Mount Ida College



Athletic Department

Student-Athlete Handbook

2015-2016

Welcome to Mount Ida College Athletics

Dear Student-Athlete,

Congratulations on being selected to participate on a varsity athletic team at Mount Ida College. For many of you, this is a culmination of years of hard-work and dedication and you should be proud of your accomplishments.

The entire Mount Ida College community takes great pride in our athletic programs and specifically the accomplishments of our student-athletes. Being a student-athlete comes with a tremendous amount of responsibility and our Athletic Department is dedicated to providing services for you that assist you on your college athletics journey.

The Student-Athlete Handbook is a summary of many of the rules and regulations that you must abide by to continue participation as a student-athlete. Please take the time to review the entire document and forward any questions or concerns you have to your coach or any of our athletic department staff members.

Take pride in yourself, your team and your College…..Take pride in being a Mustang!

Sincerely,

Matthew Burke

Matthew Burke
Director of Athletics

Table of Contents

Academic Calendar 4
Mission Statements 6
About the NCAA Division III 6
Varsity Athletics Program Goals 8
Conference Affiliations 10
Athletic Department Staff Directory 11
Varsity Athletics Program Overview 13
Mount Ida Athletic Center 13
Academic Eligibility 14
Class Attendance Policy 15
Student-Athlete Checklist 15
Academic Ineligibility 15
Academic Honesty 15
College Catalog 16
Academic Resources 16NCAA Eligibility 16
Code of Conduct 17
Alcohol and Drug Policy 17
NCAA Banned Substances 18
Tobacco Policy 18
Attire and Appearance 19
Gambling Policy 19
Sportsmanship Policy 19
Social Networking Website Policy 20
Faculty Athletic Representative 20
Hazing/Harassment Policy 21
Equipment/Uniform Room Policies 23
Student-Athlete Advisory Committee 24
Student-Athlete Eligibility 24
Amateurism 25
Transportation Policy 25
Transferring to Another College 25
Recruit Hosting Policies 25Athletic Training Room Regulations 27
Insurance 28

Academic Calendar

Fall 2015

Monday August 31 Opening of the College meeting
Thursday September 3 Convocation Residence halls open for new students
Friday September 4 New student day of service
Saturday - Monday September 5 – 7 New student welcome weekend
Monday September 7 Residence halls open for returning students (no classes)
Tuesday September 8 Fall classes begin
Wednesday September 16 Add/drop ends
Monday September 28 September graduation date
Monday October 12 Columbus Day (no classes)
Friday October 23 Conversion of incompletes
Wednesday October 28 Mid-semester grades due
Monday November 2 Advising for Spring 2016 registration begins
Tuesday - Friday November 17 - 20 Registration for Spring 2016
Tuesday November 24 Last day for course withdrawal
Wednesday - Sunday November 25 – 29 Thanksgiving Break (no classes)
Monday November 30 Classes resume
Saturday - Sunday December 12 - 13 Reading days
Monday December 14 Last day of classes
Tuesday – Friday December 15 – 18 Final exam period
Saturday December 19 Residence halls close Final exam snow day (if needed)

Spring 2016

Saturday January 16 Residence halls open for new students
Monday January 18 Residence halls open for returning students
Tuesday January 19 Spring classes begin
Wednesday January 27 Add/drop ends
Thursday January 28 January graduation date
Monday February 15 Presidents’ Day (no classes)
Friday March 4 Conversion of incompletes
Monday – Friday March 7 – March 11 Spring Break
Wednesday March 9 Mid-semester grades due
Monday March 14 Classes resume Advising for Summer/Fall 2016 begins
Tuesday -Thursday March 29 – March 31 Registration for Summer/Fall 2016
Tuesday April 5 Inspiration Nation (no classes)
Friday April 15 Last day for course withdrawal
Monday April 18 Patriots’ Day (no classes)
Monday May 2 Last day of classes
Tuesday – Wednesday May 3 – 4 Capstone presentations / Reading days
Thursday – Wednesday May 5 – 11 Final exam period (No Saturday exams)
Wednesday May 11 Residence halls close for non-graduates and non-ushers
Thursday - Sunday May 12 – May 15 Senior activities
Monday May 16 Commencement Residence halls close for graduates and ushers

As a student-athlete at Mount Ida College it is important that you are aware of the mission of your Athletic Department, the College and the Division of Student Affairs. These missions define who we are as a community and as an athletic department:

Athletic Department Mission Statement

As integrated members of the Mount Ida College community and the National Collegiate Athletic Association Division III, the Department of Athletics provides programs that support the physical, social and emotional well being of our students while supporting the academic mission of the institution.

Mount Ida College Mission Statement

Mount Ida College blends career-relevant education with broad-based learning in the arts, sciences and humanities to prepare students to succeed in a changing world.

Division of Student Affairs Mission Statement

The Division of Student Affairs cultivates a learning environment that fosters growth and empowers students in developing a sense of exploration, connection, ownership, and pride that transforms themselves as well as the Mount Ida College community.

About the NCAA Division III

More than 170,000 student-athletes at 444 institutions make up Division III, the largest NCAA division both in number of participants and number of schools. The Division III experience offers participation in a competitive athletic environment that pushes student-athletes to excel on the field and build upon their potential by tackling new challenges across campus.

