

**Specific Components of the Compliance Program-
Recommendations**

Academic Support

	What	Who	When	Completed?
<u>Recommendations:</u>				
1. The Assistant Director of Athletics for Academic Support has a reporting line directly to the Provost. This reporting line is not reflected in any University organization charts; both the Director of Athletics and the FAR should provide input on the Assistant Director of Athletics for academic Support's annual evaluation.	Develop Organizational Chart	A.D. Office	October 2008 for Recommendation to Chancellor	
2. The DIA and SAAS should develop a written policy that all contacts with University offices/faculty should be made by the appropriate athletics department contact (e.g., academic counseling unit, compliance unit) rather than by the coaching staff. This policy should be regularly reviewed with coaches.	Develop Written Policy	A.D. Office	October 2008	
3. The immediate implementation of a University-wide degree audit system would be beneficial.	Being Explored	University Registrar's Office		
4. The University should evaluate the use of sport specific academic study areas. The University should stress that all tutoring services be dispensed only within the confines of the SAAS facility or another pre-approved academic space on campus.	Study & Consider	Student Athletics Academic Support Center	October 2008	

5. The working relationship between SAAS, DIA and the offices of the Registrar, Financial Aid and Admissions should be enhanced by creating a “Compliance Team’ which would meet at regular intervals (e.g., monthly) on pertinent issues and handles more “grass roots” field work than the UICC.	Develop Form	SAAS Office	May 2008	
6. The working relationship between SAAS, DIA and the offices of the Registrar, Financial Aid and Admissions should be enhanced by creating a “Compliance Team’ which would meet at regular intervals e.g., monthly) on pertinent issues and handles more “grass roots” field work than the UICC.	This has been met with appointment of the compliance committee and meetings held on a quarterly basis.			X

Agents/Amateurism/Disability Insurance/Gambling

Agents

<u>Recommendations:</u>				
1. The University should consider the establishment of a Professional sports Counseling Panel to provide student-athletes with a campus-based resource in this area.	Duties assigned to student well-being subcommittees of the Athletics Committee	Athletics Committee	April 2008	

Amateurism

<u>Recommendations:</u> 1. Additional information on amateurism questions should be sought from student-athletes in the fall in order to ensure that certification of eligibility for fall semester includes a review of fundamental amateurism issues of each student-athlete.	Done			X
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Disability Insurance

<u>Recommendations:</u> 1. Adopt a set of written procedures that would ensure the uniform gathering of documentation required by NCAA Bylaw 12.1.1.4.2 (Exception for Insurance Against Disabling Injury or Illness).	Rejected			
2. All athletics department staff members (e.g., coaches, athletic trainers) who might have knowledge of a student-athlete purchasing disability insurance should be educated about the procedures and the documents required.	Will add to newsletter	Compliance Office	July 2008	

Gambling

<u>Recommendations:</u> 1. The University should consider the establishment of a “Gambling Action Team”	Duties assigned to student well-being. Subcommittees of the Athletics Committee	Athletics Committee	April 2008	
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Awards and Extra Benefits

Awards

<u>Recommendations:</u> 1. A system for more accurately monitoring all awards received by student-athletes not just ensuring that the number and value of such awards complies with the applicable NCAA category should be created.	Further Study	Compliance Office		
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Extra Benefits

<u>Recommendations:</u> 1. A resource sheet identifying permissible assistance for student-athletes in emergency situations (e.g., attorney representation, bail bonds, emergency loans) should be provided on an annual basis to coaches, student-athletes and individuals such as athletics academic counselors, tutors, managers, trainers and others who may be providing services to student-athletes.	Further Study	Student Well-being Subcommittee		
2. The University should monitor occasional home meals more closely and create an approval form to more actively monitor the frequency of these activities with <u>respect to boosters</u> .	Notices in Reports to booster clubs	Compliance Offices	Being done	X

Booster Organization

<u>Recommendations:</u>				
1. DIA policies and procedures should be reviewed and consideration should be given to ensuring that coaches are informed in writing that they may not maintain private bank accounts to support their sport programs (other than bank accounts for their sports camps or clinics).	Put in Newsletter	Compliance Office	March 2008	
2. All expenditures made with booster club/support club (e.g., Loyalty Foundation) monies need to be reviewed and approved by the athletics compliance office.	Continuing Consultation	Compliance Office on Loyalty Foundation	On-going	

Camps & Clinics

<u>Recommendations:</u>				
1. Comprehensive written policies and procedures for the monitoring of its summer camps and clinics need to be developed.	Done			X
2. Annual designation of a single camp director for all camps conducted in each sport (must be an Ole Miss employee) should be required.	Each Camp has director. All camps overseen by a coordinator in Business Office			X
3. Camp/clinic brochures and advertising should be approved by the Associate Director or Athletics Compliance for compliance with NCAA legislation prior to publication.	Done			X

