

University of Colorado  
Monthly Compliance Meeting

**January 13, 2011**

# Today's Agenda

- Jo's Announcements
- Kris' Announcements
- Housing
- Speaking Engagements
- Recruiting and Scouting Services
- Former Student-Athletes Recruiting
- How to Report a Violation

# Jo's Announcements

- National Letter of Intent: signing period begins on February 2<sup>nd</sup> for Soccer, Football and Track. Send requests to us ASAP!
- Comply and Verify- remember to update your records with us when you start calling new PSAs.
- New carpet for Gate 1 ! Office closed Jan 17-19<sup>th</sup>
- Out of the Office- Jo will be unavailable from Jan 19<sup>th</sup>-23<sup>rd</sup>
- March monthly compliance meeting has moved from March 14<sup>th</sup> to the 21<sup>st</sup> due to spring break.

**Housing**

**Housing & Dining Services (HDS) Residence Halls  
Application and Room Assignment Procedures and Timelines  
First Year/Freshman and Continuing Student-Athletes  
Fall 2011**

- **Housing Application and Security Deposit**
  - First-year/freshman SAs are required to reside in the residence halls, unless approved through HDS petition process to reside at home.
  - New second-year SAs are not required to reside on-campus.
  - Continuing SAs may reapply for residence halls accommodations and select their own hall/room for fall 2011.

# The First-Year/Freshman Process

- Confirmed through Admissions w/ enrollment deposit.
- HDS sends correspondence to SAs within 1 to 2 business days of Admissions confirmation, with instructions on how to apply for housing.
- Confirmed SAs can access the on-line housing application at **housing.colorado.edu**.
  - Need CU Login Name and Identikey Password to apply –provided to all new students during Admissions process.
  - Requires a \$300 housing security deposit via credit card.
  - Hardcopy housing applications available upon request.
  - Housing deposit deferral process available for documented financial need. (note: will be assessed to student's bill after enrollment)

## Continuing Student-Athletes (Those currently residing in the halls.)

- On-line reapplication process will begin January 17, 2011.
- On-line reapplication is a self-assignment process.

# Residence Hall Space Requests for First Year/Freshman Student-Athletes

- In late-January 2011, e-mails will be sent to individual sports/liaison to obtain space requests for fall; e.g., number of beds by gender, special needs, etc.
- Space is allocated “proportionally” on central campus, Kittredge, and Williams Village; residential academic programs (RAP) and Bear Creek not included.
- Spaces for assignment will be in standard double rooms w/ community baths.

# Hall Space Assigned To Student-Athletes

- Applies only to first-year and new second-year SAs.
- In mid-February 2011, based on earlier e-mail requests for space, e-mails will be sent to individual sports/liaison noting the number, location, and gender of spaces or units available for fall assignments.

# Assignment Process for Student-Athletes

- Based on e-mailed space lists provided to individual sports/liaison , coaches will indicate room assignment preferences for their SAs. These assignment preferences will be submitted to HDS Occupancy Management on an on-going basis during the spring 2011 semester.
- Space will be available for assignments until Monday, June 20, 2011. After this date, all space not assigned to an application on file with HDS Occupancy Management will be released for other use.
- After June 20, assignment requests may be submitted by coaches on a case-by-case basis for late applicants and/or folks with special needs. (Available space will be limited – late applicants may be assigned with non-student-athletes.)

# Review of Some Important Timelines

- Submittal of housing applications for first-year or new second-year student-athletes is strongly recommended by mid-May, 2011.
- E-mails for hall space requests will be sent to individual sports/liaison in late-January.
- Continuing student-athletes may participate in the on-line reapplication self-assignment process starting in late-January.
- Spaces not assigned to first-year and new second-year student-athletes by Monday, June 20, 2011, will be released for other use.

