

***Texas A&M University-  
Corpus Christi***

***Department of  
Athletics***

***2009-2010  
STUDENT - ATHLETE  
HANDBOOK***

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## **SECTION 1.0 – I AM AN ISLANDER**

### **1.1 Texas A&M University – Corpus Christ Athletics Mission Statement**

**1.1.1** Texas A&M University - Corpus Christi is undergoing major changes involving expansion of its student body and program offerings. The University is committed to the pursuit of excellence in instruction, research and other forms of scholarly activity and public service.

Within this Mission, the evolving Department of Athletics will become an integral part of the institution and its education programs. The Department will develop a comprehensive program of gender balanced sports programs, operating in compliance with NCAA regulations and enjoying success at the highest level of competition while maintaining the best interests of the student-athlete and the academic integrity of the institution.

Texas A&M University - Corpus Christi is committed to the pursuit of excellence. To that end, the Department of Athletics will strive to:

1. Create an environment that affords student-athletes the opportunity to achieve their personal goals and to realize their full academic and athletic potential at Texas A&M University - Corpus Christi regardless of race, creed, color, sex, age, national origin or disability with respect to participation in the athletic program.
2. Reflect commitments to the academic success, the physical and emotional well-being, sportsmanship and to the social development of the student-athlete and to equal opportunity.
3. Provide superior athletic programs in a manner that is philosophically, financially, and competitively sound.
4. View student-athletes as an integral part of the student body.
5. Dedicate all programs to excellence based on the highest standards of integrity and to serve as a credit to the university, the community, and the state of Texas.

This Mission Statement articulates the philosophy of the Department of Athletics and reflects a clear understanding of the supportive role of athletics in the broader institutional mission.

### **1.2 Athletics Philosophy**

**1.2.1** The Texas A&M University - Corpus Christi athletics program is maintained as a vital component of the student body. The admission, academic standing and academic progress of student-athletes are consistent with the policies and standards adopted by the University for the student-body in general. Student-athletes are provided an educational environment conducive to the development of the whole person - intellectually, socially, spiritually, physically, and morally. The student-athletes are provided an opportunity and encouraged to progress toward the degree of their choice and have the opportunity to develop their athletic abilities in an environment consistent with high standards of scholarship, sportsmanship, leadership, and institutional loyalty.

#### **1.2.2 Further it is recognized that a positive, well-run intercollegiate athletic program:**

1. Is an important part of a well-rounded University dedicated to the service of a broad range of student, faculty, and public interests;

2. Can and should develop character, maturity, and a sense of fair play as well as athletic excellence and physical vigor;
3. Shall be conducted in a manner designed to protect and enhance the physical and educational welfare of student-athletes;
4. Recognizes student-athletes as amateurs where their participation should be motivated primarily by education and by the physical, mental and social benefits to be derived;
5. Understands that student participation in intercollegiate athletics is an avocation, and student-athletes should be protected from exploitation by professional and commercial enterprises;
6. Is important in engaging community support for the institution at the legislative, state, and local levels;
7. Fosters pride in the University among faculty, students, and citizens of Texas and the Nation;
8. Generates revenues to support, at least in part, intercollegiate teams and athletes in those sports that are not financially self-maintaining;
9. Abides by the letter and the spirit of the law requiring nondiscrimination on the basis of sex, race, creed, or national origin and practices this to its fullest in its hiring and recruitment practices for staff personnel and coaches, thus always maintaining a diverse and gender balanced group of athletes and staff

### **1.3 Athletics Objectives**

#### **1.3.1 Among the objectives of the Intercollegiate Athletics Program are the following:**

1. To encourage scholarship, sportsmanship, fair play, and a sense of responsibility among all athletes, students, faculty members, staff members, and spectators at athletic events;
2. To have the University represented by men and women whose conduct reflects credit on the institution and who are making satisfactory progress in degree programs and to provide appropriate academic counseling, advisement, and support;
3. To field disciplined and competitive athletes and teams recruited, coached, and supported by skilled people who are dedicated to the observation of the spirit, as well as the letter, of all the applicable rules;
4. To schedule appropriate competitions for the athletes and teams; while remembering that student-athletes are students first and should miss as little class time as possible due to competition and travel;
5. To have the University's Department of Athletics recognized as a leader among ethical, nondiscriminatory, and well-managed departments by avoiding the appearance as well as the fact of impropriety and by producing programs characterized above all by excellence;
6. To provide a superior Athletic Training Center and medical support for all intercollegiate athletes;
7. To develop and maintain intercollegiate athletics facilities befitting a major university in order to accommodate the athletic and recreational needs of a diverse student body and faculty;
8. To work together with other institutions in an effort to improve intercollegiate athletics at both the local and national level.

### **1.4 Varsity Teams at Texas A&M University - Corpus Christi**

Men's Baseball  
Men's Basketball  
Women's Basketball  
Men's Cross Country  
Women's Cross Country  
Women's Golf  
Women's Softball

Men's Tennis  
Women's Tennis  
Men's Indoor Track and Field  
Women's Indoor Track and Field  
Men's Outdoor Track and Field  
Women's Outdoor Track and Field  
Women's Volleyball

## **1.5 The Texas A&M University - Corpus Christi - Student-Athlete Advisory Committee Constitution**

### **1.5.1 Mission Statement**

The mission of the Texas A&M University - Corpus Christi Student-Athlete Advisory Committee (SAAC) is to enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare, and fostering a positive student-athlete image.

### **1.5.2 Purpose**

- Promote communication between Athletics administration and student-athletes
- Disseminate information
- Provide feedback and insight into Department of Athletics issues
- Generate a student-athlete voice regarding formulation of athletic policies
- Build community within Islander Athletics involving all athletic teams
- Solicit student-athlete responses to proposed NCAA legislation
- Organize community service efforts
- Create a vehicle for student-athlete representation on campus-wide committees (e.g., student government)
- Promote a positive student-athlete image on campus

### **1.5.3 Composition**

Student-Athlete Advisory Committee membership shall include:

- Two student-athletes from each Varsity sport.
- Assistant Athletic Director (ex. Officio – primary liaison)
- Director of Athletics (ex. Officio)
- Senior Woman Administrator (ex. Officio)

### **1.5.4 Selection of Members**

Student-Athlete Advisory Committee members are selected on an annual basis by the members of their respective teams. Coaches may recommend candidates or veto the team's selection if the coach does not feel that the selection is in the best interest of the team or in the case of an at-risk student if serving may impact negatively on the student-athlete's time.

Terms are for one academic year but individuals may serve for multiple years if re-elected. Student-athletes may not serve in the year or years following completion of eligibility. The Chair should not be a freshman.

### **1.5.5 Responsibilities of Members**

- Attend all meetings.
- Distribute minutes to team members, discuss SAAC agendas and issues with team members and bring non-team specific issues to the attention of the SAAC.
- Serve on SAAC subcommittees if selected
- Serve as a positive representative of your team to the Department of Athletics, the University and the Community.

### **1.5.6 Executive Board**

The SAAC members shall elect an Executive Board consisting of

- Chair
- Vice Chair/Chair-elect
- Secretary/Treasurer

### **1.5.7 Responsibilities of the Executive Board**

#### **1.5.7.1 Chair**

- Presides over meetings.
- Serves as SAAC liaison to the Department of Athletics.
- Shall represent the Texas A&M University – Corpus Christi SAAC at any applicable conference or NCAA meetings.
- Perform such duties as are incidental to the office.

#### **1.5.7.2 Vice Chair/Chair Elect**

- Presides over meetings when the Chair is absent.
- Exercises all the functions of the office of President in the absence of the President.
- Performs such duties as are incidental to the office.

#### **1.5.7.3 Secretary/Treasurer**

- Keeps and distributes written minutes of all Texas A&M University – Corpus Christi SAAC meetings.
- Performs such duties as are incidental to the office.

The Executive Board shall be charged with

- Creation of SAAC Constitution/Bylaws
- Identification of mission, purpose, and goals of SAAC
- Creation of SAAC Subcommittees

### **1.5.8 Meetings**

The SAAC meets in person twice monthly, unless otherwise indicated by schedule. The committee may also meet and communicate via email and phone if necessary between meetings. Minutes shall be distributed to each team, the Athletics Administrative Staff, and to the Faculty Athletics Representative.

## **1.6 Islander Athletics Directory**

### 1.6.1 Athletic Administration

Aelvoet, Debby	Business Support Specialist	825-3211
Ames, Aaron	Director of Athletic Media Relations	825-3410
Baker, Jennifer	Director, CAAS	825-5573
Billman, Christi	Marketing Coordinator	825-2521
Bohling, Mark	Asst. Athletic Director – Operations/Facilities	825-3280
Brown, Joshua	Asst. Director of Athletic Media Relations	825-3411
Cavada, Alamar	Director of Marketing	825-6918
Ellena, Julia	Assistant Athletic Trainer	825-3072
Friday, Swint	Faculty Athletic Representative	825-2498
Haas, Arthur	Associate Athletic Director - Development	825-3237
Hilker, Jerry	Head Athletic Trainer	825-2035
Huffman, Dan	Associate Athletic Trainer	825-2207
Karpanty, Dan	Ticket Manager	825-2255
Lazenby, Scott	Associate Athletic Director of Compliance	825-2843
McCauley, Kayleigh	Scholastic Coordinator - CAAS	825-2104
Paluseo, Jeff	Head Strength/Conditioning Coach	825-2558
Parr, David	Operations Manager	825-2747
Pollnow, Justin	Compliance Coordinator	825-2858
Posaski, Ed	Asst. Athletic Director	825-5540
Street, Scott	Interim, Director of Athletics	825-5541
Wilson, Bailey	Sr. Scholastic Coordinator - CAAS	825-2782

### 1.6.2 Islander Coaching Staff

Blackmar, Carol	Head Coach – Women’s Golf	825-5613
Bungard, Randy	<del>Assistant</del> <u>Head</u> Coach - M/W Track	825-3443
Clark, Perry	Head Coach - Men’s Basketball	825-2381
Dowell, Kim	Assistant Coach - Women’s Basketball	825-2319
Figueiredo, Goncalo	Associate Head Coach – Tennis	425-1546
Flanagan, Shawn	<del>Head Coach</del> <u>Director</u> - M/W X-Country/ Track	825-3212
Flores, Teresa	Assistant Coach - Softball	825-3412
Garrett, Billy	Associate Head Coach - Men’s Basketball	825-3250
Grawn, Geoff	Assistant Coach - Women’s Basketball	825-3691
Graystone, Tony	Head Coach - Volleyball	825-3232
Holland, Jason	Associate Head Coach – Tennis	510-1953
Malone, Scott	Head Coach - Baseball	825-3413
Merritt, Brian	Assistant Coach - Men’s Basketball	825-3414
Miller, Rusty	Assistant Coach - Baseball	825-3720
Moore, Steve	Director of Tennis	425-1546
Norris, Kevin	Assistant Coach - Men’s Basketball	825-3417
Potts, Kendra	Assistant Coach - Volleyball	
Ramirez, Chris	Assistant Coach - Baseball	446-9599
Riggleman, Shana	Assistant Coach - Softball	825-3412
Robinson, Rob	Head Coach - Women’s Basketball	825-3145
Roof, Debra	Associate Head Coach - Women’s Basketball	825-3251
Schumann, Jake	Head Coach - Softball	825-3253
Townsend, Rachel	Assistant Coach – Softball	825-3412