Academics are the primary focus for Division III student-athletes. The division minimizes the conflicts between athletics and academics and helps student-athletes progress toward graduation through shorter practice and playing seasons and regional competition that reduces time away from academic studies. Participants are integrated on campus and treated like all other members of the student body, keeping them focused on being a student first.

Division III Philosophy Statement

Colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students’ academic programs. They seek to establish and maintain an environment in which a student-athlete’s athletics activities are conducted as an integral part of the student-athlete’s educational experience, and in which coaches play a significant role as educators. They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff. Division III institutions:

1. Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletics program at the institution;
2. Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (e.g., students, alumni, institutional personnel) than on the general public and its entertainment needs;
3. Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;
4. Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;
5. Encourage participation by maximizing the number and variety of athletics opportunities for their students;
6. Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;
7. Assure that athletics participants are not treated differently from other members of the student body;
8. Assure that athletics programs support the institution’s educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution’s athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;
9. Assure that athletics recruitment complies with established institutional policies;
10. Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;
11. Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body;
12. Provide equitable athletics opportunities for males and females and give equal emphasis to men’s and women’s sports;
13. Support ethnic and gender diversity for all constituents;
14. Give primary emphasis to regional in-season competition and conference championships; and
15. Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

Varsity Athletics Program Goals

1. Academic Achievement
* We strive to integrate intercollegiate athletics into the Mount Ida College community so that the educational experience of the student-athlete is paramount.
* We work to minimize the conflicts between athletic and academic schedules.
* We support a student-athlete’s primary focus; to learn and achieve their educational degree.
* We believe that participation in athletics provides valuable life lessons which often translate into becoming a better student.
1. Athletic Achievement
* We strive to challenge our student-athletes to achieve their highest athletic potential possible.
* We provide an environment where the health and well being of our athletes is paramount.
* We strive for every team to achieve their highest potential as a cohesive unit.
* Student-athletes compete in a highly competitive athletics program and retain the full spectrum of college life.
* We encourage student-athletes to participate and achieve their potential on multiple athletic teams.
* We challenge our teams to schedule quality non-conference opponents and achieve their desired outcomes within their respective conference.
1. Sportsmanship
* Our student-athletes and coaches will learn the values of sportsmanship and demonstrate them both on and off the field of play.
* Fair and respectful conduct toward all participants and supporters is a core value of the NCAA Division III, the Athletic Conferences and Mount Ida College.
* Our coaches and student-athletes must understand that victory is not only achieved through the outcome of the game but also by the way we conduct ourselves on the fields of play.

Varsity Athletics Program Goals (continued)

1. Leadership and Moral Development
* We are committed to providing gender equitable treatment of both men’s and women’s programs.
* We encourage student-athletes to become campus leaders and serve as positive role-models for all students.
* We educate our student-athletes through athletic experiences that foster their leadership skills.
1. Pride
* Our varsity athletic programs strive to be a constant source of pride for all members of the Mount Ida College Community.
* We challenge all student-athletes to take personal pride in their academics, athletics and in the Mount Ida College campus.

Conference Affiliations

As members of the NCAA Division III, Mount Ida College adheres to the Division III philosophy that places highest priority on the overall quality of the educational experience and on the successful completion of all students’ academic programs.  Division III members seek to establish and maintain an environment in which a student-athlete’s athletics activities are conducted as an integral part of the student-athlete’s educational experience, and in which coaches play a significant role as educators.  They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.