# Communication

- On-line application & assignments: Candyce Gustafson, ph 303.735.5622
- Hardcopy apps and security deposit deferral: Ava Goodheart, ph 303.735-5616
- E-mail: [Reservations@Colorado.edu](mailto:Reservations@Colorado.edu);  
[Candyce.Gustafson@Colorado.edu](mailto:Candyce.Gustafson@Colorado.edu)
- Designate contacts for individual sports/liaison.

# Speaking Engagements

# Speaking Engagements

A coach may speak at a meeting or banquet at a prospective student-athlete's educational institution *outside of a contact period* or may speak at such a meeting or banquet during a contact period.

It is never permissible to speak at an educational institution during a DEAD PERIOD.

# Counting Contacts/Evaluations

It will not count as a contact/evaluation if:

- The meeting or banquet is initiated and conducted by the educational institution;
- No recruiting presentation
- No direct contact with any PSA (or a PSA's parents or legal guardians)
- No evaluation activities.

# Contacts/Evals in BB & FB

- Basketball
  - Use CU's once-per-week visit to a PSA's educational institution and uses an evaluation for all basketball prospective student-athletes at that educational institution.
  - A contact is not used if a recruiting presentation is not made and no direct contact with any prospective student-athlete is made
- Football
  - Uses one of CU's six in-person, off-campus recruiting contacts
  - Also uses CU's once-per-week visit to that educational institution.

# Away from PSA Institution

- A coach may speak at a meeting or banquet at which prospective student-athletes are in attendance at a location other than a prospective student-athlete's educational institution
- Restrictions from banquets at a PSA institution apply.

# Noncoaches

- Noncoaching staff members with sport-specific responsibilities may not attend or speak at banquets and meetings that are conducted primarily to recognize prospects.
- PSA's can be honored, but it cannot be the focus of the event.
  - Colorado Sportsman of the Year

# Coaches Clinics

- A CU coach can speak at a coaches' clinic held at a PSA's educational institution outside a contact period if all other restrictions are followed
- Not permissible to engage in recruiting activities
- Not permissible to attend in any capacity other than a speaker, outside of a contact period

# Fundraising Banquets for PSAs

- A coach may speak at a banquet for PSA's in which fund-raising activities also occur only if *fund-raising activities are not the primary purpose for conducting the banquet or meeting*

# Fundraising Activities for PSAs

- If fundraising is the main focus you can attend (as opposed to speak) if:
  1. The staff members could play no active role in fund-raising activities
  2. The attendance of the staff members at the event could not be publicized in advance;
  3. No contact with PSAs or parents of prospective student-athletes would be permitted outside the permissible contact period
  4. Conversations could not include recruiting information or contain a recruiting presentation

# Outside Income

- Speeches given to outside businesses (e.g. Omni, Wells Fargo) where you are compensated must be included in your outside income statements.

# General Athletics Staff

- Administrative personnel (e.g., the director of athletics) or enrolled student-athletes would not be restricted if:
  - No direct contact with a prospective student-athlete
  - Do not make a recruiting presentation in conjunction with their appearance at the meeting or banquet

# College Nights

- Coaches can attend a “College Night” with the CU Office of Admissions
- Can only talk to PSAs who can be contacted off-campus
  - September 1, Senior Year.
- Admissions can talk to anyone

# Nonathletics Speeches

- May speak at nonathletics banquets or meetings (e.g., Rotary Club, Kiwanis Club) during contact and noncontact periods when:
  1. The meeting or banquet is open to the general public
  2. The attendees are not limited only to high school or junior college athletes
  3. There is no direct contact between the staff member and any prospect attending the meeting or banquet
  4. The staff member does not make a recruiting presentation.

# Tracking Your Speeches

- Please be sure to track all of the events as there is no formal approval through the Compliance Office.
- Do not hesitate to ask before accepting an invitation to speak.
- Example of what to track:

Who initiated the request?	Date of Event	Place of Event	Topic of Speech	Recruiting Period	Was a Recruiting Presentation Made?	Did you recruit following your speech?
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# Recruiting and Scouting Services

# Recruiting/Scouting Services

- Any subscription to a recruiting or scouting service **MUST** be approved prior to purchasing the subscription.
- New legislation is intended to limit the funneling of money through these services to PSAs or people with access to PSAs.

