



University Athletic Association

2008

Conference Self-Study

**Brandeis University
Carnegie Mellon University
Case Western Reserve University
Emory University
New York University
University of Chicago
University of Rochester
Washington University in St. Louis**

Where Theory Meets Practice

THE THEORETICAL...

Academic excellence and athletic excellence are not mutually exclusive.

The academic enterprise is the primary element.

Athletic excellence properly relates to the caliber of experience offered to students.

Athletic programs should reflect the quality of the academic environment within which they exist.

A consistent and challenging level of athletic competition should be provided to both women and men.

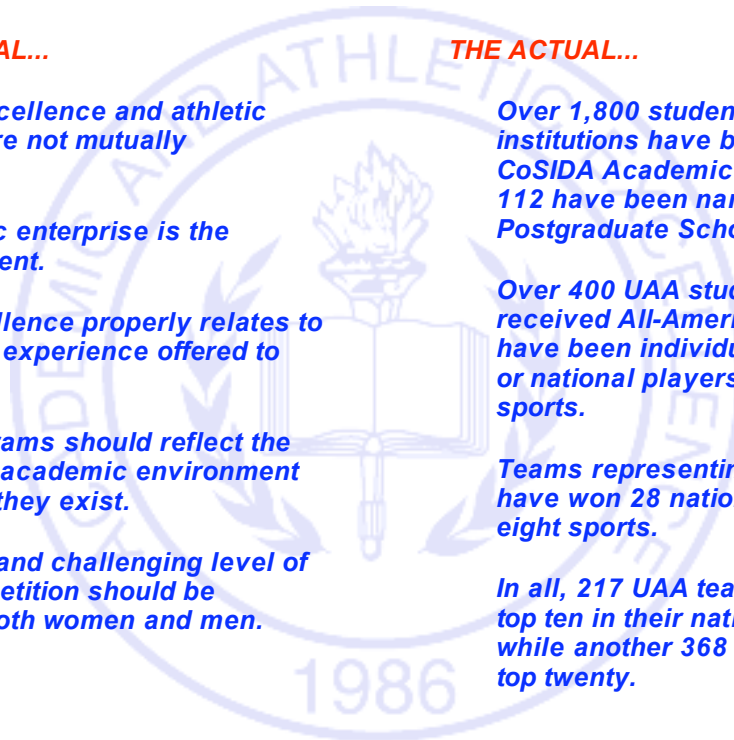
THE ACTUAL...

Over 1,800 student-athletes from UAA institutions have been recognized as CoSIDA Academic All-Americans, and 112 have been named NCAA Postgraduate Scholars.

Over 400 UAA student-athletes have received All-America honors, and 119 have been individual national champions or national players of the year in their sports.

Teams representing UAA institutions have won 28 national championships in eight sports.

In all, 217 UAA teams have finished in the top ten in their national championships, while another 368 teams finished in the top twenty.



University Athletic Association
Conference Self Study
April 13, 2008

OVERVIEW

This self-study was conducted as required by NCAA Bylaw 3.3.4.6. The resulting report covers the following subject areas:

- Statement of Philosophy
- General Conference Profile
- Organizational Structure and Responsibilities
- Competition and Sport Sponsorship
- Gender Equity and Diversity
- Conference Operations
 - *Governance*
 - *Rules Compliance*
 - *Scheduling of Athletic Competition*
 - *Sportsmanship and Ethical Conduct*
 - *Officiating*
 - *Conference Staff*
 - *Public Relations and Service Bureau Functions*
 - *Finance*
 - *Technology*
- NCAA, Regional, and National Involvement
- Student-Athlete Inclusion and Development
- Awards and Recognition
- Research and Survey Activity

STUDY, REVIEW, AND COMMENT PROCESS

In April of 2006, the *UAA* Presidents Council directed the *UAA* Executive Committee to take the lead in conducting the self-study and drafting an initial report. During its Fall, 2006 meeting the Executive Committee conducted a review of current practices, governing documents, and archival information using the Conference Self Study Guide provided by the NCAA as a framework. Based on that review Executive Secretary Dick Rasmussen was charged to compose a draft report. The initial draft report was reviewed by the Presidents Council at its April, 2007 meeting and subsequently forwarded to the *UAA* Athletic Administrators Committee, Student-Athlete Advisory Committee, and Delegates Committee for review and comment during their regularly scheduled governance meetings during the summer and fall of 2007. These committees were asked to give consideration to the following questions as they reviewed the draft report and provided feedback and suggestions to the Executive Committee.

- Does the report accurately reflect the policies and practices of the Association both in spirit and substance?
- Are there policies or practices that should be reviewed in more depth, modified, or abandoned?
- Are there ways in which the Association can improve strategically—in the short term or over time?

Individuals were also provided a copy of the NCAA Division III Conference Self-Study Guide (CSSG) as a reference in reviewing the draft *UAA* report. Suggestions and revisions were incorporated into a final draft that was reviewed and approved by the *UAA* Presidents Council during its April 13, 2008 meeting.

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STATEMENT OF PHILOSOPHY

The following statement of philosophy outlined the conceptual framework of the University Athletic Association at the time of its formation in 1986 and remains the cornerstone of its mission today.

“For some time, there has been a growing concern among many college administrators over the direction of college athletics. There is a need for a collective public statement as to what college athletics can be — indeed, what college athletics is in the majority of colleges and universities today. The institutions of the **University Athletic Association (UAA)** believe the time has come to make the strongest possible statement that intercollegiate athletics have a proper role in our colleges and universities, that this role must subsume the athletic enterprise to the academic missions of institutions of higher education and that standards of moral and ethical behavior in the conduct of intercollegiate athletics must be unequivocally articulated and followed. By their association, the institutions of the *UAA* are committed to act in concert to reaffirm these beliefs.

The eight members of the *UAA* are Brandeis University • Boston; Carnegie Mellon University • Pittsburgh; Case Western Reserve University • Cleveland; Emory University • Atlanta; New York University; the University of Chicago; the University of Rochester; and Washington University in St. Louis.

The participants in this association are private, research institutions in major metropolitan areas, who are committed to the NCAA Division III philosophy. They are similar institutions in many ways. They are research universities with several undergraduate programs and divisions as well as graduate and professional programs. Their academic programs are among the best in the country. Their undergraduate populations are also similar.

Although these institutions do not share a common history or saga, they do share a somewhat similar pattern in their historical development. In their beginnings, they rose from unique educational missions peculiar in many ways to the needs of their local metropolitan areas and founding constituencies. During their early years, they developed reputations in their regions as respected institutions, and more recently, they have gained greater national prominence.

Over the last few years, these schools have also shown a greater commitment to raising the quality of undergraduate life on the campuses to a level comparable to the quality of the academic experiences available to their students.

UAA members also share the belief that academic excellence and athletic excellence are not mutually exclusive. Implicit in this belief are several sets of assumptions. The first is that the academic enterprise is the primary element. Student-athletes are just that — students first and athletes second. In practice, this means that institutions will not admit athletes with standards separate from the standards for the aggregate pool of applicants. Similarly, institutional policies regarding financial aid, academic progress, student services and the like for athletes will be reflective of policies for all students.

