

Florida Atlantic University
Student Government
Student Body Statutes

Title IX MacArthur Campus Student Government
Chapter 900 MacArthur Campus Student Government Statutes

900.100 Legislative Intent-- It is the intent of the MacArthur Campus Student government to hereby establish the guidelines, structure, and procedures necessary for its operation.

901.000 Definitions-- As used in this title, the following definitions shall apply:

901.100 “MacArthur Student” shall be defined as any individual enrolled at the University taking at least fifty percent (50%) of his/her credits on the MacArthur Campus.

901.200 “Activity and Service Fees” shall be defined as it is in FAU SG Stat. §203.100.

901.300 “MacArthur Student Government” shall be defined as the organization on the MacArthur Campus funded by Activity and Service Fees that is responsible for providing various services and employment to students.

901.400 “Student Government (SG) Advisor” shall be defined as the Assistant Director of Student Life and Recreation, or his/her designee, whose function is to oversee the operations of the MacArthur Campus Student Government.

901.500 “Office hours” shall be defined as time spent in one’s official capacity, including, but not limited to, time spent:

901.510 Being available to assist students or the SG Advisor in the Student Government Office

901.520 Assisting students, the Advisor, or Student Government Officers from other campuses in his/her official capacity

901.530 Performing duties as required of the Speaker, the Speaker Pro-Tempore as defined in Title IV §470.120, the House Secretary, the Committee Chairs, the Governor, or the Treasurer, if applicable

901.540 For Representatives, in House and/or Committee meetings over one (1) hour, in Ad-Hoc or Emergency House meetings, in meetings of other FAU legislatures, in Joint Meetings of the several FAU legislatures, and/or in meetings of the Governor’s Administrative Cabinet, the Council of Student Organizations, or any other Executive level agency

901.550 In meetings of the University Board of Trustees

901.600 “Standing Committee” shall be defined as a permanent legislative panel within the House.

- 901.700 “Ad-Hoc Committee” shall be defined as a temporary legislative panel within the House convened to resolve a particular issue.
- 901.800 “Quorum” shall be defined as a simple majority of the voting members of the organization to which it is applied.
- 901.900 “Minutes” shall include the following information: the date and time of the meeting; the names of all expected participants and their attendance (present/absent); any/all additional participants; the time to which to adjourn; reports of any/all officers and/or committees presented during the meeting; business considered; motions made, and the names of those who seconded them; the voting record of the participants, and, when applicable, of each participant individually; any announcements and/or public requests made during the course of the meeting; and, any verbatim corrections made to the minutes.
- 902.000 Legislative Branch-- All legislative powers granted under FAU SG Const. Art. III §5 shall be vested in a House of Representatives, hereafter “House”, and all committees therein.
- 902.100 House of Representatives Membership Eligibility-- No student may be a member of the House who does not meet the eligibility requirements for that office as set forth in FAU SG Stat. §455.200.
- 902.200 Powers and Duties of Representatives-- The powers and duties of the Representatives in the House shall include, but not be limited to those set forth in FAU SG Stat. §457.000
- 902.210 Partaking in no fewer than two office hours per week
- 902.220 Presenting a weekly written or oral report to the Speaker of the House detailing the tasks carried out in their official capacity
- 902.230 Considering legislation necessary for the general welfare of the students.
- 902.300 Attendance of Representatives-- Representatives shall be bound by FAU SG Stat. §458.710(a) to attend all meetings and all committee, board, and council meetings on which he/she serves.
- 902.400 Absences of Representatives- Absences shall be recorded and dealt with in accordance with FAU SG Stat. §458.700, and all relevant subsections therein.
- 903.000 Speaker of the House
- 903.100 Eligibility to be Speaker of the House-- Any Representative in the House shall be eligible for the office of Speaker of the House.
- 903.200 Election of the Speaker of the House-- The election of the Speaker of the House shall take place in accordance with FAU SG Stat. §471.000.
- 903.400 Powers and Duties of the Speaker of the House

- 903.410 Those set forth in FAU SG Stat. §475.000
- 903.420 Spending no fewer than ten office hours per week as Speaker of the House, with the exception of summer term where the requirement is reduced to five hours; and,
- 903.430 Presiding over meetings of the House, or designating the Speaker *pro tempore* when he/she is unable or unwilling to do so; and,
- 903.440 Reporting, at the beginning of each meeting of the House, during which time he/she shall not preside, on duties performed during the course of his/her duties in his/her official capacity.

