

# MARSHALL UNIVERSITY BOARD OF GOVERNORS

## Policy No. GA-7

### INTERCOLLEGIATE ATHLETICS

#### 1. GENERAL

- 1.1. Scope: Policy concerning intercollegiate athletics at Marshall University.
- 1.2. Authority: W.Va. Code 18B-2A-4
- 1.3. Passage Date: November 9, 2005
- 1.4. Effective Date: November 9, 2005.

#### 2. MISSION STATEMENT, GOALS, AND OBJECTIVES

##### 2.1. Mission Statement

The Athletic Department is an integral part of Marshall University and supports the institution's commitment to high caliber educational achievement. The Department's mission is to enhance and support the intellectual purpose of Marshall University and its exemplary academic standards and traditions, as well as, provide equitable opportunities for male and female student-athletes of all ethnicities to develop as responsible competitors and responsible learners within the sports laboratory and academic community. Sportsmanship, character development and integrity are fundamental expectations of everyone associated with Marshall University's intercollegiate athletics program. Marshall University is committed to the holistic and positive growth of the student athlete in terms of physical, intellectual, social and emotional development. Conduct that values and expresses civility, respect, fairness, honesty and accountability constitutes the essence of athletic participation and competition. The Athletic Department will provide student-athletes with the opportunity and support to obtain a degree of their choice, in an environment consistent with high standards of academic performance, sportsmanship, integrity, leadership, and institutional loyalty.

##### 2.2. Goals

- 2.2.1. To provide the State of West Virginia and the Tri-State area with a program that reflects the university's commitment to excellence.
- 2.2.2. To recruit student-athletes who demonstrate a commitment to academic and athletic excellence.
- 2.2.3. To participate at the highest levels of intercollegiate competition in all sports.
- 2.2.4. To provide a forum for student-athletes to compete against the very best on the regional and national level.
- 2.2.5. To provide the public with the opportunity to witness the highest caliber of intercollegiate competition and sportsmanship.
- 2.2.6. To provide intercollegiate athletic opportunities for students, regardless of gender, nationality, race, or religion.

##### 2.3. Objectives

- 2.3.1. The Athletic Department will hire coaches who share the department's mission and goals.
- 2.3.2. The Athletic Department will recruit and select student-athletes who have a commitment to maximizing their educational potential and athletic ability. Demonstrated academic promise, leadership, citizenship and athletic ability are criteria in the selection process.

- 2.3.3. The coaches hired by the Athletic Department will stay current on University, conference, and NCAA rules and will participate in training regarding these matters.
- 2.3.4. The department will schedule games and events that enable Marshall's teams to play against the best competition possible, reflecting the competitive level of each varsity sport.
- 2.3.5. The Athletic Department will operate a media relations office to promote and publicize team and individual accomplishments and to maintain and preserve historical archives.
- 2.3.6. The Athletic Department will operate a development office and will market its programs in order to continually expand and enhance financial support.
- 2.3.7. Department staff, working with the University's Office of Alumni Affairs, will develop relations with alumni and supporters around the State of West Virginia, the Tri-State area, and the nation to keep them informed of Athletic Department accomplishments, current events and future plans, and to encourage their participation in the program.
- 2.3.8. The Athletic Department will strive to ensure the department's integration into campus life and its participation in issues that are relevant to the entire campus community.
- 2.3.9. The department will provide, manage, and maintain athletic facilities to ensure the quality and safety of playing venues, as well as the comfort of its supporters.

