

# CONFERENCE GOVERNANCE

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## CONSTITUTIONAL PROVISIONS

The following summarizes the principle for BIG EAST Governance. These principles have been approved by the Conference Chancellors and Presidents (CEOs).

- CEO's will select our representative to the Board of Directors.
- Athletic Directors will select the Leadership Council, Legislative Council and Cabinet representatives. Their selections will be presented to the Presidents for approval.
- The Conference's representatives on the Board of Directors, the Leadership Council, the Legislative Council and the various Cabinets will vote according to the majority vote of the Conference.
- If the Conference is unable to determine a majority position (e.g., 8 votes in support of a proposal, 8 votes in opposition of a proposal), the Conference's representatives on the Board of Directors, the Leadership Council, the Legislative Council and the various Cabinets shall use their discretion when casting the Conference's vote.
- On Football Bowl Subdivision (FBS) matters, the Conference's position will be determined by a vote of the eight BIG EAST institutions that are members of The BIG EAST Football Conference and Notre Dame (nine total votes).
- The Conference will "withdraw" from a particular legislative cycle any legislative proposal submitted by the Conference for which the Conference position, after discussion and vote, is one of opposition.
- On other federated matters (e.g., Ice Hockey), the Conference's position will be determined by a majority vote of the BIG EAST institutions sponsoring applicable programs. However, if the Sr. Associate Commissioner for Governance and Compliance determines that a sport specific proposal dealing with a federated sport is potentially precedent setting within the NCAA governance structure, he or she shall have the authority to allow all Conference member institutions to vote on said proposal.

## LEGISLATIVE PROCESS

The following are Conference legislative policies and procedures that have been approved by the Directors of Athletics.

### A. BIG EAST Sponsored Proposal

1. Any and all recommended changes in NCAA legislation must be forwarded in writing to the SAC by an athletic director of a member institution or by an athletic director's designee (e.g., compliance coordinator) with the athletic director's approval.
2. To guarantee consideration in a legislative cycle that will be commence on July 15<sup>th</sup> of each year, any and all recommended changes must be submitted to the SAC on or before April 15<sup>th</sup>. Any recommended changes submitted after April 15<sup>th</sup> but prior to July 15<sup>th</sup> are not guaranteed for consideration within the closest new legislative cycle.
3. Upon receipt of a recommended legislative change, the SAC will place said change on the agenda of the next scheduled BIG EAST Compliance Conference call. The change will be discussed and shortly after the call (in a time period and procedure to be announced on the call) all applicable member institutions will be responsible (pursuant to the legislative voting rules of the Conference) for submitting a vote either in support or opposition of the legislative change.
4. If a majority of member institutions vote to support the recommended change the SAC will process the recommendation into a proposal.

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## LEGISLATIVE PROCESS continued

### BIG EAST Sponsored Proposal continued

5. The proposal will then be reviewed and voted on by the Conference's Athletic Directors (if possible the above-mentioned review and vote will take place at the Conference's Annual meeting).
6. If a majority of the Conference's Athletic Directors vote to support the proposal, the SAC will forward the proposal to the NCAA by the July 15<sup>th</sup> legislative deadline.
7. The SAC will update the appropriate Conference representatives on the Board of Directors, Leadership Council, Legislative Council or Cabinets as to the status of said proposal(s) as frequently as necessary.

### B. Establishing BIG EAST Positions on Proposals from the NCAA Membership

1. On or about August 15<sup>th</sup> of each year the NCAA will release a "web based" publication containing new NCAA Legislation that will be considered at the January and April Legislative Council and Board of Directors meetings. The Conference Compliance Office will ensure that said publication is distributed, via email, to the AD, FAR, SWA and applicable compliance personnel on each member institution's campus.
2. During the months of October, November and/or December the SAC will organize topical conference calls (e.g., recruiting, financial aid, eligibility, playing and practice season) in order to review and discuss the new legislative proposals. The Conference Compliance Office will prepare the materials needed for each conference call and will distribute said materials to the AD, FAR, SWA and applicable compliance personnel on each member institution's campus. It will be the decision of the institution as to who from the institution actually participates on the conference calls.
3. On or about December 1<sup>st</sup>, voting sheets will be forwarded to each institution. Each institution will be required to return its voting sheets (indicating the preliminary position of its institution) on or about December 15<sup>th</sup>.
4. In order to adequately prepare our Legislative Council and Board of Director representatives for their January meetings, voting on proposals during this period (pursuant to NCAA bylaw 5.3.2.2.1) will fall into four categories:
  - A. Support – A proposal that receives approval by at least a two-thirds majority vote of the Legislative Council members present and voting shall be considered adopted subject to possible review by the Board of Directors
  - B. Send out to the Membership for Review and Comment - If a proposal is not adopted, but a majority of the Legislative Council members present and voting vote to adopt the proposal or to forward it to the membership for review and comment, or if the combined votes for the two options equals at least a majority, it shall be forwarded to the membership for review and comment.
  - C. Defeat – A proposal that fails to receive the votes necessary for adoption or distribution to the membership for review and comment shall be considered defeated
  - D. Abstain

