



**Exceptional Performance**

**Policy # HR-7340 Effective:  
December 20,2023**

**I. POLICY**

Intercollegiate Athletics (“IA”) at The University of Texas at Austin (“University”) provides payment of exceptional performance incentives (“EPI”) to head coaches, associate head coaches, assistant coaches, and other designated support staff members as determined at the sole discretion of the Vice President and Athletics Director (“Athletics Director”). This incentive payment is based on exceptional performance related to conference championships and National Collegiate Athletic Association (“NCAA”) postseason competition and is subject to the individual meeting eligibility requirements, levels of achievement specified in this policy, and IA’s financial ability to make the payment (in the Athletics Director’s sole discretion).

**II. PURPOSE**

To recognize designated IA employees for exceptional performance related to conference championships and NCAA postseason competition.

**III. AUDIENCE and SCOPE**

This policy applies to designated IA employees involved in, or supporting, conference championships and NCAA postseason competition as determined at the sole discretion of the Athletics Director.

**IV. DEFINITIONS AS USED IN THIS POLICY**

None.

**V. RESPONSIBILITIES**

**A. EPI Eligibility**

1. The Athletics Director has sole discretion in determining IA employees who are eligible and will receive an EPI payment.
2. Eligibility Criteria. To be eligible to receive an EPI payment, the employee must:
  - be a full-time head coach, associate head coach, assistant coach, or other designated support staff member;
  - participate in and/or support athletic contest (e.g., conference championship game or postseason contest) and must attend and perform his or her employment duties at the contest, unless excused for legitimate reasons, such as illness, family emergency, or protected leave; and

- not be in breach or violation of their University employment agreement, which is a written employment contract or more commonly used letter of appointment. In all instances the rules, regulations, and policies of the University are part of their employment obligations.
3. Non-contractual coaches and designated support staff may also be eligible for an incentive payment at the discretion of the Athletics Director.

## **B. Other Conditions Pertaining to EPI**

1. EPIs are for team accomplishments related to conference championships and other NCAA postseason events. If no team-based incentives are earned and a student-athlete wins an individual NCAA National Championship, both the head coach and the primary assistant coach who directly coached the student-athlete may be eligible for one (1) EPI of 5% regardless of the number of individual champions.
2. An EPI may be earned for either a regular season conference championship or postseason tournament championship, but not both.
3. For the Swimming and Diving sport programs, the Head Diving Coach may be eligible for both Women's and Men's Swimming and Diving incentive awards capped at a combined maximum of 37%.
4. For the Cross Country sport programs, the Head Coach may be eligible for both Women's and Men's Cross Country incentive awards capped at a combined maximum of 37%. The primary Assistant Coaches for the Cross Country programs may be eligible for an incentive award which will be based only on the performance of their respective program.
5. For the Track & Field sport programs, the Head Coach may be eligible for both Women's and Men's Track & Field Indoor and Outdoor incentive awards capped at a combined maximum of 37%. The Assistant Coaches may be eligible for both Women's and Men's Track & Field Indoor and Outdoor incentive awards capped at a combined maximum of 30%.
6. The head coaches may also be awarded an EPI of 2% if named the Conference Coach of the Year (Coaches' Vote), and 5% if named National Coach of the Year (Coaches' Association Vote).
7. Up to 50% of the standard EPI may be earned by a full-time employee who serves in a dual role, which includes countable coaching responsibilities (i.e., Director of Operations with Assistant Coach responsibilities).

## **C. Payment of EPI**

1. All incentive payment amounts are based on the individual's base salary, or \$100,000

(except for Head Diving Coach who shall be based on \$140,000), whichever is greater, for the fiscal year of achievement, calculated as the percentage specified in the Conference and NCAA Postseason Incentive Schedules (Attachment A).

2. All incentive payments will be made on a date determined by the University, but no later than 90 days following the last possible event which is the basis for the award. The University will process the payment as compensation through the payroll system with such payment subject to all applicable withholding and deductions.
3. In the event of significant financial challenges affecting IA or the University (including those financial challenges caused by a pandemic, war, natural disaster, or other catastrophic event), the Athletics Director has sole discretion and authority to suspend all incentive payments described in this policy. Affected employees shall be given notice that incentive payments are suspended and will be reinstated at the Athletics Director's discretion.

#### **D. EPI Payment Amounts**

1. Refer to Attachment A (below) of this policy for EPI payment amounts.

#### **E. Responsibilities**

1. The Athletics Director is responsible for assessing IA's financial condition to determine if EPI payments can be made, and if so, determining which IA employees will be eligible and awarded payment of an EPI.
2. The Chief Financial Officer is responsible for initiating a request for payment of an achieved EPI.
3. The Athletics Business Office is responsible for reviewing and approving the request for payment of an achieved EPI.
4. Athletics Human Resources is responsible for reviewing, approving and processing the payment of an EPI via payroll processing.

#### **VI. PROCEDURES**

Refer to procedures document [PROC-HR-7430](#) for further instructions.

#### **VII. FORM(S) AND TOOLS**

[Performance Incentive Authorization Request](#)

#### **VIII. RELATED INFORMATION**

None.

