

**MINUTES**  
**Departmental Meeting**  
Tuesday, October 9, 2012, 9:00 a.m.  
129 AGLS

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1. 9:00 – 9:20 Welcome/Announcements/Bus Recognition Elliot

(Attachment A) Dr. Elliot attended the College 2012 Outstanding Alumni Banquet on Saturday, October 13<sup>th</sup>. Of the five recognized, three were ALEC Alumni (Horace McQueen, Jimmy Cheek and Roscoe Dooley (posthumous)).

APR – January 11<sup>th</sup> is deadline for input. Edits need to be completed before January 18<sup>th</sup>. Bill Cochran opened up the website and demo'd input and edit features. For input go to the AIMS tab, then Merit and Self Report. He mentioned that faculty need to be careful and refresh to see updates. Gary Wingenbach asked if there was a way to hide old material on the grants page. Bill said yes – he would work on it.

Dr. Rutherford said that an offer has been made for the advisor position left vacant by April Place. This person, if they accept, will start November 1<sup>st</sup>.

Scott Cummings welcomed back Katy Weber to the Department. She will be working with Paul Pope.

Scott also mentioned that the unit was hiring two new IT positions. These two will be housed in the Department. The first hire, Curtis Krajca, is a Software Engineer IV. The second hire will be a Software Engineer III. Scott and Dr. Elliot are working on space negotiations to house these positions.

Dr. Elliot reminded everyone that Vidya Patil works for everyone in the Department who can use her talents. She is available to assist with on-line class systems.

IMS was able to fill a recent order headed for Mongolia in excess of \$100,000.

Both Drs. Odom and Elbert have submitted proposals to TOP and are awaiting news of acceptance. Dr. Odom's is Leadership in the Public Sector – A Multidisciplinary Teams Approach and Dr. Elbert's is Culturally Responsive Leaders.

Busses were awarded as follows:

Redwine to Howell  
Edney to Norgaard  
Black to Rutherford  
AGSS to the Elliot Family

Jenna Howell and Courtney Schmidt, Aggie Reps introduced themselves and passed out cookies. Reps are selected by a committee. They visit local high schools and recruit future Aggies. Today a team is in Brenham at Blinn.

2. 9:20 – 9:35      **Aggie Honor System**      **Mr. Tim Powers, Director**  
Tracy Rutherford introduced Tim Powers, who is the Director of the Aggie Honor System. Mr. Powers said that he had asked to be put on the agenda today so that he could explore expanding the Aggie Honor System Office’s visibility by presenting resource information and answering questions related to academic integrity and options faculty members have when addressing possible violations.
- Mr. Powers has been with the unit for one year and is responsible for facilitating academic integrity in the classroom. The two most common violations are plagiarism and cheating. These account for 80% of total violations. The most common sanction is a zero on an assignment.
- An F\* can’t be dropped or removed until remediation has been completed – “cheater rehab.” Student can’t drop a class in which he has been charged with a violation.
- Total violations so far this year are exceed 400 – but that is less than 1% of the total enrollment. His office is a central clearing house and has access to all colleges and departments. ALEC has had three cases this year while the College has had 37. Most of those were in biology and calculus classes.
- How do they actually help? They identify misconduct and then do as much or as little as the professor requests. They will process all paperwork. They will meet with students and will also work with parents. (Attachment B)
3. 9:35 – 9:40      **AGSS**      **Andrews/Pannone**  
Kevin Andrews reminded everyone that AGSS will conduct mock defenses. Contact anyone in AGSS for additional information. Those conducted so far have been very successful.
- Service project starting tomorrow will be a food drive for Aggies Can. A box will be placed in the break room.
- Road trips are still being planned.
4. 9:40 – 9:55      **Continuation of Announcements**      **Elliot**  
Jonathan Howell reported that Zachary Goodwin entered and won a contest initiated by the Texas Farm Bureau. His prize was \$1000 and the Department will receive \$500. The national competition will be in Phoenix and the prize will be not only dollars, but also a truck valued at \$55,000.
- Food Safety Grand Opening next Monday. They had no actual physical space before. Mark Guerra and Annie Specht both devote time to this group. Dr. Elliot asked everyone to attend if possible.
- Dr. Elliot gave a medical update on Maureen Elliot. She has undergone 16 chemo treatments so far. The next four Mondays they will be at M D Anderson preparing for surgery on October 23<sup>rd</sup>.
- Julie Harlin serves as our rep on the Faculty Senate. She said that issues are addressed each month and to let her know if you wanted her to report on anything. They meet the 2<sup>nd</sup> Monday of each month at 3:15.

Clarice reported that course schedule deadline is this Thursday. She also mentioned that she could assist with any room scheduling necessary.

5. 9:55 – 10:10 Athletes and Academics Mr. Brad Barnes, Director  
Athletic Compliance

Dr. Rutherford introduced Mr. Brad Barnes and Mr. David Batson with the Athletic Compliance Office.

