Violation Investigation Policies and Procedures

3. Policies and procedures for investigating and reviewing possible violations - Any potential or self-discovered NCAA rules violations are to be reported immediately to the Compliance Coordinator. The Compliance Coordinator will inform the Director of Athletics and the Faculty Athletics Representative of the potential violation and will initiate a preliminary investigation to determine the facts by interviewing all the parties involved in the alleged violation.

The following investigative procedures will be followed when it is necessary for the institution to conduct a formal investigation:

i. The Compliance Coordinator is responsible for whom information regarding allegations of rules violations must be reported;

ii. The Compliance Coordinator in consultation with the Faculty Athletic Representative is responsible for determining what type of inquiries or investigations are warranted and a timeline for conducting the investigation;

iii. The Compliance Coordinator and the Faculty Athletic Representative are responsible for conducting the investigation of possible rules violations and timeline for completing the investigation;

iv. The President, the Director of Athletics, the Faculty Athletics Representative, and the Senior Woman Administrator will receive a copy of the report of the internal investigation that identifies a violation of NCAA and/or conference regulations. In the event of a major violation, the Institution General Counsel will be included as a recipient of the report;

v. The Compliance Coordinator will research Legislative Services Database Internet (LSDBi), along with correspondence with the NCAA Enforcement Staff, to find case precedents to review and submit imposed penalties for the approval of the Faculty Athletic Representative and the Director of Athletics. Said sanctions will then be self-imposed on individuals and/or programs involved in any confirmed rules violation;

vi. The Compliance Coordinator and the Faculty Athletic Representative are responsible for ensuring that all rules violations are reported to the conference office and to the NCAA enforcement staff (directly or via the conference office);

vii. The Compliance Coordinator, with the assistance of the Faculty Athletic Representative, and/or the Director of Athletics is responsible for filing appeals to the NCAA for reinstatement of student-athlete eligibility (when necessary).