

# GENERAL CONFERENCE POLICIES

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## ACADEMIC AWARDS

The BIG EAST Conference confers its academic awards on an annual basis. The awards are divided into two general categories: 1) Scholarships and 2) Academic Awards Without Stipend. Selection of award recipients is based on consideration of scholastic performance and athletic ability. In some cases, service to the community and institution is also considered.

### A. SCHOLARSHIPS

#### 1. **BIG EAST Institutional Scholar-Athlete Scholarships**

##### Criteria and selection

Thirty-two student-athletes (16 males, 16 females) will each receive a post-graduate financial scholarship. The Faculty Athletic Representative (FAR) of each institution, in consultation with the Director of Athletics and appropriate athletic academic advisors, will annually nominate one male and one female candidate by a date determined by the Conference. All nominees must have:

- maintained both excellent academic credentials (minimum cumulative GPA of 3.00) and outstanding athletic performance.
- competed in a BIG EAST-sponsored sport.
- attained a minimum of senior standing (as determined by the respective institution).

The Academic Affairs Committee of the BIG EAST will review the nominees' qualifications and advise the Conference of any discrepancies. In February the Conference will announce the award winners. Monies awarded should normally be used within two years, unless the Academic Affairs Committee grants an extension.

#### 2. **BIG EAST Basketball Scholar-Athletes of the Year**

##### Criteria and selection

Two basketball student-athletes (one male, one female) will each receive a post-graduate financial scholarship. The FAR of each institution, in consultation with the Director of Athletics and appropriate athletic academic advisors, will annually nominate one male and one female candidate by a date determined by the Conference. All nominees must have:

- maintained both excellent academic credentials (minimum cumulative GPA of 3.00) and outstanding athletic performance.
- attained a minimum of junior standing (as determined by the respective institution).

The Academic Affairs Committee of the BIG EAST will review the nominees' qualifications, advise the Conference of any discrepancies, and make the selections. At the respective Conference championship the Conference will announce the award winners. Monies awarded should normally be used within three years, unless the Academic Affairs Committee grants an extension.

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# GENERAL CONFERENCE POLICIES

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## ACADEMIC AWARDS continued

### SCHOLARSHIPS continued

#### 3. **BIG EAST Football Scholar-Athlete of the Year**

##### Criteria and selection

One football student-athlete will receive a post-graduate financial scholarship. The FAR of each institution, in consultation with the AD and appropriate athletic academic advisors, will annually nominate one candidate by a date determined by the Conference. All nominees must have:

- maintained both excellent academic credentials (minimum cumulative GPA of 3.00) and outstanding athletic performance.
- attained a minimum of senior standing (as determined by the respective institution).

The Academic Affairs Committee of the BIG EAST will review the nominees' qualifications, advise the Conference of any discrepancies, and make the selection. In February, the Conference will announce the award winner. Monies awarded should normally be used within two years, unless the Academic Affairs Committee grants an extension.

#### 4. **BIG EAST Scholar-Athletes of the Year**

##### Criteria and selection

The Academic Affairs Committee will annually select two student-athletes (one male, one female), from among the 32 BIG EAST Institutional Scholar-Athlete Scholarship recipients, the two BIG EAST Basketball Scholar-Athlete of the Year recipients, and the BIG EAST Football Scholar-Athlete of the Year recipient, who will each receive an additional post-graduate financial scholarship.

In February, the Conference will announce the award winners. Monies awarded should normally be used within two years, unless the Academic Affairs Committee grants an extension.

## B. ACADEMIC AWARDS WITHOUT STIPEND

#### 1. **BIG EAST All-Academic Football Team**

##### Criteria and selection

Each institution may annually submit an unlimited number of nominations by a date to be determined by the Conference. All nominees must have:

- earned a minimum cumulative GPA of 3.00 through the Fall term of the academic year.
- completed a minimum of two consecutive semesters or three consecutive quarters of academic work, with a total of 18 semester or 27 quarter credits, not including remedial courses.

The Academic Affairs Committee of the BIG EAST will review the nominees' qualifications and advise the Conference of any discrepancies. The Conference will annually announce the recipients in February.

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# GENERAL CONFERENCE POLICIES

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## ACADEMIC AWARDS continued

### ACADEMIC AWARDS WITHOUT STIPEND continued

#### 2. **BIG EAST All-Academic Team**

##### Criteria and selection

Each institution may annually submit an unlimited number of nominations by a date to be determined by the Conference. All nominees must have:

- competed in a BIG EAST-sponsored sport.
- earned a varsity letter.
- attained a minimum GPA of 3.00 for the preceding academic year
- completed a minimum of two consecutive semesters or three consecutive quarters of academic work, with a total of 18 semester or 27 quarter credits, not including remedial courses.

