

I. General

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A. CROSS-REFERENCE GUIDE TO VARIOUS MANUALS CITED IN THIS INTERCOLLEGIATE ATHLETICS POLICY MANUAL

The Pennsylvania State University Policy Manual and General Forms Usage Guide/Form Locator, available at <https://policy.psu.edu/policies>

The Pennsylvania State University Student Code of Conduct and Conduct Procedures, which are available for download at <http://studentaffairs.psu.edu/conduct/>.

The National Collegiate Athletic Association Constitution and Bylaws, which are contained in the NCAA Division I Manual, which is available for download at NCAA.org.

The Big Ten Conference Handbook, a copy of which is available for review at the Pennsylvania State University Athletics Department Compliance Office.

The Pennsylvania State University Code of Conduct for Intercollegiate Athletics, available for download at the website of the Pennsylvania State University Athletics Department, <http://www.gopsusports.com/>.

The Pennsylvania State University Intercollegiate Athletics Policy Manual, a copy of which is available for review at the Pennsylvania State University Athletics Department Compliance Office.

The Pennsylvania State University NCAA Compliance Manual, a copy of which is available for review at the Pennsylvania State University Athletics Department Compliance Office.

The Pennsylvania State University Student-Athlete Handbook and Planner, a copy of which is available for review at the Pennsylvania State University Athletics Department Compliance Office.

The Pennsylvania State University Intercollegiate Athletics Manuals for the Student-Athlete Services Office, Sports Camps, and Morgan Academic Support Center for Student-Athletes, copies of which are available for review at the Pennsylvania State University Athletics Department Compliance Office.

The Collective Bargaining Agreement between the Pennsylvania State University and Teamsters Local Union No. 8 (July 1, 2021 through June 30, 2024), a copy of which is available for download at <https://hr.psu.edu/sites/hr/files/TeamstersContract.pdf>

B. FOREWORD

The purpose of The Pennsylvania State University (“Penn State” or the “University”) Intercollegiate Athletics Policy Manual (“ICA Policy Manual”) is to identify and clearly define basic departmental policies and procedures for the Department of Intercollegiate Athletics (“Athletics Department” or “Department”) at the Penn State-University Park campus. Any mission statement, policies, procedures, and/or code of conduct contained and/or referenced in this ICA Policy Manual should be construed in a manner consistent with the express terms, as well as the spirit and intent of the National Collegiate Athletic Association (“NCAA”) Constitution and Bylaws,¹ which are contained in the NCAA Division I Manual, and of the Big Ten Conference (“Big Ten”) Handbook, the Penn State Code of Conduct for Intercollegiate Athletics, and any applicable University-wide policies and procedures.

The policies and procedures in this ICA Policy Manual are intended to keep Athletics Department personnel, especially new personnel, informed about important NCAA, Big Ten, and University and Athletics Department policies and procedures. Every effort will be made to disseminate written changes in policies and procedures in order to ensure a current and up-to-date operating Manual. Careful adherence to the rules, regulations, and policies included or referenced in this ICA Policy Manual will promote understanding and unity, as well as aid in the attainment of Penn State athletic program goals and objectives.

The primary responsibility of the Athletics Department administration and coaches is to provide proper leadership and create an environment that fosters the opportunity for all “Signing Parties”, as that term is defined below, to achieve personal and professional goals, while maintaining high standards of academic and athletic integrity. Departmental administrators, head coaches, and other key personnel will be provided a copy of this Manual, which is to be used in conjunction with existing manuals within the University and the Athletics Department, the University Policy Manual and the University’s Form Locator, and the Penn State Code of Conduct for Intercollegiate Athletics. All employees of the Athletics Department are obligated to become thoroughly familiar with the contents of this ICA Policy Manual.

For further clarification of the policies identified in this Manual, consult the University Website for The Pennsylvania State University Policy Manual and Form Locator, available at <https://policy.psu.edu/policies>, the NCAA Division I Manual, Big Ten Handbook, and other related materials (e.g., NCAA Compliance, Student-Athlete Services Office, Morgan Academic Support Center for Student-Athletes, and Camps and Clinics) in addition to the Student-Athlete Handbook and Planner, which provide further detail on operational policies and procedures and all of which are listed on the previous page of this Chapter.

