



NAVAL ACADEMY ATHLETIC ASSOCIATION

DIRATHINST 1710.19

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DIRECTOR OF ATHLETICS INSTRUCTION 1710.19

Subj: **INSTRUCTIONS TO VARSITY ATHLETIC TEAM FACULTY REPRESENTATIVES**

Ref: (a) ACDEANINST 1531.52 FACULTY REPRESENTATIVES TO ATHLETIC TEAMS  
(b) DIRATHINST 1710.18B INSTRUCTIONS TO VARSITY ATHLETIC TEAM OFFICER REPRESENTATIVES

Encl: (1) Suggested Activities for Faculty Representatives  
(2) Guidelines for Faculty Representatives on NCAA Rules

**1. Purpose.** To issue instructions concerning the responsibilities of Faculty Representatives of varsity athletic teams.

**2. Information.** Faculty Representatives are appointed by the Academic Dean and Provost in accordance with ref (a) to assist the Director of Athletics in academic matters relating to the team members of their respective sport and to provide liaison between the team (Coach, Student-Athletes and Officer Representatives) and the academic administration and faculty. Additionally, Faculty Representatives will work closely with the Officer Representative to monitor the academic performance of midshipmen on their team and proactively intervene to ensure a struggling midshipman is seeking appropriate extra instruction and utilizing all academic resources available.

The Institutional Faculty Representative acts as the Athletic Director's and Academic Dean's administrative liaison to the Faculty Representatives and all faculty who support the coaches and mentor the midshipmen as it relates to academic matters.

**3. Duties and Responsibilities.**

(a) The Senior Associate Director of Athletics for Admissions & Academics and the Assistant Director of Athletics for Academic Support Services coordinate the academic efforts for the Naval Academy Athletic Association (NAAA). They are available to assist each Faculty Representative with academic issues that might arise.

(b) Monitoring the academic progress of each member of the team and counseling when necessary is a routine and essential duty of the Faculty Representative. A suggested monitoring and counseling program is provided as Encl (1). Faculty Representatives should assist midshipmen in meeting with their academic advisors regarding the selection and/or change of majors and the advisability of registering for summer school; they should also monitor extra-

instruction for midshipmen who need it, and advise the Coaches and Officer Representatives on the academic status of team members.

Regarding the latter, the Faculty Representative and the Officer Representative should meet with the Head Coach, as soon as grades are available after each marking period, to discuss an academic strategy for any squad member who is experiencing academic difficulty. Academic progress will continue to be monitored by the NAAA Academic Support Office throughout the year. Faculty Representatives will be provided access to their team's academic records through MIDS when the semester starts.

(c) Faculty Representatives must be familiar with and abide by applicable NCAA rules and regulations. Faculty Representatives should review the NCAA compliance rules provided in Encl (2). Any questions should be directed to the Senior Associate Athletic Director for Compliance.

(d) Faculty Representatives are encouraged to attend team practices as well as scheduled home contests, on a not-to-interfere basis with their normal faculty responsibilities. For away contests, Faculty Representatives are encouraged to travel with the team, when needed as a tutor or an academic advisor, again on a not-to-interfere basis with their normal faculty responsibilities (e.g. teaching, research/scholarship, and service obligations). Notification of a Faculty Representative's intent to attend away contests must be given to the Officer Representative, and cleared by the Senior Associate Director of Athletics for Scheduling and Team Support well in advance so that accommodations and expenses may be accurately planned.

(e) Faculty Representatives should be familiar with the Officer Representative's duties, responsibilities and instructions as delineated in ref (b). When feasible, the Faculty Representative should provide input to the Officer Representative's evaluation reports submitted on midshipman team members.



CHET GLADCHUK  
Director of Athletics

## SUGGESTED ACTIVITIES FOR FACULTY REPRESENTATIVES

1. **BACKGROUND:** The Faculty Representative Program began in 1985 as an innovative approach to assist Navy's student-athletes and coaches. The task-at-hand is large, but the rewards of working with midshipmen student-athletes compensate for the effort. This document outlines activities appropriate for Faculty Representatives and offers advice about procedures and policies.