The second set of assumptions has to do with athletic excellence. Athletic excellence is not to be confused with a win-at-all-costs attitude, but properly relates to the caliber of experience offered to students who participate in intercollegiate athletics. Athletic teams should have the benefit of qualified coaching — capable individuals chosen for professional competence and commitment to putting the welfare of the student first. They should play and practice in first-rate facilities at reasonable times. Their equipment should be safe, of high quality, and conducive to the best performance possible. A consistent and challenging level of athletic competition should be provided for both men and women.

The final assumptions concern what might be termed a proper athletic emphasis. Athletic programs are not considered income centers, nor are they public entertainment. They are extracurricular activities for students and should be given consideration similar to other such institutionally sponsored activities. Their quality should complement the academic experience. Their quality should reflect the quality of the academic environment within which they exist. Division III is an approach to athletics — not a synonym for third-rate.

The members of the **University Athletic Association** believe that the *UAA* can become a focal point for improving morale and a sense of community among students, faculty, staff, alumni and others. The support directed to the student-athletes in their endeavors, while central to this effort, can benefit all students, particularly if one of its driving forces is the desire to improve the quality of student life in all its aspects.

The **University Athletic Association** is a statement of what college athletics can and should be. The provision of a quality college athletic experience is worth the expense required of an institution. It is worthwhile first because it benefits the student-athletes, but also because it benefits the entire campus community and, in turn, the institution itself. Further, the success of college athletics is wholly dependent upon institutional integrity and the ability of institutions to complete the full integration athletics into the academic fabric of higher education.”

GENERAL CONFERENCE PROFILE

The members of the University Athletic Association comprise a unique group of institutions in higher education and intercollegiate athletics. They are Brandeis University • Waltham, Massachusetts; Carnegie Mellon University • Pittsburgh, Pennsylvania; Case Western Reserve University • Cleveland, Ohio; Emory University • Atlanta, Georgia; New York University • New York, New York; University of Chicago • Chicago, Illinois; University of Rochester • Rochester, New York; and Washington University • St. Louis, Missouri.

All eight are classified Research Universities with Very High Research Activity under the designation system of the Carnegie Foundation (Carnegie, 2006). All are members of the American Association of Universities (AAU), an organization comprising 62 of the most prominent research universities in the United States and Canada. With the exception of New York University, however, the *UAA* members are among the smallest of these institutions, with enrollments ranging from 3,000 to 6,000 full-time undergraduate students.

All sponsor extensive graduate and professional programs ranging from the arts and sciences, music, engineering, and architecture to education, social work, business, law, and medicine. They are among the most highly endowed institutions in the country with six of the eight consistently listed among the fifty most highly endowed American colleges and universities

according to statistics published annually in the Chronicle of Higher Education. Their faculties and graduates include an impressive list of Nobel laureates, and their graduate programs are among the most selective and prestigious in the country. The undergraduate programs of the *UAA* membership are also highly ranked. All eight have been ranked in the top forty institutions nationally in the U.S. News and World Reports rankings of top colleges and universities. The only other group of institutions with comparable composite rankings is the Ivy League.

Since its inception in 1986, teams from four *UAA* institutions have won 28 national championships in eight sports; 217 teams have finished in the top ten in their national championships in seven men's sports and seven women's sports; and another 368 teams have finished in the top twenty in their national championships. In 2006-07, the members of the *UAA* earned the second highest average number of points among all Division III conferences in the U.S. Sports Academy Directors' Cup rankings of overall NCAA championship finishes.

Almost 1,800 student-athletes from *UAA* institutions have received All-America honors and 119 have been individual national champions or national players of the year in their sport. At the same time just over 400 student-athletes were named Academic All-Americans and 112 were named NCAA Postgraduate Scholars.

Biennial studies completed by the Association over the last twelve years have consistently shown that the cumulative grade point averages of athletic teams have been statistically equal to the general campus population GPA. In the most recent study, covering the 2006-07 academic year, 48 percent of all women's teams and 43 percent of all men's teams across the *UAA* had average cumulative GPA's equal to or higher than the overall average for their respective campuses. Of the 64 women's teams and 70 men's teams included in the study, 54 women's teams (84 percent) and 42 men's teams (60 percent) met or exceeded the 3.20 GPA standard for nominating individuals for Academic All-America recognition.

ORGANIZATIONAL STRUCTURE AND RESPONSIBILITIES

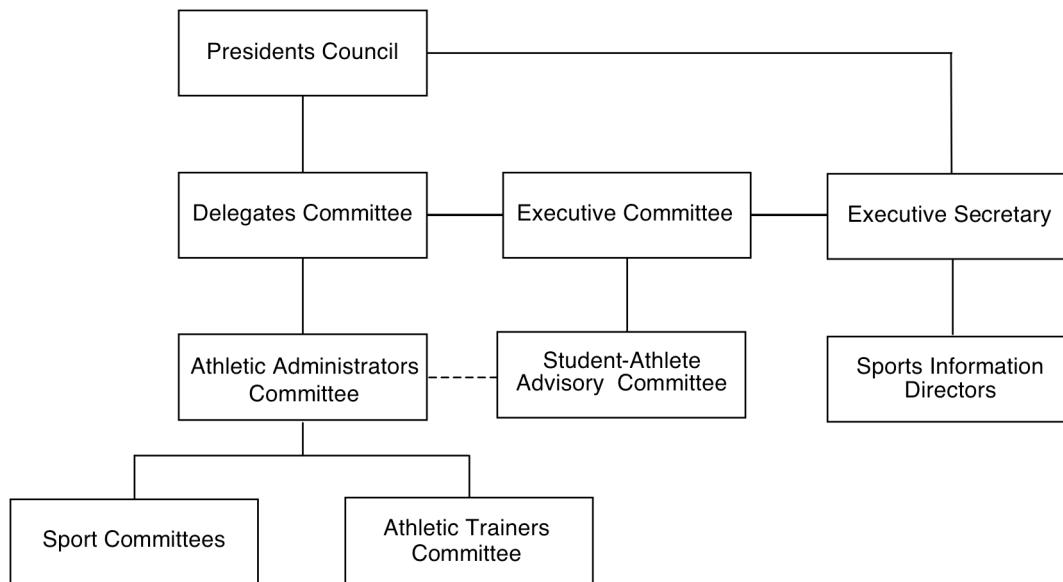
The chief executive officers of the *UAA* member institutions comprise the Presidents Council of the ***University Athletic Association***. This Council approves all recommended changes to the Constitution and Bylaws; reviews and approves applications for membership and all exemptions from membership requirements; and must approve all actions of the other committees of the *UAA*. In addition, the Council may refer matters for consideration or propose legislation for enactment by the Delegates Committee.

The Delegates Committee consists of up to four representatives from each member institution appointed by the chief executive officers of their respective institutions. The *UAA* Constitution states that at least half of the Delegates from each institution shall clearly represent the academic leadership of their respective institutions (i.e. faculty and academic administrators). The Delegates Committee is the principle legislative body of the *UAA*. The committee provides advice to the Presidents Council on policy recommendations and is responsible for implementing policies and directions adopted by the Presidents Council. It also reviews proposed changes to the Constitution and Bylaws, applications for membership, and exemptions from membership requirements and makes recommendations to the Presidents Council regarding such. Through its Executive Committee, the Delegates provide administrative oversight regarding the day-to-day operation of the Association.

