

ATHLETIC COUNCIL OPERATING CODE

1. Membership: at the beginning and end of each academic year, the Chair should ensure that the Council has full membership for the year ahead, including the NCAA faculty representative, whether or not that person is also a regular member of the committee.

At the end of each year, members will elect a Chair for the following year; the Chair should be a faculty member.

2. Meeting schedules should be determined on a semester-by-semester basis, in advance, to assure the greatest likelihood of full attendance at all meetings. Once the schedule and location are determined, the semester's schedule should be publicly announced to members of the immediate Skidmore community

3. At the beginning of each year, the agenda for the year should be determined and announced. Included on the agenda should be updates from the appropriate sources regarding:

- A) progress on achieving the goals of the Strategic Plan for Athletics at Skidmore, including matters pertaining to personnel, programming, capital projects, and athletics in general;
- B) progress toward achieving gender equity;
- C) progress in the Friends of Skidmore Athletics initiative;
- D) progress in coordination with SAAC;
- E) NCAA meetings, regulations, changes in procedure;
- F) Any other related activities.

Additionally, committee members should discuss plans for fulfilling the broader responsibilities of the Council identified in the function statement in the Faculty Handbook and should schedule a timeline for implementing those plans and for assisting the Athletic Director in submitting the regular annual reports required.

4. The Committee votes to determine the scholar-athlete award, based on materials submitted regarding student nominees.

5. At the end of the academic year, the Committee reviews the annual report for Athletics and the Chair prepares a draft annual report of the Council's activities for consideration by the members at large. The final draft should be filed by year's end in the Office of the Dean of the Faculty.