

Proposal for the Transition of the Men's Rowing Program from Varsity to Club Varsity

Nature of the team

The men's and women's teams have been a combined entity since crew began operating at Bucknell. It has been a successful mutual experience that has allowed for the teams to motivate each other to reach their respective goals. This sense of unity is highest at the annual Patriot League Championship where the teams compete for the league title, which Bucknell has won more times than any other school in the league.

With the change in status for the men's program it will be vital to retain and continue to develop the current relationship between the Men's Club Varsity program and the Women's Varsity program. Though the teams will have their own coaches and accounts there are various components of the programs that will naturally be able to remain connected. It will be to Bucknell's advantage to foster a team spirit that strives to maintain a united squad that feels like one team, rather than two distinct organizations.

Club Varsity

The transition to Club Varsity for the men's program comes with challenges that will face its rowers and alumni. These hurdles can be tackled with a joint commitment between current rowers, alumni and the university community. With this joint effort the tasks to be completed for Club Varsity to succeed past the planning stages can be surmounted.

If a crew team were to begin from scratch it would need a startup cost of approximately \$60,000 for equipment in order to begin to compete successfully at the collegiate level. Club Varsity has the benefit of having evolved from a successful varsity program that has proven itself over the last twenty years both on the water and financially. As the team transitions to Club Varsity various factors need to be considered in order to assist its development into a competitive team and one that can sustain itself without university financial support.

The current men's team operates on an equipment base which would allow for the Club Varsity team to continue rowing with a seamless transition and allow for efforts to move forward with raising funds for the team's operating expenses and endowment. A successful transition will be dependent on the team's ability to continue to operate without hesitation and with a confidence that will support the team's development on campus.

To assist with the transition to Club Varsity, the alumni committee has defined and outlined a series of recommendations to move the team from its current status as a varsity team to a viable club varsity program.

Coaching Staff

The varsity crew program (men and women) has been coached by one full time coach and one or two volunteer assistant coaches. With the men's program shifting to Club Varsity the coaching position that is currently funded by the athletic department will be a full-time women's coach. In light of this fact the men's program will begin a national search for a coach in early 2002. This coach will be solely responsible for the men's novice and upperclass rowers, but will work closely with the women's coach to coordinate the operation of both teams. This coordination includes such things as practice schedules, transportation to and from the river and races, equipment purchases that would benefit both teams, and joint expenditures.

The coach's compensation would be a salary of approximately \$25,000 to \$30,000 that would be fundraised from parents, alumni and friends of Bucknell Crew. In terms of benefits we would like to determine the feasibility of the men's program purchasing medical coverage through Bucknell.

Fundraising

This academic year the crew team celebrates its twentieth anniversary. The fundraising campaign will be kicked off as part of the twentieth anniversary celebration. The fundraising effort has two distinct parts. First, the goal is to endow the team within ten years. The endowment goal is three million dollars. With the endowment in place it would provide the team with \$100,000 a year, which would cover the expenses of a full-time head coach (\$40,000 salary with \$10,000 benefits package), a full operating budget (\$35,000), and annual upgrades on equipment (\$15,000). The campaign would be organized into two segments. The first segment will be kicked off at the twentieth anniversary and culminate in five years at the twentieth-fifth anniversary celebration with a goal of \$1 million. The second segment of the campaign would culminate at the thirtieth anniversary with a goal of raising an additional \$2 million dollars. The initial \$1 million dollars would endow the head coach's position.

In order to subsist while the endowment is being raised the team must fundraise \$50,000 a year for a coach's salary and operating expenses; this constitutes the second segment of the fundraising effort. During this period rowers will be asked to pay annual dues of \$300. The dues will be paid annually in January. This allows students to row during the fall semester to be certain that they want to continue with the sport into the spring season. The spring is the premiere season for collegiate rowing.

The exact method used to raise the money needed for the team to remain viable is to be determined. It will be critical to have members of the alumni committee and current coaching staff meet with University Relations and Bison Club personnel to determine the appropriate plan of action. Their expertise and support will be important in allowing this to be a successful fundraising campaign.

Bucknell Crew Alumni Association

A section needed here outlining the alumni board and its role in the fundraising effort and the relationship with the current team.

Facilities and Equipment

The Bucknell crew team has had the privilege of having access to the river by using land that is owned by the Skotedius (sp?) family. John Skotedius was the first crew coach for Bucknell and he has remained a close friend of the team. Currently the men's and women's team uses a dock, boathouse and equipment shed, which the Bucknell program has built. The change in status of the men's program should not influence the men's access to these facilities. It will be the responsibility of the men's coach to coordinate with the women's coach to determine mutually agreeable scheduling for the use of the facilities. The expenses accrued for upgrading and maintenance of these facilities would be shared by the two teams (In most cases also shared with Susquehanna University which also uses the same facilities).

