

UNIVERSITY ATHLETICS COMMITTEE Meeting Highlights
Thursday, March 21, 2024 (3:30 – 5:00 p.m.)
Virtual Only

Members Present: Alex Efird, Mark Feldmann, Rachel Holloway, John Galbraith, Dan Givens, Leanna House, Jen Irish, Lisa Karlisch, Ken Miller, Phil Miskovic, Liesel Ritchie, Susan Short, Ken Stiles, David Tegarden, Frank Thompson, Dan Thorpe

Absent: Whit Babcock, Travis Burns, Erin Carleton, Amy Ingram, Jim Petrine, Robin Queen, Eric Stanley, Joe Tront, Chris Wise, Brad Wurthman

Guests: Sarah Armstrong, Brandon Hall

1. Announcement of approval and posting of minutes of February 8, 2024

Susan Short noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

2. Guest Presentation: Executive AD/Athletics Chief Financial Officer – Brandon Hall provided an overview of his first month on the job! He also shared information related to his previous experiences. In addition to responding to a number of questions from the committee members, he indicated that relationships matter to him and his immediate focus is on nailing down a long-term strategy. His priorities are to graduate athletes, create a positive experience for athletes, and prepare our athletes for life!

3. Student Athlete Academic Support Services – Sarah Armstrong provided a number of updates including: facilities; support programs (e.g., study hall, tutorials, internships); and current focus (e.g., course requests, degree completion, academic watch list). See slide deck for additional information.

4. Faculty Athletics Representative Update – Jen Irish shared information from the ACC Winter meeting. FAR discussions focused on the approval of ACC postgraduate scholarship awards, inaugural ACC excellence awards, challenges and sustainability of managing transfers during the winter transfer portal window, and the future division 1 model concept of unlimited educational benefits. In addition, Jen informed the group that the UAC subcommittee/provost's office approved participation in an NCAA and Olympic trials qualification track and field meet during the spring final exam period. She also provided an informational update related to changes to section B3 of the Athletics Department Scheduling Policy and Procedures – typographical corrections only (see attached).

5. Adjournment – Susan encouraged the group to recommend topics and presenters for the April meeting. The meeting adjourned at 4:45 p.m.

Spring UAC Meeting Schedule (3:30 – 5:00 p.m.)

Thursday, April 11, 2024

Thursday, May 9, 2024 (tentative)

Respectfully submitted by:
Susan E. Short, UAC Chair
March 26, 2024

3/21/2024



SAASS Mid- Semester Updates

University Athletics Committee

March 21, 2024



Facility Updates

SAASS Support Programs

- Study Hall
- Tutorial Program
 - Ongoing Training Sessions
 - CRLA Certified Tutors
- Full-Time Intern Program
 - Education
 - Connection
 - Professional Development



Current Focus

- Course Request
 - Coaches, Free Time Codes, Students
 - Summer Enrollment, Aid Application
- Office of Analytics & Institutional Effectiveness
 - SCHEV Headcount
 - NCAA GSR 2017 Cohort
- NCAA Degree Completion Awards
- Search Process for Vacant Position
- Communication
 - Progress Report Campaign #1
 - Academic Watch List #2
 - Midterm Grade Reports
 - Anticipated Graduates
- Counselor + Team Travel
 - Track Indoor ACC/NCAA Championship
 - WBB ACC Tournament
 - MBB ACC Tournament

SAASS Events



- Recent
 - AD Honor Roll On Court Recognition
 - Open House
 - Guest Speakers / Training
- Upcoming
 - Night at the Ballpark
 - Reading Day
 - Sundaes and Sashes

SAASS Culture

- SAASS Bingo
- Spring Break Pickle Ball
- Brunch Competition
- March Madness Shoot Around



Athletics Department Scheduling Policy and Procedures

A. Goals

Virginia Tech athletic schedules are to be developed within the framework of each sport's budget, consistent with the objectives of each sport's program, and in accord with the applicable regulations of the Atlantic Coast Conference (Conference, hereafter). In constructing schedules, the primary goals are to:

- Minimize student-athletes' absences from classes and campus life; and
- Attain proper spacing of athletic contests in the context of student-athlete recovery and wellbeing.

