

## Rule 1

# CONFERENCE GOVERNANCE

**1.1 Governance.** The Mountain West has three governance components: The Board of Directors, the Joint Council and the Conference Commissioner.

### **1.2 Board of Directors.**

**1.2.1 Composition.** The Board of Directors shall consist of 14 representatives: one representative from each member institution and two non-voting, ex officio student-athlete representatives from the Mountain West Student-Athlete Advisory Committee. The Board of Directors representative of each member institution shall be the chief executive officer of the institution. *(Revised June 2014; Clarified September 2017)*

**1.2.2 Duties.** The authority and responsibility of managing the business and affairs of the Mountain West shall rest with the Board of Directors and it shall decide all policy.

**1.2.3 Terms.** A member of the Board of Directors shall hold office until such time that he or she no longer is the chief executive office of the respective institution.

### **1.2.4 Board of Directors Executive Committee.**

**1.2.4.1 Composition.** The Board of Directors Executive Committee shall consist of four members: the current chair, the incoming chair, the preceding year's chair and the Conference representative to the NCAA Board of Directors. *(Revised June 2003)*

**1.2.4.2 Terms.** Unless otherwise stated, three representatives shall rotate every two years in accordance with the rotation of the chair, while the fourth representative shall be determined by the term of the Conference representative to the NCAA Board of Directors. In the event a member's rotation onto the Executive Committee coincides with his or her term(s) on the NCAA Board of Directors, the next person in the chair rotation shall serve on the Executive Committee to ensure a four-person composition is maintained. *(Revised June 2003, Revised March 2022)*

**1.2.4.3 Duties.** Except for major policy issues, the Board of Directors Executive Committee shall act on behalf of the Board of Directors, in the interim between meetings of the Board of Directors, on issues normally addressed by the Board of Directors. The committee also shall hear appeals of Mountain West institutions related to penalties assessed following the violation of a Mountain West rule(s). The committee shall communicate throughout the year as appropriate and serve as frequent counsel to the Commissioner, particularly the current chair. *(Revised June 2003, January 2009)*

**1.2.5 Chair of the Board of Directors and Board of Directors Executive Committee.**

The President of a Mountain West institution shall serve as the chair of the Board of Directors and Board of Directors Executive Committee each academic year and shall rotate as set forth in Appendix B. A president new to the MW shall not serve as chair of the Board of Directors until his or her respective institution has been a member of the MW for at least one academic year. A newly appointed president shall not serve as chair of the Board of Directors until at least one academic year has passed since the beginning of his or her tenure. If the new president's tenure begins during a year in which the former president was scheduled to rotate onto the Board of Directors Executive Committee (and ultimately into the Board of Directors chair position), the Board of Directors shall adjust the rotation accordingly to allow the new president sufficient time to acclimate. In the event the current chair is unable to complete his or her term as chair, the incoming chair shall move into the chair position and the remainder of the rotation shall be moved upward for that academic year. At the conclusion of that academic year, the Board of Directors shall review the Board of Directors Executive Committee composition and the chair position to determine the Board of Directors Executive Committee and chair rotation for the next and subsequent academic years. *(Adopted June 2011, revised March 2022)*

**1.2.6 Board of Directors Legal and Finance Committee.**

**1.2.6.1 Composition.** The Board of Directors Legal and Finance Committee shall consist of four Board members. *(Adopted June 2014, Revised March 2022)*

**1.2.6.2 Duties.** The Board of Directors Legal and Finance Committee shall have direct oversight on all matters related to the evolving legal environment, lawsuits, Mountain West Operating Budget and Reserve Fund, and annual audits. The Committee also shall manage issues involving television contracts and the Mountain West Network. The Committee will report to the Board of Directors. *(Adopted September 2014)*

### **1.2.7 Board of Directors Strategic Vision Committee.**

**1.2.7.1 Composition.** The Board of Directors Vision Committee shall consist of four Board members. *(Adopted March 2022)*

**1.2.7.2 Duties.** The Board of Directors Strategic Vision Committee shall develop strategic initiatives for the Conference in areas specified by the Board of Directors. The committee will report to the Board of Directors. *(Adopted March 2022)*

**1.3 Joint Council.** The Joint Council shall develop recommendations and policy initiatives that shall be presented to the Board of Directors for action.