The Academic Affairs Committee of the BIG EAST will review the nominees' qualifications and advise the Conference of any discrepancies. The Conference will annually announce the recipients in July.

#### 3. **Scholar-Athlete Sport Excellence Awards**

##### Criteria and selection

The BIG EAST FAR Council will annually recognize one student-athlete from each sport sponsored by the BIG EAST Conference. Each institution may annually nominate one student-athlete per sport by a date determined by the Conference. The appropriate athletic academic advisors, in consultation with the Director of Athletics, will make nominations on an official one-page form that will be provided by the Conference. The institution may update a nominee's application with pertinent information (e.g., other awards and accolades) after the deadline and up to the date of the selection meeting in June. All nominees must have:

- established excellent academic credentials and honors (minimum cumulative GPA of 3.00).
- earned athletic accolades for outstanding performance.
- demonstrated volunteer service to the community and institution.
- attained a minimum of junior standing (as determined by the respective institution).

The FAR Council will review the nominees' qualifications at its annual June meeting, advise the Conference of any discrepancies, and make the selections. The Conference will announce the recipients via a press release in July and will provide each student-athlete selected with an award in recognition of this honor.

#### 4. **Team Academic Excellence Awards**

##### Criteria and selection

The BIG EAST Conference will annually recognize the team in each Conference-sponsored sport with the highest GPA for the preceding academic year.

Each institution will calculate the GPA for each BIG EAST-sponsored sport by a formula that weights each student's GPA by credit hours completed and will annually submit the information to the Conference by a date to be determined by the Conference. Calculations will be based on all squad list members, including redshirts and hardships, but not including student-athletes who have been granted "partial qualifier" status by the NCAA or permanent medical hardships.

The Academic Affairs Committee of the BIG EAST will review the qualifications, advise the Conference of any discrepancies, and make the selections. The Conference will announce the recipients via a press release in July and will provide each team selected with an award in recognition of this honor.

# GENERAL CONFERENCE POLICIES

## CHAMPIONSHIP TRAVEL PARTIES AND BENCH LIMITS

Institutions are financially responsible for championship travel, per diem/meals and lodging. The Conference staff will assign headquarters hotels where appropriate to secure a sufficient number of rooms and the best rates. Institutions are required to stay at the designated hotel when applicable.

Listed below are the Conference's Championship Travel Party and Championship Bench Limits. Travel party sizes indicate the number of seats afforded free of cost to the championship banquet/social upon qualification (i.e. regular season team sports). Institutions are charged for additional banquet attendees. Bench limits are reflective of NCAA limits utilized in championship post-season play.

SPORT	Championship Travel Party	Championship Bench Limit
Cross Country #	22 total	squad size of 9
Women's Soccer	28	22 players in uniform / 30 total
Field Hockey	28	22 players in uniform / 28 total
Men's Soccer	27	21 players in uniform / 27 total
Women's Volleyball	22	15 players in uniform / 22 total
Swimming & Diving #	<ul style="list-style-type: none"> <li>▪ Maximum of 18 qualified competitors (qualified divers count as 1/3)</li> <li>▪ A developmental squad of 6 who may compete in the preliminary heats only (qualified divers count as 1/3)</li> </ul>	n/a
Indoor Track & Field #	based on qualified athletes	n/a
Women's Basketball	25 + 1 Administrator or 1 Director	15 players in uniform / 24 total
Men's Basketball	25 + 5 Administrators + 1 Director	15 players in uniform / 24 total
Tennis #	20 total (10 per M / W team)	n/a
Golf #	14 total (7 per M / W team)	n/a
Women's Lacrosse	34	32 players in uniform / 42 total
Women's Rowing	based on boats entered	n/a
Outdoor Track & Field #	based on qualified athletes	n/a
Softball	28	20 players in uniform / 27 total
Baseball	35	25 players in uniform / 35 total

# = Men's and Women's

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# GENERAL CONFERENCE POLICIES

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## CONFERENCE REVENUE DISTRIBUTION POLICIES

All income generated by The BIG EAST Conference is part of the Conference general revenue pool. The annual Conference office operating budget is extracted from the revenue pool, and shares are distributed to the membership by June 30 of each fiscal year. Following are some revenue-distribution sharing policies by category.

