

## Annual Calendar of Reports to the Athletics Board and Its Committees

Calendar Sort / Updated 2011-09-19

Item	Reponsible Party	Availability	Ext/Int Recipient	Board/Comm Recip	Due to Board/Comm
SA Contracts (spring)	SASS Coord	1-Feb	AD	ASC	1-Feb
SA Credentials (spring)	SASS Coord	1-Feb	AD	ASC	1-Feb
Circ. Exam Sched nxt 2 yrs	AD	1-Mar	Athletics Dept.	Board Chair; FAR	1-Mar
NCAA Financial Report	CFO	15-Jan	NCAA	EXComm	1-Mar
Academic Sum (spring)	SASS Coord	15-Mar	AD	ASC	1-Apr
Strategic Plan (NCAA)	AD	1-Jun	NCAA	ExComm	1-Jun
Compet/Travel Sched - Fall	AD	1-Jun	A-Sun?	ExComm	1-Jun
SSID Report	CCO	1-Jun	NCAA	MGLS	1-Jun
I/CRGD Report	CCO	1-Jun	NCAA	MGLS	1-Jun
NCAA Acad Enhans \$\$	FAR	1-Jul	NCAA	ExCom/ASC	1-Jul
General budget	CFO	15-May	AD	ExComm/ Board	1-Sep
Exit Interviews (Spring)	FAR	1-Jul	AD	ASC/MGLS/ExComm	1-Sep
SA Contracts (fall)	SASS Coord	15-Sep	AD	ASC	15-Sep
SA Credentials (fall)	SASS Coord	15-Sep	AD	ASC	15-Sep
Compet/Travel Sched - Spr.	AD	1-Oct.	A-Sun?	ExComm	1-Oct.
Circ. Exam Sched nxt 2 yrs	AD	1-Oct.	Athletics Dept.	Board Chair; FAR	1-Oct.
APR Report	FAR	1-Oct	NCAA	ExComm/ Board	15-Oct
GSR Report	CCO	1-Nov	NCAA	ExComm/ Board	1-Nov
Booster Clubs	CFO	Monthly	AD	ExComm	1-Nov
Perks-actual	CFO	1-Oct.	AD	ExComm	1-Nov
Academic Sum (fall)	SASS Coord	15-Oct	AD	ASC	1-Nov
EADA Report	SWA	1-Nov	NCAA	EXComm/Board	1-Nov
Scholarship Report Pell, etc.)	CCO	1-Jun (alt. yrs)	NCAA	ExComm	1-Jun (alt. yrs)
Portal Reports	CFO	anytime	AD	ExComm	As needed
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AD= Director of Athletics					
ASC= Academic Support Committee					
CCO= Chief Compliance Officer					
CFO = Chief Financial Officer					
FAR= Faculty Athletics Representative					
I/CRGD Report= Institutional/Conference Race & Gender Demographics					
MGLS= Com. on Minority, Gender and Life-Skills Issues					
SSID Report = Sports Sponsorship Institutional Demographic Report					