Athletic Department Staff Directory

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Title | Cell | Work | Email |
| Matt Burke | Director of Athletics |  | 617-928-7201 | mburke@mountida.edu |
| Joe Campbell | Associate Director of Athletics |  | 617-928-7210 | jcampbell@mountida.edu |
| Katie Zuman | Senior Woman Administrator – Compliance & Purchasing |  | 617-928-7211 | kzuman@mountida.edu |
| Andrew Fink | Recruiting Coordinator |  | 617-928-4731 | aefink@mountida.edu |
| Mike Landers | Champs Lifeskills Coordinator |  | 617-928-4083 | mlanders@mountida.edu |
|  | Faculty Athletic Representative |  |  |  |
| Athletic Training |
| Brian Binari | Head Athletic Trainer |  | 617-928-7212 | bbinari@mountida.edu |
| Katie Annunziata | Assistant Athletic Trainer |  | 617-928-7212 | kannunziata@mountida.edu |
|  | Assistant Athletic Trainer |  |  |  |
| Leah Lipschitz | Strength & Conditioning Coach |  | 617-928-7209 | llipschitz@mountida.edu |
| Sports Information |
| Craig Kaufman | Sports Information Director |  | 617-928-7202 | ckaufman@mountida.edu |
| Greg Hagan | Assistant Sports Information Director |  | 617-928-7213 | ghagan@mountida.edu |
| Intramurals |
| Craig Martin | Intramural Director |  | 617-928-7206 | cmartin@mountida.edu |
|  | Assistant Intramural Director |  | 617-928-7213 |  |
| Equipment Room |
| Ben Davis | Equipment Manager |  | 617-928-4054 | bendavis@mountida.edu |
| Fitness Center |
| Nicole Poli | Fitness Center Manager |  | 617-928-7208 | npoli@mountida.edu |
| Football |
| Mike Landers | Head Coach |  | 617-928-4083 | mlanders@mountida.edu |
| Matt Minich | Assistant Coach |  | 617-928-4028 | mminich@mountida.edu |
| Scott Drosendahl | Assistant Coach |  | 617-928-4029 | sdrosendahl@mountida.edu |
| Jason Challeen | Assistant Coach |  | 617-928- | jchalleen@mountida.edu |
| Women’s Soccer |
| Greg Hagan | Head Coach |  | 617-928-7213 | ghagan@mountida.edu |
| Janelle Jablonski | Assistant Coach |  |  |  |
|  | Assistant Coach |  |  |  |
| Men’s Soccer |
| Joe Campbell | Head Coach |  | 617-928-7210 | jcampbell@mountida.edu |
| Alan Goggs | Assistant Coach |  |  |  |
|  | Assistant Coach |  |  |  |
| Men’s and Women’s Volleyball |
| Craig Martin | Head Coach |  | 617-928-7206 | cmartin@mountida.edu |
| Jacky Reif | Assistant Coach |  |  | jreif@mountida.edu |
|  | Assistant Coach |  |  |  |
| Men’s and Women’s Cross Country  |
| Anthony DiMaio | Head Coach |  | 617-928-4731 | adimaio@mountida.edu |
| Brian Binari | Assistant Coach |  | 617-928-7212 | bbinari@mountida.edu |
| Women’s Tennis |
| Isaac Stahl | Head Coach |  | 617-928-7237 | istahl@mountida.edu |
|  | Assistant Coach |  |  |  |
| Equestrian |
| Allegra Valberg | Head Coach |  |  |  |
|  | Assistant Coach |  |  |  |
| Cheerleading |
| Amanda Lineman | Head Coach |  |  | alineman@mountida.edu |
|  | Assistant Coach |  |  |  |
| Men’s Basketball |
| Ben Davis | Head Coach |  | 617-928-4054 | bendavis@mountida.edu |
| Kevin Seetal | Assistant Coach |  | 617-928-4589 | kseetal@mountida.edu |
| Brian Cerrone | Assistant Coach |  | 617-928-4589 | bcerone@mountida.edu |
| Women’s Basketball |
| Leah Lipschitz | Head Coach |  | 617-928-7209 | llipschitz@mountida.edu |
| Morgan Kendrew | Assistant Coach |  | 617-928-7209 | mkendrew@mountida.edu |
|  | Assistant Coach |  |  |  |
| Softball |
| Katie Zuman | Head Coach  |  | 617-928-7211 | kzuman@mountida.edu |
|  | Assistant Coach |  |  |  |
|  | Assistant Coach |  |  |  |
| Men’s Lacrosse  |
| Andrew Fink | Head Coach |  | 617-928-4731 | aefink@mountida.edu |
| Anthony DiMaio | Assistant Coach |  | 617-928-4731 | adimaio@mountida.edu |
| Mike Forgione | Assistant Coach |  |  |  |
|  | Assistant Coach |  |  |  |
| Women’s Lacrosse and Field Hockey |
| Nicole Poli | Head Coach |  | 617-928-7208 | npoli@mountida.edu |
| Liz Greeley | Assistant Coach - WLAX |  |  |  |
| Jess Paulin | Assistant Coach - FH |  |  |  |

Varsity Athletics Program Overview

The athletic department offers 16 varsity sports, 10 for women, 6 for men:

MEN WOMEN

Football Tennis
Basketball Basketball
Soccer Soccer
Volleyball Volleyball
Cross Country Cross Country
Lacrosse Lacrosse
 Cheerleading
 Equestrian
 Softball
 Field Hockey

Mount Ida College Athletic Center

The Mount Ida Athletic Center has the following facilities:

Upper Floor Brown Basement

Cardio/weight Room Offices – Football, M. Basketball, M. Lacrosse

Athletic Administration Offices Athletic Training Room

Classroom Video Room

Restrooms Locker Room

Lower Floor Shaw Hall

Gymnasium Office – SID, W. Basketball, W. Lacrosse,

Athletic Training Room and Office W. Soccer

Male/Female Locker Rooms

Visitor Team Room

Officials Locker Room

Equipment Room

Uniform Room

Other Athletic Facilities on Campus

Four outdoor tennis courts

Outdoor basketball court

Alumni for football, soccer, lacrosse and field hockey
Softball Field

Trustees Field

Academic Policies

Student-athletes attend Mount Ida College for the primary purpose of education. Nothing should interfere with this purpose. Athletics are a part of education, requiring from the student-athlete self-discipline in organizing a study schedule and work habits that will contribute to educational success, advance planning and study toward success in both academic and athletic interests.

Student’s grades should not suffer because of athletics. The college expects student-athletes to organize and discipline themselves with a personal commitment to both their educational endeavors and athletic pursuits.

**Academic Eligibility**

To be eligible to represent Mount Ida College in intercollegiate competition, a student-athlete must:

1. Be enrolled in 12 or more credit hours of college work as stated in the catalog.
2. Remain a full time student during participation throughout the entire season. Students cannot drop below 12 credits at anytime during a semester.
3. Maintain course work and satisfactory academic progress towards a baccalaureate degree.

