

## REC SPORTS COUNCIL

**Purpose:** The Rec Council is an appointed representative body serving to improve and promote Rec Sports programs, services, and facilities and to foster a positive student experience by providing an opportunity for student employees to voice their opinions and provide recommendations.

**Scope:** This policy applies to all Rec Sports staff and Rec Council members

### I. MISSION OF THE COUNCIL:

- a. Providing for staff (appreciation, development, etc.)
- b. Cross departmental (build community)
- c. Advisory board for Pro Staff and Students
- d. Voice of Student Employees

### II. COUNCIL CHARGES:

- a. Support the 2025 Division of Student Affairs Strategic Plan through student engagement and wellbeing efforts
- b. Serve as an advisory board for the Rec Sports Director's Team
- c. Review Recreational Sports Mission, Vision, & Values

### III. COUNCIL MAKEUP & APPOINTMENT

- a. Professional Staff Advisors:
  - i. Two professional staff advisors will be responsible for oversight of the Rec Sports Council.
  - ii. At least one professional staff advisor should hold a departmental purchase card.
  - iii. Both advisors should have interest and skill in student development and advising.
- b. Committee Chair(s):
  - i. Chair(s) will be area graduate assistants or veteran student employees who serve as liaisons between the student group and professional staff advisors.
- c. Chair responsibilities include:
  - i. Schedule meetings, create agendas, and execute action plans.
  - ii. Recruit and interview committee members.
  - iii. Create an annual plan for the committee.
  - iv. Bring student input to professional staff.

- d. Representation:
  - i. The Council is composed of student employee representatives in each of the seven Rec Sports departmental areas who employ students. Preferably one to three representatives shall be appointed in the following areas:
    - 1. Aquatics
    - 2. Business Services
    - 3. Competitive Sports
    - 4. Facility Operations
    - 5. Fitness & Wellness
    - 6. Marketing
    - 7. Outdoor Recreation
- e. Eligibility:
  - i. All student employees are invited to join the Rec Sports Council.
  - ii. Must meet all criteria to maintain their student employment status
- f. Application process:
  - i. Students must complete an online application, submit a resume and attend an interview.
  - ii. Applications will be accepted from April to August each year, for appointment the following fall semester.
- g. Commitment:
  - i. Annual unpaid appointment
  - ii. Attend a minimum of two meetings per semester, end of year recognition event
    - 1. Mandatory attendance, absences excused on a case-by-case basis by Committee Chair
    - 2. More than one unexcused absence could result in removal from board
- h. Responsibilities:
  - i. Host the following annual events:
    - 1. Rec Sports Banquet
    - 2. Student Employee Appreciation Week Events
    - 3. Staff Development Events (based on NACE Competencies)
    - 4. i.e. Essential Skills Series
    - 5. Professional/Career Development Nights
    - 6. Advise the Director's Team on various departmental issues as needed
    - 7. Input on departmental partnerships, sponsorships, contracts and collaborations
    - 8. Input on departmental policies, guidelines and quality management
    - 9. Seek feedback of peers to determine the diverse student wellness needs across campus
    - 10. Assist in engaging students who are not engaged in wellness activities

11. Departmental stewards – advocate for Rec Sports programs, services
12. Attend and volunteer at departmental events occasionally
13. Attend Rec Sports all staff trainings
14. Actively participate in facility programs and services

#### IV. MEETING FORMAT & FUNCTION:

- a. Meeting Length:
  - i. Meetings will be 30-60 minutes in length depending on the nature of the discussion and the tasks at hand.
- b. Meeting Structure:
  - i. Meetings will address the following agenda topics:
- c. Staff Reports
  - i. Opportunity for department leadership to provide short updates on specific highlights
- d. Current Initiatives and Future Projects
  - i. Opportunity for council members to discuss and plan events for student employees
  - ii. Opportunity for department leadership to provide short updates on specific large scale projects and initiatives
    1. Each member of the Director's team (Director, Associate Directors) will attend one meeting a year (2 per semester) to present updates and get Council feedback on various departmental issues/initiatives.
- e. Advocacy Efforts
  - i. Opportunity for council members to be advocates for specific initiatives
- f. Open Forum Discussion
  - i. Opportunity for council members to add a specific topic to the agenda for the entire group to have a conversation on.