## **1.7 Website Reference List for Student Athletics**

### **Freshman and Transfer Eligibility Information**

NCAA Eligibility Center

<https://web1.ncaa.org/eligibilitycenter/common/index.html>

### **Amateurism Information**

Information on Sports Agents

<http://www.ncaa.org/wps/ncaa?ContentID=429>

### **Amateurism Information Overview Chart**

<http://www.ncaa.org/wps/ncaa?ContentID=405>

### **Drug Information**

National Center for Drug Free Sport Web site

<http://www.drugfreesport.com/>

NCAA Drug Testing Program

<http://www.ncaa.org/wps/ncaa?ContentID=282>

### **Gambling/Sports Wagering Information**

<http://www.ncaa.org/wps/ncaa?ContentID=274>

### **NCAA Site**

<http://www.ncaa.org>

## **SECTION 2.0 - ATHLETICS POLICIES**

### **2.1 Student-Athlete Code of Conduct**

**2.1.1** Pursuant to approval by the Director of Athletics, each head coach is expected to establish and publish rules and regulations regarding the general conduct of student-athletes in his or her charge. These rules and regulations will cover appearance, practice, classroom attendance, academic responsibility, punctuality, dress code and appearance of student-athletes on team trips, and general standards of behavior. It is a policy of the Department of Athletics that each coach makes clear to the student-athletes in his or her charge the acceptable standards of behavior and conduct for student-athletes that are expected. Each coach also will make clear that appropriate disciplinary action will be enforced by the coaches when these standards are not observed.

It is the responsibility of the coach that student-athletes realize their responsibilities. A student-athlete must realize and understand that he or she is an amateur athlete and that financial aid has strict limitations as governed by the University and appropriate conference and/or association (NCAA). The student-athlete also must realize that as an athlete representing an intercollegiate sport, he or she is much more in the "limelight" than the average student. It is important that the student-athlete has a sense of responsibility to represent his or her sport in the classroom and on the campus in a manner that will reflect credit on athletes in general and certainly on his or her team in particular.

The head coach in conjunction with the Compliance Office must brief his or her squad on university, conference (if applicable), and association rules and regulations prior to practice or on the first day of practice. It is required that summaries of these rules be furnished to student-athletes in writing through the Student-Athlete Handbook to prevent misunderstandings.

#### **2.1.2 Policy Regarding Good Sportsmanship**

One of your responsibilities as a student-athlete is to always display good sportsmanship in practice and at all athletic events. Don't enter a competition worried about your opponent's performance. Enter a competition with the idea of giving your best performance. Compete hard but play fair. Treat your fellow competitors equally and with respect. Don't make excuses or discuss a teammate's shortcomings. Support team efforts by encouraging team work and mutual effort. Enter each competition expecting fairness.

When you attend other athletic events, remember that you are expected to demonstrate good sportsmanship there as well.

The Department of Athletics expects sportsmanlike conduct of its student-athletes and will not tolerate any of the following behaviors:

- Physically abusing an official, coach, athlete, opponent or spectator
- Throwing of objects at an individual, spectators, or across a field or arena
- Seizing equipment or cameras from officials or the news media
- Inciting players or spectators to violent action or any behavior which insults or defiles and opponent's traditions.
- Encouraging Texas A& M University – Corpus Christi fans to “boo” an opposing team when introductions are made
- Using obscene or inappropriate language or gestures to officials, opponents, team members or spectators
- Making public statements which are negative, controversial, or not in compliance with the Department's policy on media relations (see Sports Information...section in this handbook)

- Violating generally recognized intercollegiate athletics standards or the values and standards associated with Texas A&M University - Corpus Christi as determined by your Head Coach and approved by the Director of Athletics

Your coach may have more specific expectations concerning behavior, dress or sportsmanship. If so, he or she will inform you of these.

Support your coach and your University and concentrate on playing well. Good sportsmanship comes easily if you are proud of your performance.

### **2.1.3 Social Networking Sites**

Texas A&M University Corpus Christi Department of Athletics does not place any restrictions on a student-athlete's use of Social Networking Sites, such as Facebook and/or MySpace. However, student athletes, are representatives of Texas A&M University – Corpus Christi, and therefore, always in the public eye and should do nothing to embarrass themselves or Texas A&M University – Corpus Christi.

Student athletes should be aware that these sites ARE NOT private and that any information, pictures or comments that are posted on these sites have the potential to be viewed by the public at large. In addition, student-athletes should be aware that NCAA ethical conduct standards apply to any information that is submitted electronically and/or posted on these sites.

Student athletes should refrain from posting your home address, local address, phone number(s), birth date or other personal information. You could be opening yourself up to Internet predators.

At the request of a coach or administrator the student-athlete must allow immediate access to any social networking site of which they are a member. Coaches and/or athletic administrators will be responsible for monitoring these social networking sites for inappropriate material posted by student athletes.

Any inappropriate material or comments found posted on the internet that are in violation of the standards or philosophies of Texas A&M University Corpus Christi, the Department of Athletics or the NCAA may result in disciplinary action and possible termination from the team.

## **2.2 Student Grievance Policies**

### **2.2.1 Rules and Regulations**

Students at Texas A&M University-Corpus Christi are expected to comply with the rules and regulations of the University. The *University Catalog* is the primary source of information on academic rules. The *Student Handbook* and the *Code of Conduct* provide all the pertinent information regarding a student's Rights and Responsibilities and Rules and Regulations. This information is available on the University Web site under Student Services.

**NOTE:** *This grievance procedure does not cover grievances related to financial aid or harassment. All financial aid issues are handled by the Financial Aid Office. Details of the student-athlete financial aid grievance policy can be found in the Financial Aid section. All harassment issues are addressed in University Rule 34.01.99.C1: Harassment, which is posted on the University Rules Web site located at: [http://www.tamucc.edu/provost/faculty\\_handbook/section%202/245.pdf](http://www.tamucc.edu/provost/faculty_handbook/section%202/245.pdf)*

### **2.2.2 Grievance Procedures within the Department of Athletics**

The Texas A&M University - Corpus Christi Department of Athletics recognizes the importance of providing an efficient procedure for a timely and fair resolution of any non-academic grievance which occurs within the Department of Athletics. It is the expectation of the Department that every attempt be made to resolve any complaints or grievances via informal procedures before filing a formal grievance. However, if a satisfactory resolution of the problem proves impossible through the informal mechanism, the student-athlete may chose to use the formal grievance procedures. The Grievance Procedures are meant to resolve matters affecting the student-athlete's performance or participation in or eligibility for participation in the University's athletic programs; i.e., (1) complaint involving an athletic team, coach or employee of the Department of Athletics, (2)

athletic administrative policies or procedures, (3) dismissal/suspension from a team.

### **INFORMAL PROCEDURES**

Any student-athlete with a complaint or grievance involving an athletic team, coach, department official, or policy should discuss and attempt to resolve the complaint or grievance with the person(s) involved. All persons involved in the process should make every attempt to resolve the problems as promptly as possible. In the event that a satisfactory resolution cannot be reached by the parties involved, the following actions may be taken by the grievant.

1. The grievant may consult informally and confidentially with the Associate Athletic Director for Compliance. With the aid of the Associate Athletic Director for Compliance, the grievant may attempt to identify other approaches to resolving the problem. After consultation, the grievant should make an additional attempt to resolve the problem with the person(s) involved.
2. If no satisfactory resolution of the complaint or grievance can be achieved, the grievant may request that the Associate Athletic Director for Compliance call together the persons involved in an attempt to facilitate an informal resolution.
3. The Associate Athletic Director for Compliance may schedule a meeting with the grievant in a final attempt to resolve the problem informally. The Associate Athletic Director for Compliance may also wish to contact the person(s) about whom the complaint is being lodged.
4. If a meeting among those involved is not feasible or if the parties are unable to resolve the complaint or grievance to their satisfaction, the grievant may use the formal grievance procedure.

**NOTE:** The grievant is required to employ the informal procedure prior to taking formal action.

### **FORMAL PROCEDURE**

Should the grievant wish to employ formal means to resolve a complaint or grievance, the following actions should be taken:

1. The grievant should notify the Director of Athletics of his/her grievance in writing, outlining the complaints, the persons involved and any other pertinent information.
2. The Director of Athletics should conduct a preliminary interview with the grievant. The Director may also wish to contact the person(s) about whom the complaint is being lodged.
3. The Director shall conduct a formal meeting involving the grievant, the person(s) about whom the complaint is made and any other relevant parties. Each party may also be accompanied by an advisor.
4. Within a reasonable time period after the formal meeting, the Athletic Director shall notify the grievant, in writing, of the decision.

### **FORMAL APPEAL**

Should the grievant be unsatisfied with the decision of the Athletic Director and only if substantial new facts have been discovered that were unavailable at the time of the initial formal meeting, he or she may take the following steps:

1. Within 14 days after receipt of a written decision, the grievant should notify the Faculty Athletics Representative, in writing that he or she wishes to appeal the decision and notify the Faculty Athletics Representative of substantial new facts which were unavailable at the time of the meeting.
2. After receiving the request for appeal, the Faculty Athletics Representative shall conduct a formal meeting to hear the appeal.

Within a reasonable time period after the meeting, the Faculty Athletics Representative shall review the appeal with the Director of Athletics at which time a final decision shall be made and the grievant will be notified of the final decision in writing within 10 days.

## 3.0 ACADEMIC RESOURCES

### 3.1 Academic Integrity Principle

Any instance of academic dishonesty may subject a student–athlete to disciplinary action, up to and including, separation from athletics or the university. Fundamental to the principle of independent learning is the requirement of honesty and integrity in the performance of academic assignments, both in the classroom and outside. Students who submit work that is not their own or who commit other acts of academic dishonesty may forfeit the opportunity to continue at Texas A& M University – Corpus Christi as an athlete or a student. The Department of Athletics depends on the willingness of students, individually and collectively, to maintain and perpetuate standards of academic honesty. Each Islander student accepts the responsibility to be honorable in the student’s own academic affairs, as well as to support the Principle as it applies to others.

#### 3.1.1 Academic Dishonesty Disciplinary Policy

Texas A&M University Corpus Christi’s policy regarding Academic Misconduct, including definitions, can be found in the Student Code of Conduct.

In addition, Student Athletes are advised to review the University Rules and Procedures regarding Academic Misconduct (13.02.99.C3.01 Procedure for Academic Misconduct Cases Approved June 2, 2008)

Any student-athlete that is accused of and admits to or is convicted of violating Texas A&M University Corpus Christi’s academic dishonesty policy will be subject to the following:

- 1) 1<sup>st</sup> offense will result in a one game suspension (the next scheduled game or scheduled start). If the event occurs during the student’s non-competition semester, the suspension may be administered in the following semester.
- 2) 2<sup>nd</sup> offense will result in additional disciplinary action to be determined by the Athletic Director, Faculty Athletic Representative, and Director of Athletic Academic Services.

