

# Randale L. Richmond

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## Education

### Master of Science in Education

August 2006

- Higher Education Administration and Student Personnel
- Kent State University, Kent, Ohio

### Bachelor of Arts

May 2004

- Major: History
- Minor: Sociology
- Baldwin-Wallace College, Berea, Ohio

## Professional Experience

### Old Dominion University, Intercollegiate Athletics

#### Sr. Associate Athletic Director

February 2015 – Present

- Sport Administrator for Men's Basketball, Baseball, Field Hockey, Men's/Women's Swimming & Diving, Men's Soccer, and Wrestling
- Co-Chair of President's Taskforce on Inclusive Excellence
- Member of Athletic Director's Executive Team
- Oversight and Supervision of Student-Athlete Welfare Initiatives
- Oversight and Supervision of Student-Athlete Academic Services
- Oversight and Supervision of Department NCAA Compliance Services and Programing
- Department Administrator for APR/GSR Reporting

### Kent State University, Intercollegiate Athletics

#### Associate Athletic Director, Student-Athlete Services

May 2012 – January 2015

- Member of Athletic Director's Executive Committee
- Member of Presidents Administrative Council (PAC)
- Supervision of NCAA Compliance and Eligibility staff, operational initiatives, rules education, APR/GSR reporting, and program implementation
- Supervision of Academic and Student Services staff, all programming and Student-Athlete Leadership Development
- Supervision of Sports Medicine/Athletic Training staff (including Summa Center for Sports Health team physicians) and Equipment staff
- Assists in the strategic direction and implementation of policies, procedures, goals and objectives for the department
- Oversee the annual production of the *Student-Athlete Handbook* and all assigned area policies and procedures within
- Responsible for the exit interview process for all student-athletes
- Co-chair of University Diversity Action Council Subcommittee
- Athletic Representative to the University Assistant and Associate Deans Committee
- Intercollegiate Athletic Committee Compliance and Eligibility Liaison

**Kent State University, Intercollegiate Athletics**

**Assistant Athletic Director, Compliance & Eligibility      August 2010 – April 2012**

- Oversee all areas of Athletic Department NCAA Compliance Program
- Develop rules education programs for coaches, staff, student-athletes, and booster groups
- Oversee the external audit of the athletic departments compliance program for NCAA Certification
- Oversee submission of all NCAA Waivers and Reports
- Oversee budget development and assist in personnel administration
- Serve as direct supervisor of two full-time employees and at least one intern
- Oversee implementation of a compliance and recruiting software solutions program
- Assist in the administration of NCAA Drug Testing Procedures
- Oversee submission of all NCAA Infractions Reports
- Serve on various department, division, and University committees

**Kent State University, Intercollegiate Athletics**

**Assistant Director, Compliance & Eligibility      July 2006 – August 2010**

- Coordinate athletics related financial aid for current student-athletes, including grant in aid rosters, Books rosters, Special Assistance Fund disbursement, and Student Athlete Opportunity Fund awards
- Assist in providing NCAA rules education to students, staff, and community
- Collaborate with Assistant Athletic Director of Academic Services to report institutional APR data to NCAA; Including all adjustments, waivers, improvement plans, and documentation collecting
- Collect and reported data for student-athlete Federal Graduation Rate and NCAA Graduation Success Rate
- Utilize NCAA legislation to provide coaches, students, and staff with bylaw interpretations
- Assist in compliance issue related spot checks and internal audits (CARA, etc.)
- Complete various NCAA waivers for incoming and continuing student athletes
- Report infractions to the MAC Conference office and the NCAA
- Act as the point person for initial and continuing eligibility related questions when the Eligibility Coordinator is out of the office
- Create/distribute monthly compliance newsletters for member institutions

**Kent State University, Intercollegiate Athletics**

**Graduate Assistant, Compliance & Eligibility      August 2004 – June 2006**

- Review and confirm validity of National Letters of Intent (NLI) and Grants-in-Aid, enter information on NLI database, and prepare signee listings
- Collect monthly playing and practice season reports and perform random audits with student-athletes to verify the accuracy of the reports
- Assist with eligibility and amateurism oversight
- Update squad list, eligibility forms, emergency lists, and grant-in-aid rosters
- Compare and confirm accuracy of all mid-year eligibility certification forms
- Prepare all renewal/non-renewal financial aid memos and distribute to staff
- Assist with financial aid roster preparation and distribution
- Assist with the submission of all NCAA reports (Sports Sponsorship, Financial Aid Disclosure, APR, etc.)

## **Honors**

LEAD1 Diversity, Equity, and Inclusion Working Group, 2020  
ODU President's Diversity Champion Award Recipient, 2018 – 2019  
Co-Chair, NAAC Convention Committee, 2018 – Present  
Lead1 Institute Participant, 2017 – 2018  
NCAA Effective Facilitate Workshop, 2017 – 2018  
College Athletics Leadership Symposium, 2017, 2018, 2019, 2020  
NAAC A.C.E. Mentoring Program, 2016 – Present  
Brother 2 Brother Faculty Steering Committee, 2016 – Present  
ODU First Generation Faculty Mentoring Program, 2016 – Present  
Co-Chair, President's Task Force on Inclusive Excellence, ODU, 2015 – Present  
D1A Institute Participant, Class Speaker 2014 – 2015  
NCAA Leadership Institute Graduate (Graduation Class Speaker), 2014 – 2015  
Cleveland's Kaleidoscope Magazine's 40 under 40 Club, 2014 – 2015  
Crain's Business Who To Watch In Education, 2014 – 2015  
National Association of Athletics Compliance (NAAC) Thought Leader, 2013 – Present  
Baldwin-Wallace College's Obie Bender Awards Keynote, 2012 – 2013  
University Diversity Action Council, Kent State University, 2011 – 2013  
Intercollegiate Athletic Council, Kent State University, 2006 – 2015  
M.A.L.E. Leadership Breakfast Committee, Kent State University, 2011 – 2012  
YMCA Minority Achievers Program, Kent State University, 2011 – 2013  
Varsity Football, Baldwin-Wallace College, 1999 – 2003  
Track & Field, Baldwin-Wallace College, 1999 – 2001

## **Computer Skills**

### **Applications**

Microsoft Office, Adobe, PowerPoint, Publisher, Evernote, Prezi, Zoom

### **Systems**

Microsoft Teams, NCAA Compliance Assistant, LSDBi, AMA Online, Banner, ARMS, Chrome River