Satisfactory Academic Progress in Four-Year Bachelor Degree Programs:

|  |  |
| --- | --- |
| After Semester | Bachelor CGPA/Credits |
| One | 1.70/10 |
| Two | 1.80/20 |
| Three | 1.90/30 |
| Four | 2.00/40 |
| Five | 2.00/50 |
| Six | 2.00/60 |
| Seven | 2.00/70 |
| Eight | 2.00/80 |
| Nine | 2.00/90 |
| Ten | 2.00/100 |

Academic Policies (continued)

**Class Attendance Policy**

It is Mount Ida College’s expectation that students attend class and that instructors organize and conduct their classes with this expectation in mind. At the beginning of each course, the instructor will distribute a written statement of his/her policies on absenteeism, attendance, warnings, requests for withdrawal, and make-up privileges. Excessive absence for any reason may lead either to failure or a low grade in a course.

Student-athletes should never use athletics as an excuse for missing class. Attendance at all academic classes is mandatory. Failure to attend classes always is reflected negatively on the team and the athletics program. Each student is expected to alert his/her professors of game schedules at the beginning of each semester and a student-athlete should never miss classes for practices.

**Student-Athlete Academic Checklist**

1. Attend all of your classes.
2. Communicate in person with your professor.
3. Bring your game and team travel schedule to your professors at the earliest opportunity and identify any conflicts that exist.
4. Work cooperatively with your professor regarding your involvement in athletics.
5. Do not miss class unnecessarily.
6. Contact your professor at the beginning of the semester when having a problem in class.
7. Use the academic resources that the college provides for you.
8. Never drop a class and fall below 12 credits.

**Academic Ineligibility**

The Director of Athletics and the Compliance Coordinator review the eligibility of all student-athletes at the beginning of each season and consistently throughout the semester. Ineligible students will be notified by the athletics office and will meet with their coaches to discuss steps for reinstatement.

**Academic Honesty**

An important component of Mount Ida College’s mission is to provide a challenging education that blends the liberal arts with professional preparation for all students who are members of the College community. Academic integrity and academic honesty are core values of our learning community. Mount Ida College students are expected to be honest in their academic endeavors at all times. Violations of the Code of Academic Honesty will result in appropriate disciplinary action.

The Code of Academic Honesty applies to all work prepared for evaluation by a course instructor. This includes, but is not limited to, homework, projects, in-class and take-home examinations, quizzes, and research papers. The Code of Academic Honesty also applies to the College’s academic records, the accuracy and integrity of which must be maintained, and to other documents including, but not limited to, tests.

Academic Policies (continued)

Students are expected to distinguish their ideas and work from those derived from other sources. Information derived from other sources includes published material, the opinions of others, and computer programs as well as material from Internet sources.

**College Catalog**

All student-athletes are subject to the policies and procedures of the College Catalog. Each athlete should take the time to read and understand these policies.

**Academic Resources**

Student-athletes are encouraged to seek assistance early in the semester when they are struggling with their coursework. While coaches and fellow student-athletes can be of some resource, the college offers the following academic resources to assist you:

Academic Success Center:

Open to all Mount Ida students, the Academic Success Center (ASC) is designed to provide the tools you need to succeed academically. We are located on the first floor of Hallden Center.  Staffed by professional and peer tutors, you will find a supportive learning environment where you can go to; work individually with tutors on a variety of subjects, such as math, science, business, and veterinary technology; Study alone or with a group; Study with a group led by a tutor; Use computers to work independently.

The Center is open daily (days and evenings) throughout the semester. Whether you are referred by a faculty member or seek assistance on your own, you may drop-in or schedule an appointment at any time. Students may schedule half an hour or hour appointments. Students can sign-up for up to two hours of tutoring per course per week.

Writing Center:

The Writing Center at Mount Ida College offers free writing tutoring to all students in all disciplines. Our tutors can help you with your writing assignments at any stage of the writing process. Students are entitled to two hours per course per week of writing tutoring.

Student-Athlete Policies

**NCAA Eligibility**

As a student-athlete you are subject to all the rules and bylaws of the National Collegiate Athletic Association. Student-athletes are responsible for their actions, their amateurism and their eligibility. Any questions in regards to NCAA bylaws should be directed to the Athletic Director.

Each student-athlete receives pre-season reviews of NCAA guidelines on a yearly basis.

**Code of Conduct**

All student-athletes are subject to a code of conduct when representing the college as an athlete:

1. All student-athletes are subject to all of the college’s policies listed in the college catalog and the student handbook.
2. Any violations of the student code of conduct or college’s policies during an athletic contest or practice will be subject to athletic department and judicial sanctions by the Office of Student Affairs.
3. Any player who engages in a fight with an opposing team member or with a member of his/her own team will be suspended for one game. For a second offense, the athlete will be suspended for the remainder of the season.
4. Unsportsmanlike behavior towards an opposing team or their fans will not be tolerated. Offenses will be referred to the Athletic Director and sanctions will be applied as needed.
5. Unsportsmanlike behavior towards an official will not be tolerated. Offenses will be referred to the Athletic Director. Flagrant unsportsmanlike behavior towards an official will result in game suspensions. The number of games is up to the discretion of the coach and the Athletic Director.
6. Residence Life will notify the Athletic Department of violations by the athlete with regard to housing, campus, or drug/drinking incidents or any other form of misconduct.
7. If any athlete is suspended from the college by the student personnel staff for any disciplinary action he/she will also be suspended from intercollegiate athletic programs.

