

**COACHES' AND STAFF
MONTHLY EDUCATION**

ASU Arizona State University SEPTEMBER 17, 2024

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- Head Coach Responsibility
- Noncoaching Staff Members
- CARA Reminders
- In the News: TCU
- Sports Psychologists
- Official Visits

Integral to ASU's focus on integrity is athletics compliance—following the rules of the NCAA and Big 12 Conference.

SUN DEVIL COMPLIANCE // COACHES' RULES EDUCATION - SEPTEMBER 2024

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Head Coach Responsibility

ASU

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HCR

Rule update reminder: Head coaches are now responsible for the actions of all staff members who report, directly or indirectly, to the head coach.


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HCR

Annual reviews: If a head coach has not met with the Compliance Office yet this year, please schedule a time with Steven and Caroline.

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Noncoaching Staff Members



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Sport-Specific Staff Members

Staff member (or outside person) becomes a countable coach if the staff member:

- Provides instruction (technical sport or tactical sport) to a student-athlete at anytime.
- ~~Makes or assists in making a sport tactical decision during on-field practice or competition.~~ (Rule change as of July 1, 2023)

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Sport-Specific Staff Members

~~In addition, noncoaching staff members cannot participate in any on-field activities.~~ (Rule change as of August 1, 2024)

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Permissible Activities

Examples of permissible activities include:

- Attending practice and competition
- Participating in coaches' meetings
- Formulating game plans
- Analyzing video
- Recording stats (e.g., pitch count)
- Discussing student-athlete technique with a coach, but not within earshot of the student-athlete
- Discussing strategy with coaches during practice/competition.

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Also Now Permissible Activities

Examples of permissible activities include:

- Assisting with drills (e.g., throwing batting practice, passing pucks, setting volleyballs)
- Umpiring or refereeing during practice

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Remaining Impermissible Activities

Examples of impermissible activities include providing technical or tactical instruction to student-athletes:

- Providing feedback to a student-athlete about form.
- Providing feedback to student-athletes about what play should have been run.
- Signaling in plays.

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Student Managers

Also known as student assistants or graduate assistants:

- Must be full-time undergraduate or graduate students at ASU.
- Must be within 7 years of initial full-time collegiate enrollment.
- May perform limited, on-field activities (e.g., throw batting practice, catch bullpen, rebound), but they may not be practice players and may not run drills.
- May **NOT** provide instruction to student-athletes at any time.
- Must perform traditional managerial duties (e.g., hydration, laundry, equipment).

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Student Assistant Coaches

A student assistant coach is any coach who is a student-athlete who:

- Has exhausted eligibility in the sport, or
- Has become injured to the point that the individual is unable to practice or compete ever again, and
- Meets the following additional criteria:

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Student Assistant Coaches

- Is enrolled at the institution where the individual most recently participated in intercollegiate athletics;
- Is enrolled as a full-time graduate student within the individual's five-year period of eligibility or is enrolled as a full-time undergraduate student in the individual's first bachelor's program, and
- Is not involved in contacting and evaluating prospective student-athletes off campus.

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CARA Reminders



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Areas of Review

When the activities are countable and why:

- Team meetings with coaching or other staff involvement.
- Pre-practice arrival times when coaches are present and discuss the sport in any way. For example, when you tell student-athletes to arrive at 11:45 am to start at 12:00 pm. Those 15 minutes likely count.

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In the News: Eastern Michigan

Eastern Michigan University – Women’s Basketball Major Infraction case – November 2012

“The former head coach stated that . . . she was expected to know, understand, and apply the rules. . . . She stated that even in this instance, she believed she was following the rules when she required or ‘expected’ student-athletes to report to practice 15 minutes before the official start time.”

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In the News: Eastern Michigan

“According to the former head coach, she was not alone when implementing the so-called ‘15-minute rule,’ in that her coaching colleagues at the institution, the conference, and across the country were also ‘expecting’ student-athletes in their respective programs to report early for practice.”

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In the News: Eastern Michigan

“The former head coach conceded that she and the women's basketball program benefitted from the additional practice and preparation time, and as such, obtained a competitive advantage by violating the playing and practice-seasons legislation.”

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CARA Logs

- Front-end CARA/RARA calendars should **NOT** always match the back-end CARA log submissions.
- Best practice: Leave yourself a weekly buffer.

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Upcoming Dates

Sports outside their playing seasons are prohibited from conducting CARAs on official ASU vacation days.

- Fall break – Saturday, October 12 to Tuesday, October 15.
- Veterans Day – November 11

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Upcoming Dates

Civic Engagement Day – November 5

- All CARAs shall be prohibited on . . . November 5.
- **17.1.7.6.1 Exception – Championship Segment.** A team that is participating in the segment of the playing season that concludes with the NCAA championship may engage in countable athletically related activities on . . . November 5, provided student-athletes are given a day off from CARAs to participate in civic engagement activities and programming within 15 days before or after . . . November 5.
- 15-day exception range: October 21 through November 20.

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Civic Engagement Policies

An institution shall develop civic engagement policies:

- Must address opportunities available to student-athletes for civic engagement.
- Through a collaborative process involving student-athletes, coaches and senior athletics department staff members to ensure student-athletes are provided adequate opportunities, resources, and programming to participate in civic engagement activities.

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Facts

Student-athletes brought forth concerns re: CARA hours to the administration.

- Team meetings (including ones that were impromptu) were never accounted for in daily/weekly hour limits.
- Film review sessions of underwater workouts were also not accounted for in the daily/weekly hour limits.

