Article I: Name

The name shall be the UC Riverside Athletics Hall of Fame Committee (hereinafter the “Committee”). The group is a standing committee of the UC Riverside Athletics Association (UCRAA), administered through the Athletics Development Office.

Article II: Action Statement

The UC Riverside Athletics Hall of Fame Committee shall recognize and honor those student-athletes, coaches, teams and contributors who have had a significant positive contact with the University and brought national recognition and honor to the University and its Athletics Department.

Article III: Committee Membership

Section 1. SELECTION. Selection to the Committee shall be determined by the UCRAA Executive Committee with advice and involvement of the Athletics Director. Committee members shall be appointed no later than July 1 for a two-year term and shall be eligible to be re-appointed up to three additional consecutive two-year terms. The UCRAA Executive Committee may, on an annual basis, extend the service of a committee member whose final term is expiring, but who remains actively involved in the work of the Hall of Fame. The Hall of Fame committee shall consist of the following members:

A. Athletics Director or Designee
B. Highlander Athletics Association Chair
C. UCR Alumni Association President or Designee
D. Chancellor’s Cabinet Member
E. Hall of Fame Member (3 representatives)
F. UC Riverside Athletics Association (3 representatives)
G. Current employee, coach or administrator
H. Former employee, coach, administrator
I. Community member at-large (2 representatives)
J. Student-Athlete Advisory Council Representative

Section 2. RESIGNATION. Any committee member may resign at any time by submitting written notice to the Committee.

Section 3. VACANCIES. Any person appointed to fill a vacancy shall serve for the remainder of the term.

Section 4. MEETINGS. Prior notice of minimum 15 calendar days must be given before meetings.

Section 5. QUORUM. A simple majority shall constitute a quorum for the transaction of any and all business of the Committee. A majority of votes cast at a meeting at which a quorum is present shall be required to take action on any matter before the Committee.
Article IV: Responsibilities and Duties of the Committee

A. Administer all details, processes and actions.
B. Establish and evaluate the criteria for nomination/induction of members.
C. Honor individuals and/or teams who have had exceptional careers.
D. Furnish a list of final candidates for review and comment by the Chancellor.
E. To honor new and past inductees.
F. Assist in organizing the Hall of Fame ceremony.
G. Recommend contents, memorabilia, displays and related matters to the Hall of Fame.

Article V: Criteria for Nomination

Section 1. CATEGORIES. There shall be separate categories for student-athletes, teams, coaches and outstanding contributor.

Section 2. NOMINATION CRITERIA.

Student-athlete

A. Must have demonstrated athletic excellence in one (1) or more sports sanctioned by the NCAA.
B. Once nominated, a student-athlete will be eligible for selection to the Hall of Fame ballot for three consecutive years. If not elected to the Hall of Fame at the end of three years, the candidate must be re-nominated.
C. A student-athlete becomes eligible for nomination to the Hall of Fame ten (10) years after graduation or withdrawal from the University.
D. Consideration will be given to individuals who exhibit a high level of professional and personal integrity and contribute to the ideals of their sport or sports.

Head Coach

A. Must have been an outstanding coach and demonstrated an unusually high degree of success for five (5) or more years at the university
B. Must have left the coaching position at least ten (10) years prior to selection to the Athletics Hall of Fame or have coached at the university for ten (10) years.
C. Consideration will be given to individuals who exhibit a high level of professional and personal integrity and contribute to the ideals of their sport or sports.

Team

A. Must have demonstrated a high degree of success during any given season and/or brought special recognition to the university or the athletics program.
B. Must have competed at least ten (10) years prior to selection.

Outstanding Contributor:

A. An individual who, in some manner, demonstrated a heart of service and dedication, made significant impact, special recognition, and/or an extraordinary contribution to the success or furthering of UCR Athletics.
B. A minimum of five (5) years of service must have occurred before the nominee is eligible.
C. Strong consideration will be given to those nominees who have enhanced the experience of student-athletes at the University through their support.
Section 3. RESTRICTIONS. No member of the Committee can be nominated for the UC Riverside Athletics Hall of Fame while serving as a member of the committee.