The mission of the office is to insure NCAA compliance. They are responsible for maintaining the institutions integrity in the area of athletic compliance and to assist the athletic department in maintaining intercollegiate athletics an integral part of the educational program and the athlete. Mr. Barnes told several stories about top institutions who thought they were above reproach – but were discovered to have serious problems – one most recently being North Carolina. The main problem there was agent issues and misuse of tutors. Both gentlemen said faculty could contact them directly if they ever had questions about what they could and could not do for athletics in their classes. Center for Student Athlete Services is not to contact ALEC faculty directly. They are to use proper channels. That means contacting one of the associate heads or the department head. See (Attachment C) for a great guide to NCAA rules.

6. 10:10 – 10:30 Faculty Meeting Elliot
- Productivity/Excellence (or irrelevance?)
  - Program Area Discussion (Rutherford)

#### **Travel Request Form Deadlines**

Domestic (30 days prior to trip): e.g., travel December 1, 2012 due by November 1, 2012  
International (60 days prior to trip): e.g., travel January 1, 2013 due by November 1, 2012

#### **Upcoming Events**


November 22-23, Thanksgiving Break  
December 3, College Holiday Social  
December 24-January 1, Holiday Break

#### **Future Departmental Meetings**

December 5, Wednesday, 9:00 am  
January 9, Wednesday, 9:00 am, AgriLife Conference  
February 12, Tuesday, 2:00 pm  
March 7, Thursday, 9:00 am  
April 2, Tuesday, 2:00 pm  
May 6, Monday, 9:00 am

ALEC: October 9, 2012

1. Congratulations and Thank You:
  - a. **Horace McQueen, Jimmy Cheek, and Roscoe Dooley** will receive Outstanding Alumni Awards from the College this Saturday.
  - b. **Drs. Rutherford and Murphy** for an "on time" WEAVE On-Line submission
  - c. The Role of Social Sciences in Feeding the World A Conference for University Faculty and High School Social Studies Teachers Funded by the Texas Faculty Collaboratives College and Career Initiatives: **Dr. Wingenbach.**
  - d. **Briers, Gary; Dunsford, Deborah W.; Harlin, Julie; Murphy, Tim; and Williams, Jen** for volunteering to be a part of the Provost Academic Services IT pilot program.
2. Announcements:
  - a. **APR - 2012**
    - i. **Input completed by January 11**
    - ii. **Edits completed by January 18**
  - b. Advisor Search - **Dr. Rutherford**
  - c. Organizational Development - 2 IT positions: **Scott Cummings**
  - d. On-line learning assistance: **Vidya Patil**
3. Publications/Presentations:
  - a. **Rayfield, J., Murphy, T., Briers, G. & Lewis, L. J.** Identifying Innovative Agricultural Education Programs. Journal of Career and Technical Education, In Press.
  - b. **Lawrence, S. G., Rayfield, J. Moore, L. L., & Outley, C.** An Analysis of FFA Chapter Demographics as Compared to Schools and Communities. Journal of Agricultural Education, In Press.
  - c. **Lauren Lewis's** master's thesis work "Student Knowledge & Perceptions of SAE" has been selected as one of four papers to be presented at the NASAE (National Association of Supervisors of Agricultural Education) National Conference in Indianapolis during their research theory to practice session.
  - d. **Hanagriff, R. & Rhoades, R.** "A Rank Ordered Discrepancy Assessment of Commodity Association Member's Perceptions of Product Value and Breed Performance Data" submitted for consideration for The Finance, Economics & Global Business Research Conference accepted for presentation at the conference and publication in the journal.
4. Grant Management 101 (should provide 3 out of 4 of these to the Department - meaning faculty become managers or facilitators of the grants).
  - a. Salary Savings (100% to Department [50% - department] and PIs [50%] - restricted discretionary)
  - b. Indirect (40% to be split 60/40 between Department and PIs - discretionary)
  - c. Personnel (project director, support staff, GTAs, etc.)
  - d. Operations (e.g., travel, supplies, copying, printing, etc.)
  - e. Funded:
    - i. **Edney, K.** IMS curriculum sales to Mongolia: > \$100,000.
  - f. Submitted:
    - i. TOP Leadership in the Public Sector-A Multidisciplinary Teams Approach: **Dr. Odom**
    - ii. TOP Culturally Responsive Leaders: **Dr. Elbert**
5. Dutch treat lunch with Dr. E. -
  - a. Contact Debbie King to schedule and leave a contact number (for rescheduling): October 16, 29, 30, 31; November 6, 7, 9


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## The Aggie Code of Honor and the Aggie Honor System Office

Timothy C. Powers  
Director, Aggie Honor System Office

<http://aggiehonor.tamu.edu>


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## Academic Misconduct

- Cheating
- Fabrication
- Falsification
- Multiple Submissions
- Plagiarism
- Complicity
- Abuse and Misuse of Access and Unauthorized Access
- Violation of Departmental or College Rules
- Violation of University Rules on Research