### **3. THE PRESIDENT**

#### **3.1. Appointment and Evaluation of the Athletic Director**

- 3.1.1. The director of athletics is appointed by the president of Marshall University. When the position becomes vacant, the president will appoint a search committee, which will include representation from the Athletic Committee or its successor committee of the Marshall University Board of Governors and the University Athletics Advisory Committee to recommend finalist candidates for consideration by the president.
- 3.1.2. The director of athletics shall be in charge of the Athletics Department.
- 3.1.3. The director of athletics shall report directly to the president.
- 3.1.4. The director of athletics shall meet regularly with the president concerning athletic policies and issues and shall seek the advice and approval of the president in matters concerning major policy, capital expenditure and budgetary proposals. The president will seek advice regarding such proposals from the Athletic Committee or its successor committee of the Governing Board prior to making recommendations concerning athletic policies and issues that require action by the entire Governing Board.
- 3.1.5. The president shall prepare an annual performance evaluation of the director of athletics. As with other senior administrative appointments, a summative performance evaluation will be performed periodically and the Board of Governors consulted prior to making contract renewal and/or extension offers.
  - 3.1.5.1. The criteria for the performance evaluation shall include, but not limited to, the following:
    - a. Commitment to the health and safety of student-athletes;
    - b. Commitment to the academic performance of student-athletes;
    - c. Administration of the athletics program;
    - d. Administration of the athletics budget;
    - e. Knowledge of and full compliance with NCAA, conference, and university rules;
    - f. Commitment to ethical conduct and integrity;

- g. Representation of the university;
- h. Ability to recruit coaches who can be competitively successful and fulfill the mission and goals of the university.

### **3.2. Appointment of Head Coaches**

- 3.2.1. Head coaches are appointed by the director of athletics after obtaining the advice and approval of the president. The president will consult with the Athletic Committee or its successor committee of the MUBOG before head coaching appointment decisions are finalized.
- 3.2.2. All head coaches will be evaluated by the director of athletics annually in accordance with the following criteria:
  - a. Commitment to the health and safety of student-athletes;
  - b. Commitment to the academic performance of student-athletes, including; class attendance, graduation rates, and adherence to NCAA, conference, and university rules;
  - c. Academic eligibility and graduation rates of student athletes on his/her team
  - d. Administration of his/her team's budget;
  - e. Performance as a practice coach;
  - f. Performance as a game coach;
  - g. Performance as a recruiter;
  - h. Involvement with athletic fundraising;
  - i. Commitment to ethical conduct and integrity;
  - j. Representation of the university;
  - k. Personal conduct.

## **4. NCAA AND CONFERENCE RULES**

### **4.1. Commitment to NCAA Rules**

The director of athletics, or his/her representative, will inform and hold responsible all Athletics Department personnel, representatives of athletics interests, members of booster groups, enrolled student-athletes, and other relevant parties of Marshall University's commitment to NCAA and conference rules.

### **4.2. Point of Contact with NCAA and the Conference Office**

There are five officials on campus empowered to contact the NCAA directly (NCAA Faculty Athletics Representative Handbook). They are: the President, the Athletic Director, the Senior Women's Administrator, the Compliance Officer and the Faculty Athletic Representative.

Ordinarily all communications with the NCAA and conference offices will be coordinated through the director of athletics or his/her designee.

### **4.3. Athletics Department Personnel Responsibility to Adhere to NCAA and Conference Rules**

All Athletics Department personnel are required to adhere to NCAA and conference rules. Contractual agreements between a coach and the university shall include the stipulation that the coach may be suspended, for a period of time, without pay, or that the coach's employment may be terminated, without further payment, if the coach is found to be knowingly involved in major violations of NCAA and/or conference rules. The term "major violation" is defined in the NCAA Manual 19.02.2.2.

#### **4.4. Notification and Continuing Education of Compliance Personnel**

- 4.4.1. The president will notify the appropriate university personnel in writing of their formal compliance responsibilities.
- 4.4.2. The director of athletics will be responsible for seeing that all university personnel with compliance responsibilities receive continuing education to reinforce their understanding of NCAA and conference rules.