**1.3.1 Composition.** The Joint Council shall consist of three representatives from each member institution: a director of athletics, senior woman administrator and faculty athletics representative; and three student-athlete representatives from the Mountain West Student-Athlete Advisory Committee who shall serve in a nonvoting, ex officio capacity. *(Revised May 2015)*

**1.3.2 Designation of Representatives.** Representatives shall be named by the chief executive officer of each member institution. Each chief executive officer shall provide to the Conference office a written statement containing the names of the individuals who shall represent the institution.

**1.3.3 Substitute Representatives.** A chief executive officer may appoint substitutes for his or her representatives on the Joint Council without revoking the appointment of the representative. The chief executive office shall give written or telephonic notification of the substitution to the Commissioner prior to the Joint Council meeting. The substitute shall then act as the institutional representative only at the designated meeting.

**1.3.4 Organization.** The Joint Council shall conduct its business through four designated governance groups: the Joint Council Executive Committee, Faculty Athletics Representatives, Directors of Athletics and Senior Woman Administrators and, when necessary, ad hoc committees formed of members of the Joint Council. The chair of the Joint Council shall be a faculty athletics representative and the chair shall name a parliamentarian. *(Revised April 2006)*

**1.3.5 Purpose and Functions.** The primary function of the Joint Council shall be to consider matters of significance to the Conference and its members and to make recommendations as to the resolution of those matters to the Mountain West Board of Directors. The four designated governance groups and ad hoc committees shall have defined functions and shall bring recommendations to the Joint Council for its deliberation (a description of the designated governance groups and their functions is contained in Rule 1.3.7 – Designated Governance Groups). Questions within the purview of the groups shall constitute the business of the Joint Council. The Mountain West commitment to the principle of academic integrity in all of its activities, as stated in the Conference Statement of Philosophy, will be supported by its governance structure. The membership of the ad hoc committees shall be recommended by the Joint Council Executive Committee and approved by the Joint Council. Conference staff and individuals who are not members of the Joint Council may be appointed as ex officio members of the standing and ad hoc committees as approved by the Joint Council Executive Committee. *(Revised April 2006)*

**1.3.6 Joint Council Meeting Protocol.** Meetings of the Joint Council shall be conducted as follows:

**1.3.6.1 Roberts Rules of Order – In-Person Meetings.** Conference meetings shall be conducted under the parliamentary rules contained in the current edition of Robert's Rules of Order, Newly Revised.

**1.3.6.1.1 Conference Calls.** To reconsider an issue determined on a conference call, six affirmative votes (including the institution seeking reconsideration) are required to present the issue for reconsideration. The

institution seeking reconsideration shall obtain and present (in writing) to the Conference office the six affirmative votes. *(Adopted April 2007)*

**1.3.6.2 Quorum.** Seventy-five percent or more of the member institutions constitutes a quorum. If a quorum is not present, no official business shall be conducted.

**1.3.6.3 Voting.** Each member institution shall have one vote. The chief executive officer of each member institution shall determine the individual who casts the vote on behalf of the institution. If no institutional representatives are present, the institution forfeits its vote.

**1.3.6.4 Regular Meeting.** The Joint Council shall hold a minimum of one regular meeting each year. At each regular meeting, the Joint Council shall establish a time and place for the next regular meeting(s).

**1.3.6.5 Notice of Meeting.** Notice of a regular meeting shall be given to each member in writing at least 45 days prior to the meeting. Notice of special meetings shall be given in writing at least 10 days prior to the meeting or with 48 hours of notice by telephone. Notice of any meeting, regular or special, may be waived by unanimous consent of the member institutions.

**1.3.6.6 Special Meeting.** Special meetings or telephone conferences may be called by the chair of the Joint Council or the Commissioner.