¹ See the prior page for a list of where to locate various materials referenced in this ICA Policy Manual.

C. DEFINITIONS

For purposes of this ICA Policy Manual:

“Athletics Department” means all University NCAA-sanctioned intercollegiate athletics teams and all persons engaged to perform services for those teams. The Athletics Department does not include events staff, ushers, security personnel, vendors, and other individuals who are engaged on a temporary basis to provide support at University athletic events.

“Athletics Code Program” means University’s self-promulgated policy for ensuring the integrity of its intercollegiate athletics program. Announced by President Eric Barron in September 2017, this program is the successor to the prior “Athletics Integrity Agreement” entered into by and among The National Collegiate Athletic Association, The Big Ten Conference, and The Pennsylvania State University, effective August 29, 2012 and that expired by its own terms on August 29, 2017.

“Athletics Integrity Council” means that body described in Part III B 2 of the Athletics Integrity Program, with the powers and duties described in that Part.

“Athletics Integrity Officer” means that individual described in Part III B 1 of the Athletics Integrity Program, with the powers and duties described in that Part.

“Signing Parties” means all individuals who are covered by the Athletics Integrity Program. It includes all student-athletes who participate on any University NCAA-sanctioned intercollegiate athletics team; all coaches and all managers of any of the University’s NCAA-sanctioned intercollegiate athletics teams; all University staff and other University employees who are directly involved with any of the University’s NCAA-sanctioned intercollegiate athletics teams; the University’s Board of Trustees individually and collectively (“Board” or “Board of Trustees”); the President of the University; and all members of the Athletics Director’s Executive Committee; all of whom are required to receive annual training in the Athletics Integrity Program and compliance with all applicable federal and state laws, NCAA regulations and Big Ten Conference Standards.

“Institutional Control” means the efforts the University takes to comply with the NCAA Constitution and Bylaws and the Big Ten Handbook, and to detect, investigate, and sanction violations that occur.

“Staff” of the Athletics Department means all Athletics Department employees, except coaches, who are directly involved with any of the University’s NCAA-sanctioned intercollegiate athletics teams, and all managers of any of the University’s NCAA-sanctioned intercollegiate athletics teams.

D. STATEMENT ON NONDISCRIMINATION AND ON INTOLERANCE

The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic, athletic, and work environment free of discrimination, including harassment. The University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status, See <https://policy.psu.edu/policies/ad91> and <https://policy.psu.edu/policies/ad85>

The University reserves the right to investigate reported incidents of discrimination or harassment, and those determined to have perpetrated acts of discrimination or harassment will be subject to disciplinary measures up to and including expulsion or termination of employment.

Such actions not only do untold and unjust harm to the dignity, safety and well-being of those who experience this pernicious kind of discrimination but also threaten the reputation of the University and impede the realization of the University's educational mission.

An act of intolerance refers to conduct that is in violation of a University policy, rule or regulation and is motivated by discriminatory bias against or hatred toward other individuals or groups based on characteristics such as age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity, or veteran status.

Sanctions will be imposed for any violation of any provision of the NCAA Constitution or Bylaws, the Big Ten Handbook, and/or any University-wide or Athletics Department policy, rule or regulation related to intolerance.

At the same time, however, the expression of diverse views and opinions is encouraged in the University community. Further, the First Amendment of the United States Constitution assures the right of free expression. In a community that recognizes the rights of its members to hold divergent views and to express those views, sometimes ideas are expressed that are contrary to University values and objectives. Nevertheless, the University may not impose disciplinary sanctions upon such expression when it is otherwise in compliance with University regulations or federal or state law.

E. NON-RETALIATION STATEMENT

The University maintains a strict non-retaliation and non-retribution policy for anyone, including but not limited to any Covered Person who takes any action that he/she reasonably believed to be necessary to uphold or enforce compliance with the Penn State Code of Conduct for Intercollegiate Athletics, the University's obligations under the NCAA Constitution and Bylaws and the Big Ten Handbook, including NCAA and Big Ten principles regarding Institutional Control, responsibility, ethical conduct, and integrity, and this ICA Policy Manual.

