



Compliance Calendar

The following compliance calendar was created to assist the Compliance Partners and Cognizant Policy Officers in carrying out their duties as related to the compliance obligations of the University. The calendars include the laws, operating policies, rules, and regulations for a specific compliance area and aid in tracking the myriad reporting requirements and due dates. Compliance Partners shall assist the Cognizant Policy Officers in training the MSU community which may include informal staff meetings and monitoring through regular walk-around or continuous observation while managing a designated compliance area.

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Athletics	August – Prior to start of practice		Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Student-athlete compliance meetings. Complete required NCAA paperwork.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	August – Prior to contests with Outside Competition	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Student-athlete Eligibility sheets to Conference Office.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2 Lone Star Conference Bylaw 13.01

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Athletics	August 1	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Submit NCAA sports sponsorship/institutional demographic report.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	August 1	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Submit NCAA minimum financial aid report	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	October 15	President	Athletic Director, Asst. AD for Business & Finance/SWA, Exec Assoc. Athletic Director / Dir of Compliance, Asst. VP Admin. & Finance	Submit Equity in Athletics Disclosure Act survey	Title IX 20 U.S.C. §§ 1681-1688 Equity in Athletics Disclosure Act 20 U.S.C. § 1092(g) US Department of Education

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Athletics	15 Weeks – after the first day of class for the Fall academic term (December)	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Submit Academic Performance Census (APC).	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	January 15	President	Athletic Director, Asst. AD for Business & Finance/SWA, Exec Assoc. Athletic Director / Dir of Compliance, Asst. VP Admin. & Finance	External Audit Proposals (Once every 3 years – 2023, 2026, 2029)	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	January 15	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	NCAA Financial Reporting in Membership Financial Reporting System	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2

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Athletics	April 1	President	Exec. Assoc. AD / Dir of Compliance	Assign coaches Division II University required courses for off-campus recruiting.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	April 1	President	Exec. Assoc. AD / Dir of Compliance; Head Athletic Trainer	Confirm all full-time coaching staff is current of their first-aid, CPR and AED certifications.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	June 1	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Complete Academic Success Rate (ASR) and graduation rates	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	June 15	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Financial Aid reports to LSC Participation Reports to LSC	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2 Lone Star Conference Bylaw 13.02 & 13.03

Compliance Area	Due Date(s)	Cognizant Policy Officer	Compliance Partner(s)	Representative Issues	Applicable Laws, OPs, Regents' Rules, System Regulations with Brief Description
Athletics	July 1 – of each year	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Complete all financial aid renewals	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	July 31	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Monitor coach's completion of DII University required courses for following year. Courses assigned April 1.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2
Athletics	July 31	President	Athletic Director, Exec Assoc. Athletic Director / Dir of Compliance	Verify first aid, CPR, and AED certifications of all coaches are up-to-date.	National Collegiate Athletic Association (NCAA) Division II http://www.ncaa.org/d2