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## Common Violations

Over the past three years, the most common types of violations include:

- Plagiarism: 47%
- Cheating: 36%
- Falsifying or fabricating data: 5%
- Complicity: 5%

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## Sanctions

- A zero on an assignment
- A course grade reduction
- Required to participate in extra requirements for a course
- Educational Sanctions (academic integrity seminar, university or community service)
- An "F\*" in the course
- Separation from the University

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## Total Violations



	Addressed by Faculty	Addressed by Honor Council	Total
2008-2009	211	20	231
2009-2010	534	27	561
2010-2011	221	28	249
2011-2012	389	34	423

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## COALS Violations



- 3 (<1%) cases were reported by COALS instructors
- 37 cases involving students in COALS majors

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## How AHSO Can Help



Once a faculty member discovers a violation and chooses to handle it autonomously, the AHSO can:

- Meet with the student to explain the violation and sanctions
- Process all of the paperwork
- Explain to the student their rights, including any appeal information
- Work with students and (angry) parents to help them understand why this process is important
- Monitor the process so that student and faculty rights are protected
- Time commitment from the faculty member can be 5 minutes, if all of the information is readily available during the report submission process

The Honor Council process can be a little more time consuming, but usually it will be around one hour of your time

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## Resources



The Aggie Honor System Office is available to give guest lectures on academic integrity and the Aggie Honor System to classes or organizations

Visit <http://aggiehonor.tamu.edu> to request a lecture

AggieHonor@tamu.edu or 979-458-3378

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## ASK BEFORE YOU ACT

### INSIDE THIS GUIDE

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- Comp Admissions
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- Other Funds
- Practice
- Sports Wagering
- Support Services

### BOOSTERS

Assume an individual is a booster if they are a former student, friend, donor, corporate sponsor, fan or general supporter of Texas A&M's athletic programs. Once an individual or organization is identified as an athletic booster, that status is retained indefinitely.

### RECRUITING

Boosters may not engage in behavior that could be construed as recruiting for Texas A&M Athletics (e.g., calling, writing, or contacting parents of prospects and encouraging them to choose Texas A&M); however, contacts that occur on Texas A&M's campus between prospects or their relatives and the relatives of an enrolled student-athlete are permissible.

# ENTOURAGE

## Guide to NCAA Rules for Those Associated with Student-Athletes

COMPLIANCE@ATHLETICS.TAMU.EDU  
979-845-1904

## MESSAGE TO RECIPIENTS OF THIS GUIDE

Texas A&M University is responsible for insuring that information regarding athletic compliance and NCAA rules is provided to those individuals who are affiliated with Texas A&M Athletics and those individuals affiliated with the Texas A&M student-athletes.

Understanding the information contained in this guide can help you

and the student-athletes avoid actions that could jeopardize the student-athlete's eligibility. Since all pertinent information cannot be addressed in the pamphlet, please feel free to email



**Why are you receiving this?** To help everyone avoid problems with NCAA rules

or call if you have any questions.

Texas A&M appreciates your cooperation with the Athletic Compliance Office as we strive to insure that all our student-athletes remain athletically eligible throughout their collegiate career.

Gig'em,

Texas A&M's Office of Athletic Compliance

## NCAA BASIC PRINCIPLES

### *The Fundamental Policy of the NCAA:*

The competitive athletics programs of member institutions are designed to be a vital part of the educational system. A basic purpose of The NCAA is to maintain athletics as an integral part of the educational program and the athlete as an integral part of the student body, and by so doing, retain a clear line of separation between intercollegiate athletics and professional sports. **NCAA Bylaw 1.3.1**

### *Responsibility of the Institution:*

NCAA rules require Texas A&M to comply with all applicable rules and regulations in the conduct of its athletics programs, to monitor its programs to assure compliance and to identify and report instances in which compliance has not been achieved. In any such instance of noncompliance, the institution must cooperate fully with the NCAA and take appropriate corrective actions to avoid repeat instances. Texas A&M's staff, student-athletes, and other individuals and groups representing the institution's athletics interests must comply with the applicable rules, and Texas A&M is held responsible for such compliance. **NCAA Bylaw 2.8.1**

# Rules Guidance for Associates of Student-Athletes

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979-845-1904

ASK BEFORE YOU ACT

## AMATEUR STATUS

### Q: How may a student-athlete lose his or her amateur status?

- A: A student-athlete may lose his or her amateur status and become ineligible for NCAA competition in many ways including but not limited to:
- Using his or her athletics skill (directly or indirectly) for pay in any form in his or her sport
  - Accepting a promise of pay even if such pay is to be received following completion of intercollegiate athletics participation
  - Signing a contract or commitment of any kind to play professional athletics,
  - Allowing a 3rd party other than him/herself, Texas A&M's professional sports counseling panel, his/her head coach, or his/her parents/legal guardians (e.g., lawyer, advisor) to speak to professional sports representatives or to otherwise market the student-athlete's athletic ability
  - Receiving, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization based upon athletics skill or participation (limited exceptions apply—ask us!)
  - Competing on any professional athletics team
  - Accepting benefits from or having agreements with agents (see page 3 for more on agents), financial advisors, sport marketers, or their runners or employees.

