

**INTRODUCTION TO N.C.A.A. SELF-STUDY REPORT
FOR RADFORD UNIVERSITY**

Institutional Information for Radford University

1. Type of institution: **Public**
2. Year institution was founded: **1910**
3. Special affiliation: **No**
4. Coeducational? **Yes**
5. Total student enrollment (undergraduate and graduate combined) [using a full-time-equivalency (FTE) basis]: **8225**
6. Number of faculty [using a full-time-equivalency basis]:
424 Instructional Faculty
1,158 Including Non-instructional Faculty
7. Highest level of academic degree offered: **Ed.S.**
8. Institution's governing entity: **Board of Visitors**
9. a. Regional accreditation agency: **Southern Association of Colleges and Schools**
b. Date of most recent regional accreditation self-study: **December 9, 2002**
c. Current accreditation status: **Accredited**

Athletics Information

1. Subdivision status of athletics program: **I-AAA**
2. Conference affiliations:
The Big South Conference for all except Field Hockey and Swimming
NorPac Conference for Field Hockey
Southern States Conference prior to Fall 2003 and then commencing Fall 2003
Northeast Conference in Swimming
3. Athletics program structure:
One combined athletics department
4. Date of NCAA major infractions case(s) (if any) since previous certification self-study and impact (if any) on the areas of the certification program:
No major infractions

5. Other significant events (with dates) in the history of intercollegiate athletics program:

Since its inception in 1971 with the women's basketball program, the Radford University Athletic Program has quickly grown into a competitive NCAA Division I program offering 19 intercollegiate sports for the 2002-2003 academic year. The list of accolades for Radford University student-athletes continues to grow. These include Academic All Americans, Olympians, and professional athletes.

Radford's initial athletic affiliation was with the NAIA (National Association of Intercollegiate Athletics) and the AIAW (Association of Intercollegiate Athletics for Women). The intercollegiate athletic program became a member of NCAA Division II in 1979 and a member of NCAA Division I in 1984.

Radford University is a charter member of the Big South Conference. Established in 1983, the Big South Conference currently consists of Birmingham-Southern, Charleston Southern, Coastal Carolina, High Point, Liberty, Radford, UNC Asheville, VMI, and Winthrop.

Previous Certification Self-Study

(Please attach additional pages as necessary when responding to these items.)

1. Date of previous orientation visit was December 1996. **The date of the previous evaluation visit was February 1998.**
2. Initial certification-status decision rendered by the NCAA Committee on Athletics Certification (and date): **CERTIFIED, July 1998**
3. Subsequent actions or changes in certification status (if any) made by the NCAA Committee on Athletics Certification (and date):
No subsequent Actions or changes were made
4. Changes in key senior-level positions, institutional or athletics program, (if any) since the institution's previous certification self-study:
 - **Dr. Norleen Pomerantz became Vice-President of Student Affairs in 1999.**
 - **Meghan Eckert Barter became director of Compliance in 2000. She was succeeded by Stephanie Stacer in August 2003.**
 - **Jackie Clouse Snell became Senior Women's Administrator in 2001.**
 - **Tom Lillard became Associate Director of Intercollegiate Athletics in 2001.**
5. Significant changes impacting the institution and/or athletics program, if any (e.g., conference affiliation, sports sponsored, changes in admissions standards, significant changes in graduation rates, changes in mission statement of the athletics program, changes in fiscal stability/condition of the athletics program), since the institution's previous certification self-study:

Men's lacrosse and women's gymnastics were reclassified from varsity sports to club sports, effective at the close of their respective 2000-2001 playing seasons. Women's swimming and diving were added as a varsity sport in Fall 2002.