**Alcohol and Drug Policy**

The unauthorized use of any NCAA banned substances or the abuse of alcohol by any student-athlete is prohibited unless medically required and documented by a physician. Consumption of alcohol or drugs by student-athletes is prohibited at any team function. The Department of Athletics prohibits the purchase of alcohol or other drugs to be used by any prospective student-athlete or their hosts while they are visiting the college. The Mount Ida College Student Handbook states the alcohol and drug policies for proper campus conduct. All athletes are required to adhere to these guidelines as well as all other policies in the Student Handbook and individual team policies. In any cases of infraction, the Student-Athlete is subject to College, Athletic Department and Team disciplinary actions.

NOTE: Nutritional supplements and other over-the-counter/prescription drugs may contain ingredients that are banned by the NCAA. It is the student-athlete’s responsibility to be familiar with NCAA drug policy and the Mount Ida College alcohol and drug policy within the Student College Handbook.

**NCAA Banned Substances List**

The NCAA bans the following classes of drugs:

a. Stimulants
b. Anabolic Agents
c. Alcohol and Beta Blockers (banned for rifle only)
d. Diuretics and Other Masking Agents
e. Street Drugs
f. Peptide Hormones and Analogues
g. Anti-estrogens
h. Beta-2 Agonists

The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

Check with your athletics department staff before you consume any medication or supplement.

Stimulants: amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen);  methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); etc.

Anabolic Agents: boldenone;  clenbuterol; DHEA;  nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

Diuretics (water pills) and Other Masking Agents: bumetanide;  chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

Street Drugs: heroin; marijuana; tetrahydrocannabinol (THC) – no other substances are classified as NCAA street drugs.

Peptide Hormones and Analogues: growth hormone(hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

Anti-Estrogens : anastrozole; tamoxifen; formestane; 3,17-dioxo-etiochol-1,4,6-triene(ATD), etc.

Beta-2 Agonists: bambuterol; formoterol; salbutamol; salmeterol; etc.

**Tobacco Policy**

Tobacco is an addictive drug. Nicotine can result in addiction just as with other drugs. Numerous studies have linked tobacco use to various medical problems, including a variety of cancers. The medical dangers associated with smokeless tobacco also are widespread. The NCAA has prohibited its use by all personnel during practice and competition. Players, coaches, managers, trainers, etc. observed using smokeless tobacco products before or during competition will be immediately ejected from that contest; with further sanctions as necessary by the Athletic Director.

 **Attire and Appearance**

The following is the policy concerning dress and appearance:

1. Proper attire must be worn to all athletic events representing the college. For example: jeans, cut-offs, tee shirt, tank tops, sandal type footwear are not permissible.
2. Varsity uniforms and warm-ups are to be worn for practice and game competition only: they are not to be used for ordinary wear. All uniforms and equipment must be turned into the coach within 1 week of the end of the season or the athlete is billed accordingly with additional sanctions as deemed appropriate.
3. A clean, neat, acceptable appearance must be presented, by all athletes representing the college.
4. Traveling teams must be in Mount Ida warm-ups or formal dress entering the bus and returning to campus.

 **Gambling Policy**

The Department of Athletics does not condone the participation of any student-athlete in organized gambling. In accordance with NCAA regulations, a student-athlete shall not knowingly:

1. Gamble in any way on any NCAA sponsored sport. This includes fantasy leagues and online games that involve placing money for a wager. A reminder, there is not distinction between professional or amateur sports. Wagering on an NFL game, for example, still violates NCAA policy because the NCAA sponsors football.
2. Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition.
3. Solicit a bet with respect to any intercollegiate team.
4. Accept a bet with respect to any team representing the institution.
5. Participate in any gambling activity, the subject of which involves intercollegiate or professional athletics through a bookmaker, a parlay card, or any other method.

**Sportsmanship Policy**

Mount Ida College, the NCAA and our affiliated conference promote good sportsmanship by student-athletes, coaches and spectators. In addition to proper behavioral standards expected of all Mount Ida College student-athletes, further monitoring by the coach for their respective team’s behavior must occur. Misconduct such as fighting, taunting, “trash talking”, profane and vulgar language and disrespectful attitudes towards coaches, opponents, teammates, spectators, and officials will all result in disciplinary action by the coaching staff or athletic department.

Misconduct on or off campus leading to suspension from athletics will be immediately reported by the coach to the athletic director. Mount Ida athletes should maintain ethical behaviors listed below while representing the institution during competition:

* 1. Show respect towards teammates, coaches, opponents, officials and fans.
	2. Use appropriate language.
	3. Accept victory and defeat with grace.
	4. Maintain self-control.
	5. Refuse to cheer/jeer at opponents failures.
	6. Help up a fallen opponent.
	7. Hand ball or retrieve ball for officials in a courteous manner.
	8. Refuse to be drawn into physical conflict.

