

SAB Handout

Who we are & What we do

What is the SAB?

Student Activities Board is responsible for planning and implementing most of the activities on the UAM campus. This includes week-long celebrations, such as Homecoming, Holiday Festival Week, and Spring Fling. Other events included special contracted acts such as comedians, concerts, and stress busters. SAB has sponsored some well-known acts such as Jessica Andrews, Train, Carrot Top and many others.

The SAB manual states, "The purpose of the SAB is to contribute to the social, recreational, cultural, and educational development of the students and faculty through programs and services. The SAB works closely in conjunction with the Student Government Association under the direction of the SGA Vice President.

EXECUTIVE BOARD MEMBERS

The SAB Executive Board is the governing board of the SAB. It consists of:

- The Chairperson/SGA Vice President
- The Secretary
- Marketing Chairperson
- The 2 Representatives at large from the SGA Student Senate
- 3 voting members nominated by the SAB board. The 3 voting members are the chairpersons of select SAB committees.

1. SECRETARY OF THE SAB (Nominated Position)

- Be responsible for circulation of agenda before SAB executive board meetings.
- Take the minutes of all SAB executive board meetings and distribute minutes to SAB board members and the Director of Student Activities.
- Shall serve as a voting member of SAB executive board.
- Be in charge of mail pick-up and correspondence of SAB.
- Conduct meetings in absence of Chairperson.

2. MARKETING CHAIRPERSON OF THE SAB (Nominated Position)

- Serve as a voting member of the executive committee
- Be responsible for developing and distributing fliers to advertise events.
- Responsible for all e-mail advertisements at least 10 days prior to an event.
- Work with chairpersons of each committee to help publicize upcoming events.
- Responsible for overseeing other advertising mechanisms such as sidewalk chalk, banners, posters, table tents, and black board blitz.
- Work with the Director of Student Activities to contact agencies to obtain publicity materials.

ELIGIBILITY REQUIREMENTS

Executive Board: Students must be full-time, enrolled in twelve or more semester hours, and in good standing with the University with a 2.0 or higher GPA and not on disciplinary probation. He/she must also have served as a senator and/or a voting member of SAB for at least one semester.

Voting Members: To be eligible to apply for a SAB voting member position, a student must be a full-time student enrolled for 12 or more semester hours and in good standing with the University with a 2.0 or higher GPA and not on disciplinary probation. No previous experience in SGA/SAB is required.

SAB Committees

There are four committees under the Student Activities Board (SAB). Three of the committees are Open for anyone to join.

You do not need to have experience in SGA or SAB to join a committee.

Spirit Week/Homecoming Committee--Open to anyone--

This committee organizes student entertainment for Homecoming. This includes helping with the Homecoming Queen election, recruiting acts for Spirit Week, and helping with promoting campus spirit. Some of the events in the past include: Chicken Cook-Off, paint the wall, Cheer & Chant competition, a bonfire, old-time photos, comedians, musical groups, and much more. There are events planned every day during Spirit Week. This is a great committee to join to get to know the ins and outs of UAM Homecoming.

Holiday Festival Committee--Open to anyone--

This committee plans activities around Christmas. This includes window-painting contests, decorating the UAM Christmas tree and promoting Holiday Spirit around Campus. This committee sometimes awards prizes and cash money to the most active group participants. Events in the past include: free massages on campus, free bowling, free movie night, bumper cars, Spring Olympics, a Holiday party, and much more. On this committee, students are allowed to explore new ideas to promote student involvement and to offer a way to relieve stress before finals.

Strategic Planning/ Talent Search Committee--Open to anyone--

This is perhaps the hardest committee in SAB. The committee is responsible for the recruitment of major acts for the UAM Campus. This committee usually involves a lot of research and planning. This committee seeks out acts that UAM students want to see. Some examples from the past include Jessica Andrews, Train, Hanging with Mark Cooper, and Carrot Top. This committee also plans for activities for future semesters as well. Since the SAB may not always have the money for large name acts, this committee also looks into local acts that are popular in the area.

Funds Allocation Committee (FAC)

The Funds Allocation Committee (FAC) is only open to current SGA Senators. This committee oversees the distribution of a special discretionary fund to recognized student organizations on campus. The SGA Treasurer chairs this committee. The senators must be elected to this committee by the guidelines set forth in the SGA Constitution.

HOW TO JOIN A COMMITTEE

1. Applications for membership shall be open for a designated period early in the Fall and Spring Semester of each year. However, new members may be accepted at any time during the semester. Each prospective member must complete an Application for membership before they can be accepted.
2. Each new member must attend a minimum of two consecutive meetings before he is eligible to vote during committee meetings. He/she becomes a member with all rights and privileges as a member at the third consecutive meeting.
3. Must attend all meetings and events unless excused by the SAB Chairperson or Committee Chairperson. Loss of voting privileges will occur after 3 unexcused meetings/events.