



NAIA-Sports Information Directors Association (NAIA-SIDA) Constitution and By-Laws

Article I. Name

The name of this organization shall be the Sports Information Directors Association of the National Association of Intercollegiate Athletics (hereafter referred to as NAIA-SIDA).

Article II. Objective

Objectives of this organization are to expedite in every way possible the promotion of, and publicity for, member institutions and their student athletes in the National Association of Intercollegiate Athletics, for the NAIA as a whole and the underlying philosophy to which it is committed.

Article III. Government

The NAIA-SIDA is an affiliate organization of the NAIA, governed by its own constitution and by-laws, and by the constitution and by-laws of the NAIA.

Article IV. Membership

Section 1. Active membership in this association shall be open to the individual(s) in each member institution and affiliated conference of the NAIA who is delegated or assumes the duty and responsibility of handling athletic promotion, publicity and statistics for his/her institution, affiliated and conference, the Director of Athletics Communications of the NAIA, and such other staff members of the NAIA and/or members institutions, as may be designated by the president and chief executive officer of the NAIA.

Section 2. Associate membership shall be open to the SID assistant(s) and student assistant(s) whose membership is represented in this association by an active member. However, associate members will not be afforded voting privileges.

Article V. Officers

Section 1. Officers of this association shall be president, first vice-president and second vice-president.

Section 2. The first vice-president shall be elected by a majority vote of eligible voting members, and shall hold office for three years or until his/her successor is elected and qualified. In the event that 51 percent is not achieved by one candidate, the top two vote-getters will go to a run-off elections. The first vice-president must have previously served on the board. The office of president will be filled by first vice-president upon the completion of their three-year term. Terms of office shall begin following the annual business meeting.

Section 3. The second vice-president shall be elected by a majority vote of eligible voting members, and shall hold office for three years or until his/her successor is elected and qualified. In the event that 51 percent is not achieved by one candidate, the top two vote-getters will go to a run-off elections. The second vice-president does not automatically rotate into the first vice-president role.

Section 4. No person shall be an officer of this association who is not an active or associate member.

Section 5. No person shall be an officer of this association who has not previously served on the board.

Section 7. If the president is unable to complete his/her term of office, the first vice-president shall assume the office of president for the balance of the unexpired term.

Section 7. All elected officials must exhaust all options to be present at the annual business meeting.

Article VI. Duties of the Officers

Section 1. The president shall preside at all meetings of the Association, present recommendations of the association to the appropriate governing bodies of the NAIA, and shall call special meetings of the Association whenever, in his/her judgment, they may be necessary. The president shall be an ex-officio member of all committees. The president will attend Council of Presidents meetings and serve on the National Administrative Council. The president shall also determine which two additional members of the NAIA-SIDA Board shall serve on the National Administrative Council.

Section 2. The first vice-president shall preside at meetings in the absence of the president and shall assume the office of president in the event that the president should resign or otherwise be disqualified or unable to serve. The first vice-president shall serve as program chair for the NAIA-SIDA Workshop and serve on the Council for Student-Athletes.

Section 3. The second vice-president shall record the minutes of each meeting and conference call of the Association and Board of Directors and report said minutes to the NAIA National Office for dissemination.

Article VII. Board of Directors

Section 1. The Board of Directors shall be composed of the officers of the Association, the immediate past-president of the Association and four members at-large. The NAIA Athletics Communications Office will act as an ex-officio member(s) and staff liaison(s).

Section 2. Members at-large shall be elected by eligible voting members. The top vote-getter by vote of the eligible voting members shall be declared the winner. In the case of multiple open positions, it shall be the top vote getters as determined by the number of open positions. Each eligible voter will be allotted the same number of votes as open positions.. Each at-large member shall serve a two-(2) year term on a rotating basis.

Section 3. No person shall be a member of the Board of Directors who is not an active or associate member.

Section 4. The Board of Directors shall be required to meet once during the year at the NAIA-SIDA Workshop. The Board of Directors will recommend policy and establish guidelines for NAIA-SIDA, including formation of new committees.

Section 5. If a member at-large is unable to complete his/her term of office, a replacement to complete the unexpired term shall be appointed by a majority vote of eligible voters. Should a vacancy for member at-large occur at least six (6) months prior to the next annual business meeting, the vacancy shall be filled by means selected by the NAIA-SIDA Board.

Section 6. Duties as per officers.

Section 7. All elected officials must exhaust all options to be present at the annual business meeting.

Article VIII. Committees

Section 1. The past presidents of NAIA-SIDA who remain active or associate members of NAIA-SIDA shall serve as an advisory committee to the officers. The immediate past-president will serve as chair.

Section 2. Members of NAIA-SIDA can serve on any committee offered by NAIA-SIDA.

Article IX. Meetings

Section 1. A regular annual meeting of the NAIA-SIDA shall be held at the time and site of the annual NAIA-SIDA Workshop. Meetings for work and study, but without the power to act for the full organization, may be held on a regional basis.

Section 2. Each active member shall be allowed one (1) vote when present for voting at the business meeting of the NAIA-SIDA Workshop, or one (1) vote on matters referred for-vote by means selected by the NAIA-SIDA Board.