Athletic Department disciplinary action is in addition to any University level action that may be taken in accordance with the University’s statement on Academic Integrity and Dishonesty.

### 3.2 Registration

#### 3.2.1 S.A.I.L. Phone & Web Registration • Office of Admissions & Records • Student Services Center (Round Building) • 825-7245 □ [www.tamucc.edu/~admiss/sailweb/index.html](http://www.tamucc.edu/~admiss/sailweb/index.html)

All student-athletes are eligible for priority registration and may register on-line on the first day of registration for each term if they have completed required academic advising and have no other holds placed on their records.

Student-athletes register for classes through the normal processes. Student-athletes will have a hold placed on his/her records which will not permit them to register for classes without the required academic advising and will not permit them to drop or add courses after initial registration without the written approval of the a Scholastic Coordinator and the Financial Aid office. Once registered, student-athletes may not drop or add classes through the phone or web.

#### 3.2.2 Withdrawing from classes

No student-athlete should have his/her academic future endangered by having to remain in a potential high-risk academic situation. Therefore, student-athletes may drop classes during the University approved drop period, even if such action jeopardizes his/her immediate or future athletic eligibility to compete and/or receive financial aid. This only applies if that student-athlete is abiding by all academic policies. **No student-athlete should take such action without being fully aware of the**

**consequences.** Therefore, student-athletes wanting to drop a class must follow the following procedures:

- A hold is placed on all student-athletes registration so that they may not drop courses without written permission from the CAAS and Financial Aid Departments.
- The student-athlete who wishes to drop a course first meets with the instructor and then their scholastic coordinator.
- The coordinator explains the potential consequences of dropping the class. If dropping the course will affect the student's eligibility (full-time enrollment, progress toward degree, or graduation), the student and their scholastic coordinator will meet with the coach and the compliance coordinator.
- If the student-athlete still wishes to drop the class he/she completes the Drop Form which must be signed by the Scholastic Coordinator. If the drop will affect the student's eligibility the compliance coordinator and the coach must also sign the form.
- The Scholastic Coordinator will submit the form to the Records Office to complete the drop and maintain all applicable forms in the student's file.
- The compliance coordinator checks the student-athlete's enrollment status on-line.
- If the student-athlete drops below full-time status (12 units), all applicable NCAA rules will be enforced, and the student-athlete will be held out of practice and competition. Cancellation of Financial Aid is permitted at this time but will be handled on a case by case basis.

If the drop will require subsequent summer school enrollment to maintain eligibility, student-athletes not considered academic high risk might not be eligible for summer school financial aid.

### **3.3 Academic Support**

#### **3.3.1 Academic Advising – Department of Athletics**

It is Center for Athletic Academic Services' policy that student athletes receive academic advising through their department/college assigned academic advisor. The assigned academic advisor will advise students regarding degree plan requirements and graduation requirements. CAAS staff may supplement this advising, but will not supplant it. Each head coach will be ultimately responsible for the academic progress of each student-athlete involved in his/her program. Semester grades indicate academic progress and are available through a printout of all athletes enrolled.

The Center for Athletic Academic Services (CAAS) and the Compliance Office will continually work with academic departments via the Registrar to keep the advisors current on NCAA regulations and requirements. Coaches and athletes should contact the CAAS office at any time if they feel there may be some question about the advice a student-athlete has received. A student-athlete's opportunity to participate should not be compromised due to ignorance of NCAA academic eligibility standards.

#### **3.3.2 Progress Reports**

The Center for Athletic Academic Services requests progress reports twice per semester on all student-athletes. This information is shared with the head coaches and the student-athletes. Student-athletes are encouraged to take advantage of academic resources early in the semester so that little problems do not become big problems.

#### **3.3.3 Tutoring**

In addition to tutoring services available through the Tutoring and Learning Center, the Center for Athletic Academic Services is able to provide a limited number of subject tutors. These tutors are available for a limited number of classes and must be scheduled in advance. If a student-athlete is struggling in a class and would like to receive additional tutoring assistance, he/she should meet with their Scholastic Coordinator to determine the best course of action and to see if a subject tutor is available.

The assistance of a tutor provided through the CAAS office is a privilege, NOT a guarantee. Student-athletes should make every attempt to find additional assistance and be aware that the CAAS office may not be able to provide additional tutoring.

### **3.3.4 Study Hall – Department of Athletics**

Supervised study hall is provided as an academic resource to all student athletes. It is designed to assist students with time management and provide assistance when necessary. All students new to TAMUCC whether they are first time freshmen or transfer students are required to attend mandatory study hall for 8 hours a week. In addition all returning students with a cumulative GPA below 2.5 are required to attend 8 hours of study hall. Continuing students with a GPA between 2.5 & 3.0 are required to complete 5 hours of study hall each week. All continuing students that have a GPA above 3.0 are excused from study hall. Study hall hours will be determined by the cumulative GPA. Please note that individual coaching staffs have the right to assign study hall hours in excess of the requirements of the Department of Athletics. Students are required to complete their study hall hours even if they drop below 12 hours and are no longer eligible to compete.

### **3.3.5 Study Hall Hours (Subject to Change)**

Sunday: 4:00pm – 8:00pm  
Mon – Thurs: 8:00am – 8:00pm  
Friday: 8:00am – 3:00pm

Study hall will be open the first day of classes each semester. The CAAS office will begin logging study hall hours the Sunday before the first full week of classes each semester. A study hall week runs from Sunday – Friday.

During a student-athlete's competition semester, a maximum of 50% of their required study hall hours may be obtained while they are traveling. The other 50% MUST be obtained during on campus study hall hours.

Student-Athletes may receive credit for study hall hours by attending CAAS approved events; meeting with a CAAS approved tutor or learning assistant, or attending a tutoring session at the Tutoring and Learning Center. All hours must be formally logged through the CAAS Office.

Student-Athletes must be in study hall for a minimum of 30 minutes to receive any credit toward study hall hours.

If a student violates any of the study hall guidelines (as posted in the study hall rooms) he/she may be subject to removal from study hall. In addition, if a CAAS staff member is aware that a guideline is being violated, that student may be manually "signed out" of study hall without their knowledge.

## **3.4 Academic Advising**

All student-athletes are required to meet with their academic advisor prior to registration each semester. Student-athletes who fail to meet this requirement prior to their opportunity to register (priority registration) will be unable to register for classes until they have done so and will forfeit their priority status. Student-athletes should be aware that scheduling meetings with an academic advisor may often times require advanced notice.

Academic advising centers are housed in each of the five colleges and staffed by full-time academic advisors. Undeclared/exploratory students are advised through the Academic Advising Transition Center. Full-time academic advisors are available to assist students with their educational plans, course selections, degree requirements and other academic transactions. Student-athletes should be aware that academic advisors are there to advise all students, and advisors may or may not be experts on NCAA academic eligibility issues. If there are questions about NCAA eligibility, the student-athlete should check with the Director of the Center for Athletic Academic Services or a Scholastic Coordinator.

## **3.5 Academic Deficiencies**

### **3.5.1 Scholastic Probation and Removal from Probation**

An undergraduate student whose cumulative Texas A&M University - Corpus Christi grade point average (GPA) falls below 2.0 on academic work done at the University is placed on scholastic probation. A student is removed from scholastic probation after completing a semester or summer term at Texas A&M University - Corpus Christi during which a cumulative grade point average of 2.0 or greater is achieved. This policy applies to all Texas A&M University undergraduate students.

### **3.5.2 Suspension**

A student who is on scholastic probation and who fails to make a minimum GPA of 2.0 for any semester or term is placed on academic suspension. A student suspended for the first time may not enroll at the University for the next long-session semester (fall or spring) and any intervening summer session. A student suspended for the second time will be suspended for one year. After a first or second suspension, a student may re-enroll on probationary status. The student must achieve a minimum GPA of 2.0 for that and all subsequent semesters and terms until a minimum cumulative GPA of 2.0 is attained. A student who does not attain this GPA is placed on suspension again. Under extraordinary circumstances, academic suspension may be appealed to the student's academic dean.

### **3.5.3 Dismissal**

A third suspension results in dismissal from the University. In most cases, a student who is dismissed because of three suspensions will not be readmitted to the University. The student may, however, petition for a review of the case after a period of two calendar years. Information on procedures may be obtained from the Registrar. Readmission is permitted only in exceptional circumstances and if authorized by the dean of the college to which admission is sought. If the student does not attain the required GPA (as described above) after such readmittance, the student is dismissed and may not petition for readmission for a period of a minimum of five calendar years.

## **3.6 Computer Labs**

### **Athletics, Library, Corpus Christi Hall and Center for Instruction 825-2692**

If a student needs a place to write his or her paper or just check e-mail, the student should visit one of the four computer labs on campus. They will help the student obtain a Novell account to access the computer system. The University also provides e-mail accounts for all students, this account is mandatory for official communication between all university students, departments, faculty and staff. Students should contact the lab office in each area to find out how to access these services. Some of the labs have scanners, and all have printers. The computer lab rules and regulations are posted at: <http://labs.tamucc.edu/>.

## **3.7 NCAA CHAMPS/Life skills Program**

“Challenging Student-Athletes Minds for Personal Success”

The mission of the NCAA is to maintain intercollegiate athletics as an integral part of the campus educational program and the student-athlete as an integral part of the student-body.

With this in mind the Texas A& M University – Corpus Christi Department of Athletics has embraced the mission of the NCAA CHAMPS/Life-skills Program and has developed services and programs that are focused on enhancing the quality of the student-athlete experience within the University setting.

Specifically, the program is aimed at addressing the student-athlete as a “whole person”, not just as a student or just as an athlete.

## **3.8 Department of Athletics Missed Class Policy**

### **3.8.1 Class Attendance**

Class attendance is paramount for academic success. Therefore, class attendance is mandatory for all student-athletes. Students are expected to attend all classes and lab meetings. Absences are only excused for official athletic competition. Student-athletes may not be excused from regularly scheduled classes for practices (except while on trips), media interviews, public service, medical treatment, or film review. Exceptions to this

rule may only be made by the Director of Athletics in unusual circumstances (e.g., attendance at a National Awards ceremony, medical emergency).

Student-athletes will receive a travel excuse letter from the Center of Athletic Academic Services prior to their first competition. Students will be required to give one copy of the letter to each of their professors/lab TAs and must return a signed copy verifying receipt to the CAAS office. Any student who does not return the travel excuse letter will not be allowed to travel with the team until the form is returned.

### **3.8.2 Sports Scheduling Guidelines**

Head Coaches are responsible for scheduling contests in their respective sports. Schedules are to be submitted no later than June 15 (Fall Sports), August 15 (Winter Sports) and November 15 (Spring Sports). Proposed schedules will be reviewed for NCAA minimum/maximum requirements, missed class time, cost and mode of transportation. All competition schedules are subject to approval by the Director of Athletics.