Certification Self-Study Information

1. Steering committee chair(s):
Charles L. Hayes, Professor of Theatre and FAR
Dr. Jack Call, Professor of Criminal Justice
2. Chief report writer/editor of self-study report:
Dr. Jack Call, Professor of Criminal Justice
3. Describe the extent of broad-based participation of campus constituencies in the self-study. Specifically, report on the opportunities that actually were provided to various individuals or groups in the broad-campus community to: (a) offer input into the self-study report before its findings and plans for improvement were formulated, and (b) review the self-study report after it was drafted.
 - **The campus community and the community at large was made aware of the fact that a self-study was being undertaken through new releases to the campus and community media.**
 - **An announcement of the self-study was made to the Radford University Faculty Senate and an invitation for in-put was given.**
 - **The Highlander Club was informed of the self-study at the beginning of the year and was given up-dates, with requests for input, during the year.**
 - **The final draft of the self-study was made available on line for review.**
 - **Individual sections of the report were sent to selected coaches for feedback.**
 - **Members of the Intercollegiate Athletics Committee read sections of the self-study report and offered suggestions.**
 - **The Athletic subcommittee of the Business Industry Council (BIC) was briefed on the self-study and their input was solicited.**
 - **The Big South Conference was supplied a draft and was asked for input.**
4. Radford University's written plan for conducting the self-study is attached.

NCAA ATHLETICS CERTIFICATION PROGRAM
Written Plan
for
Radford University

I. GOALS

Radford University has set five major goals to be achieved through the NCAA athletics Certification Program. These goals have been approved by the Steering Committee and will be used as guidelines throughout the self-study process. The goals are as follows:

1. To assure that appropriate and open lines of communication exist between the Department of Intercollegiate Athletics, the campus community at-large, and the general public.
2. To carefully examine the Athletics Department's policies and procedures in order to recognize strengths and to identify and suggest plans for improving weaknesses.
3. To evaluate the improvements made in order to address deficiencies identified in our first NCAA Athletics Certification Program.
4. To demonstrate to the campus community and to the public the relationship between the mission of intercollegiate athletics and the mission of Radford University.
5. To obtain official NCAA Re-certification of Radford University's Athletics Program. This re-certification will provide assurance to the campus community and to the public that the university's intercollegiate athletics programs are in compliance with NCAA rules, are conducted with both academic and fiscal integrity, and have a genuine commitment to equity.

II. INSTITUTIONAL PLANS FROM THE FIRST CYCLE SELF-STUDY

Radford University and the Department of Intercollegiate Athletics are committed to support efforts to enhance the equitable treatment of all student-athletes. To that end, the First Cycle Self-Study Committee developed three separate plans for improvement. One addresses issues of gender equity, a second addresses minority equity issues, and the third is concerned with general student-athlete welfare.

1. In the area of gender equity, several areas needing improvement have been identified. The university intends to increase the opportunities for women to participate in intercollegiate athletics in numbers more proportionate to their percentage of the student body. A task force will be appointed by the Vice President for Student Affairs to examine ways to increase women's participation and to fund such additional expenses. The task force will report at the end of the 1998-99 academic year. Several procedures will be initiated to ensure that

funding for men's and women's sports is equitable. Outside reviewers will be asked to examine sports budgets for comparability. The Director of Sports Media Relations will oversee joint promotion of men's and women's sports through the various on campus information sources. Student misperceptions of inequities in per diem, meal allowances, and other expenditures will be addressed through the publication of a handbook for student-athletes explaining how money is distributed. Finally, the Department of Intercollegiate Athletics is committed to increasing the number of women on the administrative and coaching staff by two by 2000, and by adding two more women by 2003.

2. Likewise, the minority equity plan provides for adding two more members of minority groups to the coaching or administrative staff by 2000 and two more by 2003. Although the percentage of minority athletes currently receiving athletic scholarships exceeds the percentage of minority students at the university, the plan provides for increasing the percentage of minority students to 14% of those receiving athletic scholarships by 2000 and to 16% by 2003. The plan also includes several initiatives to support minority students in achieving academic success, such as financial aid and career workshops.
3. With respect to general student welfare, the university intends to enhance the procedures for monitoring student-athletes' academic progress, to improve communication between faculty and the Department of Intercollegiate Athletics, and to collect the information from exit interviews.

