



# NORTHEASTERN STATE UNIVERSITY

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DEPARTMENT OF ATHLETICS  
*STUDENT-ATHLETE HANDBOOK*

# *Northeastern State University Student-Athlete Handbook*

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*UPDATED 2019*

# Northeastern State University Student-Athlete Handbook

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## Mission Statement

The Department of Intercollegiate Athletics is an integral part of Northeastern State University's overall educational mission and positively reflects the interests and values of the institution's students, faculty, staff, alumni and friends. The Department fosters an environment that encourages degree completion, good citizenship, character and personal growth to help support student-athletes who will become positive role models and productive members of society. The Department is committed to fiscal responsibility, gender equity, diversity, and proper sports conduct among all of its coaches, administrative staff and student-athletes, and to maintaining high ethical standards and compliance with all NCAA, conference, federal, state and institutional rules and regulations. The athletics program is dedicated to enhancing the quality of life of its student-athletes, achieving athletic success within NCAA intercollegiate competition, serving as a positive representative of the University and instilling a sense of pride and loyalty among its constituents.

## NCAA Mission

To govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

## NCAA DIVISION II Positioning Statement

Life in the Balance. Higher education has lasting importance on an individual's future success. For this reason, the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletic competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning opportunity provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead.

## NCAA DIVISION II Attributes

Learning ~ Service ~ Passion ~ Sportsmanship ~ Resourcefulness ~ Balance

## DIRECTORY

Northeastern State University	Athletics Phone	(918) 444-3900
Department of Athletics 603 North Grand	Athletics Fax	(918) 458-2386
Avenue	Media Relations Phone	(918) 444-3930
Tahlequah, OK 74464	Media Relations Fax	(918) 444-3954

Administrative, Coaches and Support Staff available online at [www.goriverhawksgo.com](http://www.goriverhawksgo.com)

## STUDENT-ATHLETE RESPONSIBILITIES

### Code of Ethics for Student-Athletes

1. Any student-athlete providing false, inaccurate or altered student records and/or credentials can be deemed ineligible for an athletics grant-in-aid.
2. The personal integrity of each and every member of the team must be valued and respected. Student-athletes are afforded an opportunity as members of intercollegiate teams and are expected to contribute to maintaining those opportunities for all student-athletes.
3. Student-athletes are expected to strive for excellence. They should train and condition according to the needs of the team as outlined by the coach. Maximum effort is expected from all student-athletes in practice and during competition. The primary responsibility is to the team. A strength and conditioning program may be required by the coach.
4. Student-athletes are expected to represent the university with dignity and class in presenting themselves in public, on campus and in the competitive arena.
5. Student-athletes are to promote positive relations among all student-athletes.
6. Demonstrate concern for everyone: their feelings, property and good name.
7. Participate in campus life while contributing to building spirit and community on campus.
8. Student-athletes are ambassadors of the university, the entire athletic community, your individual team and your family. As a student-athlete you should take the responsibility upon yourself to ensure that you and your teammates respect yourselves and the Department of Athletics with honor.
9. Live your life in such a way that you are an example and source of inspiration and strength to your teammates and others.

### Student-Athlete Competition Travel

- Student-athletes will travel to and from away competition with the team and coach. Exception: student-athletes may leave from the site of competition with a parent/guardian of the student-athlete with a note that has been dated and signed from a parent/guardian. The note must be submitted to and approved by the head coach.
- Student-athletes are expected to provide prior notification to faculty whenever a class is missed for an intercollegiate contest (home or away). Student-athletes are encouraged to communicate missed classes face-to-face to their instructors/professors at least one week prior to the class to be missed. In the event a student-athlete feels they are being penalized by a faculty member (or instructor) for missing class to represent the university in regular season (or post-season) competition should seek assistance from the Faculty Athletics Representative (FAR).

### Conflict Resolution

By the very nature of being involved in competition, conflicts may arise between student-athletes and coaches. It is the desire of the Department of Athletics that coaches and student-athletes resolve conflict in a fair and equitable manner. To facilitate this, student-athletes have a process to follow in order to resolve conflicts.