904.000 *Speaker Pro Tempore*

- 904.100 Eligibility to be Speaker *pro tempore*-- Any Representative in the House shall be eligible for the office of Speaker *Pro-Tempore*.
- 904.200 Election of the Speaker *pro tempore*-- The election of the Speaker *pro tempore* shall take place in accordance with FAU SG Stat. §470.120 and FAU SG Stat. §471.300, and the Student Court's interpretation of those statutes.
- 904.300 Powers and Duties of the Speaker *pro tempore*-- The powers and duties of the Speaker *pro tempore* of the House shall include, but not be limited to:
 - 904.310 Those set forth in FAU SG Stat. §476.000
 - 904.320 Serving as the Parliamentarian of the House, as is authorized by FAU SG Stat. §476.100(e).
 - 904.330 Presiding over meetings of the House when the Speaker is unable or unwilling to do so, or designating another such individual when he/she is unable or unwilling to do so; and,
 - 904.340 Assisting in the administrative duties of the House and of Student Government; and,
 - 904.350 Assisting and reporting to the Speaker of the House
 - 904.360 Keeping the minutes at all meetings of the House and its committees and typing and distributing those minutes for approval at the next House meeting
 - 904.370 Uploading all of the House contact information and minutes and agendas on the University Student Government website.

905.000 *Vacancies in Office*

- 905.100 In the event of a vacancy of the Speaker Pro-Tempore, House Secretary, or any Committee Chairperson, the Speaker of the House shall, within fourteen days or

with as soon as possible with all due speed thereafter, nominate another student to serve in that capacity, who shall do so upon confirmation by a simple majority vote of the House, and who shall remain in that capacity until the conclusion of the Speaker's term.

- 905.200 In the event of a vacancy of a Representative, the filling of the vacancy shall be governed by FAU SG Stat. § 460.000.
- 906.000 House Procedures-- All House procedures shall be governed by FAU SG Stat. §458.000, and all relevant subsections therein. This includes: the writing, consideration, and enactment of legislation; the times, places, and manners of holding House meetings; the methods of voting; parliamentary procedure; confirmation of the appointments of the Governor; and absences and removal from office.
- 907.000 House Committees-- The House may establish standing committees as it deems necessary and proper for the conduct of its business, and the Speaker may establish ad-hoc committees as he/she deems necessary. Each committee shall be presided over by a Chairperson, determined by nomination and confirmation by a simple majority vote before the House, and shall be comprised of no more than one half of the total House membership. Each Representative shall be responsible for serving on at least one designated committee.
- 907.100 Establishing a Standing House Committee on Rules-- A Standing House Committee on Rules, hereafter "Rules Committee", is hereby established.
- 907.110 The powers and duties of the Rules Committee shall include, but not be limited to:
- (A) Reviewing FAU SG Stat. Title IX, and recommending amendments as necessary; and,
 - (B) Approving all policies and procedures for all other Standing and Ad-Hoc committees; and,
 - (C) Reviewing House legislation for legal, technical, and procedural accuracy.
- 907.111 The Rules Committee shall have jurisdiction to review legislation which:
- (A) Amends FAU SG Stat. Title IX; or,
 - (B) Recommends amendments to the FAU SG Constitution or Titles I through XIII and Title XI; or,
 - (C) Is otherwise committed to it by the House.
- 907.120 Membership of the Rules Committee-- Representatives shall be assigned by the Speaker of the House to serve on the Rules Committee