The Executive Committee makes appointments to other committees of the Association, in particular, the Sport Committees. It also receives recommendations from all committees, reviews such recommendations, and presents them to the Delegates for action. The committee may also propose legislation to be considered and enacted by the Delegates. Between meetings of the Delegates Committee, the Executive Committee conducts the business of the Association subject to review of the membership of the Delegates Committee at subsequent meetings. Membership of the Executive Committee includes the Chair and Vice Chair of the Delegates Committee whose offices rotate among the member institutions, a Secretary-Treasurer elected from among the Delegates, an at-large member who must be a woman faculty representative or woman administrator, and the Chair of the Athletic Administrators Committee. The Executive Secretary represents the Executive Committee in most of the day-to-day operations of the Association, and reports to the Chair of the committee.

The Athletic Administrators Committee consists of up to three athletic administrators appointed by each institution. These administrators must represent both the men's and women's athletics programs of their respective institutions. The chair of the committee rotates among the member institutions. The committee coordinates the scheduling and operation of athletic competition among UAA members; prepares and submits to the NCAA for action those legislative items recommended by the Delegates Committee and approved by the Presidents Council; and makes recommendations to the Delegates regarding proposed NCAA legislation which may be of interest to the UAA.

The Administrators also review proposals of the Sport Committees regarding policy matters concerning conduct of contests or championships. In these cases all matters which affect either the student-athlete or individual institutions are forwarded for consideration to the Delegates through the Executive Committee.



The membership of the Sport Committees are appointed by the Executive Committee upon recommendation from the participating member institutions and include coaches and athletic administrators. They are responsible for the conduct of Association festivals, round-robin play, play-offs, tournaments, and championships under policies approved by the Association. The committees maintain handbooks for the conduct of competition and recommend playing conditions governing competition to the Delegates through the Athletic Administrators and Executive Committees. Sport Committees meet annually. In those sports which conduct a

festival or championship event, the Sport Committee meetings take place during the festival or championship event. Sport Committees for sports which conduct regular season round-robin competition meet in conjunction with national meetings of their respective coaching associations or on one of the campuses of the participating members. Sport Committees may also meet by conference call when necessary or more convenient.

The Student-Athlete Advisory Committee conducts one in-person meeting annually. The committee may also meet via conference call or other electronic means as necessary. The committee comprises one male and one female representative appointed by their respective institutions. The SAAC considers and makes recommendations regarding student-athlete welfare issues. The SAAC also reviews and recommends voting positions on proposed NCAA legislation.

The Athletic Trainers Committee comprises the head athletic trainers of the member institutions. The committee meets annually at the athletic trainers' national convention. The Athletic Trainers Committee makes recommendations to the Athletic Administrators regarding athletic training and medical safeguard issues related to athletic competition within the Association.

The Athletic Administrators Committee meets formally twice each year. They meet in conjunction with the national conventions of the NCAA and in late spring at the National Association of College Directors of Athletics or on a member campus. The Athletic Administrators also meet on an as-needed basis in conjunction with the meetings of the Delegates Committee.

The Delegates Committee meets at least once annually with the Annual Meeting taking place in the fall. Meeting sites generally rotate among the member campuses, but may also include off-campus sites. The Executive Committee convenes at least twice annually, including meetings one day prior to each Delegates Committee meeting.

The Presidents Council meets annually. At present, the Council meets in conjunction with the spring meeting of the American Association of Universities to which all UAA members belong. The Council has also met as needed in conjunction with the fall meeting of the AAU.

COMPETITION AND SPORT SPONSORSHIP

The ***University Athletic Association*** sponsors competition in 22 sports including 12 sports for men and 10 sports for women. The UAA Bylaws require member institutions to sponsor competition in a minimum of seven sports for men and seven sports for women in which the Association sponsors competition including two round-robin sports for men and two round-robin sports for women. Members are expected to compete in all sports for which the Association sponsors competition and the member institution sponsors a team. It is the prerogative of each institution to determine those sports in which it shall sponsor teams. A process for waiving these requirements is provided.


Regular-season round-robin competition is sponsored in six sports including football, men's and women's soccer, men's and women's basketball, and volleyball. The volleyball teams and men's and women's basketball, soccer, and tennis teams of the UAA have been granted an automatic qualification berth in their respective NCAA Division III national championships. Men's and women's teams travel together and play a combined schedule in both soccer and basketball.

Round robin tournaments are sponsored in four sports including volleyball, wrestling, baseball, and softball. Competition in volleyball includes a round-robin schedule played over two weekends and an end-of-season championship tournament. The baseball and softball championships are held in Florida in conjunction with the spring break trips scheduled by the participating teams.

Championship tournaments or meets are conducted in twelve sports including golf and wrestling as well as men’s and women’s cross country, swimming and diving, indoor track and field, outdoor track and field, and tennis. Men’s and women’s championships are held simultaneously alternating men’s and women’s events at the same site with the exception of tennis which is conducted at separate men’s and women’s sites on two weekends due to logistical considerations.

Association team champions are determined in all sports except fencing. In order to be considered a UAA championship sport, at least three member institutions must sponsor and compete in the championship for that sport. All-Association teams are also selected in all championship sports, and most sports also determine a player of the year or most outstanding performer as well as a rookie of the year. The Association also selects UAA male and female Athletes of the Week in all sports.

Sport	Brandeis	Carnegie Mellon	Case	Emory	NYU	UC	UR	WU	Total Teams
Football		√	√			√		√	4
Men’s Soccer	√	√	√	√	√	√	√	√	8
Women’s Soccer	√	√	√	√	√	√	√	√	8
Men’s Cross Country	√	√	√	√	√	√	√	√	8
Women’s Cross Country	√	√	√	√	√	√	√	√	8
Volleyball	√	√	√	√	√	√	√	√	8
Men’s Basketball	√	√	√	√	√	√	√	√	8
Women’s Basketball	√	√	√	√	√	√	√	√	8
Wrestling			√		√	√			3
Men’s Swimming & Diving	√	√	√	√	√	√	√	√	8
Women’s Swimming & Diving	√	√	√	√	√	√	√	√	8
Men’s Fencing	√				√				2
Women’s Fencing	√				√				2
Men’s Indoor Track & Field	√	√	√	√	√	√		√	7
Women’s Indoor Track & Field	√	√	√	√	√	√		√	7
Baseball	√		√	√			√	√	5
Softball	√		√	√			√	√	5
Golf	√	√		√	√		√		5
Men’s Outdoor Track & Field	√	√	√	√	√	√		√	7
Women’s Outdoor Track & Field	√	√	√	√	√	√		√	7
Men’s Tennis	√	√	√	√	√	√	√	√	8
Women’s Tennis	√	√	√	√	√	√	√	√	8
Total UAA Sport Participation	20	17	19	18	19	17	14	18	142

 Does not sponsor sport

GENDER EQUITY AND DIVERSITY

A review of the records of the formational meetings of the *UAA* show several strong, clear statements articulating the intent that “women’s programs must be included in the new association with the same degree of support as men’s programs.” As a result one of the Fundamental Principles articulated in the *UAA* Constitution states that “Equal opportunities in athletics shall be provided for men and women.” This commitment to equity and excellence throughout the athletic enterprise are found in the Association’s Statement of Philosophy as well.