2. **COLLABORATION:** In large part your success as a Faculty Representative depends on your credibility with the Coaches, Officer Representative, Team Captain and the midshipmen on the team. It is essential that you establish and maintain a good working relationship with them. Some keys to this include:

- Take the initiative to get to know the Coaches, Officer Representative and Team Members.
- Attend practice as often as you can even if it is only for a few minutes. Be visible to the student-athletes. You will achieve better results if they feel comfortable with you and know you care.
- In concert with the Head Coach and Officer Representative develop a monitoring system for all midshipmen being especially attentive to those that may be at-risk.
- Read the Officer Representative's instruction to understand the rules concerning travel, uniforms, etc. Share your impressions of the midshipmen (as student-athletes and future officers) with the Officer Representative for inclusion in the evaluation reports required by the Commandant.
- You are an appointed Faculty Representative for the team, not a coach. The NCAA rules permit only a certain number of coaches in each NCAA sport. Most sports are at their allowable number. You are not considered a coach; therefore, you may not coach, give instruction or conduct any athletically related activity at any time, under any circumstances.
- You may volunteer to help in appropriate ways (e.g., timekeeper, keeping score, recording statistics (if you wish)).

3. **RELATIONSHIP WITH STUDENT-ATHLETES:** Team members recognize the Faculty Representative as a valued mentor at the Academy. Midshipmen often find it easier to talk to Faculty Representatives than to their regular Academic Advisors because Faculty Representatives see them in the broader context of being student-athletes. At a minimum, you need to:

- Have familiarity with the academic record of each team member.
- Be actively monitoring squad members' grades. Early detection of academic difficulty needs to take place as soon as possible, even before six-week grades are posted.
- Help the plebes in the program to select an appropriate academic major that is consistent with their interests and abilities. Some midshipmen may struggle to recover from selecting a major that is not aligned with their interests or abilities. Encourage midshipmen to seek

advice from appropriate sources of information regarding their major selection – and never rely on hearsay, rumor or peer pressure.

- Encourage midshipmen to talk directly to their professors on a regular basis, particularly during the first two weeks of the semester. Some student-athletes do not bother to tell their professors if a class will be missed for an athletic event. Midshipmen need to be constantly reminded to communicate regularly with their instructors. Also, monitoring classroom attendance is a must.
- Ensure that midshipmen are aware of the many resources available to them through the Center for Academic Excellence and other resources, and encourage them to take advantage of those resources.
- In the event a midshipman is scheduled for an Academic Board and you desire to make a statement on his/her behalf, please contact the NAAA Academic Support Office (ASO) for the best procedure. Generally, Board members are impressed with midshipmen who confront their academic deficiency, offer no excuses, and articulate a clear plan for becoming “SAT”.

4. **LIAISON WITH ACADEMY FACULTY:** As Faculty Representatives, you represent the Coaches, Officer Representative and players on the academic side of the Academy – the Deans, Department Chairs, Academic Advisors and general faculty. It is crucial that these people see you as a person facilitating the improved academic performance of the midshipmen in question, not as a person asking for special consideration. Remember also that the Institutional Faculty Athletic Representative can assist you in many ways. Consider:

- Talking directly to the professor as soon as it is noted a team member is receiving a less than satisfactory grade in their class. Ascertain the professor’s assessment of why the midshipman student-athlete is having trouble and discuss methods for improvement.
- Finding out if the professor thinks the student-athlete is trying.
- Giving feedback to the midshipman and the Coach, and stay in contact with the professor throughout the remainder of the semester.