- 907.130 Powers and Duties of the Chairperson of the Rules Committee-- The powers and duties of the Chairperson of the Rules Committee shall include, but not be limited to:
- (A) Presiding over meetings of the Rules Committee
 - (B) Serving as the official spokesperson of the Rules Committee to the House, and reporting to the House on the Rules Committee's proceedings
 - (C) In the event of a tie vote of the members of the Rules Committee, voting twice so as to break that tie.
- 907.140 Designation of the Rules Committee-- The Rules Committee shall be a committee that Representatives may be responsible for serving on, as described in FAU SG Stat. §917.00 above.
- 907.200 Establishing a Standing House Committee on Campus Budget Appropriations-- A Standing House Committee on Campus Budget Appropriations, hereafter "Budget Committee", is hereby established.
- 907.210 The powers and duties of the Budget Committee shall include, but not be limited to:
- (A) Reviewing House legislation for adherence to FAU SG Stat. Title II
 - (B) Reviewing requests for allocations of funds from the House's account, and recommending such requests to the House for consideration
 - (C) Requesting, when necessary, financial documents from student clubs and organizations.
- 907.211 The Budget Committee shall have jurisdiction to review legislation which:
- (A) Allocates Activity and Service fees; or,
 - (B) Is otherwise committed to it by the House.
- 907.220 Membership of the Budget Committee-- Representatives shall be assigned by the Speaker of the House to serve on the Budget Committee, but no less than half of the House membership may be assigned to the Budget Committee.
- 907.230 Powers and Duties of the Chairperson of the Budget Committee-- The powers and duties of the Chairperson of the Budget Committee shall include, but not be limited to:
- (A) Presiding over meetings of the Budget Committee

- (B) Serving as the official spokesperson of the Budget Committee to the House, and reporting to the House on the Budget Committee's proceedings
 - (C) In the event of a tie vote of the members of the Budget Committee, voting twice so as to break that tie.
- 907.240 Designation of the Budget Committee-- The Budget Committee shall be one such designated committee that Representatives may be responsible for serving on, as described in FAU SG Stat. §917.00 above.
- 908.000 Legislative Line of Succession-- Whenever the office of Governor becomes vacant due to removal, resignation or impeachment, the Speaker of the House, in accordance with FAU SG Const. Art. IV, §6, Cl. (C), shall become the Governor
- 909.000 Executive Branch-- The executive power shall be vested in the Governor, his cabinet, and all agencies under him/her.
- 910.000 MacArthur Campus Governor
- 910.100 Eligibility to be Governor-- No student may hold the office of Governor who does not meet the eligibility requirements set forth in FAU SG Const. Art. IV, §2.
 - 910.200 Powers and Duties of the Governor-- The powers and duties of the Governor shall include, but not be limited to:
 - 910.210 Those set forth in FAU SG Const. Art. IV, §5; and,
 - 910.220 Presiding over any Joint Meeting of one or more Houses of Representatives held on the MacArthur Campus; and,
 - 910.230 Spending no fewer than twenty office hours per week in the service of the Student Government in his/her official capacity as Governor.
 - 910.300 Gubernatorial Leaves of Absence-- No more than once per semester, the Governor, if approved by the president of FAU Student Government, may take a leave of absence not lasting longer than fourteen (14) days. If the Governor has not resumed his/her post after fourteen days, then the position of Governor shall be deemed vacant.
 - 910.400 Gubernatorial Term Limits-- Term limits on the office of Governor shall be those set forth in FAU SG Const. Art. VI, §3, Cl. (E).
 - 910.500 Gubernatorial Line of Succession-- Whenever the office of Governor becomes vacant due to removal, resignation or impeachment, the Speaker of the House, in accordance with FAU SG Const. Art. IV, §6, Cl. (C), shall become the Governor
 - 910.600 Treasurer-- The powers and duties of the Treasurer shall include, but not be limited to:

- 910.610 Advising the University-Wide Budget and Appropriations Committee, in accordance with FAU SG Stat. §220.200, and all relevant subsections therein; and,
- 910.620 Advising the MacArthur Campus Budget and Appropriations Committee, in accordance with FAU SG Stat. §225.400, and all relevant subsections therein; and,
- 910.630 Reporting to the House on the status of Student Government funds no less than once per month; and,
- 910.640 Spending no fewer than fifteen office hours per week in the service of the Student Government in his/her official capacity as Treasurer.
- 910.700 Governor's Administrative Cabinet-- The "Governor's Administrative Cabinet" shall be chaired by the Governor and shall be defined as including the following voting members: the Treasurer; the Director of the Council of Student Organizations; the Director of the Program Board; the Director of Marketing; and, the Director of the Students Advocating Volunteer Involvement Program.
- 910.710 Powers and Duties of the Governor's Administrative Cabinet-- The powers and duties of the Governor's Administrative Cabinet shall include, but not be limited to:
- (A) Meeting no less than twice per month; and,
 - (B) Presenting progress reports to the Governor from each member as to the progress of his/her respective program.
- 910.720 Eligibility to Serve on the Governor's Administrative Cabinet-- Any student who meets the minimum qualifications for office as set forth by the University may submit an application to the Governor for his/her consideration to fill that vacancy. The Governor, in coordination with a selection committee consisting of The House Speaker, a member of the Governor's Administrative Cabinet, and the SG advisor, shall select the individual they believe to be the most qualified, and shall submit the name of that individual to the House for confirmation, which shall take place upon a simple majority vote of the House, in accordance to FAU SG Const. Art. IV, §5, C2. (B). Upon confirmation, that individual shall serve in that capacity until the end of the Governor's term.
- 911.000 Council of Student Organizations (COSO)-- The "Executive Board of the Council of Student Organization" shall be chaired by the Director of said organization and shall be defined as including the following members: the Governor's non-SG affiliated appointee; the Director's two non-SG affiliated appointees; and the following nonvoting members: the Treasurer; the Student Government Advisor; and one or more Representatives and/or University-Wide Senators.
- 911.100 Director of the Council of Student Organizations-- The powers and duties of the Director of the Council of Student Organizations shall include, but not be limited to:

- (A) Spending no fewer than eight office hours per week in the service of the Student Government in his/her official capacity.
- (B) Distributing information to and communicating with all student organizations; and,
- (C) Resolving disputes between student organizations in conjunction with the Student Government Advisor; and,
- (D) Calling emergency COSO board meetings as necessary, giving two business days notice before such a meeting is to be held, at which official business may be conducted only if a quorum is present; and,

911.200 Selection of Members to Serve on the Council of Student Organizations

911.210 The COSO Director shall serve on the board, as well a designee of his/her choosing.

912.220 The Governor shall select one appointee to serve on the COSO Board

912.230 The Speaker of the House shall designate one or more Representatives and/or University-Wide Senators to advise the Council of Student Organizations.

911.300 Qualifications of the COSO Director and Governor's Appointees-- Neither the COSO Director nor the Governor shall appoint any student to serve on said Council who is not a University student, or who does not meet the minimum qualifications for student officers as set forth by the University. The Appointee shall be subject to confirmation by the House, and shall remain in his/her official capacity until the expiration of the Director's term.

912.400 Powers and Duties of the Council of Student Organizations(COSO) Board-- The powers and duties of the COSO Board shall include, but not be limited to:

912.410 Representing student organizations; and,

912.420 Supporting, funding, guiding, and encouraging organization activity and involvement; and,

912.430 Setting forth the policies and procedures for allocating funding; and,

912.440 Using, when distributing Activity and Service Fees to student organizations, its own Points System Procedures and Funding Policies; and,

912.450 Ensuring that funds allocated are used according to all applicable rules and regulations, including, but not limited to: federal, state, and local

laws; the SG Constitution and Statutes; and the Council's financial policies and procedures; and,

912.460 Reviewing funding requests from student organizations

912.500 Conflict of Interest among members of the Council of Student Organizations Board-- No members of the Executive Board may serve simultaneously with another member of the Board as officers of any other student organization, and shall abstain from voting on issues that affect their own student organizations.

913.000 The MacArthur Campus Program Board

913.100 Director of the MacArthur Campus Program Board-- The powers and duties of the Director of the MacArthur Campus Program Board shall include, but not be limited to:

913.110 Overseeing and managing the Program Board, its activities, and its staff; and,

913.120 Presiding over all meetings of the Board, or designating an alternate presiding officer if he/she is unable or unwilling to do so; and,

913.130 Submitting the Board's weekly report to the Governor; and,

913.140 Writing evaluations of every event held by the Board, which shall include: student participation, student comments, budget information, billing information, and the dates and times during which the event was held; and,

913.150 Submitting the contact information for the Board to the Governor for posting on the University Student Government website; and,

913.160 Spending no fewer than 20 office hours per week in the service of the Student Government in their official capacity..