In terms of equipment, there are various components that allow for the development of a successful crew team. Some of the equipment is gender specific, though much of it is shared. Below will be listed each component of the equipment owned by Bucknell and those that are recommended to be passed to the men's program for its foundation.

Rowing shells:

Bucknell owns four eights, one four, and four doubles. Some of these shells are specifically designed for men. It is recommended that the men retain the shells that have been traditionally used by the men's program. This includes a lightweight men's eight and XXX fours, XXX doubles.

Oars:

Bucknell owns five sets of sweep oars and it is recommended that the men's team retain two sets of eight sweep oars.

Cox Boxes (amplification system for the boats):

Bucknell owns six cox boxes and it is recommended that the men's program retain two cox boxes.

Coach's launch:

Bucknell owns three launches and three outboard engines. It is recommended that the men's program retain one launch and one outboard engine.

Ergometers (indoor rowing machine):

Bucknell currently owns twenty three ergometers. It is recommended that these machines continue to be used by both teams. The men's and women's coaches will coordinate the scheduling of practices on the machines. As with the facilities at the river, the ergometers would be a shared expense between the two teams in terms of maintenance and upgrades to newer machines.

Uniforms:

Bucknell owns many men's uniforms and it is recommended that these uniforms continue to be used by the men's program. Purchasing additional uniforms will be the responsibility of the men's program.

Club Varsity Requests of the Athletic Department:

Coach's office space:

The current office space will be retained by the women's program. It is requested that the men's coach be provided with office space within the athletic department. This will facilitate the coach's ability to communicate with athletic department administration, the women's crew coach, and with students. It is requested that the office be equipped with a telephone, computer, and that the coach have access to Bucknell network services.

Locker room:

The men's program currently has access to a section of the men's locker room in Gerhard Fieldhouse. They also have the use of the university issue athletic clothing. It is requested that this privilege be continued.

Bison Club:

Critical to the fundraising efforts will be the team's connection with the Bison Club. This relationship will be further clarified in discussions with the Bison Club Director and University Relations.

Areas in question:

Insurance

Sports information

Club Varsity connection to Bucknell Athletics Web site

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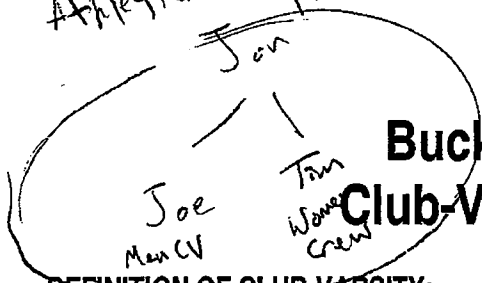
Club-Varsity Operating Guidelines & Transition Plan

Bucknell

Department of Athletics & Recreation
DRAFT – January 31, 2002

Athletic Department

Hartt does Athletics + Recreation



Bucknell University Club-Varsity Guidelines

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DEFINITION OF CLUB-VARSITY:

Club-Varsity status has been established in order recognize and increase support for club sports that have reached a level of competition, budget, and organization beyond current Club levels. Club-Varsity teams are self-funded and administered through the Office of Recreation Services. Club-Varsity designation will provide the club with the additional support needed to properly fundraise, publicize, and manage all aspects of the program the program with oversight by the Coordinator of Recreation Services. Additional resources shall be provided through other campus departments when necessary.

club-like

The mission of the Office of Recreation Services is to promote personal growth and development, and provide the best available resources, which will allow participants and clubs the ability to attain their goals as student club participants, both in the classroom and playing field.

Minimum Standards. To obtain Club-Varsity status, a Club must meet the following criteria:

mainly to go ↑
we are going ↓
this test case
will be grandfathered in

1. Provide advanced levels of intercollegiate competition to the participants. ↑
2. Achieve 'good standing' status as a Club for a period of 5 years. ↑
3. Maintain a minimum of 15 active club members for a period of 5 years.
4. Identify a coach that meets the minimum criteria as outlined on the attached job description and submit this recommendation for final approval by the Coordinator of Recreation Services (Refer to APPENDIX - B).
- 5. Adhere to the same code of conduct for Bucknell University students participating in Varsity athletics programs. maintain level
6. Be recognized by the Bucknell Student Government (BSG), so long as BSG remains the funding authority within the University structure for Club and Club-Varsity programs.
7. ~~Attain approval by the Club-Varsity Review Board.~~ other CV teams

Benefits of Club-Varsity Status. Enhanced benefits for achieving Club-Varsity status include the following:

1. Assistance in fundraising and Alumni tracking provided by the Division of University

SUPERVISION:

→ Joe Santorine

The Coordinator of Recreation Services serves as the official representative for the University with direct oversight for the Club-Varsity program. In this role the coordinator or his/her designee(s) will provide the following:

- Assist in the coordination of all administrative operations for the Club-Varsity program.
- Communicate regularly with Club-Varsity members and advise on matters such as:
 - Scheduling
 - Participant eligibility
 - Coaching and Instruction
 - Finance
 - Equipment purchasing
 - Safety and risk management
 - Travel
- Assist with marketing and fundraising efforts in collaboration with Division of University Relations.
- Assist with the continuing development of policies and procedures for the individual Club-Varsity program.
- Assist with the continuing development of policies and procedures of the Sport Club Council.
- Assist with the allocation of funding and scheduling of facilities.

