Chapter 1125.000 Homecoming

1125.100 Homecoming is a University-wide Program where Student Government is responsible for the programming and implementation of a week-long festive celebration promoting Florida Atlantic University and enhancing school spirit.

Chapter 1126.000 Homecoming Committee

1126.100 The Homecoming Committee will unite the Florida Atlantic University’s students, administration, faculty and alumni in an inclusive celebration of the University’s past accomplishments, present initiative and future vision.

1126.110 Committees will be broken into Students (for planning) and Advisors (for approval) hereafter.

Chapter 1127.000 Membership of the Student and Advisory Homecoming Committee

1127.100 The Homecoming Committee will include multiple student officers and as many ex-officio members as desired.

1127.110 The Committee’s officers will include the Director(s), Assistant Directors, and Chair(s) positions.

1127.200 The Chair(s) of the Committee will be the Homecoming Director(s), or the Director of Student Activities and Involvement or designee in their absence.

1127.300 The Advisory Committee will include (at minimum) the Directors and Assistant Director of Student Activities and Involvement.

1127.400 The Student Committee must also include representation from:

1127.410 The Boca, Broward, Jupiter and Northern campus groupings’ Campus Governors or their designee(s) from the Division of Student Affairs,

1127.411 Provide Feedback on student involvement activity

1127.412 Assist in more incentives to have engagement from students

1127.413 Provide means to implement any ideas given
1127.420 The Boca Raton, Broward, Jupiter and Northern campus groupings’ Program Boards,

1127.421 Will be in-charge of submitting weekly reports of campus events

1127.422 Have reports for Director before every committee meeting

1127.423 Have a relationship with student body in the planning of any events within the week of Homecoming

1127.430 Alumni Affairs,

1127.431 Alumni Affairs will:

Help in creating incentives to involve Alumni in Homecoming

1127.440 Resident Student Associations in Boca Raton and Jupiter campuses,

1127.441 Resident Student Associations’ will:

Provide plans for the Housing competition during Homecoming,

1127.442 Provide feedback on residential life across each campus
1127.450 Housing and Residential Life in Boca Raton and Jupiter campuses,

1127.451 Housing and Residential life will:
   Assist in the planning of all events involving (but not limited to) the residential life on campus

1127.460 Greek Life,

1127.461 Greek Life will:
   Assist in creating competitions for the student body for Homecoming week.

1127.470 Multicultural Affairs,

1127.471 Multicultural Affairs will:
   Coordinate, plan, and implement multicultural events during the week of Homecoming.

1127.480 Athletics,

1127.481 Athletics will:
   Have the Royal Court implemented into the halftime show,

1127.482 Assist with booking coaches and players as needed for the week,

1127.483 Help with homecoming court halftime script,

1127.484 Assist with booking the space for the Royal Court (Box in Acura Club or passes).

1127.490 Lead and Serve,

1127.491 Lead and Serve will:
   Plan and coordinate events around leadership and service.

1127.500 One (1) or more faculty member(s)-at-large from any University College.
1127.501 Faculty member(s) will:
   Act as the liaison to other colleges for their involvement in Homecoming,

1127.502 Coordinate the Office Decoration Competition,
1127.503 Assist in interviews for Talon Awards and Royal Court nominees.

1127.510 One (1) or more student(s)-at-large from any University College.

1127.511 Student(s) will:

Act as the liaison for the student body for their participation in Homecoming.

1127.512 In charge of collecting data from students

a) Feedback, Surveys, Tabling etc.

1127.600 Director(s) reserves the right to assign any duties to the committee if necessary.

1127.700 Each committee member will provide Director(s) with a budget if necessary.

1127.800 All members, students, faculty and staff will be voting members.

Chapter 1128.000 Powers of the Homecoming Advisory Committee

1128.100 The Advisory Committee will have the following authority:

1128.110 Assess the effectiveness of the current Homecoming activities submitted from the Student Committee.

1128.120 Authorize and approve the schedule of the Homecoming activities and events that are funded by Activity and Service Fees.

1128.130 Ensure any and all plans (or events) be confirmed through Director(s) before voted upon by (2/3) majority vote.

Chapter 1129.000 Meetings

1129.100 The Homecoming Committee shall meet at least bi-monthly January to November of each academic year.

1129.110 Meetings will become weekly within two months from the Week of Homecoming.
Chapter 1130.000  Policy and Procedure

1130.100  The Homecoming Committee shall establish its own internal policies and procedures for managing the planning and implementation of Homecoming.

1130.110  Any internal policies cannot override anything written within the University Wide Statutes.

1130.200  Any plans through the week of Homecoming are to not commence without the approval through the Advisory committee as designated in Chapter 1128.

Chapter 1131.000  Procedures for the Selection of the Homecoming Director(s)

1131.100  There shall be an Appointment Committee that interviews candidates for the Homecoming Director(s) position posted by the Student Body President each November.

1131.110  The Student Body President must charge the Appointment Committee each November after the conclusion of Homecoming.

The Appointment Committee will consist of the Student Body President, at least one student-at-large selected by the Student Body President, the SG Advisor, and at least one of the Homecoming Advisors.
The staff advisors will be non-voting members of the Committee.

1131.130 The Committee will interview candidates and recommend a candidate for hire to the Student Body President.

1131.140 The Student Body President will appoint the candidate for Homecoming Director(s) upon approval by the Student Senate who must approve with a two-thirds (2/3) majority vote each January.

Chapter 1132.000 Homecoming Director(s)

1132.100 The Homecoming Director(s) will:

Appoint Assistant Directors and Coordinators to the Homecoming Committee by the end of each February,

1132.110 The Assistant Directors and Coordinator must be approved by a two-thirds (2/3) majority vote of the Homecoming Committee.

1132.120 Coordinate all activities, events, marketing to unite the campuses during Homecoming,

1132.130 Consult with the Homecoming Committee regarding the Homecoming Schedule,

1132.140 Submit a written and/or oral report to the Student Senate at each Senate meeting between January and November,

1132.150 Submit the annual Homecoming budget request for the following year to the University Budget and Appropriations Committee each Spring semester with oversight by the Homecoming staff Advisors,

1132.160 Receive a stipend for up to 20 hours of work performed per week between January and November if approved in the annual Homecoming budget,

1132.170 Manage the overall Homecoming budget and maintain accurate financial records.

Chapter 1133.000 Homecoming Assistant Directors

1133.100 The Assistant Directors will:
Assist the Director with the coordination of all Homecoming activities, events and marketing,

1133.110 Assist the Director with the preparation of the annual Homecoming budget request,

1133.120 Serve as Co-Chair of the Homecoming Advisory Committee and Homecoming Student Committee,

1133.130(a) The Assistant Directors receive a stipend for up to 20 hours of work performed per week between January and November if approved in the Homecoming budget.

1133.130(b) Conduct and compile assessment data from all Homecoming events Schedule and run weekly Homecoming meetings in the absence of the Director(s),

1133.140 Serve as liaison to other organizations for their involvement with Homecoming,

1133.150 Prepare a Day of Show for all events,

1133.160 Complete Program Registration Form for all events,

1133.170 Prepare Budget Worksheet for all events,

1133.180 Complete Program Evaluation sheet after each event,

1133.190 Attend weekly Homecoming Executive Board meetings and be prepared to give a committee report,

1133.200 Marketing unique promotional posters, flyers, banners, postcards, Facebook ads, and displays for activities and events through traditional and non-traditional mediums in order to effectively advertise events,

1133.210 Attend all Homecoming events,

---

Chapter 1134.000 Homecoming Chair(s)

1134.100 Homecoming Chair(s) will comprise of multiple positions each subject to tasks given by the Director(s)

1134.200 Homecoming Chair(s) will

1134.210 Consist of positions including, but not limited to, Talon, Royal Court, Marketing, Special events, and Kickoff Coordinator(s).

1134.220 Support Director(s) in planning of any events within Homecoming,
1134.230 Support assistant director (or Director(s)) in planning and implementing the special events of Homecoming in collaboration with appropriate Homecoming Committee members.

1134.240 Facilitate the selection of a theme and all promotional materials for Homecoming.

Chapter 1138.000 Homecoming Advisors

1138.100 The Homecoming Advisors will:

1138.110 Support and advise the Homecoming student committee in developing, planning, marketing and implementing the Homecoming events and activities.

1138.120 Collaborate with the Homecoming Director and Assistant Directors in recruiting Homecoming Committee members.

1138.130 Exercise fiduciary responsibility by managing all contracts and agreements related to Homecoming activities.

1138.140 Approve all requisitions for expenditure of funds before forwarding them to the Student Government Accounting and Budget Office for processing.

1138.150 Support and oversee the Homecoming budget request preparation.
