

**Western Carolina University**  
**UNIVERSITY ATHLETICS COMMITTEE**  
**GUIDELINES**

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**CHARGE**

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In 2013, the Faculty Senate of Western Carolina University unanimously approved a *Statement of Principles for Athletics at WCU*. In it, the Senate maintains that in order to “focus on ensuring the primacy of academics and the complementary role of athletics in the university setting, . . . the pursuit of athletic excellence at WCU must rest on a foundation of academic integrity and should always be mission consistent, educationally responsible, and institutionally open.” These principles reflect both the vision statement of the Athletics Department, defined by the phrase “success with integrity,” and also the 2020 Vision Strategic Plan of the University, which establishes under the primary goal of academic excellence the need to “Build and sustain a high-quality athletics program that excites and instills pride among students, faculty, staff, alumni, and friends of the University” (Initiative 2.3.1).

To promote the implementation of these shared goals, the University Athletics Committee (UAC) will ensure that student-athletes receive the academic support they need by monitoring (generally or by teams) such matters as (including, but not limited to) excused class absences, competition scheduling, Academic Progress Rate (APR), Federal Graduation Rate (FGR), and Graduation Success Rate (GSR). Further, the UAC will encourage communication among the athletics department, the faculty, the administration, and the students.

The UAC also will monitor and make formal inquiries regarding the athletics budget; compliance with NCAA regulations; and gender and minority equity. The UAC will inquire into any matters involving the welfare of student-athletes and will seek resolution of any problems.

The UAC will make appropriate recommendations about any of the above matters to the Chancellor and the Director of Athletics. The Director of Athletics and the Chancellor in turn will be responsible for informing the UAC in a timely fashion of their intentions regarding the recommendations.

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**DUTIES**

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Each year, by the conclusion of the Spring semester, the UAC will submit a written report to the Chancellor, the Director of Athletics, and the Faculty Senate that documents the work that has been done in the interest of fulfilling the committee’s charge. The UAC’s Annual Report will include but not be limited to the following areas:

- **Academic Support of Student-Athletes (reviewed at minimum every two years)**  
This section will consist of the UAC responses to interviews of relevant authority-figures in the areas of Advising Services, Tutoring Services, Academic Progress Monitoring, Support for Student-Athletes with Special Needs, Support for At-Risk Student-Athletes, Academic Support Facilities, Prospective Student-Athlete Evaluations, Degree Selection, and Time-Out-of-Class for each Athletic Program
- **Athletics Department Budgeting (reviewed annually)**  
This section will consist of a UAC response to the annual budget presentation by the Director of Athletics
- **Appendices on Special and Formal Inquiries (reviewed as needed)**  
This section will include the reports of any Subcommittees established as needed to investigate areas related to the charge or in the interest of promoting the welfare of student-athletes and athletics in the context of the university community and mission.
- **Institutional Performance Program (IPP) (reviewed annually)**  
This section will be reviewed annually upon the NCAA’s completion of the IPP program.
- **Annual Report to UNC General Administration (reviewed annually)**
- **Annual NCAA Financials (reviewed annually)**

Work to complete the Annual Report and its Appendices will be conducted by Subcommittees established at the discretion of the UAC (see below).

The Chair of the UAC will be responsible for appointing faculty members of the UAC to serve on Student-Athlete Grievance Committees as they are organized by the Faculty Athletics Representative.

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## **SUBCOMMITTEES**

Recognizing that subcommittees may be necessary to examine particular issues or events that arise within the execution of its duties and charge, the UAC shall possess the authority to create such subcommittees on an ad hoc or standing basis as the full committee (both ex officio and voting members) shall deem appropriate.

Upon motion and second by any committee member, the full committee shall consider the creation of a subcommittee. After open discussion, the voting members of the committee shall approve of the creation of a subcommittee by majority vote.

The subcommittee shall consist of at least three members of the full committee. Subcommittee members will be nominated and approved by the voting members of the committee, with self-nominations allowed. If only one member is nominated, the Chair may appoint two additional members.

