

SPORTS FACILITIES ADVISORY BOARD (SFAB) CHARTER
Revised February 10, 2011

ARTICLE I: PURPOSE

The Sports Facilities Advisory Board (SFAB) is the principal advisory committee on sports facilities and related policies at the University of California, San Diego. SFAB operates under this charter with the approval of the Chancellor, the Associated Students Council and the Graduate Student Association Council. The Committee is charged by the Chancellor and given the responsibility of ensuring that the sports facilities have the emphases, breadth, and coordination to complement optimally the philosophy, missions, and goals of UCSD.

ARTICLE II: DELEGATION OF AUTHORITY

To ensure coordination with related campus programs and policies, SFAB works closely with the Office of the Vice Chancellor of Student Affairs.

1. With respect to Sports Facilities, SFAB has the responsibility to review, evaluate and decide on:
 - a. Policies governing the general use of facilities. The SFAB shall review and approve the annual operating budget, space allocation, rent assessments, custodial standards, capital improvements, maintenance and renovation, purchase of equipment, and hours of operation, as required by Section 18.14.20 of the *UCSD Policies and Procedures Applying to Student Activities*.
 - b. Issues raised by the Chancellor, Vice Chancellor of Student Affairs, the Directors of Intercollegiate Athletics, Recreation, and Sports Facilities, or the Associated Students and Graduate Student Association Councils.
2. With respect to increases in the mandatory Sports Facilities fee, SFAB will review and approve all proposed fee increases prior to their implementation except those increases mandated by referendum language or Regental policy.
3. With respect to budget SFAB shall advise the Director on the development of an annual budget.
4. With regard to capital improvements SFAB must approve all major capital improvements before they are executed. A major capital improvement is a structural change in any facility that is estimated to cost more than \$1 million. Notwithstanding the foregoing, SFAB approval will not be required if the major capital improvement is proposed based on the University's good faith belief that it is necessary to comply with the law or with University policies. In

such cases, SFAB shall nevertheless be informed of, and consulted on, the major capital improvement.

5. With regard to leases and vendor contracts pertaining to the occupancy of space, the Director shall submit all space leases and occupancy contracts, agreements, obligations, renewals, and extensions to SFAB for comment and advice. In the event SFAB disagrees with the Director's decision regarding any such agreement, SFAB shall state the reasons for its disapproval in writing, and submit its statement to the Vice-Chancellor-Student Affairs, or his or her designee, for a final decision.
6. With respect to facility users and tenants, SFAB may review, evaluate, and provide recommendations on program policies, scope and proposed program changes, Athletic conference affiliations, and fiscal policies.
7. Actions of the Board which will grossly affect the long term financial solvency of the facilities or that are inconsistent with the terms of this document may be vetoed by the Vice-Chancellor-Student Affairs, not by delegation. Any such veto shall be in writing, shall be delivered to the Board Chair, and shall be accompanied by a written statement on the basis of such action. If the board is unsatisfied with the veto, they may appeal the decision directly to the Chancellor.

ARTICLE III: MEMBERSHIP

Voting Membership:

Twelve (12) students (one of which shall serve as the Chair of SFAB):

- Six (6) undergraduate representatives selected/appointed by the 6 undergraduate College Councils to represent each of the six undergraduate colleges.
- One (1) undergraduate representative selected/appointed by the ASUCSD Council to represent the Associated Students of UCSD.
- Two (2) graduate representatives selected/appointed by the GSAUCSD Council to represent the Graduate and Professional Students of UCSD.
- One (1) student representative selected/appointed by the Triton Athletes Council (TAC).
- Two (2) members-at-large selected through a process developed and approved by the Board. This selection process shall take place during the spring quarter and be conducted by an ad hoc appointments committee.

One (1) alumnus:

- One (1) alumnus appointed by the UCSD Alumni Association

One (1) Staff

- One (1) staff member selected by the Chancellor

One (1) faculty:

- One (1) faculty member recommended by the Academic Senate and appointed by the Chancellor.

