Student Managers

**DOS**

- Perform typical managerial duties (i.e., laundry)
- Sit in dug out/on bench during competitions or be in “huddle,” provided no coaching occurs
- Perform administrative functions (i.e., travel)
- Track student-athletes’ academic progress
- Coordinate complimentary admissions
- Review recruiting documentation
- Work with scheduling
- Assign equipment
- Coordinate community service activities
- Coordinate/manage institutions camp/clinic
- Coordinate film exchange
- Splice game film
- Chart/track statistics during practice/competition
- Analyze videotape/film involving team or opponent
- Be present at on-campus recruiting events
- Observe practices provided no instruction is given to student-athletes
- Attend coaches only meetings
- Engage in permissible coaching activities in coaches only meetings (i.e., analyze film of team or opponents, set up offense/defense strategy)
- Attend meetings involving student-athletes, provided the non-coaching staff member with sport specific responsibilities does NOT provide instruction
- Receive meals in conjunction with official visits (within 30-mile radius)
- Participate in minimal on-court/on-field activities (i.e., shagging balls, assisting with drills, throwing batting practice, signaling in plays at the direction of a coaching staff member).

**DON’TS**

- Analyze/Evaluate videotape/film of prospects
- Participate in any activity involving athletics evaluations and/or selection of prospects
- Assist with in-person scouting of opponents
- Perform off-campus recruiting functions
- Set up offenses, defenses or strategy with student-athletes
- Provide analysis of a practice session with student-athletes
- Participate with or observe student-athletes in the staff member’s sport who are engaged in non-organized voluntary athletically related activities (i.e., pick-up game, open gym, “captain’s practices”)
- Engage in coaching activities in meetings with student-athletes (i.e., provide evaluation of practice/competition, set up offense/defense strategy)
- Make telephone calls to prospects (or prospects’ parents, legal guardians or coaches)
- Attend athletic events in the staff members sport that involve prospective student-athletes, except as permitted per bylaw 13.1.2.3(a) which states that a staff member who has an immediate family member participating in such an event is permitted to attend, provided:
  - Attendance is not for evaluation purposes (the staff member shall not provide information related to the performance of a prospective student-athlete back to the coaching staff); and
  - The staff member does not have direct contact with a prospective student-athlete or a prospective student-athlete’s parent or coach participating in the activity (other than the immediate family member of the staff member).
Interpretation of the Month:

Meals in Transit from the Airport in the Locale Before an Official Visit

The academic and membership affairs staff reviewed issues related to meals and lodging for prospective student-athletes and up to four family members accompanying the prospective student-athlete while in transit to an official visit and confirmed the following:

(a) A prospective student-athlete and up to four family members accompanying the prospective student-athlete may receive a drive-thru or "to-go" meal while in transit with an athletics department staff member from the major airport or bus or train station nearest the institution without beginning the 48-hour official visit period.

(b) A prospective student-athlete and up to four family members accompanying the prospective student-athlete may receive a "sit-down" meal at the major airport or bus or train station nearest the institution while accompanied by an athletics department staff member at the time of arrival for an official visit or a "sit-down" or "drive-in" meal in route to the institution’s campus with an athletics department staff member, even if such a meal occurs outside a 30-mile radius of the institution’s campus; however, such a meal begins the 48-hour official visit period.

(c) A prospective student-athlete and up to four family members accompanying the prospective student-athlete may receive a meal at or in the vicinity of their place of lodging without beginning the 48-hour official visit period in instances in which they arrive in the locale of the institution too late to begin the official visit that day, provided no athletics department staff members or student-athletes are present during the meal.

SMU Violations

The NCAA has banned both SMU’s Men’s Basketball and Golf Programs from competing in their respective postseasons.

Additionally, Head Basketball Coach Larry Brown has been suspended for nine regular-season games.

What Happened?

- An assistant basketball coach did a student’s classwork for him
- When Head Coach Brown learned of the violation, he did not report it to the Compliance Staff
- The Golf Head Coach improperly contacted prospects, facilitated by a booster
NLI Signing Date Reminders

The National Letter of Intent (NLI) initial signing date for all sports (other than football and men’s & women’s soccer) is **Wednesday, November 9**. Please keep the following in mind when communicating with your prospective NLI signees:

- The NLI early signing period is November 9-16, 2016. The prospect AND the prospect’s parent/legal guardian must sign the NLI within the signing period in order for the NLI to be valid.
- The dead period surrounding the signing period is November 7th-10th.
- A prospect may not be offered an NLI until he/she has registered with the NCAA Eligibility Center and is placed on our IRL. Additionally, the prospect must be deemed ADMISSIBLE by the Boston College admissions office.
- The institution is prohibited from publicizing the signing of a prospect until the Compliance Office has confirmed the validity of the signing.

## 2016-2017 NLI Signing Dates

<table>
<thead>
<tr>
<th>Sport (s)</th>
<th>Initial Signing Date</th>
<th>Final Signing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball (Early Period)</td>
<td>November 9, 2016</td>
<td>November 16, 2016</td>
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<tr>
<td>Basketball (Regular Period)</td>
<td>April 12, 2017</td>
<td>Division I: May 17, 2017</td>
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<tr>
<td>Football (Midyear JC Transfer)</td>
<td>December 14, 2016</td>
<td>January 15, 2017</td>
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<tr>
<td>Football (Regular Period)</td>
<td>February 1, 2017</td>
<td>April 1, 2017</td>
</tr>
<tr>
<td>Soccer and Men’s Water Polo</td>
<td>February 1, 2017</td>
<td>August 1, 2017</td>
</tr>
<tr>
<td>All Other Sports (Early Period)</td>
<td>November 9, 2016</td>
<td>November 16, 2016</td>
</tr>
<tr>
<td>All Other Sports (Regular Period)</td>
<td>April 12, 2017</td>
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</tr>
</tbody>
</table>

Boston College Compliance Office

Compliance is the responsibility of EVERYONE. Please contact the Compliance Office with any questions.

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