1. BIG EAST Championship Tournament: Net revenues generated by The BIG EAST Men's and Women's Basketball Championship Tournament are part of the Conference general revenue pool, except for incentives provided to schools receiving a bye and/or advancing to the semifinals and final.
2. ESPN: Annual revenue from The BIG EAST Conference-ESPN television agreement is part of the Conference general revenue pool, except for appearance fees paid to men's and women's teams appearing in nationally televised intersectional games.
3. CBS: Annual revenue from the CBS television contract is part of the conference general revenue pool, except for appearance fees paid to men's and women's teams appearing in nationally televised intersectional games.
4. NCAA Men's Basketball Tournament: Revenue awarded The BIG EAST Conference from the NCAA for participation in the men's basketball championship is part of the Conference general revenue pool, except for that portion distributed directly to teams participating in the NCAA Tournament.
5. NCAA Sports Sponsorship and Grants-In-Aid: Revenue awarded BIG EAST Conference institutions for sports sponsorship and grant-in-aid totals is received by the Conference office and immediately distributed to Conference members on an annual basis.
6. Miscellaneous: Revenue from such areas as licensing, merchandising, and cable television royalties also is part of the Conference general revenue pool.

## REIMBURSEMENT POLICIES/CONFERENCE TRAVEL

### Directors of Athletics

The Conference reimburses the athletic directors' hotel and on-site meeting expenses associated with the fall, winter, annual, and any special Conference meetings.

Hotel charges will be master billed to the Conference. Athletic directors may book flights through the BIG EAST travel agent, Pearson Travel {(401) 397-5757} or through their own travel agent. In either case, air travel is an institutional expense.

### Committee Members/Administrators

The Conference is financially responsible for round-trip expenses (airfare or mileage) and hotel room charges for Conference Committee members when traveling to a championship site or a committee meeting.

Institutions are financially responsible for round-trip expenses (airfare or mileage) for administrators traveling to a Conference meeting. Hotel room charges are a Conference expense.

The BIG EAST travel agent, Pearson Travel {(401) 397-5757}, must be utilized when making air travel arrangements (at least 21 days in advance of the trip).

### Head Coaches

Institutions are financially responsible for round-trip expenses (airfare or mileage) for head coaches traveling to their annual Conference business meeting. Hotel room charges are a Conference expense.

NOTE: New head coaches and/or administrators attending the Conference's annual orientation seminar do so at the expense of their respective institution.

# GENERAL CONFERENCE POLICIES

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## CONFERENCE STAFF MEN'S AND WOMEN'S BASKETBALL REGULAR SEASON TRAVEL POLICIES

Associate Commissioners for both men's and women's basketball will physically see every BIG EAST Conference men's and women's basketball team, respectively, play in person during the regular season at least once – and visit every campus once every two years.

Associate Commissioner for Communications will plan to attend as many BIG EAST Conference Big Monday games televised on ESPN as possible and other selected nationally televised games.

Director of Communications for Women's Basketball will attempt to attend selected televised games (ESPN, ESPN2, ESPNU, CBSC, BIG EAST Game of the Week) as determined by both the Associate Commissioner for Women's Basketball and the Associate Commissioner for Communications.

Men's and Women's Basketball Supervisor of Officials will visit each campus every year to conduct a preseason clinic. In addition, they will visit each campus for a maximum of one other time unless approved/specified by their respective Associate Commissioner for Basketball or the Commissioner.

The Commissioner and other Conference senior staff members will attend selected games throughout the course of the year based on a variety of reasons ranging from such things as geography, travel costs and the significance of the event, among others.

## CONFERENCE STAFF OLYMPIC SPORT TRAVEL POLICIES

Associate Commissioner for Olympic Sports and respective staff members will attempt to attend regular season Olympic Sport contests which are either televised live by ESPNU or CBSC, or other live national broadcasts (i.e., Fox Soccer Channel), or which have significant BIG EAST Conference post-season implications.

Associate Commissioner for Olympic Sports and respective staff members will attempt to attend "opening rounds" of NCAA post-season contests only if they are played within a reasonable geographical distance from Providence. All NCAA Championship "finals" (college cup, final four, college world series, etc.) will be attended.

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# GENERAL CONFERENCE POLICIES

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## COACHES GOVERNANCE & COMMITTEE PROCESS

The following outlines the legislative process that Conference constituency groups must adhere to in requesting adjustments or changes relative to championship and/or regular season policies, regulations, and formats.