5. **LIAISON WITH THE NAAA:** Faculty Representatives are selected in order to enhance the academic performance of midshipmen student-athletes. Collaborate with either Dave Davis or DeDe Duncan-White in the NAAA ASO at Ext. 3-2238. They handle the admission and academic counseling work for the NAAA. Work closely with the ASO and keep them informed on your student-athletes’ academic problems. The ASO closely monitors the most at-risk student-athletes and works with the USNA Center for Academic Excellence to get help for any student-athletes in need. The Academic Support Office in the NAAA is the only office that can arrange academic blockers or cruise blockers for student-athletes. Please refer all questions regarding these two items to DeDe Duncan-White at Ext. 3-8747. Do not attempt to schedule academic blockers or cruises for your student-athletes.

6. **PARENTS:** As Faculty Representative, you will probably meet the parents of the student-athletes on the team. Generally, they know little about the academic programs, but are eager to learn more. Get as involved as you can.

7. **RECRUITS:** Coaches are responsible for arranging visits for candidates they are recruiting. Some teams have information days that attract many recruits; other Coaches handle recruits on an individual basis. Faculty Representatives are the logical people to talk to those potential midshipmen about the Academy's academic program. You should explore your involvement in the recruiting program with your team's Coach. CAUTION - Be sure the Coach lets you know the NCAA limitations on this type of activity. Important that you read and understand Encl (2).

8. **BANCROFT HALL:** The Officer Representative is your liaison with Bancroft Hall. Take any issues that arise relating to the military performance of a midshipmen student-athlete to the Officer Representative.

### Basic Rules for Athletic Team Faculty Representatives

Each person who is part of the NAAA has a responsibility to ensure that we meet the tenets of institutional control. As a Faculty Representative you have contact with our student-athletes regularly, assisting and guiding them with their educational pursuits. Below are a few rules for you to keep in mind:

1. You should watch for extra benefits, which is any special arrangement provided to a student-athlete or their relatives or friends not expressly authorized by NCAA legislation. If the benefit is generally available to the institution's student body or their relatives and friends it is not a violation.
2. You may speak to a prospect on campus or within a 30-mile radius of campus for recruiting purposes. You may discuss the Academy in general with athletic specific questions deferred to the coaching staff.
3. A parent, sibling or friend of a player may never ride with the team. This would be considered an extra benefit which would render the student-athlete ineligible.
4. Parents or family members are not allowed to participate in team meals. At informal meals after a contest, parents or family members may eat with their student-athlete as long as the family member pays their own costs and their expenses are not reflected on the team bill.
5. Be wary of situations where a vendor or restaurant attempts to provide meals or snacks at no cost or reduced price to a team. O-Reps have adequate funds for all meals. If a restaurant or vendor normally offers group discounts to ANY group, athletic and non-athletic, then you may take advantage of the discount.
6. Don't let the exuberance of a big win lead to some well-meaning alumnus or fan providing the student-athletes with souvenirs or mementoes; this too, would be an extra benefit.
7. If an alumni group or parents club wishes to host a team meal, NCAA rules allow this provided the meal is at the individual booster's home. Parents may provide occasional meals to the team at any location. Remember that meal should count as one of the teams' three allowable meals and squad members may not also be provided money for the meal.
8. Please remember while you may sit on the bench or stand on the sidelines, you are NOT a coach. Please refrain from coaching or yelling at the opposing teams' refs or officials. We strive for good sportsmanship at every turn.
9. There are a number of rules that govern student-athlete eligibility. By far the most important are the Cumulative GPA requirements of 1.8 by 3/C, 1.9 by 2/C and 2.0 by 1/C at the beginning of each semester.
10. Tobacco and alcohol products should not be used by coaches, student-athletes or staff at either a practice or competition. If you see their consumption, please ask the person to stop then report the incident to the Compliance Office.
11. Gambling on sports which the NCAA conducts championships in, is not permissible. No item of tangible value should ever be wagered.

If you are uncertain about NCAA rules, you should contact Loretta Lamar, Sr. Associate Athletic Director at 410.293.8936 or 410.443.1012 (cell) or via email at [compliance@usna.edu](mailto:compliance@usna.edu). We would rather you ask about a situation before acting in order to limit the possibility of committing an NCAA rules violation.