Although the primary function of the subcommittees will be to complete the work for the Annual Report of the UAC, subcommittees may also be established to make formal inquiries into any issues related to the charge of the UAC that may arise.

In these cases, the subcommittee members will examine and investigate the issue(s) or event(s) for which it is created. The subcommittee will prepare a brief written summary of their findings, which will be distributed to the full committee. The subcommittee may include proposed recommendations as to needed policy changes.

Upon receiving the summary from the subcommittee, the full committee shall discuss the findings, ask questions of the subcommittee members, and discuss any proposed policy recommendations. The full committee may request more information or accept the findings of the subcommittee by majority vote. As to the policy recommendations, any member of the committee may propose changes, amendments, or deletions to the proposed policy recommendations. Changes will be added to the policy recommendations by majority vote. The final text of the policy recommendations, whether amended or as presented by the subcommittee, will be approved by the voting members of the committee by a majority vote.

After review by the full committee, upon motion, second, and approval through a majority vote by the voting members of the committee, the Chair (on behalf of the full committee) shall forward as soon as practicable the findings and/or the amended policy recommendations to any relevant University entities such as (but not limited to) the Chancellor, Director of Athletics, and the Faculty Senate.

The Chair will maintain a list of all subcommittees and their members. The Chair will also maintain an electronic copy of the subcommittee findings and amended policy recommendations. The work of the subcommittees that exceeds the standard expectations for the Annual Report of the UAC will be included in an added section to that Report.

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## **PROCEDURES**

The UAC will meet as needed, but no fewer than two times each semester (Fall and Spring).

Minutes of the meetings, Annual Reports of the UAC, and a membership roster will be published on the UAC page of the WCU website in a timely fashion.

The Chair will appear before the Faculty Senate annually to present the Annual Report of the UAC and to respond to any questions that the Senate may have. The Director of Athletics will also attend this meeting of the Senate to serve as a resource for the Chair.

The Chair will maintain regular contact with the Chancellor and with the Director of Athletics in order to maintain direct and transparent lines of communication in relation to the work of the UAC.

Recommendations for making changes to these guidelines and for approving other documents related to the makeup of membership and the functions of the UAC will be approved first by the voting members of the UAC and then by the university-level Committee on Nomination, Elections, and Committees. Revised and approved documents will then be sent to the Chancellor for final approval.

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## **MEMBERSHIP**

Faculty Members (10): 3 elected by general faculty, 3 appointed by the Faculty Senate, 3 appointed by the Chancellor, and the Faculty Athletic Representative

Students (4): 2 athletes (1 male and 1 female) selected by the Student Athlete Advisory Committee and 2 non-athletes (1 male and 1 female) selected by the SGA.

Administrators and Staff Members (2): 1 appointed by the Chancellor and 1 elected by staff Senate

Ex Officio Members (4): Director of Athletics, Senior Woman Athletic Administrator, Title IX Coordinator and 1 appointed by the Provost

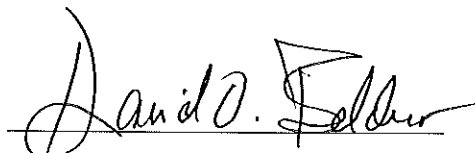
The Chair will be a faculty member on the committee elected by a majority of all voting members.

Although not specified, care should be taken to ensure appropriate representation of gender and minorities. Faculty members should serve three-year staggered terms. Students and administrators should be appointed annually.

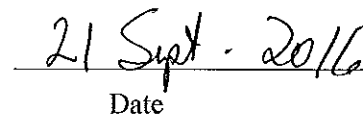
The Chair of the UAC will be responsible for reminding the entities charged with making appointments to the UAC (i.e. the Chancellor, the President of the SGA, and the Faculty Senate) that there is a need for such appointments, which should be made in the Spring to ensure that the work of the UAC can begin in a timely fashion each Fall semester.

Recommended changes to the make-up of the UAC should first be brought to the UAC. Once approved by the voting members, the recommended changes will then be sent to the Committee on Nominations, Elections, and Committees for consultation and preliminary approval, and then to the Chancellor for final approval.

APPROVED:



David O. Belcher, Chancellor



Date