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Facts

In addition to CARA issues, there were also coaching limitations issues.

- The head coach instructed student managers to engage in coaching activities with student-athletes.
- Two student managers provided technical and tactical instruction to student-athletes over the course of six months, which caused them to become countable coaches.

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Takeaways

- Team meetings are CARAs.
- Film review sessions either observed or directed by a staff member are CARAs.

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Takeaways

- Student managers including graduate managers (often referred to as graduate assistants in many sports) are prohibited from providing instruction to student-athletes at any time.
- As a penalty for exceeding coaching limitations, the swimming and diving program reduced the maximum number of countable coaches (from six to five) for an entire academic year.

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Sports Psychologists



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Noncoaching Exception

Official Interpretation
 Use of Sports Psychologist (I)
 Division: I
 Date Published: February 02, 2015
 Item Ref: I
 Interpretation:

The committee confirmed that a sports psychologist may attend practice sessions without being included in the institution's coaching limitations in a particular sport, provided the individual does not provide any technical or tactical instruction related to the sport or make or assist in making tactical decisions related to the sport during on-court or on-field practice or competition. A sports psychologist may evaluate a student-athlete during a practice session only for the purposes of assisting the student-athlete in off-court or off-field noncoaching activities (e.g., mental imagery) directly related to the sport; however, if a student-athlete is required to meet with the sports psychologist, such a meeting is considered a countable athletically related activity.

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CARA Implications

A sports psychologist may evaluate a student-athlete during a practice session only for the purposes of assisting the student-athlete in off-field noncoaching activities (e.g., mental imagery).

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CARA Implications

A sports psychologist session that is directly related to a sport (e.g., mental imagery) must count towards daily/weekly hours, except if the session:

- Is initiated by a student-athlete;
- Involves only a student-athlete and sports psychologist; and
- No information is reported back to the sport staff.

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Official Visits



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Eligibility

- August 1 of a prospect's junior year in high school for most sports.
- September 1 of a prospect's junior year for baseball, softball (after new dead period), and lacrosse.
- Prospect must be registered with the NCAA Eligibility Center and placed on ASU's institutional request list (IRL).
- Compliance Office must receive a transcript.

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Policy and Forms

- Policy
- Forms
 - Entertainment guidelines
 - Prospect guidelines
 - Use current, updated forms

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4-Step Process

- First step – Submit TCR OV workflow with:
 - Arrival and departure dates;
 - Transcript(s) showing name of prospect and current institution; and
 - NCAA Eligibility Center ID (if available).
- Second step – Submit Concur request with:
 - Names of who the requested airfare is for; and
 - Other information as necessary.

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4-Step Process

Third step – Once the Concur request is approved and BEFORE the visit occurs, complete the second half of the TCR workflow. Please include:

- OV itinerary (make sure it is clear whether a prospect is watching workouts/practice v. the prospect participating in a recreational activity).
- Flight itinerary for prospect and up to two family members.

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4-Step Process

Fourth step – Confirming the visit occurred.

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Student Host

The student host must:

- Be a current student-athlete or active member of Sun Devils' Advocates (i.e., student managers/workers may not host prospects).
- Participate in traditional hosting duties (i.e., tasks that require specific interaction with a prospect (e.g., entertaining, escorting)).
- Not host on the designated sport off day(s).

Note: Academic redshirts may not be a student host during the first year of attendance at ASU.

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Entertainment Money

- SDA can provide the student host with \$120 total for entire visit to cover the entertainment expenses for prospect and the student host.
- SDA can also provide the student host with \$60 for each prospect family member who receives entertainment.

Note, sports can pay for student-athlete entertainment too, but student-athletes cannot receive cash for their entertainment.

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Entertainment Money

- The entertainment allotment includes tax for the activities.
- Coaches and staff are encouraged to use travel cards for these entertainment expenses. Note, please work with the Compliance Office to subtract any actual entertainment costs from the \$60 entertainment money.

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Topgolf



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Topgolf

TOPGOLF

ASU Athletics - Michigan Turnout - SEC# 15599
 10/18/24 10:00:00 AM
 Page 1 of 4
 Date Printed: 9/18/2024 10:04 PM

YOUR EVENT WILL TAKE PLACE AT:
 10/18/24 10:00:00 AM
 10/18/24 10:00:00 AM
 10/18/24 10:00:00 AM

Event Name: ASU Athletics
Event Date: Friday, September 13, 2019
Event Duration: 6:30 PM - 9:30 PM
Event Status: Temporarily Cancelled
Event Event Count: 22

Client Initials:

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Topgolf

TOPGOLF

SUMMARY OF CHARGES

Event Services	\$800.00
Additional Beverages	\$0.00
Total	\$800.00

Event Services:
 22 Topgolf - 10/18/24 10:00:00 AM - 10/18/24 10:00:00 AM

Additional Beverages:

Client Information:
 Client Name: ASU Athletics
 Client Address: 1000 University Ave
 Client City: Tempe, AZ 85287
 Client Phone: (480) 965-2096

Payment Summary:
 Total Charges: \$800.00
 Total Payments: \$0.00
 Total Outstanding: \$800.00

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Topgolf

- The Compliance Office will help determine the per-person cost from entertainment money based on the invoice.
- The Topgolf play, coaching instruction, other non-food related activities, and taxes must be included in the total.

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Football Gameday

- Comp admission requests
- Check-in process (location and timeframes)
- Field access and SDA policy

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/// ASK FIRST

ASU

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