

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

Subject: Intercollegiate Athletics

Background: The Idaho State Board of Education (SBOE) policy regarding Intercollegiate Athletics has been adopted, with modifications specific to Lewis-Clark State College (LCSC), as college policy.

Rules: **Idaho State SBOE of Education**
<http://www.boardofed.idaho.gov/policies/iii/t.asp>

National Association of Intercollegiate Athletics
<http://naia.cstv.com/member-services/legislative/>

Point of Contact: President

Other LCSC Offices directly involved with implementation of this policy, or significantly affected by the policy: Athletic Department

Date of approval by LCSC Authority: 9/19/2010

Date of State Board Approval: NA

Date of Most Recent Review: 9/14/2011

Summary of Major Changes incorporated in this revision to the policy: No change.

1. Philosophy

The Idaho State Board of Education (SBOE) reaffirms the role of intercollegiate athletics as a legitimate and significant component of institutional activity. The responsibility for and control of institutional activities in this area rest with the SBOE.

In the area of intercollegiate athletics, the SBOE seeks to establish programs which:

- A. provide opportunities for student athletes to attend college and participate in athletic programs while pursuing and completing academic degrees;
- B. reflect accurately the priorities and academic character of its institutions;

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

- C. fuel school spirit and community involvement; and
- D. serve the needs of the institutions as they seek, through their athletic programs, to establish fruitful and sustaining relationships with their constituencies throughout the state and nation.

Given these goals, the SBOE has a continuing concern and interest in the academic success of student athletes, the scope and level of competition, and the cost of athletic programs administered by its institutions.

2. Policies

The day-to-day conduct of athletic programs is vested in the college and the college president. Decision making at the institutional level must be consistent with the policies established by the SBOE and by the national athletic organization and conference with which the institution is associated. In the event that conflicts arise among the policies of these governance groups, it is the responsibility of the college president to notify the SBOE in a timely manner. Likewise, knowledge of national athletic organization or conference rule infractions involving the institution should be communicated by the athletic department to the college president.

The financing of intercollegiate athletics, while controlled at the college level, is ultimately the responsibility of the SBOE. The SBOE defines the sources of funds used by intercollegiate athletics as follows:

- A. General Education Funds - includes the funds appropriated to the institutions (state general account).
- B. Institutional Funds - includes funds generated by the institution outside the athletic programs.
- C. Student Fee Revenue - includes revenue generated from the full-time and part-time student activity fee dedicated to the intercollegiate athletics program.
- D. Program Funds - includes revenue generated directly related to the athletic programs, including but not limited to ticket sales/event revenue, tournament/ bowl/conference receipts, media/broadcast receipts, concessions/parking/ advertisement, game guarantees and foundation/booster donations.

3. Funds allocated and used by athletic program from the above sources are limited as follows:

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

- A. General education funds – the limits for Lewis-Clark State College general education funds are determined by the SBOE.
- B. Institutional funds – LCSC institutional funds are computed by an adjustment for the rate of change in the general education funds allocated by the SBOE.
- C. Student fee revenue - shall not exceed revenue generated from student activity fee dedicated for the athletic program.
- D. Program funds - the institutions can use the program funds generated, without restriction.

The college president is accountable for balancing the budget of the athletic department on an annual basis. In accounting for the athletic programs, a fund balance for the total athletic program must be maintained. In the event that revenue within a fiscal year exceeds expenses, the surplus would increase the fund balance and would be available for future fiscal years. In the event that expenses within a fiscal year exceed revenue, the deficit would reduce the fund balance. If substantial changes in the budget occur during the year resulting in a deficit for that year, the president shall advise the SBOE of the situation at the earliest opportunity.

Donations to athletic programs must be made and reported according to policy. The amount of booster money donated to and used by the Athletic Department shall be budgeted in the Athletic Department budget.

4. Financial Reporting.

The SBOE requires the college to adopt certain reporting and accounting practices for intercollegiate athletic financing. The athletic reports shall contain revenues, and expenditures, in the detail prescribed by the SBOE office, including all revenue earned during a fiscal year. A secondary breakdown of expenditures by sport and the number of participants will also be required. The number and amounts of nonresident tuition waivers and the fund balances as of June 30 of the report year should be included in the report. The institutions will submit the following reports to the SBOE:

- A. At the required SBOE meeting, the institutions shall submit an operating budget for the upcoming fiscal year beginning July 1 in a format prescribed by the SBOE office.
 - (1) Actual revenues and expenditures for the fiscal year most recently completed.
 - (2) Estimated revenues and expenditures for the current fiscal year.
 - (3) Proposed operating budget for the next budget year beginning July 1.
- B. At the required SBOE meeting, the following fiscal year's financial information will be reported by the institution:

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

- (1) Actual revenues and expenditures for the prior four (4) fiscal years
- (2) Estimated revenues and expenditures for the current fiscal year.

