

## **Student Activities Coordinating Committee**

### *Purpose:*

The Student Activities Coordinating Committee, hereby referred to as SACC, is an advisory board to the ASA and is intended to provide a communication link between the ASA and all ASA sanctioned clubs. In addition to providing advice to the ASA on club management, SACC provides opportunities for collaboration, information sharing between clubs, consultation with the ASA, and assistance with understanding university wide club and student group policies and regulations. SACC exists to provide a measure of accountability for clubs.

### *Policy:*

### **Membership**

SACC shall consist of:

- the ASA Vice-President Student Life, who shall sit as chair;
- the president of each sanctioned club.
- The membership of SACC shall be self-guided within the regulations outlined in the Clubs Policy, 3.3.2.

### **Meetings**

- The SACC meeting must be held during the first week of every month during the academic year.
- Quorum for SACC meetings shall consist of a representation of 2/3 (66%) of all ratified clubs.
- SACC meetings are mandatory for all ASA sanctioned clubs. Non-compliance measures have been outlined in the Clubs Policy, 3.3.2.
- When a club president is unable to attend the meeting, they may send a VP on their behalf. If a club cannot send a representative at all, the club president must notify the SACC Chairperson at least 24 hours prior to the meeting so that the club will receive an excused absence.
- The meeting location will be announced to all clubs no less than one week prior to the meeting.

### **Responsibilities of the Chair**

- The Vice-President Student Life will distribute a list of all scheduled SACC meetings for the academic year no later than the first week of September.
- The Vice-President Student Life, in collaboration with the Executive Director and relevant members of the Executive Committee, will organize an introductory information session no later than the second week of October for all club executives. At minimum, this session will include Event Organizer Training, outline expectations of clubs, explain initiative fund applications and selection process, and provide information on Student Group Services and how to navigate Bearsden event submissions.
- The Executive Director will distribute a Club Directory by October 15th to all registered clubs and an update by February 15th.

## **Student Activities Coordinating Committee**

### **Decision Making**

- Each sanctioned club shall have one vote on SACC, cast by the club's designated representative.
- The Chair shall vote only to break a tie.
- No member of SACC may vote as a representative of two clubs.
- If quorum is not present at a SACC meeting and an emergency matter needs to be dealt with, the Chair shall bring it with consent from SACC, to the ASA Students' Council for approval.
- Decisions of SACC are final, as an advisory body to the ASA.

### **Powers**

- SACC shall review current club policies and shared priorities no less than once each academic year.
- SACC shall forward any recommendations for changes to the ASA Executive Committee for further discussion.