



# CAMPUS SERVICES HANDBOOK

---

Auburn University at Montgomery



## COMPLIANCE TEAM HANDBOOK

*This handbook was developed to help each administrator understand and operate within the guidelines, policies, and procedures of this department and the Department of Athletics. Questions can be directed to the Chief Campus Services Officer, Director of Athletics, and Assistant Director of Athletics for Compliance. This handbook will not duplicate information and forms readily available in other formats. Staff are expected to administer the program ethically, within the guidelines of the university, the NCAA, and efficiently, within the parameters of their individual budgets. Each employee is also expected to be knowledgeable of, and to operate within the policies and guidelines published in the NCAA Manual, Gulf South Conference, University publications, and the Student-Athlete Handbook. Procedures highlighted in **orange** represent a change since the June 2017 edition.*

## CAMPUS SERVICES

Auburn University at Montgomery, Campus Services units and team members interact with Athletic and student athletes in the following manner:

### HOUSING

Information to be provided by Lyisha Hampton, Director of Housing and Residence Life.

### DINING SERVICES

On or before the 10 class meeting in the fall and spring semesters, Campus Services audits 10% of all athletes' meal plans.

This is completed by;

- Pulling a random sample from the Athletic Financial Aid Report for the current term.
- Verifying in CSGOLD the meal plan load matches the Financial Aid Report.
- Verifying in Banner (TSAAREV) the corresponding charge was accessed to the athletes account.

### WELLNESS CENTER

The Wellness Center is actively engaging athletics and the student athletes in an effort to help our athletes better perform.

- The Wellness Center and Athletics partner to allow team work outs (see attached policy)

- The partnership is reviewed annually.

#### WARHAWK SHOP (BOOKSTORE)

In an effort to ensure compliance with student athlete's awards and purchase of plan of study the Warhawk Staff completes the following;

- When student Athletes charge to their student account, we first verify aid is available in banner.
- Upon verification, the Warhawk Shop team will work with the students to purchase materials acceptable (books or other permitted items) as related to their course work.
- Lastly, the Warhawk Shop team promptly posts the charge to the students account (TSAAREV).

#### CAMPUS SERVICE COMPLIANCE TEAM COMMITTEE MEMBERSHIP

(Daryl Morris) – Compliance Team, Athletic Appeals Committee  
(Iyisha Hampton) – Compliance Team

