

NCAA/UVSC POLICIES & PROCEDURES

RULES VIOLATION PROCEDURES

Utah Valley State is committed to complying with all NCAA and Conference rules and regulations. All individuals (staff, coaches, athletes, etc.) involved with the athletic department have an obligation to report information concerning potential or known violations of NCAA or Institutional policies. Compliance is everyone's duty. The Athletic Department will educate student-athletes, coaches, staff, alumni, and friends of the Wolverines, so that violations are minimized. Any individual (e.g., athletic department staff member, student-athlete, prospective student-athlete, university employee, representative of the University's athletics interests, member of the community) may report an alleged, suspected, or rumored violation. If such a violation occurs, it must be reported and handled in the following manner:

1. Any suspected violation, whether at this institution or another institution, should be reported to the Director of Compliance immediately. The report may be made verbally or in writing. He/she may report the violation anonymously.
2. The Director of Compliance will immediately inform the head coach (in the event an assistant coach was involved in the alleged violation), and the sport program supervisor of the suspected violation. In the event of a major violation, the Director of Athletics, the Faculty Athletics Representative and the respective conference shall also be informed of the suspected violation.
3. An immediate investigation will be conducted by the Director of Compliance and may be assisted by any of the following individuals:
 - Other Athletics Administrators;
 - Compliance Committee;
 - Faculty Athletic Committee;
 - Faculty Athletic Representative;
 - Legal Services; or
 - Other outside Sources (Conference, NCAA).
4. Major Violation: Upon completion of the investigation, the Director of Athletics, the Director of Compliance and the sport program supervisor shall determine if a major violation occurred. If there is sufficient evidence of a major violation, immediate appropriate action will be taken, including but not limited to:
 - Notifying the NCAA regarding the violation;
 - Notifying the Conference of the violation;
 - Suspending the student-athlete from practice or games;
 - Declaring the student-athlete(s) ineligible;
 - Suspending the coach(es) and/or staff member(s) without pay;
 - Terminating the coach(es) and/or staff member(s) employment;

- Placing the coach(es) on probation for a designated period of time; and/or
 - Any other corrective necessary student-athlete action deemed by the NCAA, Conference or Utah Valley State.
5. A self-report of the major violation will be made to the NCAA, the Conference, the Faculty Athletic Representative, the Director of Athletics and the President of Utah Valley State, within thirty days following completion of the investigation. The NCAA Enforcement staff recommends that the following information be included in an institution's report of a violation:
- The date and location of the violation
 - The identities of involved student-athletes, coaches, staff members and any other persons involved in the violation.
 - The means by which the institution became aware of this information.
 - The cause of the violation (e.g. lack of knowledge, human error, etc.), and explanation of the circumstances surrounding the violation and any mitigating circumstances that may exist.
 - A list of corrective and/or punitive actions taken by the institution in response to the violation.
 - The institution's position regarding the violation and surrounding circumstances. The institution will indicate whether it believes a violation occurred and the specific legislation it believes has been violated.
6. Secondary Violation: Upon completion of the investigation, the Director of Compliance and/or the sport program supervisor/head coach (if necessary student-athlete) shall determine if a secondary violation occurred. If there is sufficient evidence of a secondary violation immediate appropriate action will be taken, including but not limited to:
- Notify the Director of Athletics;
 - Notify the NCAA unless the secondary violation is governed by the NCAA Secondary Violation Penalty Schedule;
 - Notify the Conference of the violation;
 - Declare student or prospect ineligible and petition for reinstatement;
 - Suspend the student-athlete from practice and/or games;
 - Suspend the coach(es) and/or staff member(s) without pay;
 - Terminate the coach(es) and/or staff member(s) employment; and/or
 - Any other corrective student-athlete action deemed necessary by the NCAA, Conference or Utah Valley State.
6. A self-report of the secondary violation will be made to the NCAA, and appropriate conferences, the Faculty Athletic Representative, the Director of Athletics, and the President of Utah Valley State, within thirty days following the completion of the investigation. (The self-report shall include the information

stated above regarding self-reports for major violations).

ALLEGED VIOLATIONS INVOLVING OTHER NCAA INSTITUTIONS

If an individual has knowledge of an alleged violation that involves another NCAA member institution and impacts the University, he/she shall report the alleged violation(s) to the Director of Compliance and/or the Director of Athletics.

The Director of Compliance will discuss the violation and desired plan of action to address the situation with the Director of Athletics and the appropriate staff members who have lodged the accusation. The Director of Compliance may then contact the athletics director at the accused member institution to request that the alleged violation be investigated. The Director Compliance in conjunction with the Director of Athletics may contact the NCAA and request that they contact the accused institution or that institution's conference.

WHOM TO CALL WITH QUESTIONS

It is extremely important for all employees of Utah Valley State that everyone know and abide by all NCAA regulations. If an employee has any questions regarding NCAA rules, they should contact an athletic administrator or the Director of Compliance before doing something that may jeopardize a student-athlete's eligibility to participate in intercollegiate athletics. Don't be afraid to ask! Utah Valley State wants to ensure success both on and off the fields and/or courts; but, everyone's full cooperation is needed to ensure that UVSC wins the right way.

NCAA questions can be addressed by contacting:

UVSC Athletics
Director of Compliance
800 West University Parkway
Orem, UT 84058-5999
Tel: 801.863.8726
Fax: 801.863.8813