**III. NCAA DIVISION I COMMITTEE ON ATHLETICS
CERTIFICATION REQUIRED ACTIONS FROM THE FIRST
CYCLE SELF-STUDY**

1. Provide a progress report on the actions taken by the university's recently reconstituted intercollegiate athletics committee as a means of demonstrating that appropriate campus constituencies are being given the opportunity to provide input into the formulation of policies related to the conduct of the athletic program and to scrutinize the implementation of such policies.
2. Ensure that the university's academic support services for student-athletes are approved and reviewed periodically by academic authorities outside the university's department of intercollegiate athletics, consistent with the institution's own recommendations.
3. Clarify whether the university, prior to its 1997 certification self-study, required athletics staff members to receive annual prior written approval from the university's chief executive officer for all athletically related income and benefits from sources outside the institution, as set forth in NCAA Bylaw 11.2.2 (athletically related

income). [If the institution, after investigating this matter, determines that it has not met Bylaw 11.2.2, it should self-report the violation to the NCAA enforcement staff, as required by NCAA Constitution 2.8.1. The resolution of this matter also should be reported to the NCAA committee on Athletics Certification as soon as possible, but not later than December 15, 1998.]

4. Explain how the university intends to increase female student-athlete participation opportunities in relation to the female/male student enrollments ratio by adding the sports of men's and women's indoor and outdoor track and field (which was accomplished in 1997 according to Page No. 65 of the university's self-study report), given that such sports typically involve a high number of male student-athletes.

IV. FUNCTION AND COMPOSITION OF THE SECOND CYCLE SELF-STUDY COMMITTEES

The Steering Committee is responsible for coordinating and providing overall direction for the self-study. Its functions include assisting in the gathering and analyzing of data, working with the subcommittees in the preparation of their respective reports, reviewing and coordinating the reports of the subcommittees and preparing the final report.

The Steering Committee was charged by the President with the authority and responsibility to speak and act on behalf of the university in matters pertaining to the full and accurate completion of its task.

Membership of the Steering Committee includes the university's chief executive officer, the faculty athletics representative, the Director of Athletics, and the Senior Woman Administrator as required by the NCAA. Other members include faculty, students, representatives from financial aid, academic affairs, fiscal affairs, institutional research, and an alumnus. Such broad representation will assure appropriate access to information and will bring a variety of backgrounds and perspectives to the self-study process.

The subcommittees include broad representation from appropriate campus constituencies and will be responsible for preparing reports for review by the Steering Committee. The chair of each subcommittee is a member of the Steering Committee and will represent the subcommittee at Steering Committee meetings. Each subcommittee will gather, analyze and organize its own data and will prepare reports for the Steering Committee. The final report of each subcommittee will include a section on *evaluation* and a *plan for improvement* in areas where deficiencies are identified.

The final report will represent the work of the five major subcommittees and will be compiled by the chief report writer who will also serve as the Co-Chair of the Steering Committee. The final report will be reviewed and approved by the Steering Committee prior to submission to the NCAA Committee on Certification. The Steering Committee will give special attention to evaluations made by the subcommittees and will assess whether plans for eliminating deficiencies are adequate.

Throughout the course of the self-study the Athletics Department and the office of the Vice President for Student Affairs will provide all necessary supplies, word processing equipment, photocopying, and secretarial assistance to the Steering Committee and the subcommittees.

Composition of the Steering Committee:

- Co-Chair Mr. Charles L. Hayes, Professor and FAR
- Co-Chair Dr. Jack Call, Professor of Criminal Justice
- Dr. Douglas Covington, University President
- Dr. Norleen Pomerantz, V.P. Student Affairs
- Mr. Greig Denny, Director, Intercollegiate Athletics
- Ms. Jackie Clouse-Snell, S.W.A. Head Athletic Trainer
- Mr. Ron Downs, Director, Dedmon Center
- Ms. Meghan Barter, NCAA Compliance Coordinator
(Ms. Stephanie Stacer, commencing August 2003)
- Dr. Judy Niehaus, Assoc. Dean, College of Arts & Sciences
- Ms. Evelyn Wilson, Asst. V.P. Finance/Controller
- Dr. Jill Stewart, Professor – Math/Statistics
- Dr. Felix Amenkhienan. Chair/Professor – Accounting & Finance
- Dr. Rosemary Gray, Asst. Dir. Human Resources/Social Equity Officer
- Mr. Rual Fuller, Asst., Dir. – Institutional Research, & Analysis
- Dr. Steve Lerch, Assoc. VP – Academic Enrichment
- Mr. William Shorter, University Auditor (now, Director of Human Resources)
 - Mr. Jason Grogg, RU student, President – SGA
(Mr. Matt Crisp, commencing 2003)
 - Mr. David Horton, Acting Director of Alumni Affairs
 - Mr. Dave Kraus, Director of Admissions
 - Ms. Heidi Terry, Registrar