From its inception, men’s and women’s teams across the *UAA* have traveled and competed together. Women’s and men’s soccer and basketball teams play a unified schedule in which both teams play the same institutional opponents on the same day at the same venue. The order of contests are alternated in a manner that women’s and men’s coaches, as well as athletic and academic administrators, agree makes sense for their student-athletes and provides equitable competitive experiences. Championships in cross country, swimming and diving, and track and field have always been conducted as joint championships, alternating men’s and women’s events.

The support provided to women’s teams across institutions as well as in the conduct of Association competition is evidenced in many ways. One example is the level of achievement of women’s teams from *UAA* institutions in NCAA championships. Of the 28 Division III championships won by teams from *UAA* institutions during its history, 22 have been won by women’s teams from a total of four institutions across five sports.

This commitment to gender equity is also reflected in the organization of the Sport Committees of the Association. Rather than meeting as separate men’s and women’s committees, the coaches of men’s and women’s teams meet as one committee to govern their respective sports, making accommodations as necessary for issues that are on occasion gender-specific.

The *UAA* has benefited from the contributions of leaders who have reflected the ethnic, racial, and gender diversity of their respective institutions. The leadership of women throughout the history of the *UAA* is one manifestation of this diversity. Two of the founding presidents were women as was the first chair of the Athletic Administrators Committee. Four women have served as Directors of Athletics on member campuses since the *UAA* was founded. All member institutions of the *UAA* include their Senior Woman Administrator among their representatives to the Delegates Committee, the primary deliberative governance body of the Association. More formally, the Association bylaws provide that there shall be an at-large member of the Executive Committee who is a female administrator or faculty representative and that the institutional representatives to the Athletic Administrators Committee shall represent the interests of men’s and women’s athletics.

The *UAA* is committed to fostering a supportive and inclusive atmosphere for all its student-athletes and coaches. Numerous members of the Delegates Committee and Athletic Administrators Committee have participated in the NCAA Workshop on Understanding Diversity and Building Community. Members of the Association’s Student-Athlete Advisory Committee have also participated in this workshop. The policies on sportsmanship and event management speak directly to issues of positive support for student-athletes, coaches, and officials seeking to provide competitive experiences free of sexist, ethnic, racial comments and other intimidating actions.

The empowerment of campus Student-Athlete Advisory Committees to conduct programming on their respective campuses related to diversity and gender equity through financial support provided via Division III Strategic Initiatives Conference Grant funding is another example of this commitment.

CONFERENCE OPERATIONS

Governance

The governance and operations of the Association are codified in the following five principal documents:

Constitution.....	Statements of defining principles regarding the Association and its policy-level organization
Bylaws	Statements of operational principles and organizational structure
Administrative Procedures	Definition of procedural guidelines, operational policies, and personnel procedures and duties
Site Policies and Procedures.....	General guidelines and operating standards for the conduct of athletic competition applicable across sports
Codes of Conduct.....	Sport specific standards for the conduct of athletic competition

The “Fundamental Principles” enumerated in the *UAA* Constitution articulate a philosophical basis that has informed and guided all subsequent policy and operational development. First, the governance of this Association, as with the control of athletics at each institution, is the ultimate responsibility of the Chief Executive Officers of the member institutions. Second, athletics is integral to the overall educational mission of the member institutions and as such is subject to the same standards of quality, accountability, and policy direction. Third, equal opportunities shall be provided for women and men. Fourth, the Association and its members place confidence in the integrity of each member to carry out the regulations and spirit of the Constitution and Bylaws of this Association with membership granted on this basis.

Throughout its history the members of the *UAA* have chosen to govern themselves and each other on the basis of an assumption of institutional integrity and collegiality, and with the utmost deference to each member institution’s prerogative to make operational and policy decisions that are in the best interests of their respective student-athletes and campus communities.

Rules Compliance

As noted previously, the *UAA* chooses not to enforce regulations beyond those of the NCAA. Further the Association does not maintain a compliance function in addition to that of the NCAA.

The Association Office does, however, provide compliance services in three areas.

The Executive Secretary reviews and processes all requests from member institutions for Medical Hardship Waivers per the applicable NCAA Bylaws. A summary report of these actions is provided to the *UAA* Executive Committee annually. Approximately 10-15 such waivers are processed annually. The Executive Committee serves as the body of review for any appeals of actions taken by the Executive Secretary.

Upon request the Executive Secretary provides interpretations of NCAA Bylaws and provides assistance to member institutions with rules compliance issues. Extensive use is made of the electronic NCAA Legislative Services Interpretations Database in this regard. When necessary the Executive Secretary also consults with the Association’s NCAA Membership Services Conference Liaison before providing interpretations to members.

The Association Office also compiles and submits to the NCAA standard reports of Level II Secondary Violations of NCAA Bylaws on behalf of member institutions.

Scheduling of Athletic Competition

Members of the University Athletic Association seek to provide a high-quality intercollegiate athletic experience to their student-athletes. Toward that end, their athletic programs are extracurricular activities conducted primarily for students. These programs are conducted in a manner integral to the institution and complement the academic experience. They are expected to be consistent with the quality of the academic environment within which they exist.

Members of the Association seek to provide a consistent and challenging level of athletic competition that promotes the achievement of excellence among all participants. Inherent in that notion of excellence is the caliber of the total athletic experience and its proper relation to the academic environment within which these programs are grounded.

Competition within the University Athletic Association is conducted within the framework of the following guiding principles.

- Competition within the Association should be given the highest priority by member institutions and should provide the greatest benefit to the greatest number of student-athletes on the greatest number of teams.
- As a means toward that end, competition within the Association should provide teams and student-athletes with the opportunity to achieve the highest level of performance possible and priority should be given to means that promote these ends.
- There will exist an inherent tension between these two principles. Member institutions should seek to achieve an appropriate balance between them and whenever possible avoid accomplishing one at the expense of the other.
- Competition within the Association should provide student-athletes a substantial regular-season competitive experience and/or a season-ending competitive opportunity of high quality, comparable to the caliber of experience generally suggested by national championship standards.
- Competition within the Association should be conducted under a format that provides the fairest and most comprehensive means of determining an Association champion.

The scheduling of athletic competition seeks to maximize the overall competitive experience for the greatest number of student-athletes across the greatest number of member institutions.

- Scheduling of athletic competition shall be done in a manner that seeks to minimize conflicts with the academic responsibilities of student-athletes. That is it should seek to minimize conflicts for the greatest number of student-athletes across the greatest number of member institutions while taking in account the need to provide a reasonable schedule of competition.
- Whenever possible, reasonable consideration shall be given to the needs and constraints of member institutions and possible conflicting events on their respective campuses or metropolitan areas.
- As a body comprising non-sectarian institutions, the University Athletic Association does not schedule athletic competition with regard to religious holy days. The Association recognizes that from time to time student-athletes may need to make choices regarding

their participation in specific athletic events based upon personal religious beliefs and practices. The Association strongly encourages all member institutions to ensure that student-athletes are not unduly disadvantaged by making such personal choices.