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## ACADEMIC ELIGIBILITY

### Q: What are the general academic requirements for continuing eligibility?

- A: Student-athletes at Texas A&M must meet the following academic standards to be eligible for intercollegiate competition and practice:
- Be enrolled in at least a minimum full-time program of studies (12 hours per semester)
  - Be in good academic standing
  - Maintain progress toward a baccalaureate degree (see page 12) **NCAA Bylaw 14.01.2**
  - Abide by the Aggie Honor Code and NCAA ethical conduct standards.

### Q: When must student-athletes declare a degree program?

- A: By the beginning of his/her third year (or fifth full-time semester) of enrollment, a student-athlete must have chosen a degree program whereby progress toward degree is calculated partially on the amount of credit hours earned toward completion of their degree. **NCAA Bylaw 14.4.3.1.7**

### Q: Are there additional degree requirements for eligibility?

- A: Yes. Each year student-athletes must meet and maintain certain requirements to remain athletically eligible. For specifics concerning your student-athlete's academic and athletic eligibility you may contact the student-athlete's Athletic Academic Scholastic Supervisor at 979-845-3945.

### Q: What is the NCAA's penalty for academic fraud?

- A: One season of competition and one year of ineligibility.



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## AWARDS, BENEFITS & BOOSTERS

### Q: What is an award?

A: An award is an item given in recognition of athletics participation or performance.  
**NCAA Bylaw 16.02.1**

### Q: What are examples of awards student-athletes may or may not receive?

A: Athletics awards given to individual student-athletes are limited to those approved or administered by Texas A&M University, the SEC or the NCAA. Examples of awards student-athletes may receive include annual participation, national champions, conference champions and additional awards in recognition of special attainment or contributions to a team's competitive season (e.g., scholar-athlete, most improved player, most minutes played). Student-athletes should contact Athletic Compliance before accepting awards for their participation in competition other than that scheduled by Texas A&M Athletics.  
**NCAA Bylaw 16.1**

### Q: What is an extra benefit?

A: An extra benefit is any special arrangement by a Texas A&M employee or a representative of the institution's athletics interests (i.e., booster) to provide a student-athlete or the student-athlete's relative(s) or friend(s) a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to Texas A&M students or their relatives or friends or to a particular segment of the student body determined on a basis unrelated to athletics ability. **NCAA Bylaw 16.02.3** Furthermore, the extra benefits rule precludes parents from receiving benefits from boosters they befriend after their child has become a student-athlete.

### Q: What is an agent?

A: Any individual (including a student-athlete's relatives) who, directly or indirectly: (a) represents or attempts to represent an individual for the purpose of marketing his or her athletics ability or reputation for financial gain; or (b) seeks to obtain any type of financial gain or benefit from securing a prospective student-athlete's enrollment at an educational institution or from a student-athlete's potential earnings as a professional athlete.

### Q: What is the big deal about utilizing the services of an agent?

A: An individual will be ineligible for NCAA competition in a sport if: (a) he/she ever has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletics ability or reputation in that sport; or he/she (or his or her relatives or friends) accepts transportation or other benefits from any person (e.g. agent, runner, advisor) who represents any individual in the marketing of his or her athletics ability even if the individual has indicated that he or she has no interest in representing the student-athlete in marketing his/her athletics ability or reputation and does not represent individuals in the student-athlete's sport.

### Q: May Texas A&M University or a booster pay or provide for relatives or friends of student-athletes' expenses to visit a student-athlete?

A: No, with some limited exceptions for the institution but none for boosters. **NCAA Bylaw 16.6.1**

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## AWARDS, BENEFITS & BOOSTERS CONT.

**Q: May Texas A&M University, a booster, or an individual unrelated to a student-athlete provide a student-athlete with the use of an automobile?**

A: No. A student-athlete should not use or receive an automobile from any individual he or she is not legally or naturally dependent upon. Any purchase of a vehicle must be at fair market value and in the same manner as can be purchased by the general public. **NCAA Bylaw 16.11.2.3; 13.5.2.2.2**

**Q: What are other examples of extra benefits?**

A:

- Special discount not available to the public or based on athletics
- Free or reduced cost (e.g., rent below fair market value) housing
- Use of automobiles or other transportation not belonging to his/her immediate family
- Entertainment at free or reduced cost
- Loans not available to the general public or general student body
- Bail or bond payment arrangement
- Use of a credit card not belonging to the student-athlete or his/her immediate family.
- Co-signing a note with an outside agency to arrange a loan
- Free or reduced cost legal services