NCAA requirements?

insurance requirements?

"Fischer 11/11/11"

circled with softing
 procedure for 2 or 3
 years
 FTS

Club Varsity Operating Guidelines
 Page No.3

COACHING POSITION CLASSIFICATIONS	FUNDING	OFFICE SPACE	DEDICATED PHONE LINE	DEDICATED COMPUTER & NETWORK ACCESS	WEIGHT TRAINING CONSULTING	PRIORITY FACILITY SCHEDULING	PARTICIPANT INSURANCE COVERAGE	SPORTS INFORMATION SUPPORT	ATHLETIC TRAINING SUPPORT	EQUIPMENT ROOM SUPPORT Locker Room
NCAA Varsity	- University Operating - Bison Club - University Relations - Major Gifts - Alumni Office	Yes	Yes	Yes**	Yes Through the Department of Athletics	Yes (1)	\$2,000 (BU Accident) \$48,000 (Athletic Excess) \$50,000 (NCAA Catastrophing)	Yes	Yes	Yes
Club Varsity	- University Relations - Major Gifts - Casual FT - Volunteer - BSG* - Participant Fees	Yes	Yes	Yes	Yes Through the Coordinator of Recreation Services Office	Yes (2)	\$2,000 (BU Accident) Remainder Personal/Family	No Ability to link results through bucknellbison.com to Recreational Services Logo	Not Enough Staff	Visibility for Campus
Club	- Volunteer - Participant Fees	No	No	No	No	No (3)	\$2,000 (BU Accident) Remainder - Personal/Family	No	No	No Swing during care of indoor training accommodate in winter

* So long as BSG remains the University's funding authority for all Club and Club-Varsity programs.
 ** Not all Varsity programs have dedicated computers available for assistant coaches.

Univ search process for crew coach

if no FT coach then club structure would take over with President acting as coach

Application Process for Club-Varsity Sports

The following application materials must be provided.

- One-page letter of application from participants providing rationale for elevation to Club-Varsity status.
- Date of initial Club inception and recognition by Bucknell Student Government.
- Copy of the Club's Constitution. Included should be the mission, goals and an explanation of practices in place to ensure adherence to these in future strategic planning initiatives.
- Information on the National Governing Body for the Club and the National Championship qualification process and requirements.
- Program budget for the last three (3) years, including income and expense summaries.
- Proof of dues paid by Club participants.
- Coach's information, including resume, certifications, contracts, if available.
- Copy of the academic eligibility rules for the respective Governing Body, if available.
- Grade point information from the previous semester on each participant.
- Copy of competition schedule for past three (3) years with win-loss records.
- Recognition by the Bucknell Student Government (BSG), so long as BSG remains the funding authority within the University structure for Club and Club-Varsity programs.

grandfathered in
→
J.S. has samples

grandfather
→
plan for next year

Rec Services has it

Rec Services has it

only if you want to be a BSG governed club varsity team

- Relations.
2. Dedicated Club-Varsity office located in the Recreation Services office suite, on a space available basis. *in corner of Track C.V. crew is there*
 3. Program assistance through the Coordinator of Recreation Services. *first come first serve we are first in line*
 4. Facility assistance through the Coordinator of Recreation Services.
 5. Priority over other Club sports when scheduling facility use.
 6. Assistance with securing weight training assistance through the Coordinator of Recreation Services
 7. Assistance in equipment purchasing.
 8. Assistance in risk management.

define?

DRAFT

JOB DESCRIPTION: CLUB-VARSITY COACH

REPORTS TO: Coordinator of Recreation Services
POSITIONS SUPERVISED: Club-Varsity Assistant Coaches

QUALIFICATIONS: Bachelors degree preferred, experience in intercollegiate athletics.

BASIC FUNCTION: Responsible for management and administration of all phases of a club varsity sport program and team, within the guidelines, rules and regulations of Recreation Services and Bucknell University.