Once a policy or decision is made, the appropriate time to question or request change for the following academic year is via the governance process/coaches business meeting. Questioning or failing to comply with league policy or procedure in-season or during a championship event is inappropriate.

### **1. Coaches Associations**

The head coaches of each Conference sport comprise the coaches association for that particular sport. Each coaches association shall:

- a. Elect a president who serves as the liaison with the Conference staff, organizes the agenda for the annual meeting and may be required to offer opinion on behalf of the coaches group if the entire group cannot be polled. The president serves a two-year term. See page 38 for a complete listing of the Coaches Associations' Officers.
- b. Elect a vice president who handles the above duties for the president as necessary. The vice president serves a two-year term concurrent with the president. See page 38 for a complete listing of the Coaches Associations' Officers.
- c. Voice concerns and make recommendations for improvements, changes, etc., based on a majority vote, to the appropriate Committee.

Each coaches association conducts an "official" annual meeting with the BIG EAST Staff and Championship & Competition Committee members. Some meetings are held in conjunction with the Conference championship, some are conducted via conference call, and some are conducted in Providence, Rhode Island (the Conference Office headquarters). The Men's and Women's Basketball Coaches meet with the Directors of Athletics at the Conference's annual meeting each May. Other meetings are conducted as follows:

- Men's and Women's Soccer Coaches conduct their meetings in Providence on an annual basis (June).
- The following coaches groups meet in Providence in even years (i.e. 2010, 2012, etc) and via conference call in odd years (2009, 2011 etc.): (January) Baseball, Softball, and Women's Volleyball; (September) Men and Women's Cross Country/Track & Field and Women's Lacrosse.
- The following coaches groups meet in Providence in odd years (i.e. 2009, 2011, etc.) and via conference call in even years (2010, 2012, etc.): (January) Field Hockey, Men & Women's Tennis, and Men & Women's Golf; (September) Men and Women's Swimming & Diving and Men's Lacrosse.
- Women's Rowing Coaches meet in conjunction with their Championship in April. The Championship & Competition Committee takes action on Women's Rowing recommendations at its June meeting.

Only those coaches meetings conducted by the Conference are considered official meetings. During official meetings, attendance is mandatory for all head coaches. If an extreme situation occurs where the head coach cannot attend, the institution's sport administrator or Director will determine the substitution.

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# GENERAL CONFERENCE POLICIES

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## COACHES GOVERNANCE & COMMITTEE PROCESS (continued)

### 2. *Sport & Championship Committees*

The Sport & Championship Committees are comprised of the Conference's institutional administrators, those with expertise or responsibility for that sport program. Sport Committees must be chaired by an Athletic Director, Associate Director or Assistant Director. Committee appointments are determined by the Commissioner's office and terms are two or three years, but members may be reappointed based upon number of nominations and expertise available. See pages 35-37 for a complete listing of assignments and terms.

Responsibilities of sport and championship committee members are as listed below:

- a. Serve as the official games committee at the championship site (primary role). Committee members are representing the Conference and not any one particular institution and therefore must conduct themselves accordingly. Decisions must benefit the conduct of the Championship, which may differ from institutional preference.
- b. Take action upon request by an institution or by the Championship & Competition Committee. May be asked to review a coaches group proposal prior to the Championship & Competition Committee making a final decision.
- c. Approve special scheduling requests or deviations from regular season regulations.
- d. If a coaches business meeting is conducted at the championship site, the Committee provides the coaches group advice relative to its recommendations as follows: historical perspective, legitimacy or potential effectiveness of the proposal, how the recommendation may impact Conference-wide policies and philosophies.

### 3. *Championship & Competition Committee*

The Championship & Competition Committee is comprised of Conference institutional administrators who serve four-year terms. The Committee is chaired by a Director of Athletics who serves four years (1 as a vice chair and 3 years as chair) concurrent with a respective term on the NCAA Championships/Sports Management Cabinet. The Committee member's duties follow. See page 33 for current committee assignments.

- a. Authorized by the Directors of Athletics to take action on all matters pertaining to the Conference's Olympic Sport Program. The Committee must review all issues as forwarded from the coaches associations and sport & championship committees. If an issue is deemed highly sensitive or has significant financial implications, as determined by the Committee Chair and/or the Staff Liaison, the Directors will review it. Action taken by the Committee is mailed to each Director, who then has a three-week period to request that an issue be revisited at the next scheduled Directors' meeting.
- b. Charged with awarding championship dates and sites on a two-year cycle. The coaches group and/or sport & championship committee recommend appropriate/acceptable sites for the Championship Committee to consider.
- c. May take action on appeals after a sport committee has rendered a decision, as necessary.