### Conflict Resolution Procedure

Student-athlete(s) meet with the head coach. If not resolved, the student-athlete(s) go to the captain(s) to discuss the issue(s). Captain(s) and student-athlete(s) may decide to meet with the head coach. If not resolved after the captain(s), student-athlete(s) and head coach meet, then captain(s) and student-athlete(s) meet with the Director of Athletics for mediation.

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## Hazing

The Department of Athletics does not condone any form of hazing - even when consent is provided-including, but not limited to: bonding, bullying, hazing (subtle/harassment/violent), initiation directly or indirectly (passive participant) by student-athletes, coaches, or anyone associated with the Department of Athletics. Violations of this policy will not go unpunished.

The Director of Athletics encourages review of the NCAA document "Building New Traditions – Hazing Prevention in College Athletics" as a resource. [www.ncaa.org/health-safety](http://www.ncaa.org/health-safety) is also a viable resource.

## Social Networking Policy

The Department of Athletics reserves the right to discipline student-athletes who are involved in posting information, or photos, to online social networks (including twitter) that is contrary to the spirit and values of our university.

As a student-athlete participating in intercollegiate athletics, you are a representative of the university and are always in the 'public eye'.

The following are guidelines student-athletes should consider when participating on social networking websites:

- Avoid any behavior that might embarrass themselves, their families, their team and/or university. An example would be a picture of a student-athlete involved in underage drinking.
- Inappropriate postings toward other institutions, athletics teams, members of the media or individual opponents are unacceptable.
- Negative comments about opponents, members of the media or the university family are unacceptable.
- Student-athletes should understand that anything posted online is available to anyone with internet access. Text and photos placed online are potentially out of your control once it is placed online.
- Student-athletes are responsible for content posted by others on their personal site.
- Avoid posting personal, or any other material, that could assist online predators.
- Be aware of who you add as a 'friend' to your personal site since some individuals attempt to take advantage of student-athletes.

Be aware:

- Student-athletes could face discipline, including: dismissal from participation for violation of athletics policy, team policy, and/or NCAA legislation.
- University coaches and athletics administrators are encouraged to monitor the social networks.
- Keep in mind potential employers, internship supervisors, graduate programs and scholarship committees search social networking sites to screen candidates.

Student-athletes are encouraged to read Twitter Tips on [goriverhawksgo.com](http://goriverhawksgo.com):

[http://www.goriverhawksgo.com/sports/2012/9/13/GEN\\_0913124234.aspx?tab=twittertips](http://www.goriverhawksgo.com/sports/2012/9/13/GEN_0913124234.aspx?tab=twittertips)

Student-athletes may be required to sign a social networking policy prior to competition each year.

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## NCAA RULES AND REGULATIONS

Each year prior to participation in intercollegiate competition, a team meeting will be held and student-athletes will review a copy of the "Summary of NCAA Regulations" with NSU's NCAA Compliance Coordinator. The Summary of NCAA Regulations will be included on the university athletics website. Student-athletes will be required to do the following:

- Submit information relating to eligibility.
- Give written consent to disclose education records to an authorized representative.
- Give written permission to be tested for NCAA banned substances.

Failure to complete and sign the statement annually will result in ineligibility for participation in all intercollegiate competition.

## Eligibility Certification

NCAA requires every student-athlete to be certified for competition. The certification process includes review by: NCAA Compliance Coordinator, Director of Athletics, Faculty Athletics Representative and possibly other university representative(s). Every student-athlete must meet the requirements of the NCAA and university.

FRESHMAN who enter the university are eligible immediately providing they meet NCAA standards. Freshman MUST pass a minimum of 9 hours to be eligible in the spring semester.

SOPHOMORES must have a 2.0 (or higher) GPA during the fall semester to be eligible for competition. ~

JUNIORS must have a 2.0 (or higher) GPA during the fall semester to be eligible for competition. ~

SENIORS must have a 2.0 (or higher) GPA during the fall semester to be eligible for competition. ~

*In addition to the GPA requirement, the NCAA requires student-athletes to pass a minimum of 9 hours in the previous semester.*

Student-athletes who are enrolled in the fall semester MUST pass a minimum of 18 hours during the fall and spring semesters, and a total of 24 hours during the academic year. Student-athletes who do NOT pass 24 hours during the fall and spring semesters may take up to 6 hours during the summer to meet the 24 hour requirement.

