



TEXAS TECH UNIVERSITY
Department of Intercollegiate Athletics
Operating Policy and Procedure

PREFACE

The information on policies and procedures is intended for the use of Texas Tech University Department of Intercollegiate Athletics. The manual supplements the Texas Tech University Operating Policies and is intended to provide information that will assist athletic department employees with their duties. All employees should benefit from referring to this manual when policy questions arise. It is not intended to list every policy detail of the Department of Intercollegiate Athletics (often referred to as simply as Athletics).

ADDITIONAL SOURCES OF INFORMATION ARE:

- Texas Tech University Operating Policies and Procedures (www.depts.ttu.edu/opmanual)
<http://www.depts.ttu.edu/opmanual>)
- Texas Tech Athletics Compliance Manual
- Texas Tech Student-Athlete Handbook
- Texas Tech Student Affairs Handbook/Code of Student Conduct
- Big 12 Conference Handbook
- NCAA Division I Manual <http://www.ncaa.org/wps/portal/>

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Revised and posted 12/4/08

17.0 BOWL GAMES COMPETITION

17.1 FOOTBALL BOWL GAMES

If Texas Tech University is invited to participate in a bowl game, the University shall follow Board of Regents Policy 11.03 Football Bowl Game regarding acceptance of such invitation. This policy supplements Board of Regent Policy 11.03, found at: <http://www.depts.ttu.edu/oppol/Chapter11.pdf>

Bowl Tiers -

The Big 12 Conference has established Bowl Tiers and the related expense allowances as set forth in Section 13 of the Big 12 Conference Rules Handbook. The tiers are as follows:

Tier I	Bowl Championship Series
Tier II	Alamo, Cotton, Gator, Holiday and Sun
Tier III	Independence and Texas

Also, if more Big 12 teams qualify to participate in a bowl than the above listed bowls, Texas Tech could participate in other bowls that are not currently under contract with the Big 12 Conference. These bowls may be Tier III bowls as they relate to the expense allowance from the Big 12 Conference.

The related expense allowances provided by the Big 12 Conference are based on these tiers. Accordingly, the Texas Tech Department of Intercollegiate Athletics Official Travel Party, Band and related expenditure budgets will vary based on the tier of the bowl that the football team is participating.

1. Official Travel Party - Subject to the Director of Athletics' approval, the following individuals and their spouses may be invited to attend the Bowl festivities as guests of the Athletics.

Team Travel Squad

All student-athletes, student managers, student video crew and student trainers in good standing with the football squad may be invited to participate in the Bowl activities as guests of the Athletics, including their spouses and children.

Administrative Official Party

Board of Regents

Chancellor

Presidents (TTU and TTUHSC)

Head Football Coach

Assistant Football Coaches

Football Clerical Staff

Necessary Football Support Staff (athletic trainers, managers, video, team doctors, media relations, ticket office, strength and conditioning)

Senior Athletics Staff

Other Athletics Department Staff (as needed, upon approval of the AD)

Faculty Athletics Representative

Current Chairman Athletic Council

Current Chairman Red Raider Club

Alumni Association Executive Director

Spirit Groups

Other Guests: At the discretion of the AD

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Note: Invitations to bowl sponsored events will be distributed on an individual basis, depending on availability.

2. Transportation, Room, Meals, Game Tickets, and Awards - Subject to the AD's approval, Athletics may provide the benefits listed below for members of the official travel party: (Note, need to see original chart to recreate this document.)

Category	Number of		Meals	Game Tickets
	Transportation	Rooms		
Board of Regents	X	X	X	2
Chancellor	X	X	X	2•
Presidents (TTU and TTUHSC)	X	X	X	2•
Football Coaches: <i>Head, Assistants/Direct Football Staff</i>	X	X	X	200
Necessary Football Support Staff <i>(Video, Team Doctors, Sports Information and Ticket Office)</i>	X	X	X	2•
Senior Athletics Staff	X	X	X	2•
Other Athletics Department Staff <i>(Approved by Athletics Director)</i>	X	X	X	2
Faculty Athletics Representative	X	X	X	2
Current Chairman Athletic Council	X	X	X	2
Current Chairman Red Raider Club	X	X	X	2
Alumni Association Executive Director	X	X	X	2
Spirit Groups	X	X	X	0•••
Other Guests <i>(discretion of the Athletics Director)</i>	X	X	X	2
Team Travel Squad/Student-athletes (Student Managers/Trainers/Video)	X	X	X	2••

Or # of dependents + 1 •

Student-athletes (6) ••

Student Managers, Video Crew and Trainers (2)

Spirit Groups-admitted to game with uniform •••

NOTE: Children under 12 years of age receive 1/2 per diem.

3. Salary supplements - In addition to the salary supplements granted to the Head Football Coach and Assistant Coaches, selected related professional staff may be granted up to one month's additional compensation to be paid as "Extra Pay for Extra Work" involving the preparation and participation in the bowl. All salary supplements will be approved by the President of the University.

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4. Band - Based on the Tier of the Bowl and subject to the approval by the Director of Athletics, the bowl budget will pay for the expenses of the band to attend the bowl. The full band will be allowed to attend Tier I, Tier II and Tier III Bowls located in the State of Texas and Louisiana. A pep band of 60-100 members will be approved for Tier III bowls outside the States of Texas and Louisiana including bowls that are not currently under contract with the Big 12 Conference. The Band Director will submit a budget for band travel (transportation, lodging and meals) to the Athletics Director for approval. Subject to the approval of this budget, the Athletics Department will pay for transportation, lodging and meals of the band and furnish game tickets for the band, out of revenue from the Bowl. The Band will attend official bowl functions as determined by Athletics Director and the Bowl Management.
5. Booster Travel - Subject to the Director of Athletics' approval, a booster travel trip may be managed by Athletics, sponsored and coordinated by the Red Raider Club.
6. Game Ticket Distribution Priorities - official travel party
 - Official Travel Party
 - Red Raider Club Scholarship Donors
 - Option Holders/Red Raider Club Members
 - Season Ticket Holders
 - Students
 - General Public
7. Prior to any expenditures or commitments being made, the President, Director of Athletics and Senior Vice President of Administration and Finance will agree and approve the bowl revenue and expenditure budget. This budget will be attached to the documentation activating the appropriate accounts in the University's accounting system.
8. All aspects of this Football Bowl Game Policy are contingent on the availability of funds from the Big 12 Conference and may vary accordingly.