Coaches shall schedule in such a way that the impact on student-athletes' coursework is kept to a minimum. Non-conference or non-championship contests that require travel during the first or last week of classes or during final exams may only be scheduled with the advance approval of the Director of Athletics. Such exceptions will be reported to the Intercollegiate Athletics Council.

- **Missed Classes**  
Coaches should make every effort to avoid scheduling contests or travel that conflict with class dates.
- **Contest Venues**  
There should be a balance between Home and Away contests.
- **Competitive Scope**  
Schedules should continue to include both national and regional competition.
- **Final Exam Considerations**  
Road trips should be avoided during the first and last week of classes and during final exams. Home contests should be avoided during final exam week and during the two days prior to final exam week. Every effort shall be made to minimize conflicts or time spent on athletics during the mid-term exam period.

The Head Coach, Associate Athletic Director for Compliance, and Director of Athletic Academic Services must monitor that student-athletes keep their instructors informed regarding their competition and travel schedules as well as any arrangements that must be made for additional tutoring, proctoring of exams or alternate testing.

Twice per semester, the Center for Athletic Academic Services requests that instructors report the academic progress of student-athletes and their attendance in regularly scheduled classes. Information regarding athletics related excused absences as well as non-excused absences are used by the coaches and administrative staff and reported in summary form to the IAC. Annually, the Associate Athletic Director of Compliance will present data regarding missed class time per sport per semester in conjunction with the grades accrued by the student-athletes of the respective sports. This report will cover missed class time for the previous academic year and will be submitted to the IAC no later than April 15. Based on information from this report, the IAC will make any recommendations, if necessary, to the president.

### **3.9 Text Book Rental Program**

Student-athletes on a book scholarship will be allowed to rent books from the Texas A&M University Corpus Christi Bookstore for a fixed price that will be paid by the Department of Athletics. Student-athletes will only be provided with books or other materials that are required by the professor of record. Other course materials, including recommended readings, will be the responsibility of the student-athlete. These books will be provided to the student-athlete on a per semester rental basis and ARE NOT the property of the Student-Athlete.

#### **3.9.1 Pick-Up Procedures**

All student athletes will be required to pick up their books prior to the first day of class. Student athletes will be given a designated time and location to pick up their books. Any student athlete that does not pick up their books at the designated time will need to schedule an alternate time with a scholastic coordinator or bookstore employee to pick up their books.

#### **3.9.2 Change in Schedule or Dropped Class procedures**

If a student athlete changes their schedule after they have already received their book rentals, they will need to immediately meet with their sport specific scholastic coordinator to make any necessary adjustments to their book rentals. If a student athlete drops a course during the semester they must immediately return all books associated with the dropped class to their sport specific scholastic coordinator. Failure to do so may result in a hold being placed on your registration account.

#### **3.9.3 Book Return Procedures**

Student athletes will be required to return ALL their rental books/materials at the end of the each semester. Students will be given a specific time/location when book returns will take place. If a student-athlete does not return a book or materials that were lent to them, they will be charged for the full amount of the books/materials. If a book or class material is lost or stolen during the course of the semester, the student athlete must present a copy of the police report.

## 4.0 Accountability Policy

The Center for Athletic Academic Services is committed to the academic success of student athletes. Because student athletes must miss class due to athletic obligations, it is imperative that they take full advantage of the resources provided by the CAAS Office and are held accountable for their academic performance. Each head coach plays a crucial role in ensuring that their student athletes are performing academically. The accountability policy ensures that student athletes know their academic responsibilities and are meeting their obligations.

### 4.1 Point Procedure

The Accountability policy is based on a point system. Each student athlete begins the semester at one hundred (100) and will receive one deduction for each missed academic obligation throughout the semester. Missed obligations include (but are not limited to):

- \*each missed class,
- \*tutorial session,
- \*session with a learning assistant,
- \*meeting with faculty member, professor, academic advisor, or other University personal
- \*or a meeting with CAAS employee.

Being more than 10 minutes late to a class and/or meeting constitutes an absence and will result in a deduction (even if the student athlete arrives after that). Absences due to approved athletic travel will not result in deductions. If a student athlete has been wrongly marked as absent from a class, the student-athlete may appeal by having the faculty member communicate directly with the sport specific scholastic coordinator. If the student athlete is absent from class due to illness he or she must show a doctors/trainers note excusing you them from class.

Student athletes may also receive positive points, which will off-set deductions, however, the positive points cannot make their point total go above one hundred (100). Student athletes may receive positive points for the following:

- \* Additional study hall hours,
- \* Meeting with professors and/or faculty advisors, and
- \* Attending CAAS approved seminars/programs.
- \* Additional points may also be awarded at the discretion of the Director for the Center for Athletic Academic Services in consultation with the sport specific scholastic coordinator.

### 4.2 Sanction Procedures

The sport specific Scholastic Coordinator will provide point updates to the coaching staff on a regular basis. Disciplinary action taken against student-athletes with a point total 91 to 99 will be left to the discretion of each head coach based on the levels below. When a student-athlete accumulates 9 or more deducted points, the Director of the Center for Athletic Academic Services will call a meeting with the head coach, the sport specific academic coordinator, the Sport Oversight Administrator, and the Faculty Athletic Representative and implement an academic improvement plan for behavior modification and a clear response plan should additional negative points be accumulated. A copy of this plan will be signed by all parties and kept in the student-athlete's files in the CAAS Office. At ten (10) deducted points (or a total of 90 or less), the Head Coach and the student-athlete will be required to meet with the Director of Athletics and the Faculty Athletic Representative to be notified of suspension from athletic competition.

### 4.3 Study Hall Point Accumulations

Student athletes are assigned study hall guidelines according to CAAS or sport specific policies. If students fail to meet their required study hall requirements in a given week point deductions will be given as outlined below:

1<sup>st</sup> week of missed study hall hours results in two negative point

2<sup>nd</sup> week of missed study hall hours results in four negative points

3<sup>rd</sup> week of missed study hall hours results in six negative points

4<sup>th</sup> week of missed study hall hours results in eight negative points

5<sup>th</sup> week of missed study hall hours results in meeting with head coach, CAAS Director and Director of Athletics to determine penalties

#### **4.4 Disciplinary Actions**

Level 1 (99-97 points) – any or all of the following may be selected:

- Additional study hall hours
- Coach's Choice (must be documented and reported to the CAAS Director)
- Letter to parent s (this option needs to be confirmed with Student Activities)*
- Practice limitations

Level 2 (96-94points) – any or all of the following may be selected:

- Coach's Choice (must be documented and reported to the CAAS Director)
- Suspension from one practice
- Partial suspension from athletic contest or contests

Level 3 (93-91 points) – any or all of the following may be selected:

- Reduction or revocation of summer aid – if applicable
- Suspension from one week of athletic practice
- Suspension from one athletic competition

Level 4 (90 points or less)

- Suspension from the next scheduled competition for each point
- Letter to parents \*\*

If the deductions occur in a student's non-competition semester, any game suspensions or partial suspensions may be administered in the following semester.

Student athletes who have earned 60 hours from TAMUCC and have a cumulative GPA of 3.0 or higher can be exempt from the above policy provided the student-athlete maintains the 3.0 GPA.

\*\* Once a student receives a point total of 90 they will be required to sit out one athletic competition. If a student receives a point total less than 90, they will be required to sit out one athletic competition for each deduction below 90. For example, if a student athlete has a point total of 86 they will be required to sit out four athletic competitions.

## **5.0 ATHLETIC AWARDS**

### **5.1 Athletic Awards Policy**

**5.1.1** The Department of Athletics and the University endorse an athletics award system to recognize the achievements earned by varsity student-athletes.

#### **5.1.2 Letter Award Criteria**

The head coach must submit criteria for earning a varsity letter to the administrator who supervises the sport for approval. A copy of the criteria is kept on file in the Director of Athletics' office and must be shared with the team prior to the start of the competitive season. Letter award lists must be processed within two weeks of the completion of the season. The following items apply to all sports:

- The head coach's discretion applies in cases of illness or injury.
- Student-athletes that participate in two or more sports may receive multiple letter awards however this does not apply for other awards (e.g. senior awards).
- A manager or student trainer who fulfills the obligation of his or her position, as set forth by the coach, shall have earned a letter.

#### **5.1.3 Letter Award System**

All freshman, sophomore, junior, and senior student-athletes who are lettering for the first time will receive some form of recognition. All sophomores, juniors, and seniors who would be eligible for a second, third, or fourth letter will be identified as lettering athletes.

### **5.2 All Sports Awards Banquet**

In the spring of each academic year an annual All Sports Awards Banquet is held. Letter Awards, Senior Awards, team specific awards (MVP etc.) and all special recognition awards will be presented at this semi formal banquet.

### **5.3 Senior Awards**

Seniors will be recognized at the All Sports Awards Banquet during the year they are eligible. They must have exhausted eligibility in their original sport, be a senior, and a member of that team for at least 2 years. If a student has a hardship waiver or is red shirted and plans on returning for his/her fifth year to complete his/her final year of athletics eligibility, they will attend after completion of his/her athletic eligibility. Student-athletes may receive only one senior award regardless of the number of teams they participated on or other factors (e.g., NCAA grants an additional year of eligibility).

All seniors may be recognized at other season ending award activities or in any senior recognition ceremonies held at the last home game. On team's season ending award activities, if a student-athlete returns for a fifth year and participates after graduation to complete the fourth year of athletics eligibility, he/she may be recognized again at other season ending award activities.

### **5.4 Championship Awards**

**5.4.1** In recognition of winning a conference championship and/or participating in final rounds of an NCAA championship, the Department of Athletics may provide student-athletes a commemorative ring or other designated award recognition of their achievements.

Coaches and student-athletes will be afforded the opportunity to participate in the design of their award.

#### **5.4.2 Recipients**

- Ring recipients will include squad members, coaches, and appropriate staff members associated with the team. Upon completion of the NCAA championship competition, the head coaches will prepare a proposed list for his or her sport administrator.
- Rings may be provided for designated donors, staff, president's office representative, and other constituents. Any proposed special recipient would be approved by the Director of Athletics.

#### **5.4.3 Distribution**

When possible the rings (awards) will be presented in public forums such as basketball halftimes, team banquets, etc.

### **5.5 Special Awards**

#### **5.5.1 The Lee Denmon III Memorial Award Est. 2002-03**

The Denmon Award, honoring the slain Islander Men's Basketball standout, represents Lee's commitment to the community through his numerous speaking engagements and public appearances on behalf of the Texas A&M University – Corpus Christi Department of Athletics. Denmon was known for his involvement with kids throughout the community. Lee graduated from Texas A&M University – Corpus Christi and returned to his old high school to coach freshman basketball at Inglewood's Morningside High. He was fatally shot in his driveway in a mistaken gang-related shooting. Lee was 23 years old.

Nominations are to be submitted by head coaches to the Associate Athletic Director for Compliance. Supporting statements detailing the strength of each candidate based on the criteria should accompany each nomination. The Department of Athletics Senior Staff will base their decision on the information provided by the head coach, personal dealings, and by objective sport statistics.