4. Incentives and penalties regarding completion of required camp forms in a timely manner should be considered.	Procedures are in place			X
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Coaching Limits/Outside Income Reporting

<u>Recommendations:</u>				
1. Responsibilities for monitoring compliance with NCAA legislation governing limits on the numbers, duties, and compensation of coaches including volunteer, graduate assistant and undergraduate student-athlete coaches should be clearly assigned.	Done			X

Complimentary Admissions

<u>Recommendations:</u>				
1. DIA recipients of complimentary admissions (e.g., car dealers, vendors) should be sent a letter annually reminding them of NCAA legislation regarding proper use of such admissions.	Will develop letter	Compliance Office	August 2008	
2. The coaching staffs, student-athletes and ticket office staff should be reminded that student-athlete guest complimentary admissions lists are to be used only for student-athletes guests.	Done			X

3. Requests for complimentary admissions for high school coaches and requests for University staff complimentary admissions should be on separate forms.	Done			X
4. Requests for complimentary admissions for prospective student-athletes on official and unofficial visits to the University should be on separate forms.	Form is the same, but box indicates whether it is official or unofficial			

Continuing, Initial and Transfer Eligibility Certification

<u>Recommendation:</u>				
1. The University needs to ensure that the computer system utilized in the Office of the Registrar (i.e., SAP) is updated to properly code or “flag” student-athletes so that instances of drop/add are properly documented before such a request is completed.	Now being done			X
2. The compliance oversight responsibilities for certification of student-athlete eligibility need to be set forth in writing in detail.	Done			X
3. Forms for the evaluation of transfer student-athlete credit and acceptance should be developed and need to include appropriate review and signatory lines for a representative of the Office of Admissions.	Form is used, but was not signed	Register’s Office	March 2008	

4. Rules education on both a formal (at least annually) basis and informal basis (dissemination of rules interpretations and other written materials) should continue to be provided to all of the individuals on campus involved in certification of student-athlete eligibility.	Done			X
5. The Chancellor must regularly approve the institution's eligibility-certification procedures to ensure that the NCAA requirement has been satisfied.	Done			X
6. The University should develop a system to monitor situations where a prospective student-athlete has not had a continuous enrollment period including a Time Lapse Statement Form to gather data on student-athletes and their activities in situations where the student does not immediately matriculate from high school to a collegiate institution.	This issue is addressed by the International Student Athletics Questionnaire and the Admissions Office			

Equipment

<u>Recommendation:</u>				
1. The University's inventory control system for athletics equipment and apparel that is currently being utilized in football should be expanded for all other sports	Further Study	A.D. Offices		
2. All athletics equipment and apparel purchases should be administered by the equipment manager.	Further Study	A.D. Offices		
3. All student managers who may assist with equipment and apparel operations should be educated about NCAA regulations.	Add to Student Athletics Compliance Newsletter and Send Letters	Compliance Offices	May 2008	

Financial Aid

<u>Recommendation:</u>				
1. Delineation of compliance oversight responsibilities should be written to reflect the financial aid offices' role as the institutional financial aid authority and to set forth appropriate checks and balances between the financial aid office and the athletics department in monitoring NCAA individual and team financial aid limits.	Will Develop written program	Compliance Office and Financial Aid Office	October 2008	
2. A committee or individual external to the athletics department should be charged with overall external oversight of financial aid issues and /or systems.	Institutional Compliance Committee is so charged			X
3. The University should develop systems and utilize forms to validate the exempting of certain types of financial aid.	Done			X
4. The University should develop a more detailed written system to monitor student-athlete employment during the academic year	Develop on-site inspection procedures	Compliance Office	July 2008	

Investigations/Reporting Policies and Procedure

<u>Recommendation:</u>				
1. A written policy outlining the responsibility of both DIA staff members and student-athletes to report potential violations of NCAA rules and describing the procedures by which such information will be investigated needs to be created and included in the DIA's Policies and Procedures Manual, the Student-Athlete Handbook and alum/booster club publications.	Will add to student Athlete handbook and in season ticket renewal forms. Already used in other media.	Compliance Office	August 2008	

2. Responsibilities for investigating allegations of potential NCAA and SEC rules violations and reporting found violations should be clarified among the Associate Director of Athletics, Compliance, University Legal Counsel and FAR.	Done			X
3. All violations should be reviewed to identify trends or patterns and appropriate revisions in the compliance program plan (particularly in the areas of rules-education and monitoring efforts) should be made.	Done			X