913.170 Presenting programming ideas and information to the Board; and,

913.180 Submitting an itemized budget proposal for events committed to by the Director; and,

913.190 Reserving the facilities, equipment, and materials necessary for each event; and,

913.200 Publicizing, advertising, and registering programs; and,

913.210 Soliciting volunteer help for events as necessary; and,

913.300 Program Board Coordinator-- The powers and duties of the Coordinator of the Program Board shall include, but not be limited to:

- 913.310 Presenting programming ideas and information to the Board; and,
- 913.320 Submitting an itemized budget proposal for events committed to by the Director; and,
- 913.330 Reserving the facilities, equipment, and materials necessary for each event; and,
- 913.340 Publicizing, advertising, and registering programs; and,
- 913.350 Soliciting volunteer help for events as necessary; and,
- 913.360 Spending no fewer than 15 office hours per week in the service of the Student Government in their official capacity.
- 913.400 MacArthur Campus Program Board-- It shall be the mission of the MacArthur Campus Program Board to coordinate and provide social and educational programming that entertains and involves FAU students.
- 913.410 Powers and Duties of the Program Board-- The powers and duties of the Program Board shall include, but not be limited to:
 - 913.411 Meeting weekly to discuss upcoming and ongoing programs and events, and the status of the budget; and,
 - 913.412 Soliciting the participation of the Board's Coordinators, students, and various resource centers in the promotion of programming proposals; and,
 - 913.413 Planning and coordinating semester activities on and off campus

914.000 Director of Marketing

- 914.100 Powers and Duties of the Director of Marketing-- The powers and duties of the Director of Marketing shall include, but not be limited to:
 - 914.110 Advertising for all clubs and student organizations on the MacArthur campus; and,
 - 914.120 Discussing marketing strategies with the Director of Agency Marketing, the Governor, the heads of clubs and student organizations, and the Directors of Club Marketing on other University campuses; and,
 - 914.130 Verifying that student organization and Student Government program's advertising is accurate and up-to-date; and,
 - 914.140 Submitting his/her information to the Governor for posting on the University Student Government website; and,

914.150 Spending no fewer than ten office hours per week in the service of the Student Government in their official capacity.

915.000 Students Advocating Volunteer Involvement (SAVI) Program-- Students Advocating Volunteer Involvement program shall be responsible for promoting the volunteer involvement of students, and shall work with local civic groups and other extra-University organizations to achieve that end. It shall be responsible for establishing its own rules and bylaws, which shall conform to these statutes.

915.100 Director of Students Advocating Volunteer Involvement (SAVI)-- The powers and duties of the Director of SAVI shall include, but not be limited to:

915.110 Organizing service projects throughout the year on- and off-campus; and,

915.120 Presiding over and managing SAVI; and,

915.130 Presiding over and coordinating the Community Corps programs and its members; and,

915.140 Submitting his/her contact information to the Governor for posting on the University Student Government website; and,

915.150 Spending no fewer than eight office hours per week in the service of the Student Government in their official capacity.

915.160 Coordinating programs and assisting with the advertising of volunteer hour submissions with the Wepprer Center for City Engagement and Service on the Jupiter campus (housed in Student Life and Recreation)

916.000 The Burrow Student Union Advisory Board at Florida Atlantic University, MacArthur Campus

916.100 Mission and Purpose of the Burrow Student Union-- The Burrow Student Union shall serve as the "living room of campus," a place for students, faculty, staff, and alumni of Florida Atlantic University to come together and enhance the university environment.

916.200 In the interest of fulfilling the needs of the University community, the Burrow Student Union shall provide:

916.210 A variety of cultural, academic, social and recreational programs

916.220 Employment and leadership opportunities which enhance student development.

916.230 Multi-purpose facilities which can be reserved for activities, meetings and conferences of University affiliates

916.240 Public space and furnishings which are comfortable, modern and aesthetically pleasant that can be utilized for informal gatherings of any University affiliate.

916.300 Burrow Student Union Board-- The Burrow Student Union Board, hereafter referred to as the BSUB shall be a committee established to assist and guide the administration of the Burrow Student Union in providing students with a functional and effective student center.

916.310 Composition of the BSUB- The BSUB shall be comprised of the following members:

- (A) Seven (7) student members - voting
- (B) Three (3) staff representatives from departments housed within the Burrow Student Union (University Police, University Dining Services and University Bookstore) – voting.
- (C) One (1) faculty member – voting
- (D) The Assistant Director of Student Life and Recreation or designee who will serve as Secretary to the BSUB and be a non-voting member of the board.
- (E) The following non-voting ex-officio members: SG President, the Vice President of Student Affairs, MacArthur Campus Senators, Union Directors from all of the FAU partner campuses.