This non-retaliation statement shall be subject to University Policy AD67 – Disclosure of Wrongful Conduct and Protection from Retaliation, which is available at <https://policy.psu.edu/policies/ad67>

F. MANDATORY REPORTING

All Signing Parties shall report—anonously, if desired—any suspected violation(s) of the University’s or the Athletics Department’s policies, the NCAA Constitution and Bylaws, the Big Ten Handbook, this ICA Policy Manual, or the Penn State Code of Conduct for Intercollegiate Athletics, or any other conduct that materially undermines the University’s or the Athletics Department’s commitment to its Core Values of integrity, honor and respect.

Reports of suspected violations of NCAA Constitution or Bylaws or the Big Ten Handbook should be made to the office of the Associate Athletic Director for Compliance and Student-Athlete Services, but at the reporter’s option may be made through any one or more of the following methods listed below.

Reports of other suspected violations should be made via any one or more of the following methods, at the reporter’s option:

- (a) to the Athletics Integrity Officer;
- (b) via the University’s Compliance and Ethics Hotline (<http://www.psu.edu/ur/hotline.html>);
- (c) through the procedures set forth under University Policy AD 67, “Disclosure of Wrongful Conduct and Protection from Retaliation,” (<https://policy.psu.edu/policies/ad67>) or
- (d) through any other University procedure for reporting suspected misconduct, such as filing a report with the Office of Student Conduct (<http://studentaffairs.psu.edu/conduct/formsandbrochures.shtml>), the University Police (<http://www.police.psu.edu/witness/form.shtml>), or the Affirmative Action Office (<http://equity.psu.edu/reporhate>), Title IX Office and the Office of Sexual Misconduct and Response. (<https://titleix.psu.edu/filing-a-report/>)

In addition to the mandatory reporting obligations above, most athletics department employees, these include senior athletic administrators and coaches, are designated Campus Security Authority (CSAs) and shall be subject to University Policy AD74 – Compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (the “Clery Act”), which is available at <https://policy.psu.edu/policies/ad74>. The Clery Act requires the University to report specified crime statistics on the University campus and areas within the same reasonably contiguous geographic area of the campus, and to provide other safety and crime information to members of the campus community. Consistent with the Clery Act and Policy AD74, all persons shall promptly report to a Campus Security Authority, as that term is defined in University Policy AD74, any suspected Clery Act-related crime, which includes criminal homicide (murder and both negligent and non-negligent manslaughter), sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, and hate crimes.

G. CONSEQUENCES FOR VIOLATING THE POLICIES, PROCEDURES, OR CODE OF CONDUCT CONTAINED OR REFERENCED IN THIS ICA POLICY MANUAL

Any Signing Party found to have violated any policy, procedure, or code of conduct contained or referenced in this ICA Policy Manual may be subject to a disciplinary action as permitted by the NCAA, the Big Ten, and/or the University. For applicable disciplinary action(s) permitted by the NCAA and/or the Big Ten, please consult the NCAA Constitution and Bylaws and the Big Ten Handbook, and for applicable University disciplinary procedures/policies, please consult University Human Resources Policies and Guidelines, which are available at <https://policy.psu.edu/policies#Human%20Resources>, and the University Student Code of Conduct and Conduct Procedures. In addition, any Signing Party found to have violated this ICA Policy Manual may be required to attend additional training sessions relating to the implementation of the Manual.

If the Signing Party who has been found to have committed any such violation is an employee of the University, the disciplinary action may include, but is not limited to, a verbal warning, written reprimand to be placed in the employee's personnel file, suspension with or without pay, or immediate termination.

If the Signing Party who has been found to have committed any such violation is a student-athlete, the disciplinary action may include, but is not limited to, a verbal warning, suspension from play and other team-related activities, termination of scholarship, or immediate expulsion from the University.

If the Signing Party who has been found to have committed any such violation is a member of the Board of Trustees, the disciplinary action may include the full range of sanctions that may be applicable to a Board member.