- Although the Association does not schedule athletic competition with regard to religious holy days, it may take into account the availability of significant numbers of student-athletes to compete on specific dates. When it becomes apparent that a significant number of student-athletes may, for personal reasons, not be available to compete such that the fairness or quality of competition or the overall athletic experience of the competition may be adversely affected, consideration may be given to adjusting the scheduling of athletic competition accordingly. In giving such consideration, due care shall be taken that the accommodation of some student-athletes does not simply displace a conflict to other student-athletes.
- This policy recognizes that there will inevitably be circumstances in which student-athletes will need to make choices on whether to compete based on personal circumstances.

Member institutions shall agree to be bound contractually by all schedules for athletic competition as approved by a majority vote of the Athletic Administrators Committee.

- Schedules in the sports of football, basketball, and soccer shall be approved for a minimum cycle of four years.
- Schedules in all other sports shall be approved for a minimum cycle of two years.
- All schedules shall be approved at least one year prior to their effective date.
- Once a schedule has been adopted by the Athletic Administrators Committee, changes to that schedule shall be made only upon a unanimous vote of all the Primary Athletic Administrators of the member institutions.
- Requests for changes to adopted schedules shall be initiated by the Primary Athletic Administrator of the petitioning institution(s) and shall be directed to the Executive Secretary of the Association.

Sportsmanship and Ethical Conduct

The principle of assumed integrity expressed in the *UAA* Constitution and the clear lines of accountability and integration of athletics within the institutional fabric via the academic leadership of member institutions and the *UAA* governance structure have promoted an ethos of collegiality and cooperation that has clearly marked the professional and personal relationships between athletic administrators and coaches, and in turn, student-athletes across the *UAA*.

Student-athletes, coaches, administrators, and faculty take great pride in the high level of sportsmanship and good will demonstrated in and around *UAA* competition and have always expected as much of themselves and each other.

When issues or problems arise between coaches or competing teams, the policy of the *UAA* has been to deal with such matters directly and at the level closest to the issue. For example, if a problem arises between two coaches, they are expected to communicate directly with each other and attempt to resolve the situation. If they cannot resolve the situation directly, the coaches will communicate with their respective athletic directors and the athletic directors will communicate directly with each other. If the athletic directors cannot come to agreement, the same process

will be repeated with the institutions' *UAA* voting delegates, and if necessary, with the institutions' chief executive officers. If no resolution is found between the institutions, the matter will be referred to the *UAA* governance structure via the *UAA* Executive Committee. The role of the *UAA* Executive Secretary in this process is one of facilitator.

In 1994 the *UAA* adopted a statement on sportsmanship and specific policies on event administration and game management. These actions were prompted by one isolated, untoward incident between two teams at the conclusion of an athletic contest. No such incident has occurred since. The *UAA* participates in the NCAA Division III Conduct Foul reporting process for football, men's and women's soccer, men's and women's basketball, baseball, and softball. The numbers of conduct fouls by student-athletes and coaches are among the very lowest in Division III, and the numbers of game ejections are almost non-existent across all sports.

In recent years, the greatest concerns in the area of sportsmanship have centered on fan behavior. The threshold of untoward behavior that is assumed by fans to be acceptable appears to be rising, driven by the larger culture and professional and big-time college sports. While coaches and student-athletes across the *UAA* and across sports have expressed their appreciation for the active voices of their own fans and their opponents' fans and a desire not to do anything that would discourage attendance, concern has been expressed in the limited number of instances where the line of acceptability is being crossed.

The members of the *UAA* have recently joined other conferences and independent institutions in the promotion of the NCAA Division III Fan Sportsmanship Initiative aimed at addressing this situation. In addition, funding available to the *UAA* through the NCAA Conference Initiative Grant program has been allocated to *UAA* campus Student-Athlete Advisory Committees to develop their own campus initiatives around sportsmanship.

The following statements and policies related to sportsmanship and ethical conduct are included in the governing documents of the Association.

Statement on Sportsmanship

It is the responsibility of each University Athletic Association member institution to ensure that:

- The conduct before, during, and after competition of all those representing the participating institutions exemplifies the highest traditions of intercollegiate athletics.
- Competition is conducted in a non-discriminatory manner that encourages enthusiastic support within the confines of good sportsmanship and fosters a positive attitude among spectators and participants in support of their teams.
- Coaches and student-athletes are encouraged to abide by the letter and spirit of the playing rules and to be gracious in both victory and defeat.

This Statement on Sportsmanship shall be included in the Code of Conduct of each Association sport.

Policies Regarding Sportsmanship and Event Management

The members of the University Athletic Association affirm their collective and individual commitments to the principles of good sportsmanship. Such principles are contained in

the *UAA* Statement on Sportsmanship. In an effort to emphasize these principles and promote individual responsibility for their implementation among administrators, coaches, student-athletes, and those others involved in the conduct of athletic competition, the members of the University Athletic Association have adopted the following policies:

- It shall be the responsibility of the Primary Athletic Administrator to review the *UAA* Statement on Sportsmanship with student-athletes, coaches, and game personnel prior to the start of each season in each sport.
- Primary athletic administrators, athletic directors, and head coaches shall set and maintain a high level of expectation among staff members and student-athletes regarding standards of conduct and good sportsmanship. Further, they shall by their own actions set an example for the implementation of such standards.
- A statement on sportsmanship and fan behavior shall be posted at competition sites, included in all printed game programs, and read over the public address system prior to each contest.
- The host institution shall provide and identify an administrator or game management supervisor at all home contests who shall be responsible for security of the field and bench areas, and who shall be able to summon assistance if necessary. This individual shall be made known to the appropriate members of the visiting team travel party.
- It shall be the responsibility of such an administrator or supervisor to take action to maintain an atmosphere conducive to good sportsmanship.
- The head coach shall be responsible for the conduct of all bench personnel. The Primary Athletic Administrator or a designated representative, other than the coach, shall be responsible for the conduct of other sideline or courtside personnel.
- It shall be the responsibility of the Primary Athletic Administrator to meet personally with any player, coach, or other game personnel ejected from an athletic competition to discuss the incident and any appropriate response.
- Any player, coach, or other game personnel ejected from an athletic competition shall be escorted from the site of competition to a secure area. It is suggested that a staff member from one of the competing institutions remain with the individual until the individual rejoins the team at the end of the contest.
- It shall be the responsibility of coaches to ensure that no one leaves the bench area to become a secondary participant in any altercation or other incident.

Public Address Statement on Sportsmanship and Fan Behavior

Per the University Athletic Association Policies on Sportsmanship and Game Management the following statement shall be read over the public address system prior to all *UAA* contests and championships.

The statement shall also be posted at the playing site and published in game programs if such are provided. It is suggested that the statement be posted at the entrance(s) to the competition site and at the ticket window(s) if admission is charged.