# Recruiting/Scouting Services

- **Bylaw 13.14.3** - Recruiting or Scouting Services.
- An institution may subscribe to a recruiting or scouting service involving prospective student-athletes, provided the institution does not purchase more than one annual subscription to a particular service and the service: (*Adopted: 1/1/02, Revised: 1/16/10*)
  - (a) Is made available to all institutions desiring to subscribe and at the same fee rate for all subscribers;
  - (b) Publicly identifies all applicable rates;
  - (c) Disseminates information (e.g., reports, profiles) about prospective student-athletes at least four times per calendar year;
  - (d) Publicly identifies the geographical scope of the service (e.g., local, regional, national) and reflects broad-based coverage of the geographical area in the information it disseminates;
  - (e) Provides individual analysis beyond demographic information or rankings for each prospective student-athlete in the information it disseminates; (*Revised: 4/13/10*)
  - (f) Provides access to samples or previews of the information it disseminates before purchase of a subscription; and
  - (g) Provides video that is restricted to regularly scheduled (regular-season) high school, preparatory school or two-year college contests and for which the institution made no prior arrangements for recording. (Note: This provision is applicable only if the subscription includes video services.)

# Recruiting/Scouting Services



## RECRUITING SERVICE PROCESSING FORM

To be completed by a representative of the sport program prior to subscription in order to reduce the likelihood of a violation and submitted to the business office with each recruiting service receipt or payment request

SPORT: \_\_\_\_\_ Subscription Cost: \_\_\_\_\_  
COMPANY: \_\_\_\_\_ Subscription Length: \_\_\_\_\_  
WEB SITE: \_\_\_\_\_

YES NO

Is this the only annual subscription (July-June fiscal year) to the recruiting service for CU?

Does the recruiting service publicly identify all applicable service costs and a website address or sample of these costs is included with this document?

Does the recruiting service provide access to samples or previews of the information prior to purchasing the annual subscription and is a website address or sample of this service is included with this document?

Is this recruiting service made available to all universities/colleges desiring to subscribe?

I confirm this service is **NOT** being purchased to gain recruiting access to a prospective student-athlete or as an inducement to influence an individual associated with a prospective student-athlete.

Is the subscription/package price paid by CU the same subscription/package price paid by all other subscribers regardless of any conference affiliation or level of NCAA divisional status? For example, Div. I institutions may not be charged one price for a subscription/package and Div. II institutions another price for same.

YES NO

Does the recruiting service publicly identify the geographical scope of the service (e.g. local, regional, national) and reflect the scope of the geographical area it claims to cover?

Does the recruiting service disseminate info (e.g. reports, profiles, etc.) about prospects at least 4 times per calendar year?

Does the recruiting service information provide analysis beyond demographic information or rankings?

I confirm this subscription does **NOT** provide oral reports to CSU, Northern Colorado, or Air Force (i.e. oral reports given to CU are impermissible)?

The printed and/or video materials being provided to CU by this recruiting service is identical to the materials available to all other registering universities/colleges.

Are the video materials CU is paying for limited to regularly scheduled high school, preparatory, or two-year contests? The video being paid for may not include video of prospects participating in practice, camps or combines.

A "NO" response to any of the above will result in the recruiting service being impermissible under NCAA legislation.

**Note: A high school or two-year college is not a recruiting service and therefore cannot be paid for providing information or video. Institutions are limited to providing a high school or two-year college with the cost of a blank DVD (CD, tape, etc) and postage for sending the video to the institution.**

Comments:

By signing below I am certifying the responses above as being an accurate reflection of the University of Colorado's subscription with the above referenced company. Further, I understand that it is my responsibility to ensure University of Colorado's recruiting service subscription with the above company is in compliance with NCAA regulations, and that I am to contact the Compliance Office if I have any concerns with this subscription not being in compliance with NCAA regulations.