DUTIES AND RESPONSIBILITIES:

1. Schedule and conduct regular practice sessions in and out of season as allowed. Coach the team during scheduled events. Determine and implement the strategies necessary to motivate the team to maximum levels of individual and team performance.
2. Conduct coaches preparation meetings and coordinate teaching procedures for any members of coaching staff.
3. Develop a comprehensive and functional knowledge of the sport while actively seeking new methods and strategies.
4. Be responsible for the search, selection and training of qualified assistant coaches with the approval of the Coordinator of Recreation Services, in accordance with all proper University regulations.
5. Direct and manage assistant coaches; delegating and prioritizing administrative responsibilities. Be responsible for management and development of staff, including annual performance evaluation for any and all staff reporting to head coach.
6. Maintain continuing and thorough familiarity with all applicable sport rules and the rules and regulations of Bucknell University.
7. Present annual budget requirements to the Coordinator of Recreation Services and the University and be accountable for expense control, compliance and administration of the sport's budget.
8. Work with proper departmental personnel in regard to all arrangements for team travel, practice and competition.
9. Demonstrate an active interest in the academic progress of student-athletes. Work closely with all appropriate Departmental personnel to assure academic success of student-athletes.
10. Provide individual counseling to student-athletes when appropriate and direct the student-athlete to professional staff when needed.
11. Establish and ensure communication and enforcement of rules and regulations regarding student conduct, appearance and behavior.
12. Assist in enforcement of Departmental policies on study programs and require class attendance and completion of work missed due to intercollegiate competition.
13. Schedule practice and training sessions within the guidelines of established Departmental and University policy.
14. Demonstrate a cooperative attitude toward all other sports programs, intramural programs, and other functions of the University and the Department.
15. Participate in any and all fundraising activities as assigned by the Coordinator of Recreational Services.
16. Faithfully and diligently carry out Departmental related duties as requested or assigned.
17. Develop a positive working arrangement with all support offices both in the Department and on Campus, i.e. Athletics, Recreation Services, Admissions.
18. Be responsible for all travel arrangements for team; including insuring safe transportation to the contest site and back to campus.
19. Attain an up-to-date CPR and First Aid Card.

TRANSITION PLAN – MEN'S CLUB-VARSITY CREW

APPENDIX - C

TIMELINE: The reclassification of the Bucknell Men's Varsity Crew program will occur at the conclusion of the Spring 2002 semester. Beginning with the Fall 2002 semester, men's crew team will no longer be sponsored as a Varsity intercollegiate sport and thus, receive no financial support through the Department of Athletics.

APPLICATION FOR CLUB-VARSITY SPORT STATUS: Students interested in transitioning the men's crew program from Varsity to Club-Varsity shall be required to follow the Club-Varsity application process as outlined in Appendix - A and submit the information to the Coordinator of Recreation Services (refer to APPENDIX – A). Secondly, an application and proposed budget shall be submitted to the Bucknell Student Government for Club-Varsity status approval and possible funding, so long as BSG remains the funding authority within the University structure for Club and Club-Varsity programs. Should the University choose to restructure the funding authority for Club and Club-Varsity programs, the revised application process shall be communicated to all necessary individuals.

*build into
CU's
constitution
Advisory Board*

SUPERVISION/OVERSIGHT: The Coordinator of Recreation Services shall serve as the official representative of the Department of Athletics and Recreation in the direct oversight of the Club-Varsity programs. In addition, a Club-Varsity election will take place electing the Men's Club-Varsity Crew president, vice-president, secretary and treasurer. Additional positions may be added when necessary. The new officers will develop the Men's Club-Varsity Crew Constitution and submit the document for review by the Coordinator of Recreation Services.

*Appearing
Committee
advocates
not all
control*

In addition, the Men's Club-Varsity Crew program shall identify and provide funding for a qualified coach that would assume oversight responsibilities for all travel, practice and competition activations (refer to APPENDIX - B).

FINANCING/FUNDRAISING: To become a self-sustaining Club-Varsity program, the Men's Club-Varsity Crew would submit an application and proposed budget to the Bucknell Student Government for approval and possible funding. In addition to that possible funding source, the Men's Club-Varsity Crew student officers would be provided fundraising assistance and Alumni tracking information from the Division of University Relations office to assist in the solicitation of monies from external constituents. Finally, the participating students shall be charged a participation fee not to exceed \$700 per individual.

new accounts possible ASAP

Fundraised monies for the 2001-02 academic year are all encumbered at this time. However, there is a limited amount of money already raised by the men's and women's team for next year. As such, the Men's Club-Varsity Crew program shall be entitled to one-half of those monies. In addition, it is anticipated that donors to the Men's Club-Varsity Crew program will receive personal tax benefits consistent with similar donors making contributions to other University programs.

SUFFICIENT COMPETITION – CURRENT SPONSORSHIP AND COMPETITION TRENDS: Inasmuch as men's crew is not an NCAA sponsored championship sport, scheduling and participation does not preclude Varsity and Club teams from competing against each other at all competitions, including the IRA season-ending championships. Therefore, the same scheduling opportunities will be available for Bucknell Men's Club-Varsity Crew participants under the Club-Varsity designation, should the participants choose for that scheduling philosophy to continue.