5. Student Athletes - Conduct

Lewis-Clark State College's policies governing the conduct of student athletes can be accessed at <http://www.lcsc.edu/athletics/studentathletheadbook.pdf> The policies include:

- A. A disclosure statement completed and signed by the student athlete prior to participation in any intercollegiate athletic endeavor, which shall include a description of
 - (1) all prior criminal convictions,
 - (2) all prior juvenile dispositions wherein the student was found to have committed an act that would constitute a misdemeanor or felony if committed by an adult, and
 - (3) all pending criminal charges, including juvenile proceedings alleging any act which would constitute a misdemeanor or felony if committed by an adult.
- B. This statement will be kept in the office of the athletic director. Failure to accurately disclose all incidents may result in immediate suspension from the team.
- C. Lewis-Clark State College shall not knowingly recruit any person as a player for an intercollegiate athletic team who has been convicted of a felony or, in the case of a juvenile, who has been found to have committed an act which would constitute a felony if committed by an adult. Exemptions to this restriction shall be granted only by the college president upon recommendation of the athletic director and faculty athletics representative. Such decisions shall be reported in writing to the executive director of the State Board of Education at the time the exception is granted.
- D. A student athlete convicted of a felony after enrollment, including a plea of nolo contendere on a felony charge, shall be removed from the team and shall not be allowed to participate again in intercollegiate athletics at any Idaho public college or university. Further, the college may cancel any athletic financial aid received by a student who is convicted of a felony while the student is receiving athletic financial aid subject to national athletic conference regulations and the college's applicable student judicial procedure. The college is not limited from exercising disciplinary actions or from implementing student athletic policies or rules that go beyond the minimum requirements stated herein.
- E. Subject to applicable law, the college will implement a drug education and testing program and will require all intercollegiate student athletes to give written consent to drug testing as a condition of the privilege of participating in intercollegiate athletics.
- F. The college requires the athletic coaches to hold an annual team meeting with their respective teams at the beginning of each season. The coaches are required to verbally review the team rules with team members at the meeting. Attendance at this meeting is mandatory. Each

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

team member shall receive a written copy of the team rules and sign a statement acknowledging receipt of the rules and attendance at the meeting where the rules were verbally reviewed.

G. Reporting Requirements

- (1) Student athletes shall immediately report any criminal charges to their head coach and to the athletic director. Coaches shall be obligated to inform the athletic director of any knowledge of charges against their athletes. The athletic director shall report the same to the dean of student services and to the college president, who shall report the same in writing to the executive director of the State Board of Education as soon as possible, but not later than 10 working days after learning of the charges. The report to the executive director shall include a description of the alleged violation of law and the institution's proposed action, if any.
- (2) Coaches shall immediately report the conviction of any student athlete to the athletic director and the college president, who shall report the conviction in writing to the executive director of the State Board of Education as soon as possible, but not later than 10 working days after the conviction. This report shall include a description of the violation of law and the institution's proposed action, if any.

6. Student Athletes enrolled in Professional-Technical Programs

- A. Student athletes who are majoring in a Professional-Technical program must also formally declare their intent to pursue a baccalaureate major. Consequently, student athletes in this category should complete a Declaration of Major form indicating both their Professional-Technical major and their baccalaureate major.
- B. Student athletes in this category must further verify their declared intent by simultaneously enrolling each semester in a minimum of one general education core course or, if the core has been completed, one academic course required in their major field of study.
- C. Transfer students who have completed or who have previously been enrolled in a Professional-Technical program and wish to enter a Professional-Technical program at LCSC must declare their intent to pursue a baccalaureate major and simultaneously enroll each semester in a minimum of two general education core courses, or, if the core has been completed, two academic courses required in their major field of study.
- D. The director of athletics will provide the registrar with a list of athletes in this particular category before the beginning of each semester. The registrar is responsible for verifying that the appropriate Declaration of Major form has been completed and is on file.
- E. The dean for student services is responsible for informing advisors about this policy and

SECTION: STUDENT POLICIES

SUBJECT: INTERCOLLEGIATE ATHLETICS

for verifying that students in this category have been fully informed about the policy.

- F. Student athletes with unique circumstances should petition for course substitutions or other specific considerations. Petitions should be submitted to the dean for student services. The dean will respond to specific requests after consulting with the faculty athletic representative and the provost/academic vice president.