BAYLOR UNIVERSITY POLICY GOVERNING BOTH THE COORDINATION OF ACADEMIC SUPPORT FOR STUDENT-ATHLETES AND CONTACT BETWEEN ATHLETICS DEPARTMENT STAFF MEMBERS AND MEMBERS OF CERTAIN CAMPUS OFFICES

Coordination of Academic Support for Student-Athletes:

Baylor University’s Office of the Provost, Office of the Registrar, and Athletics Department agree that faculty members, instructors, advisors, academic counselors, learning specialists, and others play integral roles in the education of Baylor student-athletes. Thus, the three entities agree that the below applies to the coordination of academic support services for student-athletes.

- **Contact Between Instructors and Athletics Department Staff Members:**
  - Decisions about academic content, requirements, and expectations are the exclusive domain of instructors (defined herein to include faculty members, instructors, teaching assistants, or anyone who, regardless of title, provides academic instruction to student-athletes or assigns or grades student-athletes’ work) and deans and department heads (defined herein to include individuals who, regardless of title, consider student-athletes’ grievances and matters of redress), subject to university guidelines.
  - Student-Athlete Services (“SAS”) staff members often serve as liaisons between student-athletes and instructors. Contact between SAS staff members and instructors focuses on ways to foster student learning and emphasizes students’ personal responsibility. These topics may include academic performance, class attendance, and behavior. SAS staff members (and athletics department staff members, defined herein to include sport program staff members) do not:
    - Request that instructors treat student-athletes differently than the general student body;
    - Attempt to influence student-athletes’ grades; and/or
    - Offer instructors information regarding the grade (final or otherwise) or credit hours a student-athlete requires to remain eligible.
  - Instructors do not:
    - Impose standards or requirements on student-athletes that are greater than those required of other students in the same class and/or
    - Ask athletics department staff members what grade (final or otherwise) or credit hours a student-athlete requires to remain eligible.

- **Contact Between Instructors and Sport Program Staff Members:**
  - Sport program staff members (defined herein to include coaches, operations directors, quality control staff members, administrative assistants, and anyone who has sport-specific responsibilities) may not communicate with instructors for the purpose of soliciting or discussing information related to a student-athlete’s grade, academic performance, and/or classroom behavior issues.
  - Sport program staff members do not discuss academic matters with class checkers.
• **Contact Between SAS Staff Members and Student-Athletes:**
  
  o Discussions between SAS staff members and student-athletes focus on ways to foster student learning and emphasize students’ personal responsibility. Topics of conversation include academic performance, class attendance, and behavior.
  
  o Discussions also focus on student-athletes’ well-being and their individual academic interests and career plans. Thus, SAS staff members offer advice and guidance regarding courses and majors. SAS staff members may also help a student-athlete prepare to advocate for himself/herself when interacting with instructors or with the Office of Access and Learning Accommodation.

• **General Prohibitions Involving Student-Athletes and Computers:**

  o An athletics department staff member may not:
    
    ▪ Allow a student-athlete to work on the staff member’s computer(s) (personal or office);
    ▪ Ask for or obtain information necessary to log in to a student-athlete’s computer, e-mail account, or any account associated with a student-athlete’s academic course; or
    ▪ Draft, edit, or submit any academic or university assignment on behalf of a student-athlete regardless of the computer utilized.

**Contact Between Staff Members of the Athletics Department and Certain Campus Offices:**

Athletics department staff members (including sport program staff members) and staff members of the offices listed below are prohibited from contacting each other:

1. Office of the Registrar;
2. Admissions Office;
3. Financial Aid Office;
4. Cashier’s Office;
5. International Student and Scholar Services;
6. Title IX; &
7. Student Conduct Administration.

Exceptions to this policy:

1. The athletics compliance staff may have contact with staff members of these offices.
2. SAS and Office of the Registrar staff members may contact each other for purposes of monitoring and determining the continuing eligibility of student-athletes.
3. Athletics business office and Financial Aid Office staff members may contact each other regarding student worker employment.
4. Athletics department staff members may contact Title IX staff members to report a potential Title IX issue but may not discuss a current case or investigation except in a witness capacity.
5. The Senior Associate Athletics Director for Internal Affairs may contact the Student Conduct Administration staff in a non-witness capacity.

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