Section 4. POSTHUMOUS AWARD. Nomination and induction may be awarded posthumously.

Article VI: Nomination Procedure

Section 1. SUBMISSION. Any interested person may submit an official nomination form to the Committee. All nominations must be submitted to the Committee by the established deadline for consideration for induction into the Athletics Hall of Fame.

Section 2. VOTE. A master list of candidates will be compiled for research and Committee consideration.

Article VII: Ballot Selection

Section 1. TIMELINE. The Committee’s ballot selection meeting shall be held no later than 6 months prior to the ceremony to select individuals for recommendation of induction. The Committee will have a minimum of 30 days to review the nominations. Committee members must attend the selection meeting in order to be eligible to vote on the nominees.

A. Additional meetings may be called as necessary.
B. All clarification of facts/information pertaining to nominations shall be researched and confirmed by the Athletics Media Relations Office.

Section 2. BALLOT ENTRIES. The Committee shall present a maximum of twenty (20) student-athletes, five (5) team, five (5) coaches and five (5) outstanding contributor candidates from the master list of nominees for consideration on the final ballot.

Section 3. VOTING PROCEDURE. The committee will determine eligibility of all submitted nominees for the ballot selection. Each committee member will be asked to choose their top twenty (20) student-athletes, five (5) team selections, five (5) coaches and five (5) outstanding contributor candidates. Each candidate will be awarded one point for every ballot in which their name appears.

Section 4. TIE BREAKER. In the event that too many nominees qualify following voting, the names with the fewest votes will be dropped from the final ballot and held over for the next selection cycle. In the event of a tie, the tie shall be broken by a vote of the Committee on the tied names and the candidates with the fewest Committee votes shall be dropped from the ballot and held over for the next year.

Article VIII: Inductee Selection

Section 1. TIMELINE. The Committee will provide the Hall of Fame voters with the official Hall of Fame Ballot no later than 5 months prior to the ceremony. Hall of Fame voters will have a minimum of 30 days to return their ballot to the UC Riverside Athletics Association Office.

Section 2. VOTING PROCEDURE.

A. All voting shall be conducted on official Hall of Fame ballots.

B. Ballots will be sent to the following:
1. All members of the UC Riverside Athletics Association Board of Directors
2. Living inductees in the UC Riverside Athletics Hall of Fame
3. UC Riverside Hall of Fame Committee Members

C. Each member receives one (1) unique ballot.
D. Each candidate will be awarded one point for every ballot in which their name appears.
E. Each ballot recipient will select as few as zero (0) or not more than ten (10) student-athletes, two (2) coaches, two (2) teams, and two (2) outstanding contributor mailed ballot. Write-in votes are not allowed and will not be considered.
F. Inductees’ names must be listed on 70% of the ballots submitted.
G. In the event that more than five (5) nominees are selected as inductees, the five (5) nominees receiving the highest percentage of the ballots cast will be selected as inductees.
H. In the event of a tie, the tie shall be broken by a majority vote of the Committee on the tied names.
I. In the event that no nominees reach the required 70 percent, the Committee as a whole may determine the inductees by written ballot.

Section 3. CHANCELLOR’S/ATHLETICS DIRECTOR’S EXCEPTION. The Chancellor of the University, in conjunction with the Director of Athletics, may nominate and/or designate for induction into the Athletics Hall of Fame, one candidate who otherwise qualifies for selection under Section 2 above but is either not nominated or, if nominated, fails to achieve the necessary number of votes to be selected. This power to so nominate and/or select is to be used with great discretion for the betterment of the University, once per nominating process.

Section 4. NUMBER OF INDUCTEES. A maximum of five (5) student-athletes, one (1) coach, one (1) team, and one (1) outstanding contributor(s) will be inducted in any given ceremony.

Section 5. ANNOUNCING THE WINNERS. All newly elected inductees will be notified of selection by way of a phone call from the Hall of Fame Committee Chair. A formal confirmation letter will be sent from the university.

Article IX: Amendment of the By-Laws

All recommendations to amend the adopted by-laws must be formally requested to and approved by the UC Riverside Athletics Association Board of Directors for a majority vote and final approval.