

VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

GENERAL ORDER)
NUMBER 55)

17 August 2020

Procedure for Athletic Appeals

1. **Purpose:** To codify the procedure for appeals from cadet-athletes over the decision of the Director of Intercollegiate Athletics to eliminate or reduce athletic financial aid. Cadet-athletes are advised that they should consult the Cadet Athlete Handbook as well as the VMI Compliance Manual for further information on any particular situation they might have involving athletic scholarships and other aid.
2. **General:** In accordance with NCAA Bylaw 15.3.2.3, VMI has established procedures for cadet-athletes to appeal decisions made by the Director of Intercollegiate Athletics to eliminate or reduce athletic financial aid.
3. **Athletics Appeals Committee:** Annually, the Chief of Staff will consult with Department Heads to select a standing committee of at least five faculty and staff members from outside the Athletics Department, who are not disqualified due to their serving on any other athletics committee, to hear appeals from cadet-athletes. If possible, faculty and staff who are former NCAA athletes are selected.
4. **Athletic Appeal Process:**
If a cadet-athlete wishes to appeal a decision of the Director of Intercollegiate Athletics to eliminate or reduce athletic financial aid, the procedures are as follows:
 - A. A written appeal must be submitted by the cadet-athlete to the Faculty Athletic Representative (FAR) within 15 business days of receiving written notification from the Director of Intercollegiate Athletics to eliminate or reduce athletic financial aid. A written appeal can be in a letter form or by electronic mail.
 - B. The Faculty Athletic Representative (FAR) will notify the Chief of Staff to activate a panel from the Athletic Appeals Committee to hear the appeal. The Chief of Staff will select three members of the committee to hear the appeal within three business days of the FAR's receipt of the appeal. The FAR will conduct the meetings, but does not have a vote in the decision.
 - C. If necessary, the Athletic Appeals Committee will receive an educational briefing by the Senior Compliance Officer prior to conducting a hearing.
 - D. The three-person panel of the committee will convene and hold a hearing after being constituted by the Chief of Staff. The panel will permit the Director of Intercollegiate Athletics and the cadet-athlete to appear in person or by telephone and present their positions. No representative of either party will be allowed in the hearing. The panel may be advised by VMI legal counsel. The panel will consider any written submissions

that the Director of Intercollegiate Athletics and the cadet-athlete might offer. In addition, the panel may call any person it believes has information or knowledge that could assist with its consideration of the appeal.

- E. After the hearing, the panel will meet to reach a decision by a majority vote of the panel members. The panel's decision will be communicated in writing to the cadet-athlete. The FAR will send written notification of the decision to the cadet-athlete.
- F. Decisions by the Appeals Committee should be reached and communicated within 15 business days from the date the appeal is received from the cadet-athlete. If additional time is needed for good cause, the cadet-athlete should be so informed and given an opportunity to object to any delay.
- G. Decisions resulting from these hearings may be appealed to the Superintendent, whose decision is final.

FOR THE SUPERINTENDENT:

James P. Inman
Colonel, US Army (Ret.)
Chief of Staff

OPR: COS

DIST: E