

## Valparaiso University Athletics Hall of Fame

### Purpose

The Valparaiso University Athletics Hall of Fame is established to pay tribute to and recognize former athletes, coaches, administrators, teams and support personnel who have made exceptional contributions to the athletic programs at Valparaiso University or have distinguished themselves in their athletics-related career. Additionally, outstanding teams, whose records of achievement have brought honor to Valparaiso University and its programs, shall be so honored by induction to the Hall of Fame.

### Eligibility

*Athletes:* Any individual who distinguishes himself/herself in intercollegiate athletic competition while in attendance as a student at Valparaiso University.

*Coaches:* Any individual whose accomplishments led to an outstanding record for the team(s) he/she coached while at Valparaiso University.

*Teams:* Any athletic team which had an outstanding win/loss record, conference championship, national championship or has otherwise brought recognition and honor to Valparaiso University by its significant achievement. Coaches are considered a part of the team and thus are to be inducted with team members.

*Support Personnel:* Any person or persons who have made a valued and sustained contribution to the success of a specific athletic program or the overall athletic department at Valparaiso University.

NOTE: Eligibility also includes those who fall in any of the above categories who have gained recognition by distinguishing themselves in their athletics-related career following their time at Valparaiso University.

### Waiting Period

Any athlete or coach may be nominated five (5) full academic years after leaving Valparaiso University. Teams may be nominated after a ten (10) year waiting period. A current employee of Valparaiso University may be nominated with a minimum of twenty (20) years of service to the university. A former employee with less than twenty (20) years of service to Valparaiso University may be nominated five (5) years after completion of his/her tenure.

### Selection Procedures

*Nomination:* Nominations may be made in writing by any interested parties prior to specified deadlines. Nominees will be solicited through notices in Valparaiso University publications and in local media outlets, promotion on ValpoAthletics.com and on athletics social media accounts.

Nominations may be directed to any member of the Selection Committee. Nominations will not be disclosed publicly. The Assistant Director of Athletics for Media Relations will prepare biographical information on nominees for the Selection Committee's consideration. The Selection Committee will meet at prescribed dates to consider nominees.

*Selection:* The Selection Committee will be provided with a list of all active nominees, the year of their nomination and any available biographical information. The Selection Committee shall determine the procedures to be utilized in evaluating nominees and selecting members for induction. The current voting procedure is located on page three (3) of the Bylaws. A committee member may vote in abstentia, provided his/her ballot is delivered to the chairperson of the Hall of Fame Selection Committee prior to the selection meeting.

*Updated October 30, 2015*

Those nominees not selected are automatically carried forward for consideration in next year's election. Any person or team who has been considered for induction for five (5) consecutive years, but not selected, shall have their name suspended from consideration indefinitely. The Selection Committee shall have the right to evaluate the list of suspended nominees each year and return any individuals or teams, as necessary, to the list of active nominees.

The Director of Athletics shall be responsible for contacting the inductees to advise them of their selection. A deceased honoree may be inducted to the Hall of Fame – their survivor or representative will be contacted by the Director of Athletics and shall be eligible to accept the award on the deceased's behalf. If a person who is selected is unable to attend the induction ceremony, their selection will carry over until a year in which they are able to attend, at which point he/she will be inducted.

*Selection and induction schedule:* The Hall of Fame Board of Directors is empowered to establish nomination and selection schedules. The Board of Directors also will set induction date, type of awards, presentation procedures and the permanent display of honorees.

*Number of inductees:* A charter class of not more than fifteen (15) inductees may be inducted in the first year. Each annual class shall not exceed a total of four (4) inductees, plus, at the option of the Selection Committee, one (1) additional deceased inductee. It is not mandatory that the maximum number be inducted each year. The Selection Committee reserves the right to add additional inductees at its discretion.

## **Selection Committee**

The Valparaiso University Athletics Hall of Fame Selection Committee shall consist of eight (8) voting members as follows:

1. Valparaiso University Director of Athletics, or his/her designee\*
2. Valparaiso University President, or his/her designee\*
3. Director of Development for Athletics\*
4. Senior Woman Administrator\*
5. Assistant Director of Athletics for Media Relations\*
6. Athletic Department at-large representative
7. Male athlete alum
8. Female athlete alum

\* - designates those individuals who shall compose the Hall of Fame Board of Directors and shall maintain a permanent position on the Selection Committee. The Board of Directors will appoint the remaining positions of the Selection Committee. Those individuals appointed to the Selection Committee will serve a three-year term. If an individual is unable to finish his/her term for any reason, the Board of Directors will appropriately select an individual to fill the vacancy.

The Director of Development for Athletics will serve as chairperson of the Hall of Fame Selection Committee. The Assistant Director of Athletics for Media Relations will serve as secretary of the Selection Committee.

## **Changes to Hall of Fame Bylaws**

Changes to the Valparaiso University Hall of Fame bylaws and/or procedures will be made by majority consent of the Hall of Fame Board of Directors.

## Voting Procedure

### *First Round – to develop a final ballot of 10 nominees*

Each committee member votes for 10 inductees from the pool of active nominees. The 10 nominees receiving votes are to be ranked from 1-10, with no. 1 being the voter's top candidate. All nominees receiving votes will be ranked by total votes received and by the total points received in the weighted voting tabulation (a no. 1 ranking = 10 points, no. 2 = 9 points, no. 3 = 8 points, etc.). All nominees receiving three (3) or more votes will be on the final ballot, unless that number exceeds 10 nominees.

If more than 10 candidates receive three (3) or more votes, the 10 candidates having the highest point total based on the weighted voting will appear on the final ballot. If fewer than 10 candidates received three (3) or more votes, the number of candidates needed to complete a field of 10 for the final ballot will be chosen based on the point totals from the weighted voting. In the event of ties, a supplementary vote among those with equal point totals will be conducted to achieve a final ballot of 10 nominees.

### *Final Ballot – to determine the new class of inductees (target of four (4) individuals)*

Each committee member votes for five (5) candidates from the ballot of 10 nominees. The five (5) candidates should be ranked from 1-5, with no. 1 being the voter's top candidate.

All nominees receiving votes will be ranked by total votes received and by the total points received in the weighted voting tabulation (a no. 1 ranking = 5 points, no. 2 = 4 points, no. 3 = 3 points, etc.). All candidates with five (5) or more votes will be elected to that year's class of inductees.

If more than five (5) candidates receive five (5) or more votes, the six (6) candidates having the highest point total based on the weighted voting will appear on another ballot. Committee members then will vote to select four (4) individuals among that group as inductees in the next Hall of Fame class; voting shall be weighted. The four (4) individuals receiving the most votes will be elected to that year's class. Ties will be broken by points accumulated in the weighted vote.

If fewer than five (5) candidates receive five (5) or more votes, those receiving two (2) or fewer votes will be dropped from the ballot. The number to be selected by vote on this ballot will be determined by the number of candidates receiving five (5) or more votes in the initial ballot, with the goal being selection of a class of four (4) inductees. If three (3) additional inductees are needed to establish a class of four (4), committee members shall vote for three (3) candidates; if two (2) inductees are needed, the committee shall vote for two (2) candidates, etc. Voting shall be weighted. The number of points assigned to candidates ranked no. 1 will be determined by the number of individuals being voted for.