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## LEGISLATIVE PROCESS continued

### Establishing BIG EAST Positions on Proposals from the NCAA Membership continued

5. In preparation for the in-person legislative Conference meeting at the NCAA Convention, the Conference Compliance Office will prepare a document that will note each institution's current position on each proposal. The Conference Compliance Office, based on the preliminary votes received, will also prepare a proposed "in favor", "opposed" and "send out for comment" consent package. The voting document as well as the proposed consent packages will be distributed to the AD, FAR, SWA and applicable compliance personnel on each member institution's campus.
6. The BIG EAST Conference in-person legislative meeting will held on the Tuesday or Wednesday prior to the start of the NCAA Convention (meeting date and time will be determined based on the convention schedule as established by the NCAA). At the meeting a final "in favor", "opposed" and "send out for comment" consent package will be established, and a final vote will be taken on each of the remaining proposals. It will be the decision of each institution as to who from the institution attends the in-person legislative meeting.
7. At the conclusion of the BIG EAST Conference in-person legislative meeting the SAC will prepare a summary document for the Conference's Legislative Council Representative and Board of Directors Representative in order that said representatives will be able to appropriately vote the Conference's position in each of their respective meetings.
8. In early / mid March legislative voting sheets will be sent to each institution in preparation for a BIG EAST Legislative Conference Call. This call will take place in late March / early April (the official date TBA) for the purpose establishing a Conference position on any and all legislative proposals that still remain in the legislative cycle for a vote in April. (It is possible that an institution's vote in April could differ from their vote in January).
9. Once all of the votes have been cast and the Conference Call has concluded the SAC will prepare a summary document for the Conference's Legislative Council Representative and Board of Directors Representative in order that said representatives will be able to appropriately vote the Conference's position in each of their respective meetings.
10. **SPECIAL NOTE:** Prior to the Legislative Council and Board of Director's legislative meetings in January and April, the Commissioner , the SAC and / or the President's Executive Committee will identify legislative proposals that may require input from each institution's President. In addition, the Commissioner and / or President's Executive Committee may determine that said legislative proposals are of such importance that a separate legislative conference call or meeting of the Presidents is warranted. In this case, the Commissioner and the SAC would schedule a call or meeting for a time convenient for the majority of the Presidents who wish to participate on the call or meeting. Finally, whenever practicable, legislative proposals that require Presidential input should be included on the President's agenda for their fall and spring meetings. If a proposal(s) were to rise to this level, the majority position of the Presidents on each legislative proposal would be how the Conference representatives to the Legislative Council and Board of Directors would be directed to vote.

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## LEGISLATIVE PROCESS continued

### C. BIG EAST Representatives to the NCAA Cabinets

1. After receipt of the agendas and supplements for the cabinet meeting, each BIG EAST Cabinet Representative in conjunction with the Conference office staff, should identify those agenda items that the Cabinet Representatives would need to know the BIG EAST majority position. The Conference office staff would be responsible for determining the BIG EAST majority position and conveying it to the BIG EAST Cabinet Representatives. The staff should determine the Conference position by survey or through a sense of the Athletic Directors' fall, winter, spring or summer meetings. The Conference staff and Cabinet representatives should use their best judgment in identifying only important agenda items for which the Cabinet Representative(s) will be responsible for knowing the BIG EAST majority position. Otherwise, each Cabinet Representative should be permitted to use their best judgment when performing routine Cabinet responsibilities.
2. All Legislative items on Cabinet agendas should be reviewed with the Conference Commissioner or SAC to determine the BIG EAST majority position. Cabinet Representatives working with the SAC may include agenda items on the BIG EAST monthly Legislative conference calls to get a sense of the Conference position on issues. When Cabinet agenda item(s) are placed on a conference call, the respective Cabinet representative would be required to be on the call.
3. Following Cabinet meetings, Cabinet Representatives may be required to do a written summary of the meeting to be forwarded to the Conference office for distribution to BIG EAST institutions. The Conference office would determine which individuals on campus should receive copies of the information based on the Cabinet meeting and the actions taken.
4. Each Cabinet Representative may be required to do a written year end summary report to be presented to the Athletic Directors.

### D. Majority Position Defined – NCAA Governance Issues

1. When voting on issue associated with the NCAA Governance process, the BIG EAST majority position shall be defined as a simple majority of the BIG EAST institutions that are eligible to vote for a particular NCAA proposal.
2. If an institution abstains from voting or decides not to cast a vote on a particular proposal or issue, the institution's position will be duly noted for the record but will not have a positive or negative impact with regard to determining the majority position of the Conference.