**Q: May student-athletes accept an invitation to dinner from a staff member, parent of a student-athlete or booster?**

- A. 1) For meals from staff members: A student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions.
- 2) For meals from a parent of a student-athlete: A parent of a student-athlete is allowed to provide their son's or daughter's teammate(s) with an occasional meal at any location on an occasional basis.
- 3) For meals from a booster: A student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions under the following conditions:
- The meal may only be provided in an individual's home, on the Texas A&M Campus or at a facility that is regularly used for home competition and may be catered; and
  - A booster may provide reasonable local transportation to student-athletes to attend the meal function only if the meal function is at the home of that booster.
  - **Student-athletes' friends and relatives may not receive this meal**



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## AWARDS, BENEFITS & BOOSTERS CONT.

**Q: May Texas A&M staff members provide local transportation to student-athletes?**

A: Texas A&M staff members may occasionally provide reasonable local transportation to student-athletes. **NCAA Bylaw 16.9.1-(f)**

**Q: May an individual outside Texas A&M University serve as a sponsor family for a student-athlete?**

A: No—unless such sponsorship program occurs as part of a formal program to provide the same benefits and services to all students at Texas A&M. **NCAA Bylaw 16.11.2.6**

**Q: May Texas A&M University provide assistance to student-athletes for various personal expenses?**

A: Yes, but only under certain conditions specified by the NCAA. The NCAA Student Athlete Opportunity Fund and Special Assistance Fund are available to provide direct benefits but not cash payments to student-athletes or their families as determined by the institution and the SEC. The fund is intended to be used to assist student-athletes in meeting financial needs that arise in conjunction with participation in intercollegiate athletics, enrollment in an academic curriculum or that recognize academic achievement.

If you or the student-athlete are in need of assistance, please contact Mona Osborne at (979) 862-6027 to find out more information.

## COMPLIMENTARY ADMISSIONS

**Q: May parents or friends utilize complimentary admissions provided to student-athletes?**

A: Yes. Texas A&M may provide up to four complimentary admissions per home or away contest to student-athletes in their sport and up to six complimentary admissions to each student-athlete on a team participating in a postseason event (e.g., conference championship, NCAA championship, National Invitation Tournament, bowl game). To utilize the complimentary admissions, guests are required to present identification to the person supervising the pass list at the admission gate and sign acknowledging receipt of complimentary admissions. **NCAA Bylaw 16.2.1**

B: Neither student-athletes nor their parents or guests may receive payment from any source for complimentary admissions. Also, they may NOT exchange or assign complimentary admissions for any item of value.



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ASK BEFORE YOU ACT

## EMPLOYMENT

### **Q: May student-athletes obtain employment during the academic year at Texas A&M?**

- A: Yes, student-athletes (regardless of scholarship status) may work during the academic year, but the conditions are that student-athletes:
- May be compensated only for work actually performed
  - May not be paid more than the going rate in that locality for similar services
  - May not receive any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame or personal following he/she obtained because of athletics ability;

### STUDENT-ATHLETES EARNING MONEY TEACHING THEIR SPORT

Student-athletes may receive compensation for teaching or coaching sports skills or techniques in their sport on a fee-for-lesson basis provided:

- Institutional facilities are not used;
- Playing lessons shall not be permitted (i.e., the student-athlete may not be paid for simply practicing or playing with someone);
- The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year (documentation must be turned in to Athletic Compliance Office);
- The compensation is paid by the lesson recipient (or their family) and not by another individual or entity;
- Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time;
- The student-athlete does not use or allow his or her name, picture or appearance to be used to promote or advertise the availability of fee-for-lesson sessions; and
- When a student-athlete provides lessons through a sports club, the student-athlete may not receive expenses for transportation to or from the site of employment, or any other benefits unless such expenses or benefits are provided for all employees **NCAA Bylaw 12.4.1**

### **Q: May student-athletes obtain employment during official Texas A&M vacation periods?**

A: Yes. Student-athletes may continue to receive legitimate employment earnings during official vacation periods.

### **Q: May student-athletes use their name or picture to promote the company where they work?**

A: No. A student-athlete's name, image, or personal appearance may not be used to promote a commercial business, not even one owned by the student-athlete's family.



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## SPORTS WAGERING

**Q: What are the NCAA's rules on sports wagering?**

A: NCAA rules prohibit student-athletes and all athletics staff from: (a) providing insider-information to gamblers, touts, or bookies and (b) participating in any gambling activity related to placing, soliciting, or accepting wagers on an intercollegiate athletics competition or practice as well as the intercollegiate sport's professional or other amateur parallels. For example, placing bets on an NBA game would be a violation. Basketball is an NCAA sport. Sports wagering includes participation in a betting pool among friends, wagering through a bookmaker, or wagering through legal means in Nevada. Sports wagering does not include participation in activities where no entry fee is involved.

