Policy on Special Event Approval

Approved by: Athletic Academic Compliance Committee, 9/17/2014
President's Cabinet, 10/29/14

History: Issued- 10/29/14

Related Policies:

Additional References:

A. Purpose

The purpose of this policy is to ensure that the coaches and staff are following all appropriate governing NCAA bylaws while making off-campus public appearances.

B. Scope:

This policy applies to institutional staff members in the department of athletics.

C. Key Word(s) & Phrases:

*NCAA Bylaw 13.1.9 Banquets, Meetings and NCAA Promotional Activities. (Revised: 10/18/11)* A coach may speak at a meeting or banquet without using one of the institution’s permissible contacts or evaluations, provided: *(Adopted: 1/8/07 effective 8/1/07, Revised: 7/21/09)*

(a) The coach does not make a recruiting presentation in conjunction with the appearance;
(b) The coach does not have direct contact with any prospective student-athlete (or the prospective student athlete’s relatives or legal guardians) in attendance; *(Revised: 7/21/09)*
(c) The coach does not engage in any evaluation activities; and *(Revised: 7/21/09)*
(d) The meeting or banquet does not take place during a dead period.

*NCAA Bylaw 13.1.9.1 Banquets and Meetings in Conjunction with Community Engagement Activities. A coach may speak at a meeting or banquet in conjunction with a community engagement activity and have contact with a prospective student-athlete(s) (or the prospective student-athlete’s relatives or legal guardians), provided: (Adopted: 7/21/09)*

(a) The coach does not make a recruiting presentation in conjunction with the appearance;
(b) The contact is not for the purpose of securing the enrollment or ultimate participation of the prospective student-athlete(s) in the institution’s intercollegiate athletics program; and
(c) The meeting or banquet does not take place during a dead period.

*NCAA Bylaw 13.1.9.2 NCAA Promotional Activities Exception. An institution’s coach may participate in NCAA promotional activities (e.g., autograph sessions, fan festivals, opening ceremonies) at NCAA championship events, provided contacts with prospective student-athletes are not prearranged and recruiting activities do not occur.*
NCAA Bylaw 13.02.4.3 Quiet Period. A quiet period is that period of time when it is permissible to make in-person recruiting contacts only on the member institution’s campus. No in-person, off-campus recruiting contacts or evaluations may be made during the quiet period.

NCAA Bylaw 13.02.4.4 Dead Period. A dead period is that period of time when it is not permissible to make in-person recruiting contacts or evaluations on or off the member institution’s campus or to permit official or unofficial visits by prospective student-athletes to the institution’s campus. The provision of complimentary admissions to a prospective student-athlete during a dead period is prohibited, except as provided in Bylaw 13.7.2.5 for a prospective student-athlete who visits an institution as part of a group. During such a dead period, a coaching staff member may not serve as a speaker at or attend a meeting or banquet at which prospective student-athletes are in attendance, except as provided in Bylaws 13.1.9 and 13.1.9.1, and may not visit the prospective student athletes’ educational institutions. It remains permissible, however, for an institutional staff member to write or telephone prospective student-athletes during such a dead period. (Revised: 1/11/94)

D. Policy & Procedures:

All coaches and staff members are required to have all public appearances pre-approved by the Compliance Team to ensure that we are following all appropriate governing NCAA bylaws when making off-campus public appearances.