The statement may be adapted to circumstances specific to the host institution, however the spirit and intent of the statement should be retained. Optional paragraphs pertaining to intimidating actions, and possession or consumption of alcohol and use of artificial noise makers are provided for use as deemed appropriate by the host institution.

Game Statement Text

“Ladies and Gentlemen:

[School Name] _____ and the members of the University Athletic Association are committed to principles of good sportsmanship. We believe that all student-athletes, coaches, and spectators should strive to represent the very best spirit and tradition of intercollegiate athletics. We request your cooperation by supporting the participants and officials in a positive manner.

[Optional] Profanity; sexist, ethnic, or racial comments; or other intimidating actions directed at officials, student-athletes, coaches, or team representatives will not be tolerated and are grounds for removal from the site of competition.

[Optional] Also, consumption or possession of alcoholic beverages and the use of artificial noisemakers is prohibited.

Thank you.”

Officiating

The *UAA* does not retain its own officiating assignor or assign its own officials. The various sport codes of conduct require that member institutions contract with established assignors or officiating bureaus in their regions for the assignment of game officials. Individual institutions are not permitted to assign their own officials. Compensation rates for officials are not set by the Association. Member institutions are encouraged to work with these regional assignors to secure the most qualified and best performing officials possible.

Coaches and administrators are not permitted to “blackball” officials in any sports. Coaches and administrators are encouraged to provide feedback to officiating assignors and to the host athletic administrator to deal with poor officiating performance or issues with particular officials.

Written evaluations of officials have been used in football, men’s and women’s soccer, men’s and women’s basketball, and softball. The forms used for these evaluations are either provided by the assigning officiating bureau or have been developed by the *UAA* Office using input from various sources and similar forms used in NCAA championship competition. These evaluations continue to be conducted in basketball, football, and softball. They have been discontinued in soccer because of low and inconsistent participation rates by coaches. In 2007-08 a program to provide neutral observers of basketball game officials was instituted with the cooperation of the various officiating assignors contracted by member institutions. The observers provide feedback on the performance of officiating crews directly to the officials as well as their respective assignors and the *UAA* Office.

Officials for *UAA* championships are secured and compensated by the host institution working with established assignors in their respective regions. The various codes of conduct specify numbers and roles for these officials. For the *UAA* baseball and softball championships the *UAA* Office contracts with assigning bureaus in the area of the hosting site.

The *UAA* participates in the NCAA Basketball Officiating Improvement Program and accepts funding for officiating improvement through that program. The funding has generally been used

to cover the cost of attendance of the Executive Secretary at the fall meeting of Basketball Officiating Assignors and to partner with other conferences on specific officiating improvement initiatives such as the observers program noted previously.

Conference Staff

The *UAA* Office is the central office conducting the business of the University Athletic Association. The office is hosted by the University of Rochester and was established as an outside agency within the University's organizational and accounting structure. This office provides the following services to the member institutions of the *UAA*:

- Support and coordination of the governance structure of the *UAA* including 28 standing committees;
- Management of all public relations for the Association;
- Maintenance of a complete record of all athletic competition and Association business;
- Preparation and distribution of all Association publications;
- Provision of all sports information and service bureau functions on behalf of the Association;
- Development and implementation of the Association budget;
- Conduct of the business operations of the Association;
- Development and maintenance of an extensive electronic communication network among the Association Office and member institutions including an Association web site;
- Development and implementation of all athletic schedules;
- Coordination of the extensive Association awards program;
- Conduct of the Association baseball and softball championships;
- Representation of the Association to the NCAA, other athletic conferences, and other professional associations; and
- Conduct of research and other ad hoc projects on behalf of the Association membership.

In addition to these functions, from time to time members of the *UAA* Office staff serve on various University committees in their roles as staff members of the University of Rochester.

The *UAA* Office also provides central membership and electronic communication services for the National Association of Division III Athletic Administrators Association and the Division III Commissioners Association.

The *UAA* staff comprises three full-time professional staff members. They include the Executive Secretary, an Administrative Assistant and Office Manager, and a Sports Information Director. Students have been hired to work in the office as office assistants as well. Recent relocations of the office farther away from campus have made reliance on student assistance impractical, however, improvements in technology have mitigated the loss of this staffing option.

Staff are hired through the Human Resources Division of the University of Rochester and are subject to all University personnel, benefit, and compensation policies and procedures. Formal job descriptions are in place for each position and are reviewed periodically. The Executive Secretary hires, supervises, and determines compensation for the office staff with approval from

the *UAA* Executive Committee. Procedures for the hiring, evaluation, and compensation of the Executive Secretary are defined in the Bylaws and Administrative Procedures of the Association. The Executive Committee, and principally the Chair of the Executive Committee, provide oversight of the day-to-day operations of the Association Office and the performance of the Executive Secretary.

Professional staff members interact daily with representatives of the member institutions of the *UAA*, including presidents, deans and vice presidents, faculty, athletic administrators, sports information directors, and coaches. The staff also interacts frequently with members of the media and representatives from other collegiate institutions and national organizations. These interactions often require confidentiality and a reasonable amount of privacy.

There is necessarily extensive overlap in responsibility and function among the three full-time staff members in this office. All three staff members back up each other and perform duties within each other's functional areas as needed. All three staff positions assume significant, self-directed responsibilities in each of the functional areas listed above.

The staff is highly dependent upon technology for the successful conduct of its mission and has been since the inception of the Association. This includes phone access including teleconference capability; high-speed data transmission; provision of file, mail, and web servers; fax distribution; electronic list servers; and graphic design and in-house desktop publishing.

For 13 years the Association Office was housed in a historic, University-owned building at 668 Mount Hope Avenue. Due to increased space demands for University sponsored programs, the office was relocated four times between 2002 and 2007. In 2004 the declining availability of University-owned office space finally necessitated a move into commercial office space. The office is currently located in a recently developed suburban office park. The office occupies 1,300 square feet of usable space and has a five-year lease with an option for five additional years.

Public Relations and Service Bureau Functions

The primary focus of the public relations and service bureau functions of the Association Office have been internal. That effort has sought to build and reinforce a sense of belonging and identity among the members of the *UAA* and their campus communities. Contacts with regional and national media have occurred more as an extension or consequence of these internal efforts rather than as a primary focus in its own right. In recent years this internal focus has merged with a broader focus via the development of the internet and the world wide web.

Today the primary vehicle for the dissemination of information about the *UAA* and athletic competition within the *UAA* is the Association web site. All previously printed publications and communications are now available through the Association web site or distributed electronically via email. By way of illustration, in 1995 our annual postage budget was \$3,000; today it is under \$400. The Association web site was established in 1999 and underwent a major re-design in 2003. Since that time periodic changes and additions have been made to the site keeping with the same overall design. A new design template with more efficient navigation tools and added functionality has been developed. Implementation of the new interface began in the fall of 2007.

The content of the Association web site includes the following.