#### **4.5. Responsibilities**

- 4.5.1. Annually, the president will reaffirm his/her commitment to the NCAA's principles of fair play and amateur athletics competition by signing the NCAA Certification of Compliance.
- 4.5.2. The director of athletics and the faculty athletics representative will meet with the president prior to NCAA and conference meetings, as necessary, and the president will advise the director of athletics and the faculty athletics representative of university positions on major issues.
- 4.5.3. A rules compliance statement will be a part of letters of appointment, performance evaluations and job descriptions for all administrative staff outside of the athletics department, who are involved or associated directly with the athletics program.
- 4.5.4. The registrar and the faculty athletic representative shall certify compliance with rules regarding admissions and eligibility of student-athletes and report irregularities to the director of athletics and the president.
- 4.5.5. The director of student financial aid shall monitor and certify compliance with rules regarding financial aid of student-athletes and report irregularities to the director of athletics and the president. The President shall notify the Chair of the Athletic Committee or its successor committee of the MUBOG.
- 4.5.6. The director of athletics shall monitor and ensure compliance with NCAA and conference rules by all Athletic Department personnel. Rules violations will be self-reported to the NCAA and/or conference offices.

#### **4.6. Continuing Education Regarding NCAA and Conference Rules**

- 4.6.1. All coaches must participate annually in continuing education programs regarding NCAA and conference rules.
- 4.6.2. Each year, the director of athletics or his representative will stress to all athletics program personnel the necessity to self-report possible NCAA and conference rules violations. Coaches must self-report possible violations to the director of athletics.

#### **4.7. Policies Regarding the Recruiting of Student-Athletes**

- 4.7.1. Student-athletes are members of the student body and subject to applicable student processes, policies, and expectations from admission to graduation
- 4.7.2. The university adheres to the rules of the NCAA governing the recruiting of student-athletes. Also, in accordance with NCAA rules, the university has a written policy for prospective student-athletes' official visits to campus.
- 4.7.3. In accordance with NCAA rules, representatives of athletics interests (as defined in the NCAA Manual 13.02.11) are prohibited from any on- or off-campus recruiting contacts with prospective student-athletes, and their relatives or legal guardians, including correspondence and telephone calls.
- 4.7.4. To ensure compliance with NCAA rules, Marshall University Athletics Department administration will explain these recruiting restrictions to the representatives of the university's athletics interests through educational sessions and/or written communication

#### **4.8. Procedures for Verifying the Continued Eligibility of Student-Athletes**

- 4.8.1. Marshall University will follow all NCAA eligibility academic rules as found in Bylaw Article 14 of the NCAA Manual. In determining a student-athlete's eligibility, Marshall University will use the following procedures:
  - a. For first year student-athletes, initial eligibility certification is to be completed by the Associate Athletic Director for Compliance in conjunction with the Buck Harless Student-Athlete Program and the Eligibility Coordinator.
  - b. For enrolled student-athletes, each student-athlete's academic standing will be checked by the registrar after each fall, spring, and summer period of enrollment.
- 4.8.2. All determinations of eligibility are to be made by the registrar. The registrar, the faculty athletics representative, and the athletic eligibility coordinator will certify each student-athlete's eligibility and Athletics Department personnel will verify that eligibility.
- 4.8.3. The Athletic Department will maintain a student-athlete database to ensure that proper records are kept with regard to student-athletes' athletic participation history.
- 4.8.4. The Buck Harless Student-Athlete Program and the Eligibility Coordinator will continually check the "course drops" for student-athletes to ensure they maintain their full-time academic status as defined by the NCAA Manual 14.1.8.