TRANSFERS from 4 year institutions must be cleared by the university NCAA Compliance Coordinator by securing a Transfer Release from the previous 4 year institution prior to communication by anyone in Athletics.

REFER to the NCAA manual and/or the NCAA Compliance Coordinator to understand transfer regulations for both 2 year and 4 year transfers. Note: FINAL transcripts must be received from EVERY institution attended prior to the student-athlete being certified to compete.

In addition to eligibility certification, every student-athlete must be NCAA certified and cleared by the university Head Athletic Trainer.

## Outside Competition

All-star games and summer league games - Due to complexities of these rules, each student-athlete must contact the NCAA Compliance Coordinator at the university. Note: Some of these types of games are prohibited and therefore, ineligibility could result by participating in any of these types of contests unless it has been pre-approved by the NCAA compliance coordinator at the university.

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Student-athletes will lose eligibility if participating on any outside team during the academic year. Penalties can range in severity, and ineligibility may be for an entire year or entire educational career.

## Promotional Activities, Commercial Advertisements

Student-athletes are prohibited from participating in promotional activities, and commercial advertisements. Under NO circumstances can a student-athlete promote the sale of a commercial product. Any questions regarding these activities should be directed to the NCAA Compliance Coordinator.

## Five-Year, 10-Semester Rule

A student-athlete must complete four (4) seasons of participation during the first 10 semesters in which the student is enrolled in a full-time program of studies.

## Alcohol, Tobacco, and Drug Policies for Athletics

The Department of Athletics recognizes the stressful nature of intercollegiate athletics participation. The use of controlled substances (narcotics, marijuana, stimulants, etc.), and the abuse of alcohol by student-athletes, will adversely affect their academic performance, athletic achievements and personal well-being. Student-athletes who abuse controlled substances put themselves, their teammates and the program at risk.

For these reasons, the Department of Athletics does not tolerate substance abuse, the use of any substance banned by the National Collegiate Athletic Association (NCAA), underage drinking or the inappropriate use of alcohol. Participation in intercollegiate athletics at university is optional; however, student-athletes who refuse to consent to drug screening under this policy will not be eligible to participate in intercollegiate athletics at the university.

The use of tobacco products by student-athletes, coaches, athletic trainers or other game personnel is prohibited during practice and competition per NCAA. Further, from the time of departure from the campus until the time of return to the campus for purpose of competition away from the campus no student-athlete regardless of age may consume alcoholic beverages. In addition, student-athletes are prohibited from using illegal drugs. Student-athletes are expected to follow local, state, and federal laws. Student-athletes who are in violation of these mandates may result in immediate dismissal from the team and forwarding of evidence of the matter to the appropriate university official(s).

Student-athletes who are selected for drug testing will be notified by the athletic training staff. Those who fail to show up to the testing will be considered a failed test result. Athletes who believe the result of their test was false, may retest at their own expense.

Positive drug tests will follow protocol outlined by the NCAA Handbook.

## NCAA Bylaw 11.1.5 Use of Tobacco Products

The use of tobacco products is prohibited by all game personnel (e.g., coaches, athletic trainers, managers and game officials) in all sports during practice and competition. Uniform penalties (as determined by the applicable rules-making committees and sports committees with rules-making responsibilities) shall be established for such use.

## Gambling and Sports Wagering

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The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering has the potential to undermine the integrity of sports contests, and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. Sports wagering demeans the competition and competitors alike by a message that is contrary to the purposes and meaning of "sport." Sports competition should be appreciated for the inherent benefits related to participation of student-athletes, coaches and institutions in fair contests, not the amount of money wagered on the outcome of the competition.

For these reasons, the NCAA membership adopted NCAA Bylaw 10.3 prohibiting athletics department staff members and student-athletes from engaging in gambling activities as they relate to intercollegiate or professional sporting events.