- Summaries of Athlete of the Week performances
- *UAA* Record Book
- Schedules

- Background information about the *UAA* — philosophy, history, organization, structure
- Constitution and Bylaws and Administrative Procedures
- Site Policies and Procedures and Sport Codes of Conduct
- Library of Association forms and documents
- News releases and feature stories

For sports in which *UAA* competition is sponsored, the web site includes:

- Composite schedules
- Daily scoreboard with results of all conference and non-conference competition
- Athlete of the Week performers and weekly wrap-ups of outstanding performers
- Current game and season results and statistics
- Compilations of best performances (individual sports)
- Record book of game and season record performances for individuals and teams
- Championship previews and results
- All-Association Teams and Most Outstanding Performers
- Links to NCAA and other related sport sites

The statistics and service bureau operations of the Association Office have grown exponentially over the years. This is due in part to improvements in technology and software, but also due to the migration of responsibility for the compilation of team statistics from the NCAA Office to individual conference offices. In 1995 all team and individual statistics for purposes of determining national statistical leaders were collected and compiled by the NCAA Office. Today our conference office, like all other Division III conferences, collects, compiles, and submits team and individual statistics for football, men's and women's soccer, volleyball, men's and women's basketball, baseball, and softball.

Statistical services provided by the *UAA* Office include the collection and uploading of all (conference and non-conference) individual game box scores and statistics into a central database that is posted on the Association web site for football, men's and women's soccer, volleyball, men's and women's basketball, baseball, and softball. This service has been made possible by the development of the line of StatCrew software products, but requires a very substantial commitment of staff time and effort. Discussions are currently underway to make these statistics available over the internet in real time for *UAA* contests in football, soccer, basketball, baseball, and softball.

One of the unique services provided by the *UAA* Office is the maintenance of individual performance lists for individual sports. The *UAA* Office collects and maintains weekly performance lists for cross country and swimming and diving. The same is also done for indoor and outdoor track and field via the services of an outside vendor. No other Division III conference provides the breadth of statistics and service bureau functions currently provided by the *UAA* Office.

In 2006-07, a pilot program of web casting selected Association championships was begun. In 2007-08 video and audio broadcasts of *UAA* championships were provided at no charge over the internet for volleyball, wrestling, swimming and diving, and indoor track and field. This initiative is expected to expand both in breadth and broadcast quality over the next several years.

Finance

The Association Office is subject to all accounting, purchasing, payroll, and finance policies and procedures of the University of Rochester. All funds received by the *UAA* Office are deposited with the University of Rochester Bursar's Office. Likewise all purchases and reimbursement of expenses are processed through the finance and accounting procedures of the University. No cash funds or separate checking accounts are maintained.

All revenues are received via checks made payable to the University of Rochester–*UAA*. The only cash receipts received are payments for t-shirts and other similar items collected at the *UAA* baseball and softball championships each year. These amount to less than \$1,000 annually.

All expenditures require an authorized signature of approval prior to processing. The *UAA* Executive Secretary and Administrative Assistant are the authorized signatures for routine purchases of office equipment and supplies. Most payments require a requesting and an authorizing signature. Petty cash reimbursements and travel and conference reimbursements require counter signatures of an individual outside the Association Office. This counter signature is provided by the University of Rochester *UAA* Voting Delegate or in his/her absence the first or second alternate Delegates from the University of Rochester.

Copies of the paperwork required to process all revenue deposits and expense payments are kept on file in the Association Office. Per the applicable University procedures, copies of the same documents are kept on file by the respective processing office (e.g., Purchasing, Accounts Payable, Bursar, etc.)

Revenue and expense processing responsibilities are segregated to the extent possible given the small size of the office staff. The Administrative Assistant processes all deposits and expense payments and maintains a record of all transactions by means of an Excel spreadsheet that generates a standard financial report of all revenues and expenses by budget line item category. The Executive Secretary audits that report and produces a reconciliation report that matches all line item revenues and expenses listed in the *UAA* Office report to computer generated reports from the University of Rochester Finance Office. These reports are reviewed in detail by the Secretary-Treasurer of the Association and the members of the Executive Committee. An annual written summary report is presented to the Delegates Committee and Presidents Council for their review and approval.

The reporting format and procedures used in this process were developed with the recommendation and review of the Office of Internal Audit of the University of Rochester.

All payroll and benefit expenses are processed through the University's Human Resources Management System using its online software developed by PeopleSoft. The payroll approval process requires approval by the Administrative Assistant or Executive Secretary, both of whom are authorized to do so. Monthly reports are generated by the accounting system and reviewed by the Executive Secretary. Non-standard payroll requests and annual compensation increases require the signature of a deans' level senior administrator (i.e., the University of Rochester *UAA* Voting Delegate) in addition to the signature of the Executive Secretary.

The Association budget is drafted by the Executive Secretary and presented to the Executive Committee of the Association. The Executive Committee reviews and adjusts the draft budget as it deems appropriate and recommends a budget to the *UAA* Presidents Council at its annual meeting. Final authorization for the budget and the resulting Association dues is provided by majority vote of the Presidents Council.

The Association maintains a modest financial reserve fund. That fund is designated for the purchase of capital equipment items and unanticipated expenses beyond the scope of the annual operating budget. The Association has targeted a total reserve of an amount equal to approximately one year's institutional dues. The reserve is funded by an annual allocation for capital equipment in the operational budget and by unexpended funds remaining at the end of each fiscal year.

Technology

The Association has made extensive use of cutting edge electronic communication technology since its inception. The *UAA* was the first NCAA conference in any division to routinely exchange documents, publications, and statistics via email — before the inception of the internet and world wide web as it exists today.

The *UAA* Office continues to maintain its own web, mail, file, and list servers on site.

Computers, servers, other office equipment and software have been kept current in recent years through the use of funds from the NCAA Technology Grant program. These funds have also been used to provide each member institution sports information office with StatCrew software for all *UAA* sports in which it is available and with standard desktop publishing software that is used to compile programs for *UAA* championships and other similar publications.

NCAA, REGIONAL, AND NATIONAL INVOLVEMENT

Administrators and coaches from *UAA* institutions have been leaders in the governance and administration of intercollegiate athletics. Many have served on NCAA championship sport, rules, and administrative committees. One individual was elected NCAA Division III Vice President and another five were elected members of the NCAA Council. Four individuals have also chaired NCAA committees. Several individuals from *UAA* institutions have also been selected to serve on various NCAA task forces and ad hoc committees.

More than 50 coaches, athletic administrators, faculty, and chief executive officers have served on various NCAA sport and general committees.

The creation of the National Association of Division III Athletic Administrators in 1995 was the direct result of efforts headed by individuals from *UAA* institutions. Membership services for this organization continue to be coordinated by the *UAA* Office.

Individuals from *UAA* institutions serve in leadership roles in numerous regional and national professional organizations. More than a dozen individuals from *UAA* institutions have served as officers or executive board members of various organizations including NACDA, NACWAA, NADIII AA, CoSIDA, ECAC-SIDA, the Division III Commissioners Association, the NATA, the ECAC, the NSCAA, and the NIT.

STUDENT-ATHLETE INCLUSION AND DEVELOPMENT

The student-athlete has been the center of focus of the *UAA* since before its formal inception in 1986.