B. General Guidelines

1. All scheduling should adhere to NCAA and Conference bylaws, to include the requirement that mandatory practice sessions, workouts, and non-traditional contests not be allowed to interfere with any student-athlete's classes, except those in conjunction with an away-from-home, regular season contest (according to NCAA bylaws).
2. Maximum allowable class absences: A student-athlete should not miss more than 17% of any one course in a given semester. To accommodate most class schedules, specifically 3-credit courses meeting Monday-Wednesday-Friday or Tuesday-Thursday, competition and travel schedules should:
 - a. Not result in more than seven absences per semester of the same course on Mondays, Wednesdays and Fridays, and
 - b. Not result in more than five absences per semester of the same course on Tuesdays and Thursdays.

Any exceptions must have the prior approval of the University Athletics Committee (see University Athletics Committee Competition Scheduling Oversight Procedures). These exceptions could include team exceptions to items 2a. and 2b. and student-athlete specific exceptions (e.g., related to courses that meet less than twice per week, or on weekends). Team requests for exceptions should be submitted to the Faculty Athletics Representative (FAR) by the Senior Associate Athletic Director/Sport Administrator. Individual requests for exceptions should be submitted to the FAR by the Student-Athlete Academic Support Services Director (or designee). Make up of missed work due to class absence is at the discretion of the individual professors.

3. No contests will be permitted on the day prior to final exams ("reading day"), during final exam week, or on commencement day with the exception of those contests dictated by the NCAA or Conference. Where events during finals week are not dictated by the Conference,

every effort will be made to reschedule. If rescheduling is not possible, permission to participate during exam week must be given by the Provost (or designee) (see University Athletics Committee Competition Scheduling Oversight Procedures). Requests for permission must be submitted by the Senior Associate Athletic Director, Student-Athlete Services/University Affairs (or designee) to the Vice Provost for Undergraduate Academic Affairs (or designee) at least 6 weeks prior to the start of final exams. Rescheduling of exams is at the discretion of the individual professors.

C. Specific Factors to be Considered

1. Balance between the number of home and away contests.
2. Proper spacing of athletic contests in the context of student-athlete recovery and wellbeing.
3. Minimizing the number of consecutive days student-athletes are away from campus for away contests.
4. Efficient management of each sport's travel budget.
5. Number of class absences caused by away and home contests.
6. Balance among outstanding, average and weak opponents (Conference requirement).
7. Availability of facilities for home contests.
8. Multiple-contest trips.
9. NCAA limits on season length and number of contests.
10. Dates of Conference and NCAA Championship Tournaments.
11. Coaches (or designee) should plan the travel schedule to arrive at a suitable time and to minimize classes missed.
12. No contests other than Conference Championship events shall be scheduled on the day prior to exams, during exams, or on Commencement Day. See Section B above for the approval process.

D. Sports Scheduling Procedures

1. Tentative scheduling requests prepared by coach (or designee) and submitted with proposed budget to the respective Senior Associate Athletic Director/Sport Administrator.
2. Team schedules should be submitted by the Senior Associate Athletic Director/Sport Administrator to the Student-Athlete Academic Support Services Director (or designee) and the Faculty Athletics Representative, and are due by August 1st for Fall semester competitions and by December 1st for Spring semester competitions. If the Conference has not provided schedule information two weeks prior to the aforementioned deadlines, schedule updates should be revised and resubmitted within two weeks of the Conference schedule release.
 - a. Any home athletic competition that will, or has the potential to, impact campus operations (e.g., early campus closure and class cancellation) should be reported by the Director of Athletics (or designee) to the President; the FAR will notify the Provost and Faculty Senate President. Such reports are due by July 1st for Fall semester competitions and by September 1st for Spring semester competitions.

