

**GUIDELINES**

**FOR THE**

**UNIVERSITY ATHLETICS COMMITTEE**

**WESTERN KENTUCKY UNIVERSITY**

**FALL 2001**

*Revised November 9, 2006*

*Revised December 1, 2016*

*Revised April 24, 2019*

1) **Name**

The name of this committee shall be the University Athletics Committee (UAC) of Western Kentucky University.

2) **Purpose and Function**

- 2.1 Western Kentucky University is a member of the National Collegiate Athletic Association and is, therefore, obligated to uphold the Constitution and Bylaws of this parent association. Each institutional member must exercise the control and responsibility for the conduct of intercollegiate athletics at that institution. Administrative control and/or faculty control constitutes institutional control. Administrative and/or faculty members must constitute at least a majority of the athletic advisory board.
- 2.2 The University Athletics Committee of Western Kentucky University shall act as the advisory body to the President and the Athletics Director to achieve a competitive and balanced intercollegiate athletics program.
- 2.3 The responsibilities of the University Athletics Committee are:
- 2.3.1 To represent the interests of the student athlete by ensuring that scholarship and class attendance are not compromised. The Guidelines recommend a maximum of five MWF class misses and three TR class misses. Class attendance during pre-season and/or post-season tournament play will be handled on an individual basis.
  - 2.3.2 To review all athletic schedules in order to protect the interests of the University.
  - 2.3.3 To consider, advise, and suggest administrative action on matters pertaining to the athletic program, including measures regarding compliance with NCAA and conference legislation.
  - 2.3.4 To remain informed on Title IX and gender equity compliance.
  - 2.3.5 To provide advice and guidance concerning the athletic budget upon request of the Athletics Director, subject to normal university budgeting procedures.
  - 2.3.6 To provide recommendations to the President on athletics activities that will promote a competitive and balanced intercollegiate athletics program.
  - 2.3.7 To advise the President on policy questions regarding the NCAA and affiliated conferences.
  - 2.3.8 To consider other athletics-related matters as required by the President or the Athletics Director.

### 3) Fiscal Year

The fiscal year of the University Athletics Committee shall be September 1 through August 31.

### 4) Membership

- 4.1 The University Athletics Committee shall be composed of up to 18 voting members.
- 4.2 The Faculty Athletics Representative (FAR), appointed by the President, shall serve as Chair of the Committee and is a voting member. The President shall have sole discretion in the appointment of the FAR.
- 4.3 The committee, by its membership, should represent a diversity of talents and perspectives. The President shall make all appointments to the Committee from lists of nominees provided to the UAC from the University Senate, the SGA, and Student Athlete Advisory Committee. The composition of the committee shall be as follows:
  - 4.3.1 Voting members:
    - 4.3.1.1 Four students. Student representatives must have at least a sophomore standing at the time their membership begins and be in good academic standing with a 2.5 GPA or above. Two representatives shall be SGA members, and two representatives shall be selected from the Student Athlete Advisory Committee.
    - 4.3.1.2 One faculty member representing each college and the library. These members should be interested in a meaningful athletic program. If a faculty member is unable to attend a meeting of the committee, the member may identify another faculty member from the college to attend the meeting in his/her place and vote by proxy for the member.
    - 4.3.1.3. Members who shall serve by virtue of their office include the Athletics Director; the individual responsible for NCAA compliance at the university; the General Counsel or designated appointee; the University Registrar or designated academic compliance official; the Senior Woman Administrator. Others may be invited to UAC meetings as determined by the UAC and/or the FAR.
    - 4.3.1.4. The President, or the FAR with the President's approval, may appoint additional members to the Committee based upon their interest in a meaningful athletic program and special knowledge or expertise in the area of Athletics.

4.4 Terms of membership are effective September 1 of each year. Each appointed member, with the exception of the FAR, may be reappointed for only one successive term. Appointed members shall continue to serve after the expiration of their term until they are reappointed, or until a replacement has been appointed.

4.4.1 Each student member shall be appointed for a one-year term.

4.4.2 Each faculty member shall be appointed for a three-year term.

4.4.3 The FAR may be reappointed at the discretion of the President.

## 5) Regular Meetings

5.1 Meetings shall be scheduled monthly on a day and time set by the Committee at its first meeting of the academic year.

5.2 Should the Chair be unable to attend the meeting, he or she shall designate another member of the Committee to conduct the meeting.

5.3 The agenda for each regular meeting shall be set by the Chair and distributed to each member prior to the meeting.

5.4 The following topics shall be included in the agenda for a regular meeting:

5.4.1 Approval of the minutes for the previous regular meeting.

5.4.2 Comments by the Athletics Director.

5.4.3 Comments by the Associate Athletic Director for Compliance.

5.4.4 Comments by the Senior Woman Administrator.

5.4.5 Those items outlined in 2.3, as necessary.

5.5 The FAR shall attend a Student Athlete Advisory Committee meeting at least once a semester.

5.6 The FAR may review certification and eligibility information with the individual responsible for NCAA compliance at the university and the University Registrar, or designated academic compliance official, at appropriate intervals.

5.7 A simple majority of voting members constitutes a quorum. All votes are decided by a simple majority of voting members present.

**6) Subcommittees**

- 6.1 Subcommittees may be named at the discretion of the Chair.
- 6.2 Membership of any subcommittee may be determined by the Chair.

**7) Annual Report**

- 7.1 The Committee shall issue a report each year to the President. This report shall include but not be limited to:
  - 7.1.1 A summary of the Committee's activities and issues discussed during the year.
  - 7.1.2 The Committee's recommendations, if any, concerning these issues.
- 7.2 The Chair of the Committee shall be responsible for ensuring that the report is prepared.

**8) Review of Guidelines**

The UAC shall review the Guidelines for the University Athletic Committee as needed. A mandatory review of the guidelines must occur no less than once every 7 years.