**1.3.6.7 Agenda.**

**1.3.6.7.1 Date for Agenda Items.** The chair of the Joint Council, in consultation with the Commissioner, shall set the agenda. All agenda items (with the appropriate rationale and intent) for a regular meeting shall be submitted to the Commissioner at least 30 days prior to the meeting.

**1.3.6.7.2 Alteration of Agenda.** Additions or changes to the meeting agenda shall be permitted at the beginning of meetings. If an objection to an addition

or change is raised, a vote of 75 percent of the member institutions present is required to make the addition or change.

**1.3.6.7.3 Classification of Agenda Items.** Items forwarded to the Joint Council for action shall be classified into three groups: information items, consent package action items, and action items for separate consideration. Any Joint Council member may request that an item be removed from the consent package and placed on the agenda with items for separate consideration. No discussion of items remaining in the consent package shall be permitted. A single vote shall be taken on all items remaining in the consent package.

**1.3.6.8 Changes to Conference Rules.** Amended or newly adopted Conference rules shall remain in place for a minimum of two years. If new information becomes available or changes to NCAA rules impact the original determination on the issue, the rule could be changed prior to the two-year time period. *(Adopted April 2007)*

**1.3.7 Designated Governance Groups.** The Joint Council shall consist of four designated governance groups: Joint Council Executive Committee, Faculty Athletics Representatives, Directors of Athletics and Senior Woman Administrators. Each group shall have duties as specified below. *(Revised April 2006)*

**1.3.7.1 Joint Council Executive Committee.**

**1.3.7.1.1 Composition.** The Joint Council Executive Committee shall consist of five members: a faculty athletics representative (chair), director of athletics, senior woman administrator, and two non-voting, ex officio members – the incoming chair and the Conference Commissioner (or designee). (See Appendix C.)

**1.3.7.1.2 Terms.** Unless otherwise stated, the representative of each group shall rotate annually in alphabetical order of the member institutions (see Appendix C). The chair of the Joint Council also shall serve as chair of the Joint Council Executive Committee.

**1.3.7.1.3 Duties.** The Joint Council Executive Committee voting members shall present the recommendations of the Joint Council to the Board of Directors at its annual meeting. The Joint Council Executive Committee also shall recommend to the Joint Council individuals for membership on Joint Council ad hoc committees and task forces to address specific issues not assigned to one of the other designated governance groups. The Joint Council Executive Committee shall act on behalf of the Joint Council, in the interim between Joint Council meetings, on issues normally addressed by the Joint Council (the Joint Council retains authority to approve all actions of the Joint Council Executive Committee) and communicate throughout the year as appropriate. *(Revised April 2006)*

**1.3.7.1.3.1 Mountain West Sportsmanship.** The Joint Council Executive Committee shall recommend to the Joint Council a code of conduct for student-athletes, coaches and athletics department personnel. The committee shall pursue alleged violations and implement procedures and penalties. The committee also shall hear appeals of sportsmanship decisions. *(Revised April 2006)*

### **1.3.7.2 Faculty Athletics Representatives.**

**1.3.7.2.1 Composition.** The faculty athletics representatives' designated governance group shall consist of each institution's faculty athletics representative and one student-athlete representative from the Mountain West Student-Athlete Advisory Committee who shall serve in a nonvoting, ex officio capacity. The chair of the Joint Council (and Joint Council Executive Committee) shall be the chair of the faculty athletics representatives' designated governance group. *(Revised April 2006, May 2015)*

**1.3.7.2.2 Terms.** A member of the faculty athletics representatives' designated governance group shall hold office until such time that he or she no longer is the faculty athletics representative of the respective institution. *(Revised April 2006)*

**1.3.7.2.3 Core Tasks.** The primary duties of the faculty athletics representatives are in the areas of academics, eligibility, Conference and NCAA legislation, compliance, coaches' certification (recruiting) examination and maintaining the Mountain West Handbook. *(Revised April 2006, April 2017)*

**1.3.7.2.3.1 Academics and Eligibility.** The faculty athletics representatives shall review all matters affecting the academic eligibility status of Conference student-athletes, including waivers of Mountain West eligibility rules and NCAA waivers administered by the Conference (e.g., hardship waivers, medical absence waivers and international competition waivers). *(Revised April 2006)*

