AGREEMENT

THE MINNESOTA COLLEGE ATHLETIC CONFERENCE

ARTICLE I -- NAME

The name of this organization shall be the Minnesota Community College Conference (MCAC).

ARTICLE II -- PHILOSOPHY AND PURPOSE

The purpose of the MCAC is to organize and promote intercollegiate programs of member colleges. The MCAC believes in the NJCAA Division III philosophy of non-scholarship athletic programs.

ARTICLE III -- MEMBERSHIP

Section I. Eligibility

Any two-year college shall be eligible for membership upon written application of the college to the MCAC and agreement by the college to abide by the agreement and operating procedures of the MCAC and National Junior College Athletic Association (NJCAA).

Section II. Membership

Membership shall be granted by two-thirds majority vote of members of the Conference General Assembly.

Section III. Suspension

A member college may be suspended from the Conference by a two-thirds majority vote of the Conference General Assembly.

Section IV. Withdrawal

Withdrawal from the Conference may be made by a member college only after written notice has been filed with the Conference Coordinator. Such withdrawal is to be effective only at the end of the college academic year.

ARTICLE IV -- GENERAL ASSEMBLY

Section I. General Assembly Membership

The Conference General Assembly shall consist of two representatives from each member college. One of the voting representatives shall be the president or designee from the college. The other representative shall be the college athletic director(s)/athletic coordinator(s). Each college shall be eligible to cast one vote for each of these representatives, a total of two votes per member college. All issues will be decided by a two-thirds majority vote of the membership in attendance.

Section II. Duties

A. The General Assembly shall act as the governing body of the Conference and shall have oversight responsibility to ensure that all phases of the Conference are conducted according to the philosophy and standards as described in the Conference governing documents.

B. The General Assembly shall:
1. Approve the annual budget.
2. Determine the office of the conference coordinator.
3. Amend the Agreement.
4. Hear and decide appeals to the decisions of the Executive Committee.
5. Annually review the Conference Operating Procedures and the sports operating codes.

ARTICLE V -- EXECUTIVE COMMITTEE

Section I. Membership

The Executive Committee shall consist of ten (10) voting members; five (5) member college administrators, one serving as the president and one serving as the vice-president, two (2) MCAC men's athletic directors, two (2) MCAC women's athletic directors, one (1) Region 13 representative from a member college, one (1) representative from the Office of the Chancellor (non-voting), and the other Region 13 representative (non-voting). All issues will be decided by a two-thirds majority vote of the membership in attendance.

Section II. Duties and Responsibilities

A. The Executive Committee shall have the responsibility for seeing that all phases of the Conference operation are conducted according to the philosophy and standards as described in the Conference Agreement and Operating Procedures.

B. The Conference Executive Committee shall:
1. Seek proposals and recommend to the General Assembly, a grant to a member college for the coordination of the MCAC.
2. Make decisions requiring immediate action.
3. Approve the agendas for all meetings of the General Assembly, Executive Committee, and all special meetings.
4. Interpret and/or adjudicate all Conference rules, operating procedures and grievances.
5. Serve as the agreement committee of the organization
6. Review and decide on proposed changes to the operating codes.
7. Appoint special committees and study groups.
8. Appoint representatives to attend each coaches meeting.

ARTICLE VI -- DIVISIONS

There shall be two divisions: The Men's Division and the Women's Division, which will be directly responsible to the Conference Executive Committee and the General Assembly. The divisions shall work with the coaches groups to propose recommendations for changes in the sports operating codes to the Executive Committee.

ARTICLE VII -- OFFICERS

Section l. Conference Officers

The officers of the Conference shall be a president and vice president. Each Division will elect a president. The Conference Coordinator shall act as secretary.

Section ll. Election of Officers

A. The college presidents or designee (Conference Committee) shall elect a president, vice-president and three (3) members at-large at the annual spring meeting of the Conference. The term of office shall be one (1) year.

B. The presidents and vice presidents of the men's division and of the women's division shall be elected for two year terms in alternate years (Men's Division: Even years; Women's: Odd years). Each division nominating committee shall submit candidates to its respective division. Nominations will be permitted from the floor. Officers may be re-elected at the pleasure of the division.

C. A vacancy occurring before the end of the term shall be filled by an election at a special meeting or through a mail ballot. The nominee receiving a plurality of votes shall be elected.

Section lll. Responsibilities of Officers:

A. The division presidents shall preside over the Conference General Assembly in the second year of their term and shall participate in the deliberations and actions of the Executive Committee.

B. The Conference president shall:
1. Preside at all meeting of the Executive Committee.
2. Appoint Conference Study Groups.
3. Serve as a consultant to the Conference Coordinator.
4. Report to the General Assembly all Executive Committee decisions.
5. Activate any necessary committees.
6. Represent the Conference in business affairs.
7. Communicate with MNSCU Leadership Council as requested.

C. The Conference vice president shall:
1. Be the presiding officer in the absence of the president.
2. Serve as a member of the Conference Executive Committee.

ARTICLE Vll -- STANDING COMMITTEES

Section l. Election and Composition

A. The Conference General Assembly will elect member athletic coordinators and coaches to the standing committees in the spring of each year.

B. There shall be a standing committee for each sport comprised of one athletic director and one coach from each division. In sports where there is only one division, the standing committee shall include one athletic director and two coaches. An athletic director shall chair the sport standing committees.

C. There shall be nominating and hall of fame committees comprised of two athletic directors.

Section ll. Duties of Committees

A. Standing committees will perform conference duties as outlined in the conference operating procedures.

B. Committees may also be charged with additional duties as determined by the Conference General Assembly or the Executive Committee.