3. A list of squad members who will miss class along with team travel dates/times and travel locations must be submitted at least 2 days prior to competition to the Director of Student-Athlete Academic Support Services (or designee) and respective Sport Administrator.
4. The number of actual class days missed by sport will be reported by the Senior Associate Athletics Director, Compliance (or designee) immediately following each semester to the Faculty Athletics Representative, who will report aggregate results to the University Athletics Committee.
5. Any commitment to return a home contest to the visitor's campus or offering of a guarantee to a visiting team must be approved by the Senior Associate Athletic Director/Sport Administrator and AD or designee.

E. Home Contest Change

Should it become necessary to change the date or time of a previously scheduled sport home contest, it is the responsibility of the head coach to notify their respective Senior Associate Athletic Director/Sport Administrator so communication can occur through the Senior Associate Athletic Director for External Operations.

F. Approval and Revisions

Approved September 16, 1998 by the University Athletics Committee.

- Revision 1

Review of entire policy, update maximum allowable class absences (Section B.2), update exceptions and approvals procedures, and update points of contact and responsible parties.

Approved April 13, 2023 by the University Athletics Committee.

- Revision 2

Section D Sports Scheduling Procedures item 2 revised to align due dates with current practice and to clarify procedures in the event Conference schedules are released after due dates.

Approved December 14, 2023 by the University Athletics Committee.

These policies and procedures must be reviewed every four years; they can be reviewed earlier as needed.

University Athletics Committee Competition Scheduling Oversight Procedures

1. Purpose

Virginia Tech holds paramount the academic success of its student-athletes. These University Athletics Committee (UAC) procedures are intended to foster student-athlete academic success while supporting their participation in competition and related travel.

2. Summary of Athletics Department Scheduling Policy and Procedures

Athletics Department Scheduling Policy and Procedures (Approved by UAC on April 13, 2023) states that:

- Mandatory practice sessions, workouts, and non-traditional contests shall not be allowed to interfere with any student-athlete's classes, except those in conjunction with an away-from-home, regular season contest (according to NCAA bylaws).
- **Maximum allowable class absences:** A student-athlete should not miss more than 17% of any one course in a given semester. To accommodate most class schedules, specifically 3-credit courses meeting Monday-Wednesday-Friday or Tuesday-Thursday, competition and travel schedules should:
 - Not result in more than seven absences per semester of the same course on Mondays, Wednesdays and Fridays, and
 - Not result in more than five absences per semester of the same course on Tuesdays and Thursdays.
- No contests will be permitted on the day prior to final exams ("reading day"), during final exam week, or on commencement day with the exception of those contests dictated by the NCAA or Conference.

3. Establishment of Academic Success Subcommittee

A subcommittee of the UAC shall be established to facilitate student-athlete academic success. Subcommittee membership comprises the Faculty Athletics Representative (FAR) as chair and at least two faculty representatives from the UAC (volunteers approved by the UAC chair or appointed by the UAC chair).

4. Periodic Evaluation of Academic Success and Wellbeing

In order to identify student-athlete academic success and wellbeing (e.g., mental health) as they are affected by scheduling, the Academic Success Subcommittee (subcommittee) will review at least every three years:

- Actual missed class information provided by the Athletics Department (see Athletics Department Scheduling Policy and Procedures),
- Actual academic performance information (including GPA, Academic Progress Rates (APR), percentage of student-athletes on academic probation, percentage of student-athletes on academic watchlist) provided by the Student-Athlete Academic Support Services (SAASS), and
- A summary of aggregated and anonymized key findings from student-athlete exit interviews and annual surveys provided by the FAR as a metric for wellbeing.

The subcommittee will report findings to the UAC.

5. Review and Approval of Exceptions

5.1 Exceptions to University Policy, including Requests to Schedule Competitions during Final Exams

Requests for exceptions to university policy require Executive Vice President and Provost (or designee) approval. Exception requests are submitted by the Senior Associate Athletic Director, Student-Athlete Services/University Affairs (or designee) to the Vice Provost for Undergraduate Academic Affairs. Once received, the request is reviewed by the Vice Provost for Undergraduate Academic Affairs and the Academic Success Subcommittee. The subcommittee provides a timely review of the request using the following elements:

1. The sport administrator and coach's justification for scheduling during final exams.
2. The final exam schedule for the date(s) student-athletes would be traveling/competing.
3. Potential number of students to be affected. When possible, an assessment of the individual student-athletes' exam schedules will be provided by the SAASS Director.