#### Appeal Process (as defined by the Championship & Competition Committee)

All requests of a Sport & Championship Committee to review a matter must be made in writing, no later than 48 hours after the event, unless circumstances warrant an extension or reduction in the time limit as determined by the Conference staff. The written report must be signed by the Director of Athletics.

The Sport Committee's decision will be viewed final unless there is evidence that proper procedures were not followed (as described above). In such a case, the Championship & Competition Committee will review.

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# GENERAL CONFERENCE POLICIES

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## COACHES GOVERNANCE & COMMITTEE PROCESS (continued)

### *Championship & Competition Committee continued*

- d. At least one committee member, exclusive of the Chair, serves as liaison during the coaches annual business meeting. The liaisons provide the coaches group advice relative to its recommendations as follows: historical perspective, legitimacy or potential effectiveness of the proposal, how the recommendation may impact Conference-wide policies and philosophies.

### **4. Directors of Athletics**

Beyond the committee process as outlined in steps 1, 2, and 3, the Directors of Athletics always have the ability to review or raise an issue with the membership.

*Every head coach, committee member and Director receives a summary of the recommendations and the action taken during each phase of the governance process. After final action has been taken, it is the coaches responsibility to be aware of current policy. Being informed also allows you to have your Director respond promptly if the situation warrants.*

## OLYMPIC SPORT TELEVISION POLICIES

The Conference has multi-year agreements with CBS C and ESPNU relative to its Olympic sports regular season and championship events.

Based on the Conference's contracts with these networks, the following policies must be adhered to:

- Until the Conference releases Olympic sport regular season inventory based on CBS C and/or ESPNU making their official selections, the BIG EAST retains the rights to all regular season Conference-controlled contests (Conference games and home non-conference games) in addition to all Conference championship events.
- A specific timeline has been established for CBS C and ESPNU selection deadlines.
- If an institution needs release of a contest prior to the network selection deadline, the Conference staff will attempt to facilitate a waiver of the normal selection deadline policies. Until receiving that permission from the Conference staff, no institution may assign any television rights (including video streaming) to any competition in Conference sports to any national, regional, or local network.

## OLYMPIC SPORT STREAMING RIGHTS

ESPN holds exclusive streaming rights for all BIG EAST owned football and men's basketball contests. Any women's basketball or Olympic sport event selected to be televised by ESPN, ESPN2 or ESPNU may also be streamed by ESPN, Inc. Likewise, CBS C holds the streaming rights for any women's basketball or Olympic sport event that it televises. Institutions can stream other regular season events after all television selections are made, subject to Conference approval.

Institutions must contact the Conference office to request the right to stream an Olympic sport or women's basketball telecast after all television opportunities have been exhausted.

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# GENERAL CONFERENCE POLICIES

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## CONFERENCE LICENSING POLICY

The Conference recognizes and appreciates that each member school has its own specific licensing program for its own licensed products. However, for any Conference related items, the membership previously agreed to the following Conference licensing policies:

### 1. *Program Specifics:*

Royalties for the following product marks are processed through the Conference licensing program via its agent, the Licensing Resource Group (LRG):

- All products sold through retail markets (including internet sales) with ***the BIG EAST Conference mark only***;
- All products sold through retail markets (including internet sales) for products with the ***BIG EAST Conference mark*** and ***any member school mark (“Cross-licensed products”)***; and
- All products sold through retail markets (including internet sales) for products with the ***BIG EAST Conference mark and all member school marks***.

Any and all items sold at BIG EAST championship sites / events are specifically excluded from this arrangement. These championship sales are processed through the Conference’s concessionaire, which submits royalties directly to the Conference.

### 2. *Royalty Specifics:*

- All vendors who sell licensed products are to report all sales of pertinent products to LRG on a quarterly basis.
- LRG then separates all sales between football sales and all others.
- From the GROSS sales reported, LRG retains a 30% fee. The gross sales less this fee determine the NET sales reported.
- For all Cross-licensed products, the Conference retains 20% of the NET and the participating school receives 80% of the net sales. The revenues due are distributed quarterly from LRG to the Conference and either the school directly or its licensing agent.
- For all Conference only or Conference and all school products, the Conference retains the entire 100% of the net sales. The revenues generated to the Conference are distributed equally at year-end to the membership through the revenue pool distribution.