committee, an election for a replacement will be held at the next scheduled SCC meeting.
- g. The election will be by secret ballot. There will be a list of names provided to the voting representatives and they will check off those they want to vote for.



- h. Each person who wants to run for a position will have the opportunity to make a brief speech to the SCC, making a case for him or herself.
- i. The elections for the SCC Chair and Vice Chairperson will take place at the same April meeting and will occur separately from the rest of the committee's election.

Funding: Sport Club Council receives an allocation from Student Government each year and acts as a funding board under Campus Recreation to allocate the money to the member clubs for travel, equipment, and other expenditures. The budget hearings are conducted at the beginning of the fall semester and the Allocation Committee will determine where the funding goes during the budget deliberations in the fall.

New Clubs: An organization that wishes to be funded through the Sport Club Council must be a registered organization, and must be active with Sport Club Council for minimum of one full semester (Fall or Spring). "Active" is defined as attendance at Sport Club Council meetings. While clubs are still under "conditional" status, they have the privilege to vote and are encouraged to participate in all the workings of the Sport Club meetings. They must also follow SCC policies and procedures. Clubs under the "conditional" status will not receive funding until after they have been active for a full semester (beginning of classes through end of finals).

Meetings: Sport Club Council meets the first Tuesday of each fall and spring semester after classes have begun, and the first Tuesday of each month thereafter (some exceptions). The Sport Club Council does not meet in May, June, July or early August unless a special meeting is called by the Chairperson.

Meeting Attendance: Attendance is required for every member club at every Sport Club Council meeting. If a club misses two meetings in one semester, the club will be suspended for the remainder of the semester. If a club misses three meetings throughout the entire year, the club will be suspended for the remainder of the year. The club may appeal to the Sport Club Council membership for reinstatement. The SCC may vote to return the club to regular status with funds or vote to keep the club under suspension.

Equipment, Materials and Supplies: SCC allocates a portion of its funds to the clubs for the purchase of equipment and supplies, such as soccer balls, hockey pucks, and various other items. SCC does not fund the purchase of personal equipment.

Equipment and Inventory Policy

Equipment, materials and/or supplies bought with allocated University funds remain property of Florida State University and are checked out to sport clubs on a semesterly basis. Clubs using equipment, materials and/or supplies bought with allocated University funds assume the risk and responsibility of the care, maintenance, and security of such university property.

Each semester, clubs must provide the Sport Club Office with a detailed inventory list for all University property in possession of the club. Clubs must complete and submit the Equipment Inventory Form including the name and description of each item, the FSU property tag number (if available), and detailed location of the item.

At any time, the Sport Club Office can request to see a particular piece of University property. Such equipment must be produced by the club or Sport Club administrative staff must be provided access to such equipment within 48 hours. Failure to produce the equipment requested by the Sport Club Office or a discrepancy between actual inventory and the equipment reported on the Equipment Inventory Form can result in the club's suspension from the SCC. If equipment is unable to be produced, the club will be responsible for the replacement cost of the missing equipment. Replacement costs for lost equipment may not be paid with allocated University funds. Clubs must reimburse the University with personal or



privately raised funds for such losses. A club will remain in suspended status until the necessary replacement cost is paid.

Broken or worn equipment previously purchased with allocated University funds must be returned to the Sport Club Office for proper disposal. Clubs may not resell new or used equipment or supplies purchased with allocated University funds.

Inventory Managers: Each member club is required to elect one representative to serve as an inventory manager. All equipment, materials and supplies bought with A&S funds will be inventoried each fall and spring semester. Accurate and complete Equipment Inventory Forms will be kept on file for each club. It is the Inventory Manager's responsibility to complete the form and update it as necessary. A copy of a blank Equipment Inventory Form is provided at the end of this section.

Sport Club Council Awards

SCC recognizes an individual and a member club each spring at the Division of Student Affairs Leadership Awards Night. Criteria to include for consideration of nominees for the awards:

1. Contributions to the university community
2. Contributions to their constituent group.
3. Public or educational service projects.
4. Special contributions as an individual in the areas of service and leadership.

The awards are as follows:

- Outstanding Club Award
- Eddie Cubbon Award (Outstanding Individual)
- Most Improved Club Award