C. Standing Committees for each sport will also serve as a liaison between the coaches group and the Conference General Assembly and may provide recommendations to the division president and the Executive Committee regarding changes in the operating code.

D. The Nominations Standing Committee shall prepare a slate of nominees for election to the standing committees.

E. The Hall of Fame Committee shall screen and nominate honored athletes, coaches, athletic directors and administrators for approval by the General Assembly.

ARTICLE IX -- CONFERENCE COORDINATOR

Section I. Authorization

The Conference shall be authorized to contact with appropriate individuals or organizations for the services of a conference coordinator.

Section II. Duties

A. The conference coordinator shall perform duties to coordinate the activities of the MCAC athletic program in accordance with the MCAC governing documents and any agreement between the contracting individual and/or organization.

B. The conference coordinator shall be directly accountable to the Conference Executive Committee.

C. The host college or organization of the conference coordinator shall serve as the business agent for the MCAC.

ARTICLE X -- MEETINGS

Section I. Annual Meetings

The Conference General Assembly shall meet at least annually. The General Assembly shall recommend the meeting dates and sites for the future meeting. Each college shall pay expenses of its representatives.

Section II. Special Meetings

Special meetings of this organization may be called by the Conference Executive Committee upon notification to member colleges at least two weeks in advance of the date of the meeting. Issues requiring immediate action may be decided by mail or electronic ballot.

Section III. Quorum

A majority of the members shall constitute a quorum at any meeting called in accordance with this agreement.

ARTICLE XI -- FINANCIAL AFFAIRS

Section I. Fiscal Year

The fiscal year of the MCAC shall be July 1 through June 30.

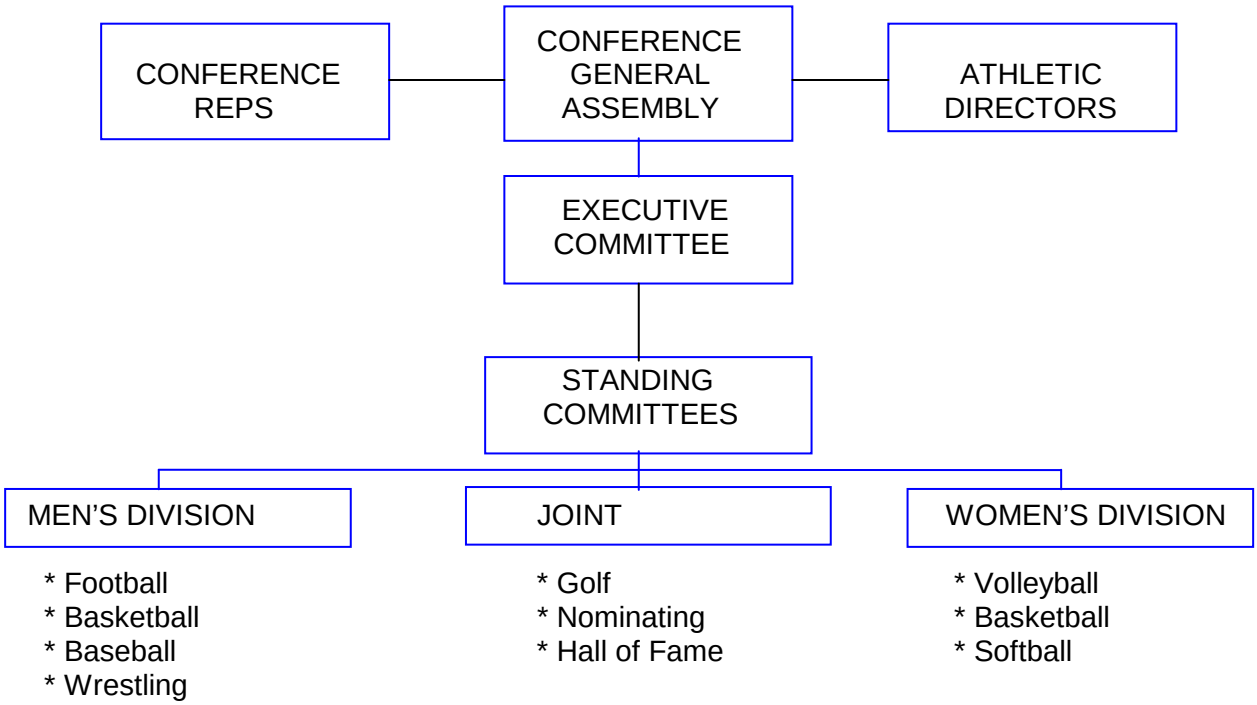
Section II. Dues
Membership dues shall be recommended by the Executive Committee and determined by the Conference General Assembly. Annual dues shall be payable by each member college prior to October 31 of each year.

Section III. Special Assessments
The Conference Executive Committee shall have the authority to levy special assessments when needed.

Section IV. Standards
All financial and business affairs of this organization shall comply with the financial rules and procedures of the State of Minnesota as applied to the Minnesota State Colleges and Universities.

ARTICLE XII -- AMENDMENTS

The Agreement may be amended at any meeting of the Conference Assembly by a two-thirds vote of the members present. The proposed amendment(s) shall be submitted in writing to the Conference Coordinator one month before such meeting and a copy of the amendment(s) shall be sent to each member college at least two weeks prior to such meeting. This Agreement also may be amended by unanimous consent at any meeting of the General Assembly.

ARTICLE XII

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