##### **5.5.1.1 Selection Criteria**

###### **Athletics**

- Participate in a Texas A&M University – Corpus Christi varsity sport.

###### **Leadership and Inspirational Qualities**

- Possess the ability to lead and be a positive force and influence among her/his peers, teammates, and in the community.
- Exemplifies the character of good sportsmanship.
- Involved in community service within the Corpus Christi area.

###### **Scholarship**

- High level of academic achievement

###### **Talent**

- Possesses outstanding athletic talent.

## **5.6 Individual Sport Award Ceremonies**

Teams are allowed to conduct a team-only award ceremony with approval from the Director of Athletics. All expenses must be paid by the individual budgets of each team and the meal may not be excessive in nature. All team awards must be approved by the Athletic Compliance Office prior to purchase and distribution and must adhere to NCAA Bylaw 16.

# **6.0 DEPARTMENT OF ATHLETICS RESOURCES**

## **6.1 Sports Equipment and Apparel**

### **6.1.1 Issuing Equipment and Apparel**

Personal athletic Equipment and Apparel is issued for the season.

There are two major prerequisites for issuing Equipment and Apparel to student-athletes:

- Being on the official team roster. This allows the orderly assignment of lockers and establishment of individual accountability.
- Certification by the University Health Center and the Team Physician through the athletic trainer that a student-athlete is in satisfactory physical condition.

### **6.1.2 Responsibility for Equipment and Apparel**

It is the individual's responsibility to protect the Equipment and Apparel that has been issued to him/her. Student-athletes will be charged with the replacement cost for any item which they lose or damage through neglect.

### **6.1.3 Turning in Equipment and Apparel**

Student-athletes have three working days at the end of the season to turn in their Equipment and Apparel and clear their account. If, during the season, a student-athlete decides not to (or cannot) participate in a sport, he/she must turn in all Equipment and Apparel immediately or a hold may be placed on the student's account.

### **6.1.4 Off-Season Control**

Typically, Equipment and Apparel is readied and stored for the next season. On occasion, certain items can be checked out in the off-season. This is done by a written request from the coach. The student-athlete is still responsible for the Equipment or Apparel.

## **6.2 Varsity Strength and Conditioning**

### **6.2.1 Strength/Conditioning Mission Statement**

It is the mission of the Texas A&M University – Corpus Christi Athletics Program to encourage each student-athlete to strive for excellence. We promote an atmosphere that is conducive to the intellectual, personal, and physical development of each individual student-athlete. Developing a strong relationship with each student-athlete is critical in motivating him/her to realize his/her potential.

We are dedicated to providing equal opportunities to all student-athletes and contributing to the total educational experience. Our primary objective is to teach the proper fundamentals of training, improving athletic performance and reduce the risk of injury.

### **6.2.2 The Dugan Wellness Center Staff or the Athletic Strength and Conditioning Coach will:**

1. Provide student-athletes with the proper instruction on training techniques.
2. Provide student-athletes with year-round training programs.

3. Provide student-athletes with sport-specific training programs consisting of strength, speed, flexibility, agility, and conditioning training.
4. Provide alternative training programs to accommodate the injured student-athlete in accordance with the Athletic Training Room
5. Be in constant communication with team coaches as to ensure the objectives of the team are being accomplished

### 6.3 Athletic Training

**6.3.1** The Athletic Training Staff at Texas A&M University – Corpus Christi provides athletic health care for all men and women intercollegiate student-athletes. The main sports medicine facility, the Athletic Training Center, is located in Moody-Sustainers Field House. The Field House is adjacent to Dugan Wellness Center, where the athletic department offices are located. The Athletic Training Center is staffed by nationally certified and state licensed athletic trainers, each of whom is assigned to various athletic teams.

The athletic trainers work in conjunction with team physicians to provide comprehensive athletic health care, ranging from emergency first aid and injury evaluation to rehabilitation of athletic injuries.

#### 6.3.2 Athletic Training Staff

Head Athletic Trainer – Jerry Hilker

825-2035

Assistant Athletic Trainers – Dan Huffman & Julie Ellena

825-2207, 825-3072

#### 6.3.3 Injuries and Illness

All injuries, illnesses or other medical problems, which may affect a student-athlete’s participation in intercollegiate athletics, should be reported immediately to the athletic training staff. Injured student-athletes will be evaluated initially by the athletic training staff and referred, as needed, to the appropriate medical care provider.

Student-athletes should follow up with their team’s assigned athletic trainer after any physician visit or consultation to ensure that proper treatment and rehabilitation is carried out. For those student-athletes who have suffered significant injuries that have limited athletic participation, approval for returning to practice and competition is required from both a physician and athletic trainer assigned to his/her particular sport.

#### 6.3.4 Athletic Training Center Rules and Regulations

1. Report all injuries immediately to an athletic trainer.
2. All treatments must be initiated by a member of the athletic training staff. Student-athletes may not treat themselves or prescribe their own treatment.
3. The Athletic Training Center is a co-ed facility. Appropriate dress is required at all times.
4. All belongings (coats, shoes, boots, backpacks, etc.) should be left in the locker room or outside the Athletic Training Center during the visit.
5. Absolutely no food, drink or tobacco products allowed in the Athletic Training Centers at any time.
6. Student-athletes may not use any equipment in the Athletic Training Center without the supervision of an athletic trainer.
7. Excessive noise or the use of inappropriate language while using the Athletic Training Center will not be tolerated.

#### 6.3.5 Insurance Coverage of Scholarship Student-Athletes:

**The following information is for Texas A&M University - Corpus Christi Student-Athletes and their Parents. Please read this carefully. If you have any questions, contact a member of the TAMUCC Athletic Training Medical Staff at 361-825-2035. There are no exceptions to this policy!**

Texas A&M University - Corpus Christi provides a medical and catastrophic insurance program for its student-athletes. **THIS POLICY, HOWEVER, IS SECONDARY TO, OR IN EXCESS OF, PERSONAL FAMILY MEDICAL INSURANCE COVERAGE,** and covers only injuries / illnesses / accidents resulting

from the direct participation in the intercollegiate athletics program during the dates of the primary competitive season and designated off-seasons as approved by the Director of Athletics and according to NCAA regulations. Texas A&M University – Corpus Christi’s medical and catastrophic insurance program will pay for the excess of the “Necessary” medical treatment up to the “Usual and Customary” charges for such expense incurred within 104 weeks from the date of the injury/illness / accident. The first expense must be incurred within sixty calendar days of the date of the injury/accident. The per injury maximum amount payable is limited to \$75,000.00. **Failure to immediately report the injury to the athletic training staff may result in the medical bills associated with the injury to become the sole responsibility of the student-athlete, cheerleader, dance team member and/or his/her parent(s) / guardian(s) due to the athletic training staff’s inability to verify the injury occurred during sports participation.**

The student-athlete must complete a Health Insurance Information/Authorization Form and supply a photocopy (front & back) of the health insurance card on a yearly basis. The Health Insurance Information / Authorization Form MUST be signed by the student-athlete and one of the student-athlete’s parents or legal guardian.

#### **6.3.6 Insurance Coverage Requirements for Walk-on (Non-Scholarship) Student-athletes:**

All Walk-on student-athletes MUST be covered by some type of individual health insurance BEFORE participating in any practice, game, and/or competition. The student-athlete’s insurance must cover athletic-related injuries and/or illnesses, and shall be considered the **PRIMARY** insurance coverage for all athletics related injuries. **The Texas A&M University - Corpus Christi Department of Athletics WILL NOT assume financial responsibility for injuries and/or illnesses to walk-on (non-scholarship) student-athletes. Medical bills associated with such injuries and/or illnesses will be the sole responsibility of the student-athlete and/or his/her parent(s) / guardian(s).**

Walk-on student-athletes MUST complete a Health Insurance Information / Authorization Form and supply a photocopy (front & back) of the health insurance card on a yearly basis. The Health Insurance Information / Authorization Form MUST be signed by the student-athlete and one of the student-athlete’s parents or guardians. The Texas A&M University – Corpus Christi Athletic Training Medical Staff will verify the insurance coverage of the student-athlete before allowing the student-athlete to participate in any practice, game, and/or competition.

#### **6.3.7 Insurance Coverage Requirements for Cheerleaders and Dance Team Members:**

All cheerleaders and dance team members MUST be covered by some type of individual health insurance BEFORE participating in any tryout, practice, game, and/or competition. The insurance must cover athletic-related injuries and/or illnesses, and shall be considered the **PRIMARY** insurance coverage for all athletic-related injuries. TAMUCC provides a medical and catastrophic insurance program for its cheerleaders and dance team members. **THIS POLICY, HOWEVER, IS SECONDARY TO, OR IN EXCESS OF, PERSONAL FAMILY MEDICAL INSURANCE COVERAGE**, and covers only injuries resulting from the direct participation on the cheerleading and dance teams. TAMUCC’s medical and catastrophic insurance program will pay for the excess of the “Necessary” medical treatment (balance remaining after the primary insurance has paid) up to the “Usual and Customary” charges for such expense incurred within 104 weeks from the date of the injury. The first expense must be incurred within sixty calendar days of the date of the injury. The per-injury maximum amount payable is limited to \$75,000.00. The injury must be immediately reported to a member of the athletic training staff. **Failure to immediately report the injury to the athletic training staff may result in the medical bills associated with the injury to become the sole responsibility of the student-athlete, cheerleader, dance team member and/or his/her parent(s) / guardian(s) due to the athletic training staff’s inability to verify the injury occurred during sports participation.**

The cheerleaders and dance team members must complete a Health Insurance Information / Authorization Form and supply a photocopy (front & back) of the health insurance card on a yearly basis. The Health Insurance Information / Authorization Form MUST be signed by one of the cheerleaders and/or dance team member’s parents.

#### **6.3.8 International Student-Athletes:**

As of January 1, 1997, the Texas A&M University System (TAMUS) has mandated that all international students show proof of health insurance before registering for classes. The TAMUS student health insurance plans meet the minimum requirements. If a student has a personal health insurance plan, an explanation of benefits must be submitted to ensure it complies with minimum coverage. Also, a T. B. Skin Test must be

performed and read within 90 days of registration by a physician or licensed nurse in the USA. T. B. Skin Tests are provided at the University Health Center free of charge. The health insurance plan sponsored by the TAMUS meets the University's admission requirements. Information on this plan can be found at: <http://www.aipinternational.com/pdfs/TAMUInternational6.pdf>.