**Social Networking Website Policy**

Student-athletes must be particularly cautious when it comes to the use of social networking websites. Please adhere to the following code of conduct when using social networking websites such as Facebook, Twitter, Youtube and MySpace:

* If you choose to have a profile on these websites you will be held responsible for all content on your profile.
* Do not post inappropriate pictures and/or comments.
* Do not post inappropriate pictures and/or comments that contain team-related pictures or identification of Mount Ida athletes through college-related uniforms or gear.
* Do not post pictures and/or comments that violate student-athlete and college codes of conduct.
* Remember that you are not only representing yourself but also your team, teammates and Mount Ida College.
* Student-athletes are subject to disciplinary actions for violations of this policy.
* Mount Ida College has the right to monitor these sites.

**Faculty Athletic Representative**

The FAR works to support a campus environment where athletics is maintained as a vital component of the educational program and student-athletes constitute an integral part of the student body.

Duties:

1. Report to the Mount Ida College faculty assembly and faculty senate on academic issues related to student-athletes.
2. Serve as liaison between faculty assembly and faculty senate, Office of Academic Affairs and the Department of Athletics.
3. Report to the Athletic Director and coaching staff on academic issues and concerns raised by members of the faculty.
4. Assist with the review of eligibility of all student-athletes.
5. Serve as liaison to coaches on academic performance of student-athletes and recommend academic services.
6. Attend the all-coaches meetings in August, December and April.
7. Present at all orientation/compliance sessions to all sports teams at the beginning of their respective seasons on the role of the FAR and the academic issues related to being a student-athlete.
8. Be available through office hours to student-athletes and coaches.
9. Attend 2-3 athletic events every month in a variety of sports.
10. Be knowledgeable in NCAA, conference and institutional rules governing athletic eligibility.
11. Assist in the preparation and review of any annual reports and self-study reports sent to the NCAA.
12. Be involved in any investigations of alleged NCAA rules violations.
13. Represent the College at the NCAA Convention, FAR Association national meetings, GNAC or ECFC meetings, at least once every four years.
14. Participate in search committees for senior athletics department administrators and head coaches.
15. Monitor athlete early alert program and provide assistance to athletes and coaches on academic support.
16. Attend Student-Athlete Advisory Committee (SAAC) meetings at least once per semester or to extent possible.

**Hazing/Harassment Policy**

Hazing or harassment of or by student-athletes is specifically prohibited. Hazing usually in the form of intimidation is defined as any practice, even if harmless fun, bonding, etc. whereby one part of a group is made or asked to do anything that the remaining part of the group is exempt from doing by virtue of seniority or other privileged status.

Harassment is defined as verbal or physical conduct interfering with an individual’s performance or creating an intimidation, hostile or offensive, education or living environment. Harassment includes, but is not limited to, Race, Color, Gender, Sexual Orientation, National Origin, Religion, Age, or Disability. The Athletic Department does not condone harassing behavior by athletes to others. Any athletes involved in harassment are subject to disciplinary actions as defined by the Vice President of Student Affairs and Athletic Director.

Hazing is a crime under Massachusetts law and will not be tolerated by Mount Ida College. Hazing is defined as any conduct or method of initiation into any student organization which endangers the physical or mental health of a student or any other person. If any organization is found to have engaged in hazing, the relationship between the College and the organization may be severed. In accordance with Massachusetts General Laws, Sections 17 through 19 of Chapter 269, the following apply:

“17. Hazing, organizing or participating, hazing defined

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing," as used in this section and in section eighteen and nineteen, shall mean any conduct or method or initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available, as a defense to any prosecution under this section. Added St. 1985, 536. Amended By St. 1987, c. 665.

18. Failure to report Hazing

Whoever knows that another person is the victim of hazing as defined in Section seventeen and is at the scene of such crime shall, to the extent that such crime, to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punishable by a fine of not more than one thousand dollars.

Added by St. 1985, c. 536. Amended by St. 1987, c. 665.

19. Hazing Statutes; issuance of copies to student groups

Each institution of secondary education, and each public and private institution of post-secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by such institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team, or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of the sections seventeen and eighteen to unaffiliated student group, teams, or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams, or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team, or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgment stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary shall, at least annually, file a report with the Regents of Higher Education [Board of Higher Education] and in the case of secondary institutions, the Board of Education, certifying that such institution has complied with its responsibility to inform student groups, teams, or organizations and to notify each full-time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The Board of Regents [Board of Higher Education] and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.”

Added by St. 1985, c.536. Amended by St. 1987, c.665.

**Equipment/Uniform Room Responsibilities**

Each athlete is responsible for the equipment he/she is allocated. At the time of equipment issue the athlete will be required to sign an equipment issue form assuming full responsibility for the equipment issued. The issuing of, and returning of equipment will be done on a team basis. The athlete is responsible for seeing that the Equipment Manager checks off and deletes the items on their equipment form. It will be the athlete’s sole responsibility to return all equipment (regardless of condition) to the equipment room immediately following the final competitive event of the season. The athlete will be charged for any equipment lost, stolen, or not returned.