## DRUG TESTING

**Q: Under what circumstances will a student-athlete at Texas A&M be drug tested?**

A: Student-athletes at Texas A&M University will be tested for both drugs of abuse and performance enhancing drugs under the provision of the Texas A&M University Athletic Department Substance Abuse Testing Policy. All student-athletes are also subject to testing by the NCAA. A student-athlete who tests positive as part of an NCAA administered drug test will be declared ineligible for further participation in postseason and regular season competition during the time period ending one calendar year after the collection of the student-athlete's positive drug-test specimen. Furthermore, the student-athlete remains ineligible until testing negative at a later date.

## FINANCIAL AID

**Q: May student-athletes receive a nonathletic institutional scholarship or a scholarship from a source outside the University?**

A: In certain situations, this may be permissible. Receipt of financial aid from a source other than the Athletic Department may affect a student-athlete's individual or team limits. Therefore, the Texas A&M University Student Financial Aid Office reviews all financial aid student-athletes have or may receive to insure that their eligibility is not affected. All scholarships should be sent to Texas A&M before acceptance to ensure compliance. **NCAA Bylaw 15.01.3\***

**Q: Who may be contacted for questions concerning student-athletes' financial aid?**

A: Contact Marcos Mendez in the Texas A&M Student Financial Aid Office at 979-458-5364.

\*Note: Student-athletes may receive financial aid from those upon whom they are naturally or legally dependent (e.g. parent, legal guardian) but not from family friends or coworkers. **NCAA Bylaw 15.02.4.2(a)**

ASK BEFORE YOU ACT

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ASK BEFORE YOU ACT

## MEDICAL EXPENSES

**Q: May Texas A&M University provide medical expenses in instances where student-athletes become ill or injured?**

A: Identified medical expense benefits identified by the NCAA as incidental to a student-athlete's participation in intercollegiate athletics that may be provided (subject to available funds) by Texas A&M University are:

- Medical insurance;
- Death and dismemberment insurance for travel connected with intercollegiate athletics competition and practice;
- Drug-rehabilitation expenses;
- Counseling expenses related to the treatment of eating disorders;
- Special individual expenses resulting from a permanent disability that precludes further athletics participation. The illness or injury producing the disability must have occurred while the student-athlete was enrolled at the institution, or while the prospective student-athlete was on an official paid visit to the institution's campus. An institution or outside agency, or both, may raise money through donations, authorized benefits or like activities to assist the student-athlete or a prospective student-athlete. All funds secured shall be controlled by the institution, and the money shall be used exclusively to meet these expenses;
- Medical examinations at any time;
- Glasses, contact lenses or protective eyewear (e.g., goggles) required by student-athletes for visual correction in order to participate in intercollegiate athletics;
- Expenses for medical treatment (including transportation and other related costs). Such expenses may include the cost of traveling to the location of medical treatment or the provision of actual and necessary living expenses for the student-athlete to be treated at a site on or off the campus during the summer months while the student-athlete is not actually attending classes. Medical documentation shall be available to support the necessity of the treatment at the location in question; and
- Medical expenses (including surgical expenses, medication, rehabilitation and physical therapy expenses and dental expenses). **NCAA Bylaw 16.4.1**

**Q: How do Texas A&M Athletics and a student-athlete's insurance combine to pay a student-athlete's medical expenses?**

A: The athletic department is self insured for sports-related injuries up to \$10,000 on all student-athletes. This means that any claim for benefits will first be filed with the student-athletes personal insurance company. After their policy has paid or denied its portion, the Athletic Department will pay the unpaid balance, including any deductible and co-payments. It is the responsibility of the student-athlete to provide current medical insurance coverage information to the staff athletic trainer of their respective sport.



# Rules Guidance for Associates of Student-Athletes

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## MEDICAL EXPENSES CONT.

**Q: What assistance might be provided to relatives and friends if a student-athlete became seriously ill?**

A: Texas A&M University may pay transportation, housing, and meal expenses for parents, spouse, and other student-athletes to be present in situations in which a student-athlete suffers a life-threatening illness or injury. **NCAA Bylaw 16.6.1.3**

**Q: What assistance might be provided to a student-athlete and his/her spouse, children and other student-athletes in the event of a serious illness or injury to an immediate family member?**

A: An institution may pay transportation, housing and meal expenses for a student-athlete's spouse and children and any other student-athlete to be present in situations in which a family member or legal guardian of the student-athlete suffers a life-threatening injury or illness, or in the event of a family member's or legal guardian's death, to provide the student-athlete's spouse and children and any other student-athlete with such expenses in conjunction with funeral arrangements. **NCAA Bylaw 16.6.1.3.1**

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## ADDITIONAL FUNDS

**Q: What additional assistance might be offered to student-athletes?**

A: A student-athlete may request additional financial assistance (with no obligation to repay such aid) from two separate funds established by the NCAA. The Special Assistance Fund and Student-Athlete Opportunity Fund are funds approved by the NCAA to assist student-athletes with special financial needs, for example: family crises, medical emergencies and other special circumstances. Additionally, The institution may provide reasonable transportation in conjunction with the use of the special assistance funds.