**Although the Texas A&M University System-sponsored health insurance plan meets the admissions requirements, it does NOT meet the health insurance requirement for walk-on student-athletes. The University-sponsored health insurance plan does NOT cover any athletic-related injuries / illnesses.**

**The Texas A&M University-Corpus Christi Athletic Department WILL NOT be financially responsible for any medical claims due to the student-athlete failing to maintain current health insurance coverage.**

### **6.3.9 HMOs:**

If a student-athlete's primary insurance is an HMO, the Texas A&M University – Corpus Christi Athletic Training Medical Staff strongly encourages the student-athlete and/or his/her parent(s) / guardian(s) to change the primary care physician (PCP) to a Texas A&M University – Corpus Christi Team Physician or local physician. This will allow the student-athlete to have a network of physicians in the Corpus Christi area, as well as better access to care. A member of the Texas A&M University – Corpus Christi Athletic Training Medical Staff can assist in this process. All Walk-on student-athletes **MUST** change the PCP to a Texas A&M University – Corpus Christi Team Physician to meet the primary insurance requirement for walk-on student-athletes.

### **6.3.10 Insurance Policy Changes**

The Texas A&M University – Corpus Christi Athletic Training Medical Staff must receive any changes to a health insurance policy as soon as they occur. If proper notification is not received, the Texas A&M University – Corpus Christi Department of Athletics will not be responsible for any delays in payment, collections notices, credit reports, etc. that occur. **If a cancellation of a policy occurs without proper notification, all bills incurred during that period will be the responsibility of the student-athlete and/or his/her parent(s) / guardian(s).**

### **6.3.11 Compliance with Insurance Company Requests**

Due to Health Insurance Portability and Accountability Act (HIPAA), insurance companies will NOT give any insurance information to the Texas A&M University – Corpus Christi Athletic Training Medical Staff. It is the student-athlete's and their parent(s) / guardian(s) responsibility to understand the conditions that apply to their policy and comply with any requests for information, proof of full-time student status, etc. from the primary insurance company. Any delinquent bills resulting in bad credit due to non-compliance with insurance company requests will be the responsibility of the student-athlete and/or his/her parent(s) / guardian(s).

In the event that a student-athlete and/or his/her parent(s) / guardian(s) receives payment / reimbursement directly from their insurance company for athletic related injury / illness claims, **until such time as the provider receives payment, the full account balance becomes the responsibility of the student-athlete and/or his/her parent(s) / guardian(s).**

### **6.3.12 Exclusions and Limitations of Texas A&M University - Corpus Christi's Secondary Medical Insurance Policy**

The Texas A&M University - Corpus Christi Department of Athletics' secondary medical insurance policy **WILL NOT** apply to the situations indicated below. This list is not all-inclusive.

1. Injuries / illnesses that are not the direct result of intercollegiate athletics participation during the dates of the primary competitive season and designated off-seasons as approved by the Director of Athletics according to NCAA regulations.
2. Experimental procedures.
3. Cosmetic surgery or procedures unless directly related to an athletics related injury.
4. Hospital room and board charges in excess of the semi-private room rate unless hospitalized in an intensive care unit.
5. Injuries / illnesses that are a result of intramural, club sports, and recreational activities (non-intercollegiate activities), as well as training / conditioning activities that occur outside of the primary competitive season and designated off-season periods.

6. Injuries / illnesses that are recurrences of old injuries/ illnesses which were sustained before participation in the intercollegiate sports program.
7. Any tests and/or consultations needed to gain approval for participation in the intercollegiate athletic program.
8. Expenses for athletic injuries incurred after completion of the student-athlete's intercollegiate athletic eligibility.
9. Medical expenses beyond the limitations and exclusions of, or not covered by the Texas A&M University - Corpus Christi Department of Athletics insurance policy.

The importance of having some form of personal health insurance coverage cannot be overemphasized. Medical bills resulting from the aforementioned activities will be submitted to the student-athlete's primary medical insurance. **Any unpaid balances are the responsibility of the student-athlete and/or the student-athlete's parent(s)/guardian(s).**

The Master Policy on file at the University contains all of the provisions, limitations, exclusions, and qualifications of the Texas A&M University - Corpus Christi's Department of Athletics' insurance policy, some of which may not be included in this handbook. If any discrepancy exists between this handbook and the Policy, the Master Policy will govern and control the payment of benefits.

### **6.3.13 Non-Sport Related Injury/Illness Procedures**

The Texas A&M University - Corpus Christi Athletic Training Medical Staff **MAY** assume financial responsibility for injuries and illnesses that are not directly related to participation in the intercollegiate athletics program (e.g. colds, cough, flu, etc.) at the discretion of the Head Athletic Trainer and/or his/her designee. Such injuries and/or illnesses **MUST** take place during the student-athlete's primary competitive in-season and must be serious enough to preclude the student-athlete's participation in his/her sport.

**The Texas A&M University - Corpus Christi Athletic Training Medical Staff WILL NOT assume financial responsibility for injuries and/or illnesses that DO NOT take place during the student-athlete's primary competitive in-season. Medical bills associated with such injuries and/or illnesses will be the sole responsibility of the student-athlete and/or his/her parent(s)/guardian(s).**

### **6.3.14 Dental Care**

Molded mouthpieces will be fitted for student-athletes participating in high-risk sports (e.g., softball, baseball, basketball, etc.) and other student-athletes who express a desire for them by their request. Texas A&M University - Corpus Christi's medical insurance program will assume financial responsibility for dental care resulting from the direct participation in the intercollegiate athletics program as approved by the Director of Athletics and according to NCAA regulations. As with other injuries, this insurance is **SECONDARY** to, or in excess of, personal family medical insurance coverage. **The Texas A&M University - Corpus Christi's medical insurance program WILL NOT pay for general dental treatment (e.g. cleaning of teeth, treatment of cavities, etc.)**

### **6.3.15 Contact Lens Policy**

Student-athletes in need of an eye exam and/or contact lenses during the student-athlete's competitive in-season will be referred to an optometrist by a member of the Texas A&M University - Corpus Christi's Athletic Training Medical Staff. **The Texas A&M University - Corpus Christi Athletic Training Medical Staff WILL NOT assume financial responsibility for eye exam and/or contact lenses. Medical bills associated with an eye exam and/or contact lenses will be the sole responsibility of the student-athlete and/or his/her parent(s) / guardian(s).**

If a student-athlete wears contact lenses, the student-athlete **MUST** provide one (1) pair of lenses to the student-athlete's licensed /certified athletic trainer to be kept in case of an emergency.

### **6.3.16 Medical Bills**

In the event that a student-athlete should receive a bill/statement for an injury/illness that occurred as a direct result of participation in intercollegiate athletics at Texas A&M University - Corpus Christi, the student-athlete must submit the bill/statement to his/her licensed/certified athletic trainer within 20 business days of receipt. **Bills received after 20 business days will be the responsibility of the student-athlete and/or the student-athlete's parent(s)/guardian(s).** Submit all correspondence to:

Texas A&M University - Corpus Christi Athletics  
Attn: Athletic Training Department  
6300 Ocean Drive Unit 5719  
Corpus Christi, TX 78412-5719  
Phone (361) 825-2035 // Fax- (361) 825-3218

### **6.3.17 Insurance Claim Procedures**

An insurance claim form must be filled out when a student-athlete suffers any “sport-related” injury/illness that:

- Is seen by a physician (in the physician’s office or in the Athletic Training Center);
- Requires any type of diagnostic testing;
- Necessitates the consignment of a brace, splint, etc;
- Is a mild traumatic brain injury / concussion, regardless of whether or not the student-athlete is seen by a physician or undergoes diagnostic tests; and/or
- Requires the student-athlete to miss one (1) game or three (3) consecutive practices.

The Texas A&M University - Corpus Christi Athletic Training Medical Staff will provide the necessary form to the student-athlete and will assist the student-athlete in completing the form with the required information. Insurance claim forms **MUST** be signed by the student-athlete before the claim can be submitted to Texas A&M University - Corpus Christi’s insurance company.

### **6.3.18 Physician Referrals/Consultations**

Texas A&M University - Corpus Christi has fostered positive relationships with many medical providers in the Corpus Christi area who have consistently provided high quality service to Texas A&M University - Corpus Christi student-athletes. Members of the Texas A&M University - Corpus Christi Athletic Training Medical Staff will refer student-athletes to these providers, unless extenuating circumstances necessitate a different provider.

All student-athletes must be seen and evaluated by a licensed/certified athletic trainer on the Texas A&M University - Corpus Christi Athletic Training Medical Staff before a referral to a physician will be made. A member of the Athletic Training Medical Staff must authorize and properly refer all student-athletes to see a physician or medical consultant, and/or for diagnostic tests. **If a student-athlete decides to see a physician/medical consultant, and/or undergo a diagnostic test WITHOUT prior authorization/referral from a member of the Athletic Training Medical Staff, the student-athlete and/or the student-athlete’s parent(s)/guardian(s) will be financially responsible for any and all medical bills incurred.**

### **6.3.19 Missed Doctor’s Appointment Policy**

Student-athletes who are late and/or fail to show-up for scheduled appointments with the team physician, medical consultants, and/or diagnostic tests/procedures will be financially responsible for any and all charges resulting from the missed appointment. In addition, the student-athlete will be responsible for rescheduling the appointment and providing his / her own transportation.

### **6.3.20 Medical Second Opinions**

If a student-athlete and/or his/her parent(s)/guardian(s) desire a second physician’s opinion on a medical injury/illness, a member of the Athletic Training Medical Staff will make arrangements for the second opinion with a physician from a vast network within the Corpus Christi area. **If a student-athlete decides to see a physician/ medical consultant, and/or undergo a diagnostic test outside of Texas A&M University - Corpus Christi’s network of providers or WITHOUT prior authorization/referral from a member of the Texas A&M University - Corpus Christi Athletic Training Medical Staff, the student-athlete and/or the student-athlete’s parent(s) / guardian(s) will be financially responsible for any and all medical bills incurred.**

### **6.3.21 Confidential Health Information**

The Texas A&M University - Corpus Christi Athletic Training Staff provides health care to its athletes in partnership with the team physicians and other health care professionals. This “team” of health care professionals will share the student-athlete’s protected health information with each other, as necessary, to carry out the student-athlete’s treatment, payment for treatment, and other necessary health care operations related to management of the “team”. The student-athlete’s health information is protected by federal regulations under

either the Health Information Portability and Accountability Act (HIPAA) or the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment) and may not be disclosed without the authorization of the student-athlete.

The student-athlete will be required to complete an Authorization to Share Protected Health Information Form. The student-athlete may choose who he/she wishes to receive protected health information (outside of the health care team). Without the authorization, the health care “team” cannot release any information to the parents, coaches, media, etc. regarding the injury except for the athlete’s play/no-play status. Once the information is disclosed per the student-athlete’s authorization, the information is subject to re-disclosure and may no longer be protected by HIPAA and/or the Buckley Amendment. The student-athlete may revoke his/her authorization to share protected health information at any time by notifying the Head Athletic Trainer and completing the Revocation of Authorization Form.

The Texas A&M University - Corpus Christi Athletic Training Staff uses Athletic Training Students (ATS) to help with the daily operation of the Athletic Training Center. The ATS must show proficiency in required skills before they are allowed to perform those skills on a student-athlete. The ATS is directly supervised by a licensed / certified athletic trainer. The ATS is considered as part of the health care “team” and therefore, has access to the student-athlete’s protected health care information. The ATS has been instructed in the appropriate use of this information and signs a Statement of Confidentiality. Since the Athletic Training Center is a Clinical Education environment for the Athletic Training Education Program, an injured student-athlete may be used to demonstrate certain evaluation, rehabilitation, or injury management skills to the ATS.