Print name

Signature

Date

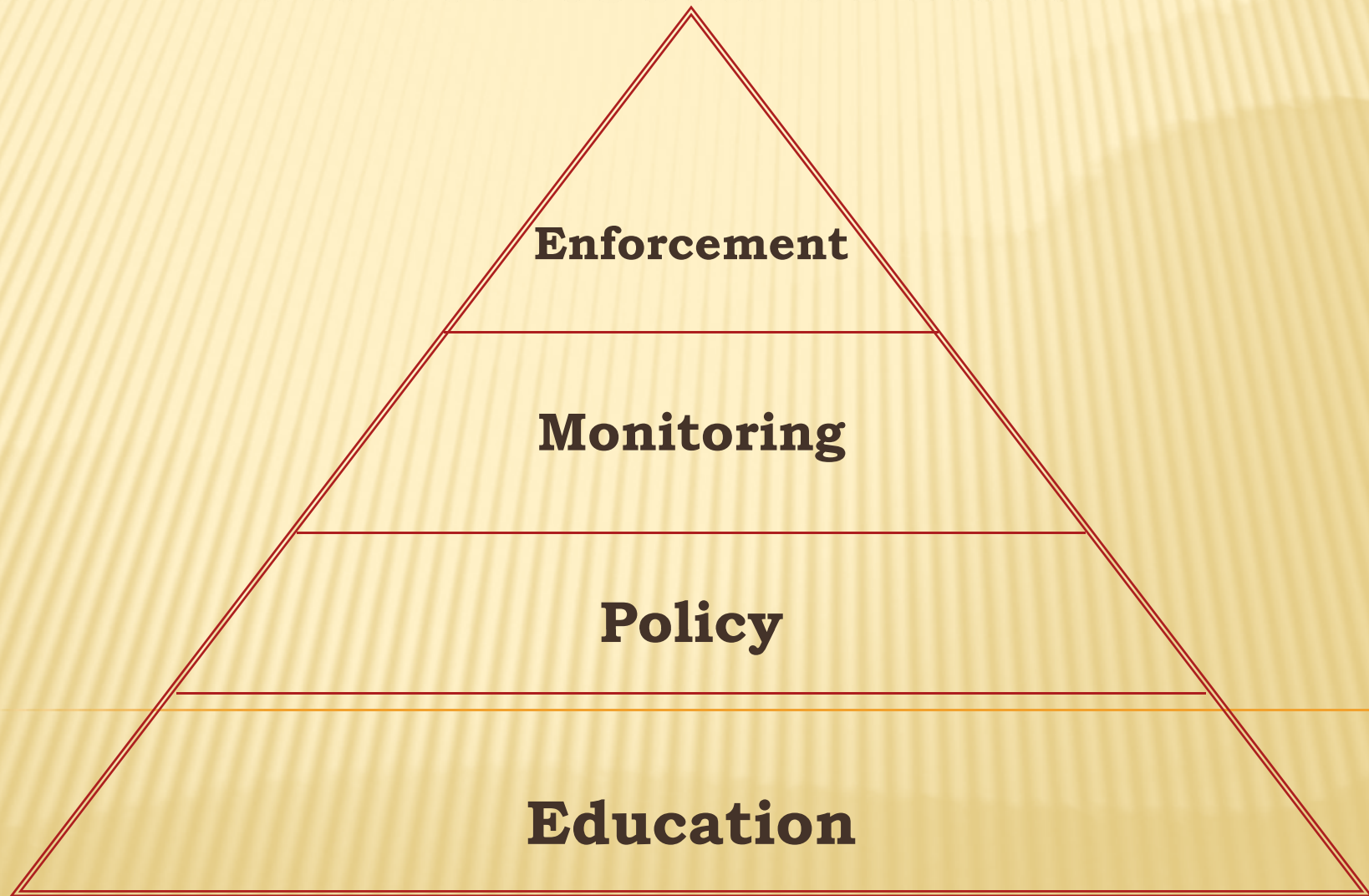
# Former Student-Athletes Recruiting

# Former Student-Athletes

- Former student-athletes are not permissible recruiters unless they are enrolled full-time at CU or working for CU athletics.
- This includes during official and unofficial visits and off-campus contacts.
- Former student-athletes should not be placed in position to 'bump' into prospects.

# How to Report a Violation

# CU COMPLIANCE



# How Do I Report An NCAA Violation?

- “CU-Boulder” **must diligently monitor** the conduct of its intercollegiate athletics program to promote compliance with all applicable rules and regulations of the NCAA.
- CU-Boulder **follows an established reporting procedure for reviewing and reporting potential rules violations.** In addition to this established reporting procedure, CU-Boulder has developed a **clearly-defined process to manage situations with major implications** involving campus intercollegiate athletics, including NCAA major infractions and other matters of significance.
- The process for managing NCAA violations **includes an option of utilizing a committee external to the Department of Intercollegiate Athletics to manage the investigation of situations with major campus implications and to advise directly the Chancellor.** That committee is David Clough, John Sleeman, Julie Wong, Michael Warden and depending on the issue, others as appointed by the Chancellor.

# How Do I Report An NCAA Violation?

- A *secondary violation*, as defined in NCAA Bylaw 19.02.2.1, is one that *provides only a limited recruiting or competitive advantage and is isolated or inadvertent in nature*. These are classified as Level I and Level II, with Level I generally considered more significant than Level II. If the NCAA Committee on Infractions determines that *repeated secondary violations have occurred and that the institution is not taking appropriate action to prevent such violations, a penalty appropriate for a major violation may be imposed*.
- The NCAA Constitution and Bylaws represent a complex set of regulations. Compliance efforts are continuous, and, although the ultimate goal is to have no violations, *a compliance program that encourages self-reporting and conducts monitoring activities should report several violations (we reported 16 this past year) per year*.

