

Athletics Hall of Fame Committee Bylaws

I. Mission and Purpose

The purpose of the Lower Columbia College Athletics Hall of Fame Committee is to honor and promote the memory of alumni athletes, coaches and college staff members who have:

- Brought prestige and pride to LCC through their achievements in their chosen profession or in service to the community
- Contributed in an outstanding way to the LCC athletics program while competing or coaching
- Made unusual contributions to LCC, demonstrating outstanding leadership and promoting a positive collegiate atmosphere

II. Governance

The Athletics Hall of Fame Committee reports to the Athletic Director.

III. Authority

- The Hall of Fame committee will be sent a copy of personal information of the eligible nominated candidates.
- A candidate must receive a minimum of two-thirds of the votes for induction.
- All ballots must be counted by the committee at a scheduled committee meeting.
- All members must be present to vote.
- All approved inductees will be submitted by the Athletic Director to the Vice President of Administration who will forward them to the President for final approval.

IV. Membership and Leadership

Membership consists of at least five (5) members and no more than thirteen (13) members appointed by the LCC Athletic Director and will include the Vice President of Administration and the Vice President of Foundation, Human Resources and Legal Affairs.

V. Subcommittees

Foundation: the LCC Foundation will work with the Athletic Director and the Athletics Hall of Fame Committee to schedule an induction event sometime between January and May. Foundation duties include format, scheduling of venue, decorations, special recognitions, and invitations. The Hall of Fame Committee will be responsible for writing biographies, inviting inductees, and promoting the event.

VI. Meetings

The Athletics Hall of Fame Committee will hold one meeting for the selection committee in November to make selections for the Hall of Fame ceremony. The LCC Athletic Director will be in charge of scheduling the meeting and gathering consensus of the committee.

VII. Operation Procedures

Each committee member shall have one vote. Voting must be conducted in-person at the meeting.

Nomination Categories

Categories (men and women) include:

- Athletes
- Achievement
- Professional or Community Service
- College Staff

Nominee Qualifications

Consideration shall be determined by the minimum qualifications:

- Athlete defined as alumnus of LCC who was an eligible athlete in full-time status for one academic year
- Achievement defined as not been in attendance for a minimum of fifteen (15) years
- College Staff shall have fifteen (15) years of employment and be permanently separated from the college

**Please note the committee may waive minimum qualifications, given special circumstances approved by the LCC President.*

Nominations

Nominations may be made from committee members and from the general public. A nomination form will be provided to any re-requesting person.

Selection Procedures

The selection committee may choose no more than three inductees in each category. The committee will make selections based on a points system in priority order.

Selection Criteria

Personal accomplishments, contributions and honors achieved while attending or employed at LCC; Accomplishments in intercollegiate, interscholastic, amateur or professional athletics; Accomplishments in public or professional life, including service to the community.

VIII. Relevant Accreditation Standards, Policies, and/or Publications

N/A

IX. Minutes

N/A

X. Process for Amendment of bylaws

These bylaws may be amended at any time by a majority vote of the membership and are subject to the approval by the Executive Leadership Team.

XI. Effective Dates and Change Records

Executive Leadership Team approval: