

Addendum to the Liberty University Athletics Department NCAA Self-Study

Operating Principle 1.2 Rules Compliance

Item 6

NCAA rules compliance is a central element in personnel matters for all individuals inside the Liberty University athletics department. Contracts of individuals within the athletics department state specifically address NCAA Rules compliance. More specifically, contracts state:

“This Employment Agreement may be terminated by University only for just cause. Just cause shall include the following: An intentional and known violation by the employee where the employee had actual knowledge of (1) a major NCAA regulation or By Law; (2) a Conference regulation or bylaw; or (3) any University policies and procedures; and which violation results in the University being place on probation, suspended, or subject to other punitive action by the Conference or NCAA.

Each coach is tasked with holding his assistant coaches and staff to the same exacting level of accountability to which his contract holds him.

Item 7

NCAA rules compliance is a central element in personnel matters for all individuals outside the Liberty University athletics department who are involved in rules-compliance activities. However, at this time, those individuals outside the Liberty University athletics department who are involved in rules-compliance activities are not awarded contracts or letters of appointment for employment at Liberty University.

Operating Principle 2.1 Academic Standards

Item 10

The overall graduation rates for Student-Athletes at Liberty University taken from the NCAA Official Division I Graduation-Rates Reports for 2002, 2003, and 2004 are:

Freshman-Cohort Graduation Rates	All Students	Student-Athletes
1995- 96 Graduation Rate	33%	58%
Four-Class Average	31%	51%
1996- 97 Graduation Rate	45%	54%
Four-Class Average	35%	52%
1997- 98 Graduation Rate	44%	69%

Four-Class Average

38%

61%

The current graduation rates for student-athletes are significantly higher than the rates for all students. There are some individual student-athlete ethnic groups with rates lower than the student body rates, but in almost all cases these are for groups with a size of 1-5. Some teams had rates that were low compared to the overall student-athlete rates, but all teams were equal to or greater than the general student body rate with the exception of the 4-Class average for the men's basketball team on the 2004 report. Not only do the graduation rates for student-athletes far exceed that of the general student body, but graduation rates for student-athletes have improved by over 10% during the three year period.

Operating Principle 3.1 Gender Issues

Item 7

The Liberty University Gender Equity Plan for Improvement will begin in the Fall 2006 and continue through 2011. From 2006-2011, all 13 program areas of the plan will be reviewed and adjusted on a yearly basis.

Additions to the Gender Equity Plan for Improvement

Program Area: Tutors

Issues: No issues were identified within the program area related to tutors.

Measurable Goals: Continue to provide equitable tutors and academic support for all student-athletes.

Steps to Achieve Goal: Continue to monitor student-athlete tutors and academic support.

Individuals Responsible for Implementation: Director of Athletics, Director of Athletics Academic Services

Program Area: Medical and Training Facilities and Services

Issues: No issues were identified within the program area related to medical and training facilities and services.

Measurable Goals: Continue to provide equitable medical and training facilities and services for all student-athletes.

Steps to Achieve Goal: Continue to monitor student-athlete medical and training

facilities and services.

Individuals Responsible for Implementation: Director of Athletics, Director of Sports Medicine

Program Area: Housing and Dining Facilities and Services

Issues: No issues were identified within the program area related to housing and dining facilities and services.

Measurable Goals: Continue to provide equitable housing and dining facilities and services for all student-athletes.

Steps to Achieve Goal: Continue to monitor student-athlete housing and dining facilities and services.

Individuals Responsible for Implementation: Director of Athletics, Director of Residence Life

Operating Principle 3.2 Minority Issues

Item 9

The Liberty University Minority Issues Plan for Improvement will begin in the Fall 2006 and continue through 2011. From 2006-2011, all eight program areas of the plan will be reviewed and adjusted on a yearly basis.

Operating Principle 3.3 Student-Athlete Welfare

Item 7

Grievance and Appeals of Financial Aid

PROCEDURES FOR REMOVING AN ATHLETE FROM SCHOLARSHIP

The head coach will notify the student-athlete and the Director of Athletics in writing that they would like to remove or reduce a student-athlete's scholarship, stating the reason for the removal or reduction. It should also be noted if the student wishes to remain enrolled at Liberty University, the head coach must next meet with the Faculty Senate Athletics Committee (FSAC) to review the rationale for the proposed athletic aid reduction/elimination.

Once this process is complete and the FSAC agrees with the reduction/elimination, the

Director of Athletics will notify the Scholarship Office. In accordance with NCAA regulations, Liberty University's Scholarship Office will notify the student-athlete in writing before July 1 about the aid reduction/elimination and their opportunity for a hearing.

STUDENT-ATHLETE'S APPEAL PROCEDURE

After being notified in writing by the Scholarship Office that aid will be reduced or eliminated, the student-athlete, who wishes to appeal, should notify the Director of Athletics in writing of their desire to meet with the proper authorities concerning the appeal. This letter should include the student-athlete's reasons for appeal.

The Director of Athletics will forward a copy of the letter to the Athletics-Financial Aid Liaison who will arrange a meeting. The student's appeal to the Director of Athletics should be received within two weeks of the original notification of reduction or elimination of an athletics grant-in-aid.

These policies are communicated on page 2 under the Financial Aid tab in the Coaches Compliance Handbook.

Grievance and Appeals of Transfers

If a student-athlete at Liberty University wishes to transfer to another institution the Transfer Policy form must be completed.

The Transfer Policy form states the following steps must be taken for a student-athlete to obtain permission to contact and/or release:

- 1) The student-athlete must meet with the Head Coach of his/her sport and discuss with him/her why he/she would like to transfer from Liberty University.
- 2) If the coach agrees to grant the student-athlete permission to contact other schools and/or release the student-athlete from their program, the student-athlete will need him/her to sign the Transfer Policy form.
- 3) After the coach has signed the policy, the student-athlete must bring it to the Compliance Office to obtain his/her official permission to contact and/or release document.
- 4) Once this document is obtained, it is the student-athlete's responsibility to fax it to the schools for which he/she is interested in or make copies and mail it to those schools. It is the only copy we will provide to the student-athlete.

If Liberty University chooses to deny the request of the student-athlete, the following steps must be taken:

- 1) The Head coach must sign the policy stating the denial of the student-athlete's request.
- 2) The student-athlete must bring the form to the Compliance Office showing the denial.
- 3) The student-athlete will then be issued a letter stating the student-athlete has an opportunity for a hearing from a committee outside of the athletics department to appeal his/her case.
- 4) The student-athlete must make this request for the hearing within two weeks of the

receipt of the said letter.

5) The decision made by the committee is final.

The Transfer Policy is found on page 6 of the Coaches Compliance Handbook.

Operating Principle 3.3 Student-Athlete Welfare

Items 9 and 10

Liberty University has general guidelines for anyone who drives a university owned, leased, or rented vehicle. They are:

Liberty University Driver Rules and Regulations

Anyone who drives a university owned, leased, or rented vehicle must be on record with the Transportation Dept. of L.U. as a qualified driver.

The qualifications required by our insurance policy are as follows:

1. Must be at least 21 years of age.
2. Must have a valid driver's license with the proper class and endorsements for the type of vehicle driven.
3. Must have an acceptable driving record as specified by our insurance company. No one may have more than 2 speeding tickets or have any reckless driving or DUI violations in the past 40 months.

The Transportation Department has the authority to refuse anyone the right to drive a university owned, leased, or rented vehicle based upon driving record, driving experience, or misuse of the vehicle.

Under No circumstance should any university owned, leased, or rented vehicle be used for personal use.

Each driver of the vehicle is responsible to make certain that it is in proper visual working order. It is necessary to occasionally check all lights, tires, and fluid levels. At any time there is negligence on the part of the driver, he/she will lose driving privileges for any L.U. vehicle, and may be held financially responsible for any damages.

If any driver acquires a traffic violation for any reason other than mechanical failure, the driver will be responsible to pay all citation charges.

All accidents must be reported immediately to the Transportation Department or the Security headquarters. Then, the driver is required to fill out an Accident Report in the Transportation office, within 24 hours of the accident.

Any driver found to be abusive or irresponsible in any accident would be required to pay the \$500 deductible for any and all repairs. Driver negligence or violation of vehicle policy, as deemed by the Transportation Dept., may result in removal from the driving list and/or termination of employment.

All vehicles must be returned in the same condition in which they were picked up for use. Any driver or group which returns the vehicle with an unreasonable amount of wear and tear will be assessed a fine to be determined by the Transportation Department.

All drivers and passengers must wear their seatbelts when the vehicle is in operation.

In addition to the university's general guidelines for anyone who drives a university owned, leased, or rented vehicle, the athletics department has additional transportation policies found in the Athletics Policy Manual on page 37. Athletics Policy Manuals are distributed at the beginning of each academic year. The stated policies are:

Transportation by Liberty University Vehicle

1. In order to secure a vehicle for departmental use whether for team travel or individual use, a Requisition must be submitted in sufficient time so it is received by the Transportation Department no later than two weeks before the scheduled trip.
2. Anyone driving a ministry owned, leased or rented vehicle must be on the university insurance list. The qualifications required by our insurance policy are as follows:
 - a. Must be 21 years of age.
 - b. Must have a valid Virginia Driver's License with the proper class and endorsements for the type of vehicle driven.
 - c. Must have a good driving record as specified by Liberty's insurance company. You cannot have more than one speeding ticket in the past 36 months or have any reckless driving or DWI violations.
3. The Transportation Supervisor has the authority to refuse anyone the right to drive a ministry owned, leased or rented vehicle based upon driving record, driving experience or misuse of a vehicle.
4. All accidents must be reported to the Transportation Department immediately. Additionally, the driver must come to the Transportation Department to fill out an accident form within 24 hours. Accidents occurring on a weekend must be reported on Monday.
5. If determined necessary by the Transportation Supervisor, any volunteer driver who is negligent or violates vehicle policy may be removed for the insurance policy.
6. Rests stops will be taken every two hours or drivers will be rotated every two hours

when non professional drivers are being used.

7. No student-athlete will drive.
8. Travel policies and procedures are addressed on a regular basis in athletics departmental meetings.