## **6.4 NCAA Drug Testing**

**6.5.1** In an effort to deter the use of NCAA-banned substances in and around NCAA championships as well as the entire academic year the NCAA has instituted both championship and out-of-competition drug testing. Every Division I institution will be drug tested at least once each academic year beginning in the fall of 2004. Please know, however, institutions may be selected for testing more than once each academic year. Student-athletes are subject to drug testing before, during or after their competitive season, including summers. The Assistant Athletic Director for Facilities and Operations serves as the primary NCAA drug testing site coordinator. The Head Athletic Trainer serves as the secondary drug testing site coordinator and can provide additional information as well as a list of banned drugs.

### **6.4.2 Ineligibility for Use of Banned Drugs – NCAA Bylaw 31.2.3**

Bylaw 18.4.1.5 provides that a student-athlete, who is found to have utilized a substance on the list of banned drugs, through a positive drug test administered by the NCAA, shall be declared ineligible for further participation in postseason and regular season competition during the time period ending one calendar year after the student-athlete’s positive drug test. This student-athlete shall be charged with the loss of a minimum of one season of competition in all sports if the season of competition has not yet begun or a minimum of the equivalent of one full season of completion in all sports if the student-athlete test positive during his or her season of competition (i.e., the remainder of contests in the current season and contest in the subsequent season up to the period of time in which the student-athlete was declared ineligible during the previous year).

### **6.4.3 NCAA Banned Drugs**

Per NCAA Bylaw 30.5-(b), the Athletic Compliance Office shall disseminate a copy of the list of banned drug classes to each student-athlete. Please note that the list of banned drugs is subject to change by the NCAA Executive Committee, and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. Updates to the list of banned drugs can be found via the NCAA Web site ([www.ncaa.org](http://www.ncaa.org)). The term "related compounds" comprises substances that are included in the class by their pharmacological action and/or chemical structure. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

### **6.4.4 Supplements**

Nutritional supplements are not strictly regulated and may contain substances banned by the NCAA. For questions regarding nutritional supplements, please visit the [National Center for Drug Free Sport Resource Exchange Center \(REC\) Web site \(www.drugfreesport.com\)](http://www.drugfreesport.com). The log-in password is: ncaa1

The NCAA subscribes to the REC as an authority on banned substances and nutritional supplements. Contact the REC before taking any medication or supplement.

Phone: (877) 202-0769

World Wide Web: [www.drugfreesport.com](http://www.drugfreesport.com)

Also note that the NCAA does not consider ignorance as a valid excuse for a positive drug test. It is imperative to check with the appropriate Department of Athletics staff members before utilizing any supplements. Failure to do so could jeopardize your eligibility as well as your health.

## **6.5 The Islander Department of Athletics Drug Testing Policy**

### **Student-Athlete Assistance Program - Substance Abuse Program**

The mission of the Islander Athletics at Texas A&M University - Corpus Christi is to offer every student-athlete a quality athletic experience. This includes providing each student-athlete with the opportunity to enhance his or her intellectual, physical, personal and social development within a competitive sport environment. The use of drugs is inconsistent with this mission, and may create a serious risk to the health and safety of all student-athletes.

One of the goals of the Student-Athlete Assistance Program (SAAP) is to offer assistance to athletes concerning issues related to alcohol and drug abuse. Preventative measures used by the Department of Athletics include drug screening combined with an alcohol and drug education program.

The Department of Athletics' definition of inappropriate use of alcohol by student-athletes includes, but is not limited to, the following: under-age drinking, drinking on road trips, consumption of alcohol prior to or during athletic practice or competition, and public drunkenness. The Department of Athletics will determine sanctions for the inappropriate use of alcohol.

The Department of Athletics will use urine drug testing to help detect those student-athletes with drug abuse, alcohol, or chemical dependency problems. It is the policy of the Islander Athletics program to return to athletics participation those who are in compliance with institutional policies, and, to restrict from athletics those who are not.

### **I. Education and Screening Program Goals**

- A. Educate student-athletes concerning the problems of substance and alcohol abuse.
- B. Provide reasonable safeguards ensuring the safety of every student-athlete by allowing only drug free student-athletes to participate in athletic competition.
- C. Identify and treat student-athletes who may be involved with substance or alcohol abuse.
- D. Encourage prompt treatment or counseling for student-athletes with substance or alcohol abuse problems.

### **Education and Prevention Program**

Texas A&M University - Corpus Christi shall, in accordance with NCAA Guidelines provide the following:

A yearly, mandatory, scheduled educational program addressing substance abuse for all student-athletes. Substance abuse education sessions will be conducted to enhance student awareness. Sessions may address, but not be limited to, the following;

- Alcohol,
- Street Drugs,
- Steroids, Tobacco,
- Eating Disorders,

- NCAA Banned substances,
- Issues involving relevant drug, alcohol, or substance education.

Annual training sessions for coaches, crew staff, student managers, team physicians, and staff will be conducted on how to recognize drug, alcohol, and related problems and make appropriate referrals.

All educational sessions and preventative programs shall utilize expert resources from the university and the community as approved by the Director of Athletics and shall emphasize discouraging drug use and the value of a counseling education treatment response to substance abuse.

## **II. Program Implementation**

Any student-athlete participating or intending to participate in Islander Athletics will be included in the program. At least once each year, a presentation by the Assistant Athletic Director for Facilities and Operations will be made to each team outlining and reviewing the Department's program and policy regarding drug screening, its purpose and its implementation. Prior to the start of the first intercollegiate competition, in a sport, in an academic year, each student in that sport will confirm in writing that she/he has received, read, and is willing to abide by this policy.

## **III. Drug Screening**

Currently, Islander Athletics conducts tests for street drugs such as amphetamines, cannabinoids (substance contained in marijuana), cocaine and other controlled substances. The department also has the capability and authority to test for any drug listed on the NCAA list of banned drugs. [Bylaw 31.2.3.1]

### **A. Testing Guidelines**

1. Random tests will be conducted throughout the fall and spring semesters of the academic year. The Assistant Athletic Director for Facilities and Operations, Associate Athletic Director for Compliance, Director of Athletics, and Head Athletic Trainer will determine the method of randomization.
2. Fifth year athletes (including those whose eligibility is exhausted or medically unable to compete) receiving any form of athletic scholarship must comply with all elements of the program.
3. Each refusal by a student-athlete to take a drug test at the time it is requested will result in the appropriate suspension. (See Section VI - Non Compliance)
4. The presence of any known masking agents or urine manipulators in urine sample is prohibited and will result in the appropriate suspension. (See Section VI - Non Compliance)

### **B. Reasonable Suspicion**

The Texas A&M University - Corpus Christi Department of Athletics may request drug screening for specific individual student-athletes on a reasonable suspicion basis. Reasonable ground for suspecting that a screening will uncover evidence that a student-athlete has violated or is violating this policy includes the following:

1. Odor about the person;
2. A signed informant's statement;
3. Observation of drug paraphernalia
4. Previous positive test results
5. Physical symptoms or emotional symptoms suggestive of substance abuse as determined by trained medical personnel such as a physician, nurse, or athletic trainer.
6. Any other factor or act, when coupled with a conclusion, based on the dictates of reason and common sense, which would lead a person to suspect substance abuse in violation of this policy.
7. Any citation, ticket, warning, judicial referral or arrest for a drug related offense by a law enforcement official.

### **C. Testing Procedures**

1. Student-athletes will be asked to report directly to the testing area and will be required to remain until the collection is completed.
2. Collection will be done under the supervision of the Assistant Athletic Director for Facilities and Operations or his designee.
3. The student-athlete will transfer collection from a collection cup to a lab specimen container and then seal it before placing it in the box for shipment.
4. The student-athlete will sign a ledger acknowledging an assigned code number that will correspond to the number on the specimen container.
5. Specimens are collected from the Athletic Training Center. The Assistant Athletic Director for Facilities and Operations will transport the specimens to the Student Health Center for pick up by a courier. A courier designated by the testing company will pick up the specimens and send them to the appropriate laboratory.
6. A certified sports testing lab will conduct the analysis of the specimen.
7. Testing protocol may vary based on the testing laboratory's guidelines. (Available upon request)

## **IV. Disposition of the Results**

### **A. Positive Tests**

1. The positive test results will be received from the testing center by the Assistant Athletic Director for Facilities and Operations who will notify the Director of Athletics and the Associate Athletic Director for Compliance.
2. The Assistant Athletic Director for Facilities and Operations will inform the student-athlete and coach immediately of the positive test result.

### **B. Assessment**

1. An appointment for a chemical dependency assessment will be made with the Treatment administrator.
2. The student-athlete has 14 consecutive days to follow through with completing the assessment. If the student-athlete fails to comply within this time frame, the student-athlete will be immediately suspended from practice and competition for a minimum of two weeks (14 days) from the date of expiration of the original 14-day compliance period. The Director of Athletics will determine the term of suspension, and subsequent reinstatement should any successive periods be needed to obtain compliance after the initial 14- day period.
3. The treatment administrator recommends a plan for the appropriate program for the student-athlete, based on the information contained in the assessment.
4. The plan is shared with the Assistant Athletic Director for Facilities and Operations, the Head Athletic Trainer, and the Team Physician.
5. The student-athlete will meet with the Assistant Athletic Director for Facilities and Operations, Head Athletic Trainer, Treatment Coordinator, and Head Coach to discuss the specific individual plan.

## **V. Education, Treatment Program**

### **A. Education Program**

Participation in the annual substance education program developed by the Student-Athlete Health & Wellness Advisory Committee (SAHWAC) as a means to prevent future substance abuse will be mandatory for all student-athletes.

### **B. Treatment Program:**

The treatment program is designed to use a variety of techniques as a means to accomplish secondary prevention success. Each case will be unique in its treatment plan as determined by the treatment coordinator.

1. The treatment administrator will report progress and consult with the Assistant Athletic Director for Facilities and Operations and the Head Trainer.
2. Any violation of the treatment program, including a subsequent positive test, will be reported to the Director of Athletics.
3. Decisions regarding the student-athletes' ability to continue to practice and/or compete are contingent on the confidential recommendations from the treatment administrator with input from the Assistant Athletic Director for Facilities and Operations and the Head Athletic Trainer, consultation with the head coach, and the approval of the Director of Athletics. During treatment student-athletes may be required to:
  - a. Submit to (monthly) drug testing for the remainder of the academic year as required by the Director of Athletics.
  - b. Sign a comprehensive contract (treatment plan) that stipulates conditions for eligibility for competition and/or practice.

## **VI. Non-Compliance**

Compliance at each stage is the responsibility of the student-athlete. Failure to comply with any aspect of the program following the first positive test result may result in a suspension from athletic participation at the discretion of the Director of Athletics.

Therefore, non-compliance can occur through failure to follow the requirements at any of these stages: drug testing, assessment, treatment or aftercare. Positive test results are cumulative throughout an athlete's entire career at Texas A&M University - Corpus Christi.

