Relevant NCAA Bylaws

Bylaw 11.3.2.2: An outside source is prohibited from paying or regularly supplementing an athletics department staff member’s annual salary, and from arranging to supplement that salary for an unspecified achievement.

Bylaw 11.3.2.1: A department employee may earn income in addition to their institutional salary by performing services for outside groups.

Bylaw 11.3.2.3: An outside organization or individual is permitted to supplement an athletic department staff member’s salary with a direct cash payment in recognition of a specific and extraordinary achievement (e.g., winning a conference or national championship, reaching a monumental career win).

Bylaw 11.2.2: To determine compliance with the foregoing bylaws, Athletics Department full and part-time employees (excluding secretarial or clerical personnel) must provide a written, detailed account of all athletically-related income and benefits received from sources outside of the institution.

Procedures

Athletically-related sources of income must be reported annually to ensure consistency with NCAA bylaws and institutional contractual agreements, and to identify any potential conflicts of interest that may arise. Qualifying employees are also expected to report any changes in status or potential new conflicts within 15 calendar days.

The Athletics Compliance Office will comply with NCAA bylaws and department policy by seeking information each July or August from all full and part-time department staff members (excluding secretarial or clerical personnel) employed as of June 30 of the previous fiscal year.

Athletically-Related Outside Income Defined

Sources of athletically-related outside income include, but are not limited to, the following ONLY if they are not arranged or paid directly by Notre Dame Athletics:

- Income from annuities;
- Non-institutional sports camps and clinics;
- Housing benefits (including preferential housing arrangements);
- Country club memberships;
- Complimentary ticket sales (note: such sales are not permissible per department policy);
- Television and radio programs;
- Endorsement or consultation contracts with shoe, apparel or equipment manufacturers;
- Stipends and honorariums;
- Speaking engagements;
- Private lessons;
- Income, contracted or non-contracted, received from Notre Dame Sports Properties/Play by Play Sports; and
- Bonus/salary supplement from outside source related to work at Notre Dame

The following sources of athletically-related outside income are excluded because they are arranged or paid directly by Notre Dame Athletics:

- Dealer cars;
- Under Armour merchandise allotments;
- Knollwood Country Club memberships; and
- Notre Dame sports camps and clinics
Non-Athletically-Related Outside Income

Non-athletically-related outside income is reported pursuant to the University Conflict of Interest Policy, which should be reviewed on a regular basis and certainly prior to accepting any outside income. For those who have an employment contract, specific provisions govern outside activities to the extent that they impact your ability to devote your full attention to your position at Notre Dame or that might adversely reflect upon Notre Dame.

Non-athletically-related outside income is NOT collected via the Athletically-Related Outside Income Policy.