Composition of Sub-Committees:

Governance and Commitment to Rules Compliance Subcommittee

- Chair Mr. Ron Downs, Director – Dedmon Center
- Meghan Barter, NCAA Compliance Coordinator
(Ms. Stephanie Stacer, commencing August 2003)
- Laura Terebey, Student-athlete (Golf)

11/5/2003

Mr. Bill Beecher, Head Women's Swimming Coach
Dr. Mary Ferrari, Associate Professor of History

Academic Integrity Subcommittee

Chair: Dr. Judy Niehaus, Assoc Dean, College of Arts and Science
Dr. Steve Lerch, Assoc. V.P., Academic Enrichment
Mr. David Popoola, Student-athlete (Basketball)
Holly Kerstner, Academic Coordinator
Janet Nichols, Assistant Academic Coordinator
Dr. Stephen Owen, Assistant Professor of Criminal Justice

Fiscal Integrity Subcommittee

Chair: Ms. Evelyn Wilson, Asst. V.P., Finance/Controller
Mr. Bill Shorter, University Auditor
Mr. Tom Lillard, Assoc. A.D. (Currently, Director of Athletic
Development)
Ms. Barbara Porter, Director of Financial Aid
Mr. Ernest Wade, Instructor of Economics
Nikki Porter, Student-athlete (Soccer)

Equity, Welfare & Sportsmanship Subcommittee

(Because of the breadth of this topic grouping, this subcommittee has a particularly heavy responsibility; consequently, plans are to appoint two chairs.)

Welfare and Sportsmanship

Chair: Dr. Jill Stewart, Professor, Math & Statistics
Ms. Jessie Brunjack, Student-athlete (Basketball)
Mr. Jeff Woods, Head Coach, Field Hockey
Mr. Burke Baker, Member, Highlander Club
Dr. William Hrezo, Professor, Political Science

Equity

Chair: Dr. Felix Amenkhienan, Chair/Professor, Accounting & Finance
Dr. Reginald Shareef, Professor, Political Science
Dr. Rosemary Gray, Asst. Director, Human Resources & Social Equity
Officer
Mr. Jason Grogg, S.G.A. President
(Mr. Matt Crisp, commencing 2003)
Jackie Clouse Snell, S.W.A.
Penny Helms-White, Director, Annual Giving, RU Foundation
Ms. Samantha Woods, Student-athlete (Soccer) (graduated Spring 2003)

Ms. Deborah Brown, Radford University's Assistant Vice-President for Communications and Public Relations, will serve as Certification Communications Coordinator.

V. CAMPUS LIAISON

Mr. Greig Denny, Director of Intercollegiate Athletics, will serve as the campus liaison. He will work directly with the Co-Chairs of the Steering Committee in fulfilling the responsibilities of the liaison person. All subcommittee chairs will be instructed to bring to the campus liaison any questions that have arisen regarding the self-study process that need to be presented to the N.C.A.A.

VI. INDIVIDUALS RESPONSIBLE FOR WRITING THE SELF-STUDY REPORT

As indicated in item II. above, the subcommittees will prepare reports which will be forwarded to and reviewed by the Steering Committee which may make recommendations for changes and/or additions to the subcommittees. Following final approval by the Steering Committee, Dr. Jack Call, who is serving as chief report writer, will compile the five subcommittee reports into a final report. The final report will be approved by the Steering Committee.

VII. SCHEDULE FOR COMPLETING THE SELF-STUDY

The following outline and schedule have been established for completing the self-study.

August 2002

*Steering Committee and Subcommittee Members were identified.

September 3, 2002

* An organizational meeting was held.

September 26, 2002

* President made charge to the Steering Committee.

* The Certification Handbook and the Self-Study Instrument were given to the Steering Committee and reviewed.

October 2002

*Begin Self-Study, add sub-committee members as necessary.

October 24 – November 11, 2002

* Prepare Tentative Written Plan.

* Make final appointments to the subcommittees.

November 11 – 20, 2002

*Preparation for the orientation visit.