Based on this review, the subcommittee and Vice Provost for Undergraduate Academic Affairs will make a recommendation. If the recommendation is unanimous for approval, the UAC will forward their recommendation to the Executive Vice President and Provost (or designee) for endorsement. If the recommendation is unanimous for denial, the Senior Associate Athletics Director, Compliance is consulted prior to forwarding the recommendation to the Executive Vice President and Provost (or designee) for endorsement. If the recommendation is not unanimous, the recommendation is forwarded to the Executive Vice President and Provost for final decision. The final decision is communicated to the Senior Associate Athletic Director, Student-Athlete Services/University Affairs (or designee) and to the UAC.

All decisions for approval apply only to those student-athletes whose grade(s) in the conflicting class(es) is(are) not in jeopardy (current grade standing expected to meet degree-program

requirements) and whose overall academic performance is expected to meet minimum NCAA academic standards at the time of competition, as determined by SAASS staff member assigned to the team. All student-athletes approved to participate must work with SAASS to meet their academic obligations during final exams. If a final exam or other end-of-term project cannot be rescheduled, to allow a student-athlete to compete, academic work will take precedence over competition and the student-athlete is not approved to participate.

5.2 Exceptions to Athletics Department Policy on Maximum Allowable Class Absences

Requests for exceptions to the Athletics Department's maximum allowable class absence policy are submitted to the FAR by a Senior Associate Athletic Director/Sport Administrator for teams or by the SAASS Director (or designee) for individual student-athletes. Once received, the request is reviewed by the Academic Success Subcommittee. In cases where precedent has been established, the FAR may choose to approve exceptions without convening the subcommittee. All decisions will be reported to the UAC (identifying information redacted in the case of individuals).

5.2.1 Team Exceptions

In the case of exceptions for teams, the subcommittee provides a timely review of the request using the following elements:

1. Potential number of students to be affected.
2. Academic performance of potentially affected students.
3. The sport administrator and coach's justification for scheduling that exceeds absence policy limits.
4. Input from the SAASS staff member(s) assigned to the team.

Based on this review, the subcommittee will make a recommendation. If the recommendation is unanimous for approval (denial), the request for exception is approved (denied). If the recommendation is not unanimous, the recommendation is forwarded to the Vice Provost for Undergraduate Academic Affairs for final decision. All decisions for approval apply only to those student-athletes whose grade(s) in the conflicting class(es) is(are) not in jeopardy. The final decision is communicated to the Senior Associate Athletic Director/Sport Administrator and to the UAC.

5.2.2 Individual Exceptions

In the case of exceptions for an individual student, the subcommittee provides a timely review of the request using the following elements:

1. Significance of the scheduled class to progress toward degree. For example, the subcommittee will consider whether the specific class is required for the student's major or minor along with whether the student has access to the class via another class section or in another semester.
2. Academic performance of the affected student.
3. Input from the SAASS staff member assigned to the student-athlete.

Based on this review, the subcommittee will make a final recommendation by majority vote. All decisions for approval are contingent upon the student-athlete engaging with SAASS to meet their academic obligations and maintaining satisfactory grade(s) in the conflicting class(es). The final decision is communicated to the SAASS Director (or designee). Annually, the Faculty Athletics Representative will anonymize and summarize individual exception requests.

5.3 Other Exceptions

The Faculty Athletics Representative (FAR) will be responsible for collaborating with Athletics Compliance on athletics travel and competition that is consistent with University and Athletics Department policy and procedures, but requires a waiver from the NCAA or Conference.

6. Approval and Revisions

Approved April 13, 2023 by the University Athletics Committee.

These procedures must be reviewed every four years; they can be reviewed earlier as needed.