

SUPERSEDED BY [SD 01-15](#)

TO: Fort Wayne Senate
FROM: Student Affairs Committee
DATE: February 19, 1993
SUBJECT: Position description for NCAA Compliance Coordinator
DISPOSITION: To the Presiding Officer for implementation
Whereas, the position of NCAA Compliance Coordinator is new to the IPFW campus; and
Whereas, this position has not been defined previously on this campus; and
Whereas, the Subcommittee on Athletics has recommended the following position description;
Resolved, that the position of NCAA Compliance Coordinator be defined as follows:

I. METHOD AND TERM OF APPOINTMENT
The NCAA Compliance Coordinator shall be:

- A. tenured at the rank of Associate Professor or Professor with at least a 0.50 FTE teaching assignment;
- B. appointed by the Chancellor from a list of nominees submitted by the Subcommittee on Athletics; and
- C. appointed for a five-year, renewable term.

II. DUTIES AND RESPONSIBILITIES
The NCAA Compliance Coordinator shall:

- A. represent the Chancellor and the university to the Office of Athletics, Recreation and Intramural Sports, the NCAA, and the conference in activities commonly understood as involving compliance;
- B. assist in interpreting and enforcing university, conference, and NCAA regulations;
- C. account to the Chancellor for coordinating all aspects of IPFW's institutional compliance with NCAA and conference regulations, including:
 - 1. certifying initial and continuing eligibility of all student-athletes, including transfer students;
 - 2. developing and implementing comprehensive and continuing NCAA and conference rules-education programs and procedures;
 - 3. implementing and monitoring appropriate certification programs; and
 - 4. conducting, with a senior Office of Athletics, Recreation and Intramural Sports administrator appointed by the Athletic Director, the preliminary investigation of any rules violations or infractions;
- D. serve as an ex-officio, voting member of the Subcommittee on Athletics, and as a voting member of the Eligibility Subcommittee;
- E. attend appropriate meetings of the NCAA and conference;
- F. promote understanding of sports and their value in relationship to the educational and ethical commitments of the university;
- G. report to the Chancellor on the status of institutional compliance activities as

appropriate, but at least annually; and
H. report annually in writing to the Senate on his/her activities.