-Further review of the Handbook and Self-Study Instrument.

-Final review of Tentative Written Plan.

11/5/2003

- Make final determination of the role that the Big South Conference office will play in the self-study and peer review process.
- Review of institutional compliance policies and procedures.

November 21, 2002

*Orientation visit by Ms. Mira Coleman, Assistant Director of N.C.A.A. Membership Services and Mr. Leland Zeller.

November 2002 - April 2003

*Subcommittees meet to gather data and write draft.

January 2003

*Each subcommittee will have a response for each self-study item in their area.

February 2003

*Each subcommittee will evaluate their responses to their self-study items against the appropriate Operating Principle.

March 2003

*Each subcommittee will develop a plan for improvement for their area whereby any deficiencies noted in comparing self-study items against Operating Principles will be addressed. A time-line for this plan for improvement will also be developed.

April 1, 2003

*Subcommittees submit first drafts to the Steering Committee for review.
*Status of the Self-Study will be reported to Faculty, Administrative, and Staff Senates as well as the S.G.A. during their April meetings.

April 15, 2003

*Steering Committee returns drafts to subcommittees for any editorial changes and/or revisions.

Week of April 28, 2003

*Subcommittees submit revised draft of self-study reports to the Steering Committee prior to Commencement.

May - September 2003

*Steering Committee collates subcommittee reports into a draft of the self-study report.

*The Self-study will be distributed and made available for outside review and comment.

*The chief report writer prepares a draft of the final report.

*This draft is circulated to all subcommittee and Steering Committee members for comment.

11/5/2003

August 2003

*Any needed revisions are made.

October 2003

*The final draft of self-study report is prepared by the chief report writer and submitted to the Steering Committee for approval.

November 2003

The final report is submitted to the NCAA.

February 2004

*The Peer Review team makes evaluation visit.

May 2004

*Certification decision from NCAA.

The Steering Committee will meet at least monthly from December 2002 through May 2003 and will hold additional meetings as needed. The Co-Chairs will attend as many of the subcommittee meetings as possible. During the summer of 2003, the subcommittees will meet as required to make changes in their reports and the Steering Committee will meet at least once to discuss progress. Following receipt of the subcommittee's revisions in August, the Steering committee will again commence its regular meeting schedule until the final report is completed in late October 2003. The final draft of the self-study report will be completed, endorsed by the Steering Committee and forwarded to the N.C.A.A. by November 1, 2003.

VIII. PLANS FOR INVOLVING THE CONFERENCE OFFICE

The Big South Conference, of which Radford University is a member, will be involved in the self-study process. Ms. Dawn Turner, Assistant Commissioner for Compliance, will be the main conference liaison for Radford University. Mr. Kyle Kallander, commissioner of the Big South Conference, will also serve in an ex-officio capacity. Ms. Turner will attend the Orientation Visit and will attend Steering Committee meetings when possible. Both individuals will receive copies of all reports generated by the Steering Committee. The conference office will advise and forward any recommendations directly to the Steering Committee for consideration. Ms. Turner will also be present for the evaluation visit by the N.C.A.A. peer review team.

IX. INSTITUTIONAL GUIDELINES FOR WRITING AND EDITING THE SELF-STUDY REPORT

The Steering Committee and the subcommittees will follow closely the outline provided in the *N.C.A.A. 2002-03 Division I Athletics Certification Self-Study Instrument* in preparing their reports. This will bring a high degree of consistency

in format to the various reports and will also assure that all appropriate items are addressed in the final report. The use of a chief writer for the final report will help assure that it will read with a consistent voice.

X. PLANS FOR COMMUNICATING TO THE INSTITUTIONAL COMMUNITY

Throughout the course of the self-study, updates will be provided by the Steering Committee to the Athletics Department's web page. This web link will include an invitation for in-put from students, faculty, and the general public.

Throughout the course of the self-study, updates will be provided by the Steering Committee to the Athletics Certification Communications Coordinator, Ms. Deborah Brown. Her office will be responsible for periodic dissemination of all information pertaining to the study to the campus community, to the media, and to the general public. She will receive a copy of the final self-study report and will provide information to all appropriate constituencies regarding the final certification decision and any corrective actions or recommendations