# What is a Major Infraction?

- A major violation as defined in Bylaw 19.02.2.2, is any other violation, specifically **those that provide an extensive recruiting or competitive advantage**. Repeated secondary violations by a member institution may be identified as a major violation.
- In the history of intercollegiate athletics at CU-Boulder, the University has managed **five major** infractions.

# Initial Reporting of Potential Level I and Level II Secondary Violations

- 1. All athletic department staff members, SAs, or CU-Boulder employees with direct involvement in athletics **are obligated** to report verbally or in writing any violations or possible violations of which they are aware.
- All other individuals (e.g., students, PSAs, CU-Boulder employees without direct involvement in athletics, members of the community) **are encouraged** to report verbally or in writing any alleged, rumored, or suspected violations.

# Initial Reporting of Potential Level I and Level II Secondary Violations

A report of a violation or possible violation can be made to the following:

- if appropriate, the immediate supervisor of the person reporting;
- the Associate Director of Athletics for Compliance ("Compliance Director");
- the Director of Athletics, any Associate or Assistant Director of Athletics;
- the Faculty Athletics Representative ("FAR");
- the Chancellor;
- the Office of University Counsel.
- All individuals to whom the violation or possible violation is reported, with the exception of the Compliance Director, are obligated in turn to report the violation to the Athletics Compliance Office.

# Initial Reporting of Potential Level I and Level II Secondary Violations

A report of a violation or possible violation should include the following:

- date(s) and time(s) of violation;
- individual(s) involved in the violation;
- description of the violation;
- reason(s) the violation occurred, and
- if applicable, a statement of actions which have been or will be taken in order to prevent a similar violation from recurring

**QUESTIONS?**