NCAA Bylaw 10.3 stipulates that staff members of the Department of Athletics of a member institution and student-athletes shall not knowingly:

- Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
- Solicit a bet on any intercollegiate team;
- Accept a bet on any team representing the institution;
- Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value;
- or Participate in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling.

The Department of Athletics takes gambling activities very seriously and it will not be tolerated. Participants in any form of legal and illegal sports wagering will be dealt with severely.

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## ACADEMICS

### Basic NCAA Academic Requirements:

- You must be enrolled full time each semester to be eligible to practice or compete. You will be ineligible if you drop below full-time status.
- Repeated courses can be counted for eligibility purposes. The repeated class can replace the grade, but may not be counted more than once for eligibility. A grade "F" is not counted in the total for hours passed.
- All students and all student-athletes must declare their major by the beginning of their fifth semester of college enrollment.

Student-athletes are bound to institutional academic requirements as defined by the university catalog.

### Hints for Academic Success

Three major goals must be your focus each school year:

- To complete at least 24 semester hours.
- To complete the year in good academic standing.
- Maintain a 2.0 (or higher) cumulative GPA.

Just as you follow instructions from your coaches to be successful, student-athletes must also follow instructions from your academic coaches with the same intensity. Make the discipline of your athletic background work for you automatically. Put as much psychological emphasis in that area as you have always put into your desire to compete and win.

Live by the following guidelines to ensure success:

- NEVER MISS CLASS! Exception: NCAA competition.
- Buy a notebook or folder for each class. Keep all handouts, assignments, and notes for the class in the notebook.
- At the beginning of each semester write all important information on a calendar. Include due dates for assignments, dates of quizzes and exams, traveling dates, appointments and tutorial sessions. Refer to your calendar and plan ahead.
- Get your books as soon as possible. Keep up with all reading assignments and never wait until the night before an exam to start studying.
- Take thorough notes in class. Compare notes with another classmate.
- Begin your descent back into academics every Sunday afternoon. You are wasting valuable time if you do not study on Sundays.
- Attend all labs that pertain to your coursework.
- Notify your instructors of your athletic contests in advance and not just the day before. Always offer to take an exam early if you will be gone that day.
- Visit your instructor if you are confused about anything in that class.
- Ask for help when you need it, whether your problem is academic or personal.

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## GENERAL

### Athletics Grant-In-Aid (Scholarships)

Athletics grant-in-aid awards are recommended by each coach. The athletics grant-in-aid will be included in the financial aid package issued by the Financial Aid office.

### Athletics Scholarships

On or before July 1st of each year, all student-athletes who received institutional athletics aid during the previous academic year will receive a letter from the university stating the status of their scholarship including: renewal, non-renewal, or revision to the original grant-in-aid. Upon receipt of this acceptance letter, the student-athlete must sign and return it to the university.

### Reduction or Cancellation of Financial Scholarship Aid During Period of Award

Any reduction or cancellation of an Athletics Grant-In-Aid during the award period is permissible only if such action is taken for proper cause by the regular disciplinary authorities of the university and the student-athlete has been provided written notice.

The university may not decrease a student-athlete's financial aid from the time the student-athlete signs the financial aid award letter until the conclusion of the period set forth in the financial aid agreement, except when the recipient:

- Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement (NCAA Bylaw 15.3.4.1.2); or
- Engages in serious misconduct warranting substantial disciplinary penalty as determined by the university's regular student disciplinary authority (NCAA Bylaw 15.3.4.1.3); or
- Voluntarily withdraws from a sport at any time for personal reasons; however, the recipient's financial aid may not be awarded to another student-athlete in the term in which the financial aid was reduced or cancelled (NCAA Bylaw 15.3.4).

Athletics financial aid may not be decreased or cancelled during the award period on the basis of athletics ability, performance or contribution to the team's success, because of injury that prevents the recipient from participating in athletics, or for any other athletics reason (NCAA Bylaw 15.3.4.3).

### Renewal of Financial Aid

The renewal of institutional financial aid based in any degree of athletics ability shall be made on or before July 1st prior to the academic year in which it is to be effective. The university shall promptly notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous academic year whether the grant has been renewed, reduced, or not renewed for the ensuing academic year.

