



Idaho State University

POLICIES AND PROCEDURES

Athletics Practices, Competitions, and Facilities

ISUPP 8160

POLICY INFORMATION

Policy Section: *Athletics*

Policy Title: *Athletics Practices, Competitions, and Facilities*

Responsible Executive (RE): *Director of Athletics*

Sponsoring Organization (SO): *Department of Athletics*

Dates: Effective Date: *May 14, 2013*

Revised: *May 23, 2016*

Review Date: *May 2021*

I. POLICY STATEMENT

The Department of Athletics (Department) at Idaho State University (ISU) will comply with National Collegiate Athletic Association (NCAA) and Big Sky Conference rules and regulations governing practices and competitive scheduling.

II. AUTHORITY AND RESPONSIBILITIES

- A. Preparing the schedule and scheduling intercollegiate athletic contests shall be the primary responsibility of the director of athletics (AD) in consultation with the particular coach of the sport involved. Under the direction of the AD, the coach shall prepare a tentative schedule of athletic contests, taking into consideration the travel funds available, quantities, Big Sky Conference, and NCAA regulations and requirements. The AD shall be responsible for finalizing the schedule and approving the athletic contest contract.
- B. The head coach is responsible for practice time limits as well as scheduling facilities for practices and competitions. Facility scheduling will be done through the facility manager in consultation with the AD.

III. PROCEDURES TO IMPLEMENT

A. Practice and Competition Time Limits (see NCAA Bylaw 17.1)

1. A student-athlete's participation in countable athletically related activities shall be limited to a maximum of 4 hours per day and 20 hours per week during the sport's playing season as specified in NCAA Bylaw 17.1.
2. In the off-season, all sports with the exception of football, a student-athlete may participate in a maximum of 8 hours per week, of which not more than 2 hours per week may be spent on skill work as specified in NCAA Bylaw 17.1.
3. It is mandatory that athletes be given one calendar day per week off. This may be a travel day (see NCAA Bylaw 17.1).
4. The length of the practice season varies by sport. Refer to the individual sport in the *NCAA Division I Manual*:
 - a. Basketball (NCAA Bylaw 17.3)
 - b. Cross Country (NCAA Bylaw 17.5)
 - c. Football (NCAA Bylaw 17.9)
 - d. Golf (NCAA Bylaw 17.10)
 - e. Soccer (NCAA Bylaw 17.19)
 - f. Tennis (NCAA Bylaw 17.22)
 - g. Track and Field (NCAA Bylaw 17.23)
 - h. Volleyball (NCAA Bylaw 17.24)
5. Head coaches are required to declare their playing season prior to the beginning of the semester in which the sport competes (see NCAA Bylaw 17.1.3).

B. Competitive Contest Scheduling

1. The number of contests scheduled must adhere to the minimum and maximum in accordance with NCAA Bylaws 17 and 20.
2. The coach and an athletic administrator will meet regarding scheduling. The emphasis will be on meeting the minimum and maximum number of contests/competitions per bylaws 17 and 20 while remaining fiscally responsible.
3. Within reasonable limits, the coach and AD shall schedule non-conference athletic contests with teams from the surrounding region to reduce expenses, increase revenue and student interest.

4. Away contests or travel shall not be scheduled that would cause students to miss class for a full week.
5. The Department will make every effort not to schedule home and away games during the first three (3) days of each semester and during finals week. The Department also discourages scheduling contests during closed week.
6. No class time shall be missed for practice. This will include game day walk-throughs, shoot-a-rounds, team meetings, etc. on home game days (see NCAA Bylaw 17.1).
7. During the academic term, teams shall not depart for competition earlier than 48 hours before competition or stay longer than 36 hours after competition without the approval from the AD.
8. Coaches are encouraged to schedule athletic contests as far in advance as possible to help minimize absences and class conflicts.
9. Head coaches will complete the *Competition Schedule* before the deadlines of August 1 for teams that compete during the fall semester and of December 1 for teams that compete during the spring semester.

C. Athletic Contest Contracts

1. No game guarantee shall be negotiated by a coach without written approval from the AD.
2. For non-conference home athletic contests, the contract will be prepared by ISU.
3. For non-conference away athletic contest, a contract will be provided by the opposing institution or sponsoring agency.
4. Cancellation of an athletic contest because of inclement weather and/or travel conditions shall be by mutual consent of the AD or associate athletic director of both participating schools, and in consultation with the Big Sky Conference office. All pertinent personnel must be immediately notified (see the *Big Sky Conference Code*).

D. Athletic Contest Management

1. Athletic contest management for all athletic contests scheduled at ISU athletic facilities will be the responsibility of the facility director.
2. Game day management will be provided by the director of marketing and promotions for games in the traditional seasons only.
3. Game day management will be provided by the head coach for games in non-traditional seasons.

4. In those sports when the Big Sky Conference does not assign the officials, the athletic contest coach is responsible for the scheduling of the officials.
5. The Big Sky Conference Code will be followed in hosting all Big Sky Conference athletic contests.

E. Athletic Contest Facilities Scheduling

1. The head coach in consultation with the AD will schedule athletic contests with the facility manager.
2. Athletic contests scheduled which do not use ISU athletic facilities should be scheduled by the head coach involved through the person in charge of that facility and with the AD.
3. The facility managers in consultation with the Department will prioritize facility scheduling when conflicts arise to scheduling.