916.320 Appointment of students to the BSUB:

- (A) The MacArthur Student Body Governor or designee shall serve as a member of BSUB.
- (B) The Governor shall appoint two (2) non-SG affiliated students to the BSUB. If the Governor does not appoint these students by the second week of the semester, the Associate Dean of Students, Northern Campuses, shall make the appointments.
- (C) The MacArthur Speaker of the House shall appoint two (2) non-SG affiliated students to the BSUB. If the Speaker does not meet appoint these students by the second week of the semester, the Associate Dean of Students, Northern Campuses, shall make the appointments.
- (D) The Assistant Director of Student Life and Recreation shall appoint two (2) non-SG affiliated students to serve on the BSUB. These students must be selected by the second week of semester.

916.330 Appointment of staff to the BSUB:

- (A) A staff representative from University Dining Services, MacArthur Campus shall be appointed by the Director of MacArthur Campus University Dining Services no later than the third week of Fall Semester.
 - (B) A staff representative from the University Bookstore, MacArthur Campus shall be appointed by the Director of the MacArthur Campus University Bookstore no later than the third week of Fall Semester.
 - (C) A staff representative from the University Police, MacArthur Campus shall be appointed by the Director of the MacArthur Campus University Police no later than the third week of Fall Semester.
 - (D) A faculty member shall be appointed by the MacArthur Campus Vice-President no later than the third week of Fall Semester.
- 916.340 Terms of the Board-- The term of the BSUB members shall be until the beginning of the Fall semester.
- 916.350 Duties of the Burrow Student Union Advisory Board:
- (A) Advise the Burrow Student Union administration on policies, programs, activities and services offered by the Burrow Student Union.
 - (B) Participate in the annual budgetary process
 - (C) Assess the effectiveness of programs, services and activities
 - (D) Present the Activity & Service fee budget to the SG Senate.
 - (E) Make recommendations for the allocation of space in the Burrow Student Union in accordance with University Policy.
 - (F) Serve in an advisory capacity to all program heads.
 - (G) Assist in the long term planning for the Burrow Student Union.
 - (H) Assist in determining Burrow Student Union Policies & Procedures.
 - (I) Meet at least once per semester
 - (J) Assist in the advertising of the burrow
- 916.360 Selection of the Chair of the BSUB
- (A) Shall be a student member of the Board
 - (B) Shall be chosen at the first meeting of the semester by a majority vote of all voting members.
 - (C) Shall not be the MacArthur Student Body Governor.

- 916.370 Responsibilities of the Chair of the BSUB
- (A) Shall be responsible for planning the meeting time and place of the BSUB in a timely manner.
 - (B) Shall meet on a monthly basis with the Assistant Director of Student Life and Recreation to discuss BSUB business and the state of the Burrow Student Union.
 - (C) Shall be responsible for maintaining order in all meetings.
- 916.380 Responsibilities of the Secretary of the BSUB.
- (A) Shall maintain the minutes of all meetings. Minutes should be distributed to members prior to or not later than the next regularly scheduled meeting. Copies of the minutes shall be kept in the Office of Student Life & Recreation in the Burrow Student Union.
 - (B) Shall coordinate the agenda of each meeting. All items of business must be sent to the secretary four academic days before the next regularly scheduled meeting.
- 916.400 The BSUB shall establish Rules of Procedure that shall be open to public inspection along with BSUB minutes and proceedings. A copy of this procedure shall be housed in the Office of Student Life & Recreation in the Burrow Student Union.

917.000 Campus Recreation at Florida Atlantic University, MacArthur Campus

- 917.100 Mission and Purpose of MacArthur Campus Recreation-- The purpose of MacArthur Campus Recreation at Florida Atlantic University shall be to promote healthy lifestyles through the positive use of un-obligated time. This shall be accomplished by providing competitive and leisure recreational programs, activities and services that enhance the overall quality of life of students at Florida Atlantic University, MacArthur Campus.
- 917.200 In the interest of fulfilling the needs of the University community, MacArthur Campus Recreation shall provide:
- 917.210 A variety of formal and informal recreational programs and activities.
 - 917.220 Employment and leadership opportunities which enhance student development.
 - 917.230 Multi-purpose facilities which can be reserved for activities, programs or special events.