Participation:

<u>Recommendation:</u>				
1. A comprehensive monitoring system for student-athlete participation should be developed.	Done			X

Playing and Practice Seasons:

<u>Recommendation:</u>				
1. Student-athlete verification of athletically related activity logs should become a compliance office effort. Each term, an appropriate sample of student-athletes across all sports should be selected and assigned to review and verify athletically related activity logs for accuracy from their coaching staffs (e.g., mail logs to student-athletes with envelope for return).	Further Consideration	Compliance Office	Would require new personnel	

2. NCAA legislation and interpretations governing student-athlete participation in “voluntary” practice activities should continue to be regularly reviewed with coaches.	Done			X
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Recruiting

<u>Recommendation:</u> 1. A comprehensive monitoring/audit system for telephone records should be developed. The University should establish a timeline for the appropriate monitoring of telephone logs against University and personal telephone records (e.g., office, cellular, home).	Under consideration	Athletics Department	Depends on funding sources	
2. An integrated system of forms and procedures with input from the coaching staff should be developed to modify the current recruiting monitoring system so that monitoring forms serve the dual purpose of documenting recruiting activities to meet coaches’ needs and monitoring compliance with NCAA recruiting legislation.	Done (being perfected)	“Cyber sports” Program newly in place		X
3. Each recruiting transaction should be reviewed by both the athletics business and compliance offices in order to reconcile all of the information contained in the travel report, the receipts and the recruiting records.	Done			X
4. The University should consider the use of an electronic record-keeping system by each sport.	Done (being perfected)	“Cyber sports” Program newly in place		X

5. A written agreement should be reached with each hotel that direct bills the University for hotel accommodations used by recruits that clarifies what charges can be billed and seeks the hotel's assistance in ensuring compliance with NCAA legislation.	Will send letter to all local hotels	Compliance Office	August 2008	
6. Student-athletes serving as student hosts should be required to turn in receipts and remaining money for the permissible \$30 per day for entertaining prospects in order to properly document the appropriate use of the funds.	Rejected as not feasible; not used by other SEC schools.			

Student-Athlete Automobiles/Motor Vehicles

<u>Recommendation:</u>				
1. Information on student-athlete automobiles should be collected formally from student-athletes at the beginning of the academic year and throughout the year whenever there is a change of vehicle or ownership status.	Done at beginning of year; not feasible during the school year.			X

Student-Athlete Employment

<u>Recommendation:</u>				
1. A comprehensive package of information and forms relative to student-athlete employment, including term-time employment needs to be created.	Develop on-sight inspection procedures.	Compliance office	August 2008.	

2. Student-athlete employment within the athletics department should continue to be monitored to ensure proper supervision is given, and the potential for improper benefits or excessive financial aid is minimized.	Done			X
3. References to potential issues in student-athlete employment should be incorporated in various publications designed to educate boosters, parents, student-athletes, alumni and coaches.	Done for all but parents. Will add to “prospects” and “student-athlete” pager on OleMiss sports.com	Compliance Office	June 2008	
4. A coaching staff member should be precluded from supervising the employment of student-athletes in his or her same sport (with the exception of legitimate employment in campus and clinics) and the policy should be included in the DIA Policies and Procedures Manual.	Will add to Manual	Compliance Office	June 2008	
5. The monitoring of employment opportunities arranged for student-athletes (current and prospective) by athletics department staff members with representatives of the University’s athletics interests should continue to be enhanced (e.g., site visits occurring and documented). Rules-education and monitoring programs related to summer employment, particularly those jobs arranged by any athletics department staff member, should be implemented.	Done			X

Team Travel

<u>Recommendation:</u>				
1. The University travel agent needs to be included in the distribution list for rules reminders (e.g., dead period notifications) and education sessions in general.	Will include Business Office Administrative Coordinator on distribution for monthly compliance newsletter.	Compliance Office	April 2008	
2. The University should create a system whereby the athletics administrator who supervises each sport has the responsibility for checking student-athlete names on each team's travel itinerary with eligibility list for that sport.	Will inform A.D. & SWA of this duty	Institutional Compliance Committee	March 2008	
3. A section on team travel procedures and compliance issues, complete with the system outlined in No. 2 above, should be included in the University's compliance manual.	Work with A.D. & SWA	Compliance Office	March 2008	
4. The timing of payment for incidental hotel charges (e.g., long-distance telephone charges, in-room movies) incurred by student-athletes during team travel should be monitored for compliance with NCAA regulations.	Done			X
5. Travel arrangements for unattached competition involving current student-athletes and University staff members who are training for the Olympics should be monitored for compliance with NCAA legislation.	Done			X