

XIV. TENNESSEE TECH SPORTS HALL OF FAME COMMITTEE

The Tennessee Tech Sports Hall of Fame Committee shall serve the President and the Athletics Director in an advisory capacity and assist them by reviewing and/or making recommendations relative to:

- ▶ Procedures for the committee.
- ▶ Criteria for membership in the Tennessee Tech Sports Hall of Fame.
- ▶ Recommending prospective inductees for the Tennessee Tech Sports Hall of Fame.
- ▶ Such other matters as may be presented to the Committee by the Athletics Director or the President of the University.

A. MEMBERSHIP

1. The Committee shall consist of the following members, appointed by the President of the University in accordance with approved procedures:
 - a. Alumni and Supporters of TTU sports programs - a minimum of eight (8) alumni and supporters.
 - b. Faculty - a minimum of four (4) faculty members.
 - c. Administrative - A minimum of two (2) administrators.
 - d. Student - A minimum of one (1) student member, selected from the list of names submitted by the President of the Student Government Association.
2. Terms of Office - Members shall serve terms of one (1) to three (3) years, with appointments to be effective at the beginning of the Fall Semester. All appointments are subject to renewal at the discretion of the President.

B. OFFICERS

1. Chairperson - The Executive Officer shall serve as the chairperson. The chairperson shall:
 - a. Prepare a tentative agenda for each meeting and furnish a copy to each committee member at least three (3) working days prior to regular meetings and one (1) day prior to special meetings.
 - b. Cause minutes of the meeting to be prepared and distributed to the members.

- c. Call special meetings when necessary.
 - d. Appoint ad hoc committees as required.
 - e. Cause information regarding committee action to be disseminated.
 - f. Invite resource persons to meetings when appropriate.
 - d. Perform the duties prescribed by these Procedures and by the parliamentary authority adopted by the committee.
 - e. Supervise the preparation and distribution of an annual report of the committee's activities.
2. Executive Officer - The President shall appoint a staff member to serve as executive officer and resource person and to provide staff support services.

C. MEETINGS

- 1. Committee meetings may be scheduled or called. Scheduled meetings shall be held at least once per year. A second meeting will be the awards ceremony.
- 2. Called meetings shall be:
 - a. At the discretion of the chairperson.
 - b. At the request of the President of the University.
 - c. At the written request of a majority of the committee members.
- 1. Scheduled meetings may be rescheduled by the chairperson if there is sufficient reason.
- 2. Any member may submit items for inclusion on the agenda.
- 5. A majority of the members shall constitute a quorum.

D. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the committee in all cases in which they are applicable and in which they are not inconsistent with these procedures.