### **5. ATHLETICS PROGRAM ORGANIZATION AND ADMINISTRATION**

#### **5.1. The Director of Athletics**

- 5.1.1. All Athletic Department personnel, including all coaches, shall report to the director of athletics.
- 5.1.2. The director of athletics shall hire all Athletic Department personnel and must receive the advice and approval of the president regarding the hiring of head coaches and the advice of the Athletic Committee or its successor committee of the MUBOG.
- 5.1.3. The director of athletics shall have full authority to terminate the employment of any Athletic Department personnel. However, the approval of the president must be obtained prior to the termination of any head coach. The president will inform the Athletic Committee or its successor committee of the MUBOG in such matters.
- 5.1.4. The director of athletics, or his/her representative, shall conduct required NCAA exit interviews with student-athletes in accordance with NCAA rules.
- 5.1.5. Candidates for all Athletic Department positions shall be assessed with regard to their willingness and ability to abide by NCAA and conference rules.
- 5.1.6. In searches for candidates for head-coaching positions, a university official shall contact the NCAA National Office to determine whether those under serious consideration have been involved in NCAA rule violations.

#### **5.2. Faculty Athletics Representative**

- 5.2.1. The president shall designate a member of the faculty to serve as the faculty athletics representative (FAR) who is an at-will appointee and will serve an initial four-year term. The FAR may be reappointed for additional two-year terms at the discretion of the president. The faculty athletics representative shall:
  - a. Assure that the institution's academic integrity is being maintained in athletics;
  - b. Have full access to academic records of student-athletes;

- c. Assure that student-athletes are afforded opportunity and support to successfully complete their degree program;
- d. Oversee NCAA and conference compliance efforts;
- e. Report relevant matters involving intercollegiate athletics to the president, director of athletics, the Faculty Senate, and the Athletic Committee or its successor committee of the MUBOG.

### **5.3.1. University Athletics Advisory Committee**

The Athletics Advisory Committee monitors the goals of the athletic department in relation to supporting the educational objectives, academic progress and general welfare of student-athletes. This committee is comprised of appropriate campus constituencies and serves as a forum for input into the formulation of policies relating to the conduct of the athletics program and the periodic review of such policies with respect to implementation and effectiveness. This body is responsible for ensuring that academic standards and policies applicable to student-athletes are consistent with those enacted by Marshall University for the student body in general or NCAA standards, whichever is higher.

All committee member appointments are made by the President. The composition of the committee shall be as follows:

- Four faculty members appointed in consultation with the Faculty Senate
- The Faculty Senate "liason" to the Faculty Senate Athletic Committee
- The president of the Faculty Senate
- A member of the Board of Directors of the Big Green Scholarship Foundation
- The Faculty Athletics Representative
- One representative of the Classified Staff selected in consultation with the Staff Council
- The Dean of Students
- The Associate Athletic Director for Compliance
- The Provost of the University
- The Athletic Director

It shall be the duty of the Athletic Director to convene the Committee within 30 days from the commencement of the fall and spring semesters of each academic year.

### **5.3.2. Responsibilities of the Athletics Advisory Committee**

- a. Provide input into the formulation of policies relating to the conduct of the athletics program and periodically review the implementation and effectiveness of such policies.
- b. Monitor the goals, policies and procedures of the athletic program with regard to athletic eligibility, academic standards and services, NCAA rules compliance and recertification, equity, and facilities.
- c. Provide a representative for Athletic Department search committees as requested.
- d. Provide advice to the Athletic Department or the administration on specific matters, as requested.

## **6. ATHLETICS PROGRAM FINANCES**

### **6.1. Institutional Support**

- 6.1.1. Marshall University will strive to make the Athletic Department financially self-sufficient. Nevertheless, the level of athletic funding by Marshall may include state and federal appropriated funds, student fees, equity fees, tuition waivers, and other resources as a base level of support. The Governing Board will consider Title IX requirements and all expenses controlled by the University,

including, but not limited to, salaries, benefits, and scholarships when considering increases in student fees and institutional support.

- a. Data from other conference institutions may be used as a guide in budget proposals, which address the necessary resources for the Athletic Department to be competitive in the conference in which the institution is a member.
- b. Subject to approval by the Governing Board, "department-generated revenue" from sources including, but not limited to, ticket sales, fundraising, marketing rights, and any expense savings may be reinvested in Athletic Department activities in order to assist the department to be competitive at the conference and national level.
- c. The president must approve the budget of the Athletic Department which will be incorporated into the university's annual budget and submitted to the Governing Board for approval.