Non-Voting, Ex-Officio Members:

- One (1) Director, Intercollegiate Athletics
- One (1) Director, Recreation
- One (1) Director, Sports Facilities
- One (1) Executive Secretary, appointed by the Director of Sports Facilities

Terms of Appointment:

Two-year student appointments are recommended but not required. Voting staff and faculty appointment terms are two years in duration and the appointments are staggered so that one half of the membership is appointed or reappointed each year.

ARTICLE IV: PROCEDURES

Representatives must be selected/appointed by the 8th week of Spring quarter, prior to the new academic year.

The student Chair shall be elected by the membership of the Board during the second meeting of the new Board, or at such time that the positions otherwise become available.

The Chair shall be responsible for chairing meetings. The Board shall meet regularly during the academic year and no less than twice per quarter. Administrative/logistic support for SFAB will be furnished by Sports Facilities. The Executive Secretary will officially arrange for all meetings upon the request of the Chair or the Director of Sports Facilities. A record of all proceedings shall be compiled, filed, and a copy distributed to each member, the Vice Chancellor of Student Affairs, and the Chancellor. SFAB is to submit summaries of all Board meetings and an annual report to the Chancellor via the Vice Chancellor of Student Affairs. The Executive Secretary shall ensure copies of any approved budgets are distributed to both the ASUCSD and GSAUCSD Councils.

Ad-hoc committees may be established at any time by the Chair of SFAB with a majority vote of the Board. Committees shall not conduct business on behalf of SFAB; rather, they shall make recommendations to SFAB.

As required by UCSD Section 18.14.21 of the *UCSD Policies and Procedures Applying to Student Activities*, student members of SFAB shall participate in the evaluation of and on the search committees for the appointment of key administrative personnel.

1. SFAB shall participate in hiring the Director by interviewing finalists for the position and making recommendations to the Vice-Chancellor-Student Affairs or his/her designee. Before appointing the Director, the Vice-Chancellor-Student Affairs or his/her designee

shall inform SFAB of his or her choice for the position. If SFAB disagrees with the candidate proposed for hiring, within three (3) business days of being notified by the Vice-Chancellor-Student Affairs, SFAB must submit the reasons for its disagreement in writing to the Vice-Chancellor-Student Affairs and to the Chancellor. In that case, the final hiring decision will be made by the Chancellor after consideration of SFAB's written submission.

2. SFAB shall participate in the annual evaluation of the Director. All individual SFAB members shall submit a collective SFAB or individual written evaluation(s) and recommendation(s) to the Vice-Chancellor-Student Affairs at or before the second meeting of the spring quarter. SFAB has the authority to raise concerns regarding the performance of the Director to the Vice Chancellor-Student Affairs and the Chancellor.

Roberts Rules of Order shall be the official authority on parliamentary procedure, subordinate to this charter. A quorum shall consist of a majority of all the voting members. In the event that a voting member position becomes vacant, the Chair will notify the respective appointing body to request a new appointment. No business may be discussed officially without the presence of quorum. Any member of SFAB may participate in the discussion of any issue. However, only voting members will be permitted to exercise voting privileges on any issue.

ARTICLE V: AMENDMENTS

Amendments to this charter must be accepted by a two-thirds (2/3) vote of the entire voting membership of SFAB and submitted to the Associated Students Council, Graduate Student Association Council, and the Vice-Chancellor-Student Affairs for approval. The decision of the Vice-Chancellor-Student Affairs may be appealed to the Chancellor for a final decision.

ARTICLE VI:BYLAWS

Section 1:Bylaws may be adopted by the Board to supplement this charter.

Section 2: Bylaws to this charter must be accepted by two-thirds (2/3) vote of the Board.

Section 3: This charter takes precedence in case of a conflict between this charter and the bylaws.