The *UAA* Student-Athlete Advisory was established in 2001 and conducted its first in-person meeting in 2002 in conjunction with the NCAA Convention. Subsequent in-person meetings have been held on member campuses each July. This schedule was adopted upon

recommendation of the SAAC to avoid conflicts with academic course work as well as practice and competition for athletes who might be in season.

The in-person meetings are conducted over a weekend. The first day is spent conducting team building activities and engaging in workshop activities. The kinds of workshops that have been presented have included presentations on hazing, diversity, leadership and team building, and the new conference grant program. These activities are followed by an evening social activity organized by the host institution. A business meeting is conducted on the second day in which the SAAC reviews issues pertaining to student-athlete well-being related to Association competition, possible NCAA legislation, and other matters referred to it by other governance committees of the *UAA*. A round table discussion of how student-athlete advisory committees are organized and function on each campus is also conducted. All expenses are covered by member institutions and the Association Office, including use of the NCAA SAAC Grant funding.

With the implementation of the new NCAA Division III Conference Initiative Grant Program student-athletes on each of our member campuses have been given a prominent role in the allocation of these funds through their campus SAAC's.

Each Student-Athlete Advisory Committee on our eight member campuses is provided a grant of \$2,000 each year. The annual allocations are derived from the Tier 2 funding supplemented by a portion of the Tier 3 funding that is part of our NCAA Division III Conference Initiative Grant allocation.

The charge to each campus SAAC is to develop and implement a proposal to conduct programming on their campuses related to 1) student-athlete well being and community service; 2) sportsmanship; 3) diversity and gender equity; and 4) training, medicine, and nutrition. They are charged to allocate \$2,000 in total to each of the areas over a four-year cycle. They may choose to address any number of program areas in a given year provided they meet the charge of addressing all four areas over a four year cycle. At least one program or activity each year will be required to be conducted as a co-sponsored activity with another campus group or department outside of athletics.

Each SAAC submits a proposal to the Association Office annually including approvals from the Director of Athletics, Senior Woman Administrator, and the SAAC Advisor. At the conclusion of the year each SAAC is required to submit a report of the programming they have conducted during the year and an accounting of how the funds were used. The AD, SWA, and SAAC advisor are asked to sign off on this report as well. These reports are shared and reviewed at our annual conference SAAC meeting during the summer and reported to our Delegates Committee and Presidents Council.

This approach has energized and provided a focus to the SAAC's on our member campuses and put the responsibility for programming that can affect student-athletes in the hands of those most affected — our student-athletes. It has also encouraged co-sponsorship with other groups and departments on campus as a means of increasing the integration of athletics with the larger campus community. In some cases, campus SAAC's have used their funds to leverage additional funding within their institutions through co-sponsorship of activities.

NCAA Regional Leadership Conferences

The *UAA* Office has actively encouraged member institutions to participate in the NCAA Regional Leadership Conferences. This opportunity and others are reviewed each summer during the conference SAAC meeting and individuals from campuses who have participated in the program provide information to the other representatives.

In January of 2008, student-athletes, coaches, and administrators from six *UAA* member institutions participated in the NCAA Regional Leadership Conference held in Irving, Texas. The *UAA* Executive Secretary also attended the conference. As part of the conference program the *UAA* institutional delegations were able to meet together, share information, and develop initiatives to take back to their respective campuses.

AWARDS AND RECOGNITION

The Association maintains an extensive program of recognition and awards for student-athletes and teams. The specifics of these awards and how the recipients are determined are generally provided in the sport codes of conduct. The overall awards and recognition program has been reviewed from time to time by the Athletic Administrators Committee to ensure consistency across sports and with the philosophy of the Association.

Team Champion Awards

Awards are made to the Team Champion in each sport where a champion is determined. The institution receives a permanent award, and the athletes and coaches receive a personalized, hand-signed certificate. The team trophy is an engraved plaque with raised lettering mounted in a shadow box that will remain permanently with the winning institution. Where two or more teams tie for the championship, co-champions are declared and duplicate awards are provided.

Individual Champion Awards

In sports where individual champions are determined event by event, personalized certificates are awarded to the first, second, and third place finishers. Gold, silver, and bronze medallions are also presented to the top three finishers in each event at the competition site.

In sports where an individual champion is determined by the overall competition, a personalized engraved plaque with raised lettering mounted in a shadow box is sent to the home institution of the champion for presentation.

All-Association Teams

All-Association First and Second teams are selected either by ballot of the coaches or order of finish except in sports where individual champions are determined by event.

In sports where individual champions are determined by event, the top three finishers in each event comprise the All-Association team for that sport.

In other sports, the number of athletes selected for each team approximates the number of team members who would normally participate in play or contribute to the team scoring. Honorable mention recognition may be accorded individuals receiving votes but not selected to a first or second team in sports where selection is done by ballot.

Criteria and selection procedures for all awards are determined by the respective Sport Committees and approved by the Athletic Administrators Committee.

Personalized certificates, hand-signed by the Executive Secretary, are presented to all qualifying or selected individuals.

Most Valuable Player Awards

In sports where an individual champion is not determined directly by competition, a Most Valuable Player or Player of the Year may be determined by ballot of the head coaches. Each coach submits the names of three nominees listed in rank order. The individual receiving the highest composite ranking is the winner. Coaches are permitted to vote for their own athletes in this selection. In sports where champions are determined by event, this award may be made to the athlete with the highest point total or it may be determined by ballot of the head coaches. The awards are plaques similar to the team champion plaques but smaller in size.

Rookie of the Year Awards

Each sport has the prerogative of selecting a Rookie of the Year. Only traditional, first-year student-athletes are eligible. Selection procedures are similar to those used for most valuable player awards. The award is a personalized certificate hand-signed by the Executive Secretary.

All Academic Recognition

Each season all student-athletes who have completed at least one year of undergraduate study and who have at least a 3.200 cumulative grade point average shall be awarded All Academic Recognition. The process of identifying qualified student-athletes shall be coordinated by the Association Office in concert with the sports information directors of the member institutions. A press release is produced at the end of each season listing all recipients. Each recipient receives a personalized certificate in recognition of their achievement.

Athlete of the Week Awards

Each week an Athlete of the Week shall be named in each sport in which competition is sponsored by the *UAA*. Nominations are forwarded to the Association Office by the respective Sports Information Directors. Selections are made by the Executive Secretary and Association Sports Information Director. Selections are based on overall athletic performance during a calendar week including all competition during that period. A release is produced each week listing those men and women selected. An individualized certificate including a capsule description of the qualifying performance is provided to each recipient.

RESEARCH AND SURVEY ACTIVITY

At the direction of the Presidents Council or Executive Committee, the Executive Secretary from time to time conducts and compiles research or survey data to be used by member institutions or the governance committees of the Association. Requests for such work may come from member institutions or from the various committees of the Association. Such requests are generally reviewed and approved by the Executive Committee.

Several such studies and projects are conducted on a recurring basis. They include:

- A biennial compilation of aggregate student-athlete cumulative grade point averages by team with comparisons to overall campus averages;
- A survey of compensation and benefit rates for athletic administrators, coaches, and staff (approximately every five years);
- An annual compilation of institutional data submitted to the NCAA and Department of Education in compliance with the provisions of the Equity in Athletics Disclosure Act.