**IX. HISTORY**

Next Scheduled Review Date: July,  
2024 Revision History:

Revisions: 12/20/2023, 10/04/2018,  
04/11/19, 7/10/20, 5/11/21,  
6/6/21, 12/19/23 Created:  
September 1, 2018

**X. CONTACTS**

Policy Owner: Senior Associate AD, Human  
Resources Contact: 512-232-1276

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<b>POLICY APPROVAL AUTHORITIES:</b>		<b>TAXONOMY TAGS:</b>			
<input checked="" type="checkbox"/>	Associate Athletics Director-HR	<input checked="" type="checkbox"/>	All Employees	<input type="checkbox"/>	Student-Athletes
<input checked="" type="checkbox"/>	Vice President and Athletics Director	<input type="checkbox"/>	IA Directors	<input type="checkbox"/>	Coaches
<input checked="" type="checkbox"/>	Sr. Assoc. Athletics Director-Risk Management & Compliance Services	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>	IA Affiliates
<input checked="" type="checkbox"/>	Intercollegiate Athletics Executive Staff	<input type="checkbox"/>	Other:		

**Attachment A  
HR-7340**

**University of Texas Department of Athletics Conference & NCAA Postseason Incentive Schedule**

Individual Sports <sup>(1)</sup>	Conference Championship <sup>(2)</sup>	Postseason Selection	Highest Applies				National Champion
			Postseason Advancement				
Women's Tennis	5%	5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Men's Tennis	5%	5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Women's Golf	5%	5%	Top 15 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Men's Golf	5%	5%	Top 15 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Women's Swimming & Diving	5%	N/A	Top 15 10%	Top 10 12.5%	Top 4 15%	Top 2 17.5%	25%
Men's Swimming & Diving	5%	N/A	Top 15 10%	Top 10 12.5%	Top 4 15%	Top 2 17.5%	25%
Men's & Women's Track/Field & XC <sup>(3)</sup>	(M In or Out) 5% (W In or Out) 5% (M or W XC) 5%	N/A	Top 15 (M In or Out) 10% (W In or Out) 10% (M or W XC) 10%	Top 10 (M In or Out) 12.5% (W In or Out) 12.5% (M or W XC) 12.5%	Top 4 (M In or Out) 15% (W In or Out) 15% (M or W XC) 15%	Top 2 (M In or Out) 17.5% (W In or Out) 17.5% (M or W XC) 17.5%	(M In or Out) 25% (W In or Out) 25% (M or W XC) 25%

- 1) Conference Championship and other NCAA postseason incentives are for team accomplishments. However, if no team-based incentives are earned and a student-athlete wins an individual NCAA National Championship, the head coach and the primary assistant coach who directly coached the student-athlete may be awarded one (1) - 5% incentive regardless of the number of individual champions.
- 2) A Conference Championship incentive may be earned for either a regular season or postseason tournament championship, but not both.
- 3) The Head Diving Coach may be eligible for both Women's and Men's Swimming and Diving incentive awards capped at a combined maximum of 37%.
- 4) The Head Coach may be eligible for both Women's and Men's Cross Country incentive awards capped at a combined maximum of 37%. The primary Assistant Coaches for the Cross Country programs may be eligible for an incentive bonus which will be awarded based only on the performance of their respective program. The Head Coach may be eligible for both Women's and Men's Track & Field Indoor and Outdoor incentive awards capped at a combined maximum of 37%. The Assistant Coaches may be eligible for both Women's and Men's Track & Field Indoor and Outdoor incentive awards capped at a combined maximum of 30%.
- 5) The Head Coaches may also be awarded incentives for the following: Conference Coach of the Year (Coaches' Vote) = 2% and National Coach of the Year (Coaches' Association Vote) = 5%.

# University of Texas Department of Athletics Conference & NCAA Postseason Incentive Schedule

Team Sports	+ Highest Applies							National Champion
	Conference Championship <sup>(1)</sup>	Postseason Selection	Postseason Advancement					
Beach Volleyball	5%	5%	Top 32 N/A	Top 16 N/A	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Volleyball	5%	5%	Top 32 7.5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Men's Basketball	5%	5%	Top 32 7.5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Women's Basketball	5%	5%	Top 32 7.5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Soccer	5%	5%	Top 32 7.5%	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Baseball	5%	5%	N/A	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Softball	5%	5%	N/A	Top 16 10%	Top 8 12.5%	Top 4 15%	Top 2 17.5%	25%
Rowing	5%	5%	N/A	N/A	Top 10 12.5%	Top 4 15%	Top 2 17.5%	25%

- (1) A Conference Championship incentive may be earned for either a regular season or postseason tournament championship, but not both.
- (2) The Head Coaches may also be awarded incentives for the following: Conference Coach of the Year (Coaches' Vote) = 2% and National Coach of the Year (Coaches' Association Vote) = 5%.
- (3) In the sports of football, women's basketball and men's basketball refer to the coach's employment agreement for incentive.
- (4) Employment agreement language shall supersede incentive policy language at all times.