- 917.240 Competitive and Leisure Intramurals, opportunities for Fitness and a variety of wellness programs and activities.
- 917.300 MacArthur Campus Recreation Advisory Board-- The MacArthur Campus Recreation Advisory Board, hereafter referred to as the MCRAB, shall be a committee established to assist and guide the administration of Campus Recreation programs and facility operations. This will include but is not limited to selecting the Student Recreation Director; maintenance and custodial services, finances, student employment, staffing, programming and general policy making and long range planning for the associated areas of Campus Recreation.
- 917.310 Composition of the MCRAB--The MCRAB shall be comprised of the following members:
- (A) Seven (7) voting student members
 - (B) Two (2) voting University staff representatives.
 - (C) One (1) voting faculty member
 - (D) The Assistant Director of Student Health Services, MacArthur Campus.
 - (E) The Assistant Director of Student Life and Recreation or designee who will serve as Secretary to the MCRAB and be a non-voting member of the board.
 - (F) The following non-voting ex-officio members: SG President, the Vice President of Student Affairs, MacArthur Campus Senators, Campus Recreation Directors from all of the FAU partner campuses.
- 917.320 Appointment of students to the MCRAB:
- (A) The MacArthur Recreation Director shall serve as a member of MCRAB.
 - (B) The Recreation Director shall appoint two (2) non-SG affiliated students to the MCRAB.
 - (C) The Governor shall appoint one (1) non-SG affiliated student to the MCRAB. If the Governor does not appoint this student by the second week of the semester, the Associate Dean of Students shall make the appointment.
 - (D) The MacArthur Speaker of the House shall appoint one (1) non-SG affiliated student to the MCRAB. If the Speaker does not appoint this student by the second week of the semester, the Associate Dean of Students shall make the appointment.

- (E) The Assistant Director of Student Life and Recreation shall appoint two (2) non-SG affiliated students to serve on the MCRAB. These students must be selected by the second week of semester.

917.330 Appointment of staff to the MCRAB:

- (A) Two (2) staff representatives of Florida Atlantic University, MacArthur shall be appointed by the Campus Vice President to serve on MCRAB.
- (B) A faculty member shall be appointed by the MacArthur Campus Vice-President.
- (C) The Assistant Director of Student Health Services or designee shall be a member of the MCRAB.
- (D) The terms of the MCRAB members shall be until the beginning of the Fall semester.

917.340 Duties of the MacArthur Campus Recreation Advisory Board:

- (A) Propose policies to the Assistant Director of Student Life and Recreation, MacArthur Campus, regarding the overall operation of Campus Recreation.
- (B) Participate in the annual budgetary process
- (C) Assess the effectiveness of programs, services and activities.
- (D) Present the Activity & Service fee budget to the SG Senate.
- (E) Serve if possible as the screening and selection committee for the Student Recreation Director and Student Recreation Coordinators.
- (F) Formulate and pursue long range plans and objectives Regarding facilities, programs and services to forecast the recreation and fitness needs of the Florida Atlantic University, MacArthur Campus community in the next five to fifteen years.
- (G) Be accountable to the University students by assessing the physical plant of the department
- (H) Assess needs for facility upgrades, additions or enhancements
- (I) Review the equitable allocation for space to best serve the needs of the students.
- (J) Serve in an advisory capacity to all programs.
- (K) Assist in determining Campus Recreation Policies & Procedures.

- (L) Meet at least once per semester.
- 917.410 Selection of the Chair of the MCRAB-- The chair of the MCRAB shall be the MacArthur Recreation Director.
- (A) The Student Recreation Director will be chosen each Spring Semester. The selection of the Student Recreation Director will be coordinated by the Secretary of the MCRAB.
- 917.420 Responsibilities of the Chair of the MCRAB:
- (A) Shall be responsible for planning the meeting time and place of the MCRAB in a timely manner.
 - (B) Shall meet on a monthly basis with the Secretary of the MCRAB to discuss MCRAB business and the state of Campus Recreation.
 - (C) Shall be responsible for maintaining order in all meetings.
- 917.430 Responsibilities of the Secretary of the MCRAB:
- (A) Shall be responsible for maintaining the Minutes of all meetings. Minutes should be distributed to members prior to or not later than the next regularly scheduled meeting. Copies of the minutes shall be kept in the Office of Student Life & Recreation in the Burrow Activity Center.
 - (B) Shall be responsible for coordinating the agenda of each meeting. All items of business must be sent to the secretary four academic days before the next regularly schedule meeting.
- 917.440 The MCRAB shall establish Rules of Procedure that shall be open to public inspection along with MCRAB minutes and proceedings. A copy of this procedure shall be housed in the Office of Student Life & Recreation in the Burrow Student Union.