## **6.2. Coaches' Outside Income**

- 6.2.1. All Athletic Department personnel at Marshall University shall be required to:
  - a. Submit a detailed account for all athletically related income and benefits from sources outside the institution. (Must be provided on an annual basis.)
  - b. Receive permission from the president to use the institution's name or logo in the endorsement of commercial products or services for personal gain after receiving advice and consent of the Athletic Committee of the MUBOG.
  - c. Receive approval from the president to accept outside compensation or gratuities from athletics shoe, apparel, or equipment manufacturers in exchange for the use of such merchandise during practice or competition after receiving advice and consent of the Athletic Committee of such proposals.

## **6.3. Grants-in-Aid to Student-Athletes**

- 6.3.1. Financial aid for student-athletes shall be governed by NCAA rules.
- 6.3.2. Federal student aid regulations require that all financial aid be coordinated by the office of student financial aid. Similarly, the NCAA requires that all financial aid administered to student-athletes by the institution go through its regular financial aid authority.
- 6.3.3. The director of athletics shall designate one individual as the liaison with the office of student financial aid to ensure proper communications and compliance.
- 6.3.4. The director of student financial aid shall monitor individual eligibility with athletic and countable aid, whereas the office of compliance shall be responsible for complying with team limits.
- 6.3.5. The director of student financial aid shall approve athletic grants-in-aid.

## **7. ADMISSION AND FINANCIAL AID**

- 7.1. All decisions regarding the admission of prospective student-athletes shall be made by the director of admissions or a member of his/her staff. Any prospective student-athlete who is to be admitted under an exemption will be reviewed by the Admissions Committee for a decision using current institutional policies.
- 7.2. All decisions regarding the packaging of need-based financial aid for student-athletes shall be made by the director of student financial aid or his/her staff.

## **8. SERVICES FOR STUDENT-ATHLETES**

### **8.1. Services Provided**

- 8.1.1. The following services will be provided to student-athletes by the Buck Harless Student-Athlete Program:
  - a. orientation to the campus and campus life;
  - b. academic tutoring and counseling for academic guidance;
  - c. counseling regarding summer job and postgraduate job opportunities.
  - d. academic counseling to maintain athletic eligibility and progress toward graduation.
- 8.1.2. Student-athletes may be required by their coach and/or the Athletic Department to use these services as a condition of their sport participation.
- 8.1.3. "CHAMPS" is a program offered by the Athletics Department in conjunction with the Buck Harless Student-Athlete Program, which focuses on the individual student as a whole - academically, athletically, and emotionally. Participation is mandatory for all student-athletes. The five components of CHAMPS are:
  - a. Athletics;
  - b. Academics;
  - c. Personal Development;
  - d. Career Development;
  - e. Service.

## **9. SPORTSMANLIKE CONDUCT IN INTERCOLLEGIATE ATHLETES**

### **9.1. Sportsmanlike Conduct**

- 9.1.1 Sportsmanlike conduct is an essential element of Marshall University's reputation during competition between intercollegiate athletic teams. As highly visible representatives of Marshall University, student-athletes, coaches, and all athletic department personnel are expected to portray the mission, goals and objectives of the Athletic Department. Unsportsmanlike conduct will never be tolerated at Marshall University in any form. The specific rules governing sportsmanlike conduct are enumerated in both the NCAA and conference manuals and each sport's playing rules. Head coaches are to provide student-athletes with training regarding appropriate conduct and make all participants aware of the NCAA and conference sportsmanlike rules.

## **10. PREVIOUS POLICIES AND EXECUTIVE ORDERS**

This policy voids and supersedes all previous policies and executive orders pertaining to intercollegiate athletics, including but not limited to, Executive Bulletin #2, originally approved March 1, 1993 and revised July 13, 2001.