### Appeals Procedure

If the Department of Athletics decides to reduce or cancel financial aid during the award period, not renew, or reduce athletics financial aid for the ensuing academic year, the university will inform the student-athlete in writing.

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## Non-Athletic Financial Aid

Student-athletes should consult with the university Financial Aid Office to determine their possible eligibility for non-athletic financial aid.

## NCAA Bylaw 12.4 Employment

12.4.1 Criteria Governing Compensation to Student-Athletes. All compensation received by a student-athlete must be consistent with the limitations on financial aid set forth in Bylaw 15. Compensation may be paid to a student-athlete:

- Only for work actually performed;
- At a rate commensurate with the going rate in that locality for similar services; and
- An employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.

15.2.6 Employment. Earnings from a student-athlete's on or off-campus employment that occurs at any time is exempt and is not included when determining a student-athlete's full grant-in-aid or the institution's financial aid limitations, provided:

- The compensation is only for work actually performed;
- The compensation is at a rate commensurate with the going rate of that locality for similar services; and
- The employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's products or services.

## Financial Aid from Outside Sources

Any type of outside grant or scholarship received MUST be:

- Reported to the respective head coach. It is imperative! Failure to do so could jeopardize the team's eligibility as well as the student-athlete's eligibility. Probably 99.9% of the time you will be able to accept such aid (i.e., church scholarships, etc.).
- Reported to the Director of Financial Aid at the university.

NOTE: A student-athlete may receive financial aid from anyone upon whom the student-athlete is naturally or legally dependent, i.e., parents and legal guardians.

## Athletic Representatives/Extra Benefits

Student-athletes are not to receive any extra benefits from coaches, alumni, boosters, etc. These individuals are known as "athletic representatives."

The Department of Athletics is responsible for the control and conduct of the intercollegiate athletics program, and this responsibility includes accountability for the acts of "athletic representatives." Once an individual has been identified as an "athletic representative," that identity is retained forever and is governed by the same NCAA and university rules and regulations as our athletics staff members.

Questions concerning benefits, gifts, and services that have been offered the student-athlete should be reported to the head coach, the department's NCAA Compliance Coordinator or the Director of Athletics immediately.

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The following are examples of extra benefits not permitted by the NCAA rules. Athletic representatives or institutional staff members are not permitted to provide student-athletes with an extra benefit. The term "extra benefit" refers to any special arrangement by an institutional employee or representative of the institution's athletic interest to provide student-athletes or their relatives with a benefit not expressly authorized by NCAA legislation.

Please note this is the biggest problem area in intercollegiate athletics today. All student-athletes must be made aware of the term "extra benefits." ELIGIBILITY, THE TEAM'S ELIGIBILITY, AS WELL AS THE ENTIRE UNIVERSITY ATHLETICS DEPARTMENT'S ELIGIBILITY, could be severely affected if an athlete receives ANY TYPE OF EXTRA BENEFIT.

A student-athlete must ask the following question: "Will the item, coupon, special treatment, special rates, etc., be offered to the ENTIRE regular student body at the university?" If the answer to that question is "no," then one can presume that the item, or medical treatment, or whatever, would constitute an extra benefit and would thus be expressly prohibited by NCAA rules.

## Examples of Extra Benefits:

- Using another student-athletes complimentary tickets for family and friends. The NCAA limit is five per student-athlete.
- Loans for ANY purpose (automobile, etc.).
- Offer the use of telephone to make long distance charges.
- Cut-rate deals or discounts of ANY kind.
- Accepting ANYTHING of value.
- The use of an automobile.
- Credit on a purchase, i.e., airline tickets, clothing, etc.
- Services of any kind, i.e., dry cleaning, laundry, etc.
- Purchases of meals at restaurants.
- Transportation to or from a summer job.
- Any furnishings for a place of residence, i.e., apartment.
- Any use of personal properties, i.e., stereos, boats, etc.
- A professional service without charge or at a reduced cost (e.g., typing of papers for athletes).
- Free or reduced-cost admission to professional athletic contests from professional sports organizations.
- Signing or co-signing a note with an outside agency to arrange a loan.