**Equipment/Uniform Room Policy and Procedures**

1. Student-athletes are required to sign an equipment/uniform form before any equipment and/or uniforms are released through the equipment manager.
2. Student-athletes are responsible for the return of all equipment and uniforms issued or will be billed for lost items.
3. Student-athletes are responsible for dropping off and picking up game and practice uniforms from the equipment/uniform room. Mount Ida College assumes no responsibility for contents lost, stolen or damaged.

NOTE: Unreturned items shall result in a charge and other sanctions to include the inability to register for classes.

**Student-Athlete Advisory Committee**

Each coach is responsible for selecting two delegates to participate in Mount Ida College’s Student-Athlete Advisory Committee. The SAAC is an important resource for the department and team leaders are strongly encouraged to serve as delegates.

The committee and meetings are overseen by the Assistant Athletic Director.

**Student-Athlete Eligibility**

To be eligible for intercollegiate athletics a student-athlete must meet the following criteris:

1. NCAA Eligibility
* The eligibility of student-athletes is determined by the Director of Athletics and Compliance Coordinator.
* All students must meet the eligibility requirements of the NCAA, ECAC and the Department of Athletics.
* All athletes must be enrolled in a minimum of 12 credits and have met the minimum progression standards and be in good academic standing as established by the college catalog.
* All athletes must have met minimum progress requirements as defined by the college catalog.
* All transfer students must have been cleared to participate by the athletic director.
* Academic, transfer and athletic eligibility will be reviewed before, during and after each season to ensure compliance.
1. NCAA Student-Athlete Paperwork
* The NCAA requires the completion of the following forms before participation in athletics; Student-Athlete Statement, Drug Testing Consent Form, HIPAA and Buckley Amendment.
* International students will also need to complete additional paperwork.
1. Athletic Department Forms
* Participation Form
* Acknowledgement and Waiver
1. Physical Examination and Medical Forms
* Physical Exam Form
* Athletic Questionnaire
* Consent for Disclosure of Medical Information
* Health History Questionnaire
* ADHD Medical Exception Form
* Sickle Cell Trait Form

 **Amateurism**

Only amateur student-athletes are eligible for intercollegiate participation. A student-athlete shall not be eligible for participation and/or may lose their amateur status if:

1. The individual has taken pay, or has accepted the promise of pay in any form, for participation in that sport.
2. The individual uses his or her athletics skill for pay in any form in that sport.
3. Accepts a promise of pay.
4. Signs a contract or commitment of any kind to play professional athletics.
5. Receives financial assistance from a professional sports organization.
6. Subsequent to initial full-time enrollment enters into a professional draft.
7. Enters into an agreement with an agent.
8. Receives pay in any form for hours not actually worked in a job.

**Transportation Policy**

Mount Ida College adheres to a portal-to-portal policy whereby student athletes, coaches, and staff, will be transported as a group in buses or vans to and from all scheduled intercollegiate events. The Athletic Director will honor a parents request to transport their son/daughter to or from a contest, but the request must be in writing. Student-athletes cannot drive their vehicles to games. The sanction for this offense is removal of the athlete from the contest in question and the next scheduled contest.

**Transferring to Another College or University**

Students are encouraged to discuss any plans to leave the College with their coaches. An important rule to remember is that you cannot transfer out of trouble. This rule means that if you are ineligible at Mount Ida you will be ineligible at the school you transfer to.

No coach or administrator can contact you from another school unless they have permission to do so.

Student transferring to a Division III institution can download the Permission to Contact Self-Release form on the NCAA website.

Student transferring to a Division I or II institution must receive a release from the Director of Athletics at Mount Ida College before pursuing a transfer.

**Recruit Hosting Policies**

All student-athletes who assist in recruiting must strictly adhere to the following:

**I will:**

1. Conduct myself in a responsible manner at all times, as is stated in the student handbook. I will be held accountable for all actions of myself and guest throughout the recruit’s visit.
2. Represent Mount Ida College and the Athletic program in a respectful manner.
3. Never take a prospect any place where there are drugs or alcohol to include on or off campus parties and/or downtown bars..
4. Concern myself with the safety and welfare of the recruit. This includes comfort, food, sleeping quarters and staying with the prospect at all times.
5. Take prospect to academic classes, talk with the professors and fellow Mount Ida College students.
6. Be creative in planning fun, comfortable atmosphere for the recruit, i.e. Gym, Wingate Den, Carlson Courtyard, etc.
7. Discuss and plan activities with the head coach prior to all recruit visitations. The coach should be available for suggestions.
8. Call the Coach-in-Residence on duty immediately if a problem arises with a recruit. For example: The recruit insists on going off campus with friends not associated with your team; or an emergency arises with the recruit or with the student host. The issue of liability is a major concern.
9. Make sure that once on campus, the recruit and host will stay on campus; if there is an unusual circumstance that the recruit or host must leave campus and a personal vehicle is used for off campus activities, the car owner’s insurance is responsible for all coverage. In this regard, student hosts hereby agree to defend, indemnify and hold the College harmless from any and all claims, damages or other actions related to any type of automobile accident including personal injury, property damage or death.
10. Abide by the guest policies in the Student Handbook and sign all guests into Public Safety upon the guest’s arrival. If the recruit violates school policies, I will be culpable as well and written up accordingly.
11. All recruiting forms must be completed by coaches for recruits who choose to stay for overnight and handed into the Athletic Director.