Section 3. For any election of an at-large board position, each active member may vote for as many people as there are open positions. Voters may not vote for any single person twice.

Section 4. A quorum shall be declared when the president or first vice-president is present and four (4) or more conferences are represented by a member at the business meeting of the NAIA-SIDA Workshop, provided that members have been notified in advance of the time and place of the meeting.

Section 5. Associate members will be permitted a vote at the business meeting only in the absence of the active member of the same institution.

Article X. Amendments

Section 1. No addition, alteration or amendment to this constitution shall be made except by a two-thirds vote of the eligible voters at the business meeting of the NAIA-SIDA Workshop, or by two-thirds approval of active members in a vote by means selected by the NAIA-SIDA Board.

Section 2. At least thirty (30) days notice of any proposed constitutional change must be given the president, who will notify all active members of the proposed change at least fourteen (14) days before the business meeting of the NAIA-SIDA Workshop. This thirty (30) day notice may be waived by a majority vote of those present at the business meeting provided that the proposal is then referred for-balloting to the full membership for final approval by majority vote of the members voting by means selected by the NAIA-SIDA Board.

BY-LAWS

Article I. Order of Business

The order of business at the business meeting of the NAIA-SIDA Workshop shall be as follows:

1. Roll Call
2. Reading, correction and approval of minutes
3. Officers report
4. Unfinished business
5. Committee Reports and Communication
6. New Business
7. Election of Officers and appointment of Committees
8. Adjournment

Article II. Amendments

Section 1. At least thirty (30) days notice of any proposed constitutional change must be given the president, who will notify all active members of the proposed change at least fourteen (14) days before the business meeting of the NAIA-SIDA Workshop. This thirty (30) day notice may be waived by a majority vote of those present at the business meeting provided that the proposal is then referred for balloting to the full membership for final approval by majority vote of the members voting by means selected by the NAIA-SIDA Board.

Section 2. Amendments to the by-laws may be made by a majority vote of those eligible voting members present at the business meeting of the NAIA-SIDA Workshop or by a majority approval of members voting in a ballot by means selected by the NAIA-SIDA Board.

Section 3. A revision of the Constitution and By-Laws shall be printed annually in the case of changes to either or both.

Article III. Rules of Procedure

Section 1. Roberts Rules of Order shall determine the rules of procedure at any and all meetings.

Section 2. The president of NAIA-SIDA, if so desires, may appoint an NAIA-SIDA member to serve as parliamentarian at the business meeting of the NAIA-SIDA Workshop.

Article IV. NAIA-SIDA Communication

Section 1. The president of the NAIA-SIDA shall be encouraged to communicate regularly with the membership through any means available to the active membership.

Section 2. The president may appoint an NAIA-SIDA member to serve as editor of communication.

Section 3. Costs of production shall be paid by the annual budget of the NAIA-SIDA.

Article V. Committees

Section 1. All NAIA-SIDA members (Active and Associate members) may serve on a NAIA-SIDA Committee.

Section 2. Committee Chairs must be approved by the NAIA-SIDA Board of Directors.

Section 3. Each member of the NAIA-SIDA Board of Directors will serve as a liaison to at least one Committee and provide updates monthly during the Board conference calls.

Section 4. The current committees within NAIA-SIDA are:

- a. Committee on Committees - The Committee on Committees will be made up of the NAIA-SIDA Board and will be responsible for determining the committees needed to help the organization to function effectively. This committee is also responsible for assigning committee chairpersons and for the recruitment of new committee members based on the needs of each committee.
- b. Continuing Education Committee - This committee exists to help educate all Sports Information Directors in the NAIA as to the latest trends in what is going on in the sports information industry and to give SIDs from around the country to further develop in the profession. We will provide top-notch presenters that will inform/teach through the video webinars as to how best go about the varying aspects of being a Sports Information Director.
- c. Statistics, History, Records & Honors Committee - The NAIA Statistical Committee advises the National Office on a multitude of issues involving statistical services and national policy. The Committee advises on making positive updates and upgrades with Presto Stats, the official statistics partner of the NAIA. Additionally, the committee reviews the current NAIA Statistical Policy and makes recommendations to the National Office and NAIA-SIDA Membership on changes to existing language or new bylaws for consideration on an as-needed basis.
- d. Branding Committee - The Branding Committee works on behalf of NAIA-SIDA to assist in the development of strategic communication plans to help execute the branding and marketing strategies developed by the committee and the NAIA National Office.
- e. Workshop Committee - The Workshop Committee plans and implements programming for the annual NAIA-SIDA workshop and is chaired by the NAIA-SIDA board's first vice president. The committee also works closely with the NAIA National Office to stay within a reasonable budget for workshop costs..
- f. Publications Committee - The Publications Committee orchestrates the annual NAIA-SIDA publications contest, helping to secure contest coordinators and judges, as well as supplying the NAIA National Office with lists of award winners. The committee also searches for and considers new ideas for potential items to be added to the slate of NAIA-SIDA publications categories.
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