The receipt of money from these funds is not included in determining the permissible amount of financial aid that a member institution may award to a student-athlete. However, institutions and conferences are not allowed to use money received from the fund to finance salaries, grants-in-aid (other than summer school) for student-athletes with remaining eligibility, capital improvements, stipends and outside athletics development opportunities for student-athletes (e.g., participation in a sports camp or clinic, private sports-related instruction, greens fees, batting cage rental, outside foreign tour expenses).



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## **PRACTICE (COUNTABLE ATHLETICALLY RELATED ACTIVITIES)**

### **Q: Are there time limits placed on countable (required) athletically related activities?**

A: Yes. During the playing season a student-athlete's participation in athletically related activities shall be limited to a maximum of four hours per day and twenty hours per week. Outside of the playing season during the academic year, student-athletes may participate in conditioning activities for a maximum of eight hours per week. In all sports except football, a maximum of two of the eight hours may be spent on individual skill-related instruction. In Bowl Subdivision Football, activities between the institution's last contest and January 1<sup>st</sup> are limited to required weight-training, conditioning and the review of game film. A student-athlete's participation in such activities must be limited to a maximum of eight hours per week, of which no more than two hours per week may be spent on the viewing of film. In addition, any disciplinary action that involves athletic exercises (e.g., extra running) is a countable activity and therefore impermissible on the day of a competition after the competition is completed and impermissible outside the period of the year when such athletic activities are not permitted. Lastly, with limited exceptions, no countable athletically related activities may occur between midnight and 5:00 a.m. **NCAA Bylaw 17.1.6**

### **Q: Are there occasions when time limits for required athletically related activities do not apply?**

A: Yes. Daily and weekly hour limitations do not apply:

- To athletically related activities occurring during any preseason practice prior to the first day of classes or first scheduled contest (whichever occurs first).
- During Texas A&M University's official vacation periods.
- All competition and any associated athletically related activities on the day of competition count as three hours regardless of the actual duration of these activities. For example, a six-hour competition round of golf will only count as three hours for purposes of time limitations. **NCAA Bylaw 17.1.6.3**

### **Q: May athletically related activities be required every day of the week?**

A: During the playing season, each student-athlete must be given at least one calendar day off per week from all athletically related activities (there is an exception during participation in the conference championship and the postseason championship and any postseason certified bowl games or National Invitation Tournaments and a limited exception for men's and women's basketball). Further, outside the 20-hour per week playing season, athletically related activities are prohibited during two calendar days per week. **NCAA Bylaw 17.1.6.4 & 17.1.6.5**





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## SUPPORT SERVICES

**Q: What student support services may Texas A&M provide for student-athletes subject to available funds?**

**A:** Texas A&M has general academic counseling and tutoring services available to all student-athletes. Such counseling and tutoring services is provided by the department of athletics. In addition, an institution may finance other academic and support services that the institution, at its discretion, determines to be appropriate and necessary for the academic success of its student-athletes. Specific benefits Texas A&M may provide include the following subject to the established parameters and available funding.

1. Use of institutionally owned computers and typewriters on a check-out and retrieval basis; however, typing/word processing/editing services or costs may not be provided, even if typed reports and other papers are a requirement of a course in which a student-athlete is enrolled;
2. Use of copy machines, fax machines and the Internet, including related long-distance charge, provided the use is for purposes related to the completion of required academic course work;
3. Course supplies (e.g., calculators, art supplies, computer disks, subscriptions), provided such course supplies are required of all students in the course and specified in the institution's catalog or course syllabus or the course instructor indicates in writing that the supplies are required;
4. Cost of a field trip, provided the field trip is required of all students in the course and the fee for such trips is specified in the institution's catalog; and
5. Non-electronic day planners.