Check the NCAA manual for other additional restrictions. Remember, whenever in doubt about a gift, benefit, or service, check it out first! Any violation could result in loss of eligibility.

## Student Affairs

Student-athletes are encouraged to utilize counseling, disability and health services provided through Student Affairs.

## Mental Health

NSU Athletics values student-athlete well-being. RiverHawks student-athletes mental health is a priority, so do not ignore mental health signs, symptoms or warning signs such as anxiety, depression and trauma. Seek assistance through your coaching staff, athletics administration or university counseling services (HawkReach).

HawkReach Counseling Services contact information, hours and services can be located at:

<https://offices.nsuok.edu/studentaffairs/StudentServices/HawkReachCounselingServices.aspx>

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## Sexual Violence

Northeastern State University is committed to providing a safe environment for students and employees.

The university will not tolerate a hostile or threatening campus environment.

Student-athletes have rights. Reported alleged acts of sexual violence will be investigated and adjudicated by NSU, and will address these matters in the same manner for all students.

Student-athletes may report sexual violence incidents to campus police, department of athletics staff, coaches or they may go directly to NSU's Title IX Coordinator ~.

*Northeastern State University's Title IX Coordinator's contact information is listed in the staff directory on [goriverhawksgo.com](http://goriverhawksgo.com).*

## RULES OF THE ATHLETIC TRAINING ROOM

- There will be NO horseplay, loitering, swearing, or shouting in the athletic training room
- The athletic training room is a medical facility and should always be treated as such
- All modalities and supplies will be dispensed and administered by the athletic training staff
- No equipment should leave the athletic training room unless given permission
- The athletic training room towels are to remain in the athletic training room at all times.
- NO shoes on tables
- Tobacco prohibited in athletic training room
- The use of athletic training room is a privilege and should be treated as one
- Athletic training room phones and computer are for business and are not to be used by athletes
- NO FOOD or DRINKS in athletic training room. (Water bottles may be used)

Please reference the Athletic Training link on [goriverhawksgo.com](http://goriverhawksgo.com) for important information.

## STUDENT ATHLETE ADVISORY COMMITTEE (SAAC)

### Philosophy

The Student-Athlete Advisory Committee (SAAC) includes student-athletes from each team to help give insight on each team's athletics experience. SAAC is a voice for the student-athlete and it is the bridge between the athletics administration and the student-athletes. The objectives of the SAAC are: to give student-athletes a way to have input on rules, regulations, policies that affect them as student-athletes while generating student-athlete voice on our campus, our conference, and the NCAA legislation. It is also the job of the SAAC to promote and celebrate athletics events happening outside-and-around campus while attempting to be involved in community service.

### SAAC Constitution

#### Article 1

The name of this committee shall be the Student-Athlete Advisory Committee (SAAC).

#### Article 2 Purpose

The purpose of SAAC is to:

- Generate a student-athlete voice within the athletics department
- Represent student-athlete response to NCAA Division II legislation
- Suggest potential NCAA legislation
- Organize efforts between university and the surrounding communities

#### Article 2.1

Provide student-athletes with an opportunity to more effectively communicate with the university athletics department administration and provide suggestions on programs designed to serve student-athletes.

#### Article 2.2

The Student-Athlete Advisory Committee will encourage unity, common purpose, and camaraderie between all student-athletes.

#### Article 2.3

Provide leadership and a voice in the development of public attitudes towards NCAA Division II intercollegiate athletics generally.

#### Article 3 Composition

The Student-Athlete Advisory Committee shall be composed of a minimum one athlete from each varsity sports team at the university, to include both men's and women's teams.

#### Article 3.1

All acting members must be NCAA eligible student-athletes in any varsity sport sponsored by the university.

#### Article 3.2

Any NCAA eligible student-athlete participating in any varsity sport sponsored by the university shall be eligible to serve on SAAC.

#### Article 4

The university Student-Athlete Advisory Committee will meet throughout the academic year. Time and location will be decided by the membership with advisor approval.

#### Article 4.1

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Constitution may be amended by two-thirds majority vote. Vote only valid if two-thirds of committee is present.  
Amendment must be presented one month prior to voting.