All recruiting activities must be discussed with the Athletic Director prior to implementation

Athletic Training Policies

**Mission Statement**

The Mount Ida College Athletic Training Staff is committed to enhancing the quality of health care for varsity student athletes through the prevention, evaluation, management and rehabilitation of injuries and illnesses. We are committed to developing and maintaining appropriate athletic training facilities and to staff these facilities with highly qualified and motivated personnel whose foundation is built on the utmost ethical standards.

**Role Definition**

The role of the Certified Athletic Trainer is to provide for the physical well being of student-athletes by monitoring health and injury, monitoring preseason workouts and preparation, taking measures to prevent injury, providing initial first aid and injury management, evaluating injuries, and designing and supervising an effective program of rehabilitation that can facilitate the safe and expeditious return of the athlete to activity. The Certified Athletic Trainer is a highly educated and skilled professional specializing in athletic health care. In cooperation with physicians and other allied health personnel, the athletic trainer functions as an integral member of the athletic health care team in secondary schools, colleges and universities, sports medicine clinics, professional sports programs, and other athletic health care settings.

**Athletic Training Room**

The Mount Ida College athletic training room is open during the week, generally from 10:00am until 6:00pm, but is subject to change according to in season team scheduling. During special times of the year (college breaks, etc.), the athletic training room may only be open during specific times for pre-practice treatments and taping of teams that are officially practicing.

The athletic training room is open to intercollegiate athletic team members, coaches, and support staff only. Availability and accessibility to the athletic training room, team physician, and all other medical resources are based on established medical criteria (e.g., injury rates, rehabilitation). Club teams are not covered but will be treated for first aid and referred for appropriate care (Emergency Room or Health Center). Evaluations and treatments are done in the morning, unless arrangements are made in advanced due to class scheduling conflicts. Approximately one hour before afternoon practices begin, the athletic training room functions to ready in-season teams for practices. Those athletes requesting evaluations of old injuries or use of electrical modalities will be refused. Teams practicing during their non-traditional season will not be a priority and may be asked to come back the following morning.

**Athletic Training Room Regulations**

The Athletic Training Clinic is operational under the supervision of a certified athletic trainer, whether the ATC is part of the athletic training staff or hired on a per diem basis; no exceptions. Under no circumstances is the clinic to be entered and/or operational under the supervision of a coaching staff or athletic training student. The Athletic Trainer staff, Athletic Director, and Assistant Athletic Director are the only athletic departmental staff permitted to open the clinic when it is closed. Under no circumstances should a member of a coaching staff or athletic team request that Public Safety and/or the Physical Plant open the athletic training clinic.

**Athletic Training Room Rules:**

1. Sign in before treatment
2. No swearing/profanity in the Athletic Training Room
3. No cell phones in the Athletic Training Room
4. No socializing
5. No cleats in the Athletic Training Room
6. No shoes on the treatment / taping tables
7. No food or drink in the Athletic Training Room
8. No sport equipment in the Athletic Training Room
9. If you cannot make an appointment, call to cancel / reschedule before your scheduled time
10. Empty ice into cold whirlpool and throw bag away
11. Hang hydroculator pads after use
12. After practice you must shower before receiving treatments / evaluations
13. Desks and phones are off limits to student athletes
14. Ankles must be shaved before they are taped
15. Appropriate attire is required at all times
16. Clothing must be worn to enter the Athletic Training Room
17. No dip, chew or tobacco products allowed

Mount Ida College has a contract with Dr. William Mitchell at the Sports Medicine Associates for Orthopedic coverage for the Athletic Department. This includes physician coverage for home Football games, as well as a weekly clinical visit to see athletes in the athletic training room during the fall. Student-athletes wishing to see the team doctor must notify their staff athletic trainer and be evaluated by them prior to the doctor’s arrival.

**Insurance**

Mount Ida College maintains athletic insurance for all student-athletes. The benefits are comprehensive and a current benefit summary is available in the department of athletics. All insurance claims are to be completed by the player and reviewed for validity by the Athletic Trainer or Director of Athletics. All student-athletes must take into account the following:

1. Newton-Wellesley Hospital is the primary hospital for Mount Ida College. All athletes will be directed to Newton-Wellesley Hospital.
2. An athlete cut from a team, voluntarily leaves a team or is ineligible to play is not covered under athletic insurance if an injury occurs thereafter. (In addition, an athlete injured out of season is not covered under athletic insurance)
3. The athletic trainer will be responsible for making appointments with the team physician for the student-athlete.
4. The athlete must contact the athletic director and the trainer if he/she goes to the hospital following an injury and the trainer does not initially know it. If an athlete must use a taxi for transport to or from campus or to the hospital, the athlete will incur the charges or school vouchers will be used when appropriate.

NOTE: The athletic trainer must first clear athletes before seeing a physician and before receiving insurance coverage for diagnosis, treatment, or rehabilitation of an injury.