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## ETHICAL CONDUCT

Ethical conduct is everyone's responsibility. Do your part and familiarize yourself with these critical NCAA, SEC and Texas A&M Rules. Unethical conduct includes, but is not limited to, the following:

- Refusal to furnish information relevant to an investigation of a possible violation of NCAA regulation when requested to do so by the NCAA or the student-athlete's institution;
- Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;
- Knowing involvement in offering or providing a prospective or enrolled student-athlete an improper inducement, extra benefit or improper financial aid;
- Knowingly furnishing the NCAA or the student-athlete's institution false or misleading facts concerning the individual's involvement in or knowledge of matters relevant to a possible violation of an NCAA regulation;
- Receipt of benefits by a Texas A&M staff member for facilitating or arranging a meeting between a student-athlete and an agent, financial advisor or a representative of these (e.g., runner);
- Knowing involvement in providing a banned substance or impermissible supplement to student-athletes, or knowingly providing medications to student-athletes contrary to medical licensure, commonly accepted standards of care in sports medicine practice, or state and federal law;
- Failure to provide complete and accurate information to the NCAA, Eligibility Center or institution's admission's office regarding an individual's academic record (e.g., schools attended, completion of coursework, grades and test scores);
- Fraudulence or misconduct in connection with entrance or placement examinations
- Engaging in any athletics competition under a false name or with intent to otherwise deceive; or
- Failure to provide complete and accurate information to the NCAA, Eligibility Center or the institution's athletics department regarding an individual's amateur status.

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## SUMMARY OF DIVISION I ACADEMIC ELIGIBILITY STANDARDS

Entering 2nd Year (i.e., before 3rd full-time term) of Collegiate Enrollment	Entering 3rd Year (i.e., after 4 semesters) of Collegiate Enrollment	Entering 4th Year (i.e., after 6 semesters) of Collegiate Enrollment	Entering Fifth Year (i.e., after eight semesters) of Collegiate Enrollment
<p><b>24</b> semester credits<sup>§</sup></p> <p><b>18</b> credits earned during academic year (excluding summer)<sup>§</sup></p> <p><b>90%</b> of GPA for graduation [1.800 at Texas A&amp;M]<sup>#</sup></p> <p><b>Six</b> credits/term<sup>§</sup>, and this requirement must also be met to be eligible for post-season competition between terms.</p> <p>A maximum of six semester hours of remedial courses may be used in the first year</p> <p><b>Baseball</b> student-athletes who are not academically eligible for the fall term will <u>not</u> be eligible for the spring<sup>^</sup>.</p> <p><b>Football</b> student-athletes who do not complete nine semester hours of academic credit during the fall term <u>may not</u> compete in the first four contests against outside competition in the following playing season<sup>&amp;</sup>.</p>	<p><b>40%</b> of degree requirements</p> <p><b>18</b> credits earned during academic year (excluding summer)<sup>§</sup></p> <p><b>95%</b> of GPA for graduation [1.900 at Texas A&amp;M]<sup>#</sup></p> <p><b>Six</b> credits/term<sup>§</sup>, and this requirement must also be met to be eligible for post-season competition between terms.</p> <p>Must declare degree program</p> <p><b>Baseball</b> student-athletes who are not academically eligible for the fall term will <u>not</u> be eligible for the spring<sup>^</sup>.</p> <p><b>Football</b> student-athletes who do not complete nine semester hours of academic credit during the fall term <u>may not</u> compete in the first four contests against outside competition in the following playing season<sup>&amp;</sup>.</p>	<p><b>60%</b> of degree requirements</p> <p><b>18</b> credits earned during academic year (excluding summer)</p> <p><b>100%</b> of GPA for graduation [2.0 at Texas A&amp;M]<sup>#</sup></p> <p><b>Six</b> credits/term, and this requirement must also be met to be eligible for post-season competition between terms.</p> <p><b>Baseball</b> student-athletes who are not academically eligible for the fall term will <u>not</u> be eligible for the spring<sup>^</sup>.</p> <p><b>Football</b> student-athletes who do not complete nine semester hours of academic credit during the fall term <u>may not</u> compete in the first four contests against outside competition in the following playing season<sup>&amp;</sup>.</p>	<p><b>80%</b> of degree requirements</p> <p><b>18</b> credits earned during academic year (excluding summer)</p> <p><b>100%</b> of GPA for graduation [2.0 at Texas A&amp;M]<sup>#</sup></p> <p><b>Six</b> credits/term, and this requirement must also be met to be eligible for post-season competition between terms.</p> <p><b>Baseball</b> student-athletes who are not academically eligible for the fall term will <u>not</u> be eligible for the spring<sup>^</sup>.</p> <p><b>Football</b> student-athletes who do not complete nine semester hours of academic credit during the fall term <u>may not</u> compete in the first four contests against outside competition in the following playing season<sup>&amp;</sup>.</p>

# Note: The NCAA requires that student-athletes maintain the grade-point average requirement on a term-by-term basis in order to retain their eligibility.

§ Note: A student-athlete in his or her first two years of collegiate enrollment may use all credits acceptable toward any degree program at the certifying institution to satisfy credit-hour requirements, regardless of his or her designated degree program.

^ Note: This rule became effective for baseball in fall 2008; so, if a baseball student-athlete hasn't satisfied NCAA progress toward degree requirements to be certified as eligible for fall, he will be ineligible in the spring.

& Note: A student-athlete may regain eligibility to compete in the third and fourth contests, provided the student-athlete completes 27 semester hours of academic credit before the beginning of the next fall term.

## CONTACT INFORMATION

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