**1.3.7.2.3.2 Conference and NCAA Legislation.** The faculty athletics representatives shall review proposed NCAA legislation and Conference rule changes and forward recommendations to the Joint Council. In the case of NCAA legislation, institutional legislative positions shall be forwarded to the Conference Division I governance representative(s). *(Revised April 2006)*

**1.3.7.2.3.3 Compliance.** The faculty athletics representatives shall monitor Conference and NCAA rules violations. Such violations shall be reviewed quarterly and findings shall be reported to the Joint Council. When necessary, the faculty athletics representatives shall review requests for appeals to rulings on specified Handbook provisions. *(Revised April 2006)*

**1.3.7.2.3.4 Coaches' Certification (Recruiting) Examination.** The faculty athletics representatives shall administer the coaches' certification (recruiting) examination. A faculty athletics representative may designate an individual outside the athletics department to administer the examination in his or her absence. In those cases, the faculty athletics representative shall provide the name of the designee to the Conference. *(Adopted April 2017)*

**1.3.7.2.3.5 Mountain West Handbook.** The faculty athletics representatives shall update and revise Conference rules consistent with Conference and NCAA actions. *(Revised April 2006)*

**1.3.7.2.4 Shared Tasks.** The faculty athletics representatives shall have shared tasks in the areas of championships and sports administration, gender/minority equity, sportsmanship and student-athlete well-being. *(Revised April 2006)*

**1.3.7.2.4.1 Championships and Sports Administration.** The faculty athletics representatives shall review recommendations on regular season and championship management when such recommendations affect a student-athlete's academic progress/eligibility. *(Revised April 2006)*

**1.3.7.2.4.2 Gender/Minority Equity.** All designated governance groups shall monitor and review matters pertaining to issues related to the gender and minority equity efforts of the Conference and the Conference office. These may include, but are not limited to, an annual review of access, diversity and inclusiveness of minorities and women at all levels of the athletics programs of member institutions. The designated governance groups also shall advocate processes and proposals to foster equity in the athletics programs of the Conference. *(Revised April 2006)*

**1.3.7.2.4.3 Sportsmanship.** All designated governance groups shall monitor sportsmanship issues that affect the Conference and the respective institutions.

**1.3.7.2.4.4 Student-Athlete Well-Being.** All designated governance groups shall examine problems and issues that affect the academic, athletics and campus life environments of all student-athletes. *(Revised April 2006)*

### **1.3.7.3 Directors of Athletics.**

**1.3.7.3.1 Composition.** The directors of athletics' designated governance group shall consist of each institution's director of athletics and one student-athlete representative from the Mountain West Student-Athlete Advisory Committee who shall serve in a nonvoting, ex officio capacity. The directors of athletics representative to the Joint Council Executive Committee shall be the chair of the director of athletics' designated governance group. *(Revised April 2006, May 2015)*

**1.3.7.3.2 Terms.** A member of the directors of athletics' designated governance group shall hold office until such time that he or she no longer is the director of athletics of the respective institution. *(Revised April 2006)*

**1.3.7.3.3 Core Tasks.** The primary duties of the directors of athletics are in the areas of College Football Playoff (CFP) and postseason football bowl games, television, revenue and championships and sports administration. *(Revised April 2006)*

**1.3.7.3.3.1 CFP/Postseason Football Bowl Games.** The directors of athletics shall be responsible for all decisions related to the CFP and postseason football bowl games. *(Revised April 2006)*

**1.3.7.3.3.2 Television.** The directors of athletics shall evaluate Conference television contracts, policies and operations and provide leadership in the development of new television contracts and policies. *(Revised April 2006)*

**1.3.7.3.3.3 Revenue.** The directors of athletics shall be responsible for formulating revenue distribution formulas for review by the Board of Directors. *(Revised April 2006)*

**1.3.7.3.3.4 Championships and Sports Administration.** The directors of athletics shall review recommendations on regular season and championship management issues in the sports of football and men's and women's basketball. The directors of athletics also shall review

proposals to amend Conference and/or NCAA legislation relative to the administration of regular season and championship competition in men's and women's basketball and regular season and postseason competition in football. *(Revised April 2006)*

**1.3.7.3.4 Shared Tasks.** The directors of athletics shall have shared responsibilities in the areas of student-athlete well-being, gender/minority equity and sportsmanship. *(Revised April 2006)*

**1.3.7.3.4.1 Gender/Minority Equity.** All designated governance groups shall monitor and review matters pertaining to issues related to the gender and minority equity efforts of the Conference and the Conference office. These may include, but are not limited to, an annual review of access, diversity and inclusiveness of minorities and women at all levels of the athletics programs of member institutions. The designated governance groups also shall advocate processes and proposals to foster equity in the athletics programs of the Conference. *(Revised April 2006)*

**1.3.7.3.4.2 Sportsmanship.** All designated governance groups shall monitor sportsmanship issues that affect the Conference and the respective institutions. *(Revised April 2006)*

**1.3.7.3.4.3 Student-Athlete Well-Being.** All designated governance groups shall examine problems and issues that affect the academic, athletics and campus life environments of all student-athletes. *(Revised April 2006)*

**1.3.7.3.5 Directors of Athletics Competition Committee.**

**1.3.7.3.5.1 Composition.** The Competition Committee shall consist of six directors of athletics. *(Adopted January 2014)*

**1.3.7.3.5.2 Duties.** The Competition Committee shall address competitive concerns of the Mountain West while focusing on

maximizing postseason participation opportunities in all sports.  
*(Adopted January 2014)*

#### **1.3.7.3.6 Directors of Athletics Media Rights Committee.**

**1.3.7.3.6.1 Composition.** The Media Rights Committee shall consist of six directors of athletics. *(Adopted January 2014)*

**1.3.7.3.6.2 Duties.** The Media Rights Committee shall address all matters related to media rights for the Mountain West. The Committee shall function as a sounding board for the Commissioner, legal counsel and television consultants/partners, providing necessary feedback from the membership and generating recommendations on pertinent matters. The Committee also shall monitor contractual matters related to the Mountain West's media rights agreements with its national, regional and digital network partners. *(Adopted January 2014)*

#### **1.3.7.4 Senior Woman Administrators.**

**1.3.7.4.1 Composition.** The senior woman administrators' designated governance group shall consist of each institution's senior woman administrator and one student-athlete representative from the Mountain West Student-Athlete Advisory Committee who shall serve in a nonvoting, ex officio capacity. The senior woman administrator representative to the Joint Council Executive Committee shall be the chair of the senior woman administrators' designated governance group. *(Revised April 2006, May 2015)*

**1.3.7.4.2 Terms.** A member of the senior woman administrators' designated governance group shall hold office until such time that she no longer is the senior woman administrator of the respective institution. *(Revised April 2006)*

**1.3.7.4.3 Core Tasks.** The primary duties of the senior woman administrators are in the areas of championships and sports administration and television. *(Revised April 2006)*

**1.3.7.4.3.1 Championships and Sports Administration.** The senior woman administrators shall review recommendations on regular season and championship management issues for all sports except football and men's and women's basketball. The senior woman administrators also shall review proposals to amend Conference and/or NCAA legislation relative to the administration of regular season and championship competition in all sports except football and men's and women's basketball. *(Revised April 2006)*

**1.3.7.4.3.2 Television.** The senior woman administrators shall have responsibilities in matters related to the televising of sports other than football and men's and women's basketball. *(Revised April 2006)*

**1.3.7.4.4 Shared Tasks.** The senior woman administrators shall have shared responsibilities in the areas of student-athlete well-being, gender/minority equity and sportsmanship. *(Revised April 2006)*

**1.3.7.4.4.1 Gender/Minority Equity.** All designated governance groups shall monitor and review matters pertaining to issues related to the gender and minority equity efforts of the Conference and the Conference office. These may include, but are not limited to, an annual review of access, diversity and inclusiveness of minorities and women at all levels of the athletics programs of member institutions. The designated governance groups also shall advocate processes and proposals to foster equity in the athletics programs of the Conference. *(Revised April 2006)*

**1.3.7.4.4.2 Sportsmanship.** All designated governance groups shall monitor sportsmanship issues that affect the Conference and the respective institutions. *(Revised April 2006)*

**1.3.7.4.4.3 Student-Athlete Well-Being.** All designated governance groups shall examine problems and issues that affect the academic, athletics and campus life environments of all student-athletes. *(Revised April 2006)*

### **1.3.7.5 Nomination Committee.**

**1.3.7.5.1 Composition.** The Nominating Committee shall consist of six representatives: the current Joint Council Executive Committee (four members) and the incoming chair of the director of athletics and incoming chair of the senior woman administrators. (Adopted January 2019)

**1.3.7.5.2 Duties.** The Nominating Committee, in consultation with the Commissioner, shall recommend to the Joint Council the representatives to the Division I governance councils and cabinets, Division I sport committees and association-wide committees. (Adopted January 2019)

### **1.3.7.6 Recognition Committee.**

**1.3.7.6.1 Composition.** The Recognition Committee shall consist of six representatives: two faculty athletics representatives, two directors of athletics and two senior woman administrators. (See Appendix E for committee terms and rotation.) *(Revised April 2006)*

**1.3.7.6.2 Duties.** The Recognition Committee shall review applications and recommend award recipients for the Albert C. Yates, Commissioner's, Scholar-Athlete of the Year, Sportsmanship and Student-Athlete of the Year awards. Additionally, the committee is charged with reviewing applications and recommending Conference nominees for the NCAA Woman of the Year and Sportsmanship awards. *(Revised April 2006)*

### **1.3.7.7 Student-Athlete Advisory Committee.**

**1.3.7.7.1 Composition.** The Student-Athlete Advisory Committee shall consist of 24 members: two student-athlete representatives from each member institution, the Mountain West representative to the Division I National SAAC and one faculty athletics representative. *(Revised April 2006, May 2008; Clarified September 2017)*

**1.3.7.7.2 Duties.** The Student-Athlete Advisory Committee shall review and react to legislation and other topics referred to it from Conference governance groups or committees related to the student-athlete experience. The recommendations of the committee shall be forwarded to the appropriate governance group. *(Revised April 2006)*

**1.3.7.8 Student-Athlete Health and Safety Committee.**

**1.3.7.8.1 Composition.** The Student-Athlete Health and Safety Committee shall consist of 13 members: one athletic trainer from each member institution and one team physician (with a Sports Medicine Fellowship) who serves in an advisory capacity. *(Adopted May 2014)*

**1.3.7.8.2 Duties.** The Student-Athlete Health and Safety Committee shall research, compile data, and present data/recommendations on topics under the purview of institutional athletic training programs. The committee shall report to the senior woman administrators' designated governance group. If topics or recommendations involve the sports of football or men's or women's basketball, those items shall be forwarded to the directors of athletics' designated governance group. *(Adopted May 2014)*

**1.3.8.8 Mountain West Committee Service.** Mountain West members selected for service on Conference committees shall abide by Mountain West and NCAA rules and policies related to the Conference committee service. The Mountain West may require the resignation of Mountain West representatives to Conference committees for violations of Mountain West and/or NCAA rules/policies or when a Conference member provides notice to the Mountain West of its intent to resign from the Conference. (See Mountain West Bylaw 1.04, Appendix A.) *(Revised August 2012)*

**1.4 Commissioner.** The Commissioner is the chief administrative officer of the Conference and shall report directly to the Board of Directors. The Commissioner shall have the responsibility and authority to execute Conference policy, shall facilitate communication between the Joint Council, the Joint Council Executive Committee, Board of Directors and

Board of Directors Executive Committee and shall serve as an ex officio member of the Joint Council Executive Committee.

**1.5 Revenue Sharing.** Revenue sharing documentation shall be retained in the Conference office.