### **A. The first positive test result by a student-athlete:**

1. The athlete will be required to begin a treatment program through the university counseling center under the direction of the treatment administrator.
  - a. Referral to University Counseling Center to the Treatment Administrator by the Department of Athletics for initial intake assessment, including a mental status examination.
  - b. Complete the following assessment tests
    - MMPI-Minnesota Personality Inventory
    - Past-Personal Achievement Skills Inventory
    - SASS-Substance Abuse Subtle Screening Inventory
    - BDI-Beck Depression Inventory
    - Brown Attention-Deficit Disorder Scales for Adults
  - c. Undergo a minimum of four (4) hours of individual or group counseling sessions concerning substance abuse, focusing on interpretation of assessment results.

**B. The second positive test result:**

The student-athlete is suspended from competition for an amount equal to 10 % of the team's competitions during its championship season. The student-athlete will also be suspended from practice during this time period.

1. The student-athlete must complete the assessment tests as outlined under the requirements of a first positive test.
2. The student-athlete will be referred to the University Counseling staff Psychiatrist for evaluation for treatment. The Counseling Center staff will take an active role in all follow-up and monitoring as prescribed by Psychiatrist.
3. Additionally, the student-athlete must complete an aftercare program as set forth by the treatment administrator before returning to practice and competition.

**C. The third positive test result:**

The student-athlete is suspended from competition for one calendar year from date of test in which student-athlete received a third positive test result. The student-athlete will also be suspended from practice during this time period.

1. The student-athlete must complete the assessment tests as outlined under the requirements of a first positive test.
2. The student-athlete will be referred to the University Counseling staff Psychiatrist for evaluation for treatment. The Counseling Center staff will take an active role in all follow-up and monitoring as prescribed by Psychiatrist.
3. Additionally, the student-athlete must complete an aftercare program as set forth by the treatment administrator before returning to practice and competition.

**D. The fourth positive test result:**

The student-athlete is dismissed from the Intercollegiate Athletics program at Texas A&M University - Corpus Christi, permanently. Any remaining financial aid from the Department of Athletics due the student-athlete shall be forfeit and the scholarship terminated.

**VII. Voluntary and Other Referrals**

- A. A student-athlete who comes forward voluntarily or is referred by other means (prior to notification of selection for drug testing) and acknowledges a problem with drug abuse shall be afforded the support and resources available to address the problem.
  1. The student-athlete will undergo a mandatory chemical dependency assessment, as scheduled by the Head Athletic Trainer. The procedures followed will be the same as those outlined under "Assessment for a first positive result" listed above.
  2. A student-athlete who fails to follow the recommended treatment plan will be considered non-compliant, and will receive the appropriate suspension.
- B. A self-referral after notification of selection for drug testing is not considered voluntary and will not protect the athlete from the consequences of a positive drug test.

**VIII. Student-Athlete Health and Wellness Advisory Committee (SAHWAC)**

**Purpose or Function:** The Student-Athlete Health and Wellness Advisory Committee shall serve in an advisory role to the Athletic Department. The committee will advise and initiate recommendations to increase preventative, educational, research and collaborative efforts on campus to improve the overall physical and behavioral health of the student athlete.

**Membership:** Membership will include the TAMU-CC Team Physicians, the Dean of Students (or designee), the Director of Athletic Training, a community member who specializes in the health field, two representatives from the Athletic Training Department and one representative from each of the following areas: the University Health Center, the University Counseling Center, the Disability Services Office and the TAMU-CC faculty. When the faculty member's term ends, a new faculty member will be recommended by the Faculty Senate in conjunction with the Director of Athletic Training.

## **IX. Coaches' Role**

It is the responsibility of the head coach to ensure that their student-athletes follow through with all responsibilities regarding their assessment, treatment, or aftercare programs.

## **X. Violation of State or Federal Law**

Any criminal violation of state or federal laws involving the possession or sale of any drugs or illegal substances by student-athletes will be dealt with using the procedures outlined in the Student-Athlete Code of Conduct.

### **6.5.1 Tobacco Ban – NCAA Bylaw 30.15.20**

No player, coach or game official may use any form of tobacco during practices or games in NCAA-approved summer baseball leagues.

### **6.5.2 Department of Athletics Policy on Tobacco**

The Texas A&M University - Corpus Christi Department of Athletics strongly discourages the use of all tobacco products. Use of tobacco products while representing the University in any capacity is prohibited.

As more and more tobacco related research is conducted, the results uniformly support the fact that all forms of tobacco use is bad for your health and sets a bad example for young people in the community that look up to you.

### **6.5.3 Department of Athletics Policy Drug and Alcohol Policy**

Purchase or use of alcohol or any other drugs by student-athletes during any Texas A&M University - Corpus Christi sponsored athletic trip or event is prohibited. This policy also pertains to students who are of legal drinking age, and includes all trips, even those trips for which student-athletes may have paid part of the expense.

- No alcohol is to be served at team meals, team functions or team banquets.
- No alcohol or any other drug should be used on any buses or vans transporting Islander student-athletes to and from athletic contests and Islander sponsored events.
- No alcohol or any other drug may be purchased with money allocated for team travel; this pertains to coaches and staff as well.
- The use of alcohol while representing the University in any capacity is prohibited.
- The use of illegal or non-therapeutic drugs at any time is prohibited.
- The use of alcohol at any time during an unofficial or official recruiting visit is prohibited.

The Tobacco, Drug and Alcohol Policy apply to all coaches, Department of Athletics staff members and student-athletes. Team rules may supplement the above policy.

## **6.6 Department of Athletics - Event Ticket Policy**

## Section 1: Student-Athletes

### Regular Contests

1. **Complimentary Admissions:** Texas A&M University - Corpus Christi may provide four (4) complimentary admissions per home or away contest to a student-athlete in the sport in which the student-athlete participates (either practices or competes) regardless of whether the student-athlete competes in the contest (NCAA bylaw 16.2.1.1). However, there are some instances when student-athletes may not be provided complimentary tickets to away from home competitions due to budget restrictions.
2. **Pass List only:** Student-Athletes will not receive complimentary hard tickets to an event. They must put the name of the individual on a pass list to be turned in to the ticket manager 1 hour before the scheduled starting time of the event. There are no additions to the pass list after that time.
  - If an individual is left off the pass list. He/she may not be added on.
    1. Student-athletes may not receive payment in exchange for complimentary admission passes.
    2. Student-athletes designated guests may not receive payment in exchange for complimentary admission passes.
    3. Texas A&M University - Corpus Christi may only sell tickets to student-athletes under arrangements available to the general student body.
    4. Student-athletes may not buy a ticket from the institution then sell it for above face value
    5. Representatives, Staff, Employees, Faculty of Texas A&M University - Corpus Christi in either an institutional or athletic role may not provide Student-Athletes with Complimentary admission to a professional sport contest.
1. **Distribution policy:** Complimentary tickets shall be distributed only to persons designated by the student/athlete, who have identified themselves with a picture-identification and signed a receipt for the tickets. (16.2.1.3)

### Managers, Interns, Graduate Assistants

- a. They may receive a maximum of four complimentary admissions on the pass list to any contest with the consent of the head coach of that sport as a courtesy in recognition of their efforts with the team. These passes may not be used for prospective student-athletes as defined by the NCAA.



## 7.0 NCAA ELIGIBILITY RULES

### 7.1 Eligibility to Practice, Receive Athletics Aid and Compete

ENTERING SECOND 14.4.2 14.4.3	ENTERING THIRD 14.4.2 14.4.3	ENTERING FOURTH 14.4.2 14.4.3	ENTERING FIFTH 14.4.2 14.4.3
* 24 hours	--	--	--
* 18 hours during the academic year	* 18 hours during the academic year	* 18 hours during the academic year	* 18 hours during the academic year
* 6 hours per semester * A maximum of 6 hours of remedial courses --	* 6 hours per semester --	* 6 hours per semester --	* 6 hours per semester --
	* 40% of degree	* 60% of degree	* 80% of degree
* 90% of GPA for graduation maintained during academic year	* 95% of GPA for graduation maintained during academic year	* 100% of GPA for graduation maintained during academic year	* 100% of GPA for graduation maintained during academic year

While you are a student-athlete at Texas A&M University – Corpus Christi, you are obligated to abide by NCAA, Conference (if applicable), and University rules. The Athletics Compliance Office is ready to assist you with these issues. The Athletic Compliance Office will conduct rules education sessions throughout the year with each team and periodic updates as needed during the course of the academic year. Student-athletes are encouraged to ask questions and utilize the resources available in the Compliance Office.

#### 7.1.1 Practice Prior to NCAA Certification

Student-athletes that have not received final certification of initial eligibility may be cleared to practice but not compete on a temporary basis if they have completed all of the following items:

- Registered in the NCAA Eligibility Center
- Requested that high-school transcripts and test scores be sent to the Eligibility Center
- Attended the annual eligibility meeting and completed all Texas A&M University - Corpus Christi athletics forms
- Been cleared by the Athletic Training Center (physical, insurance etc.)

**Recruited Student-Athletes** - May be temporarily cleared to practice for a maximum of two weeks

**Non-recruited Student-Athletes** - May be temporarily cleared to practice for a maximum of 45 Days

#### 7.1.2 Summary of NCAA Continuing Eligibility Standards

### **7.1.3 Continuing Eligibility for Student-Athletes that Initially Enroll On a Full-Time Basis - NCAA Bylaws 14.4.2 &14.4.3**

#### **7.1.3.1 Part-Time Enrollment**

A student-athlete must earn 18 semester hours in any academic year in which the student-athlete was full-time during one or more semesters. Part-time hours may be used to fulfill this requirement.

**Exception:** A student-athlete who enrolls in his or her first full-time semester of collegiate enrollment following the fall semester will not be responsible for earning 18 semester hours until s/he has spent a full academic year at the institution.

#### **7.1.3.2 Remedial, Tutorial or Noncredit Courses**

A student-athlete may use remedial, tutorial or noncredit courses earned during his or her first year of collegiate enrollment and when certifying a student-athlete entering his or second year of collegiate enrollment. Those courses may be used to meet the 24-semester hour requirement, but may not exceed six semester hours.

#### **7.1.3.3 Six Credit Hours**

All student-athletes, including those currently enrolled and student-athletes that have graduated must successfully complete at least six (6) semester hours in the previous semester of full-time enrollment to be eligible to participate in the next semester.

#### **7.1.3.4 Postseason and Between Semesters.**

Only applies to a student-athlete in his or her last season of eligibility. A student-athlete in his or her last season of eligibility, including a student-athlete who has graduated with a Bachelor's Degree, must successfully complete at least six credit hours in a regular semester (exclusive of intersession or summer credits) to be eligible for competition that takes place subsequent to that semester and after the certification date.

## **7.2 Additional NCAA Eligibility Rules**

### **7.2.1 NCAA Bylaw 14.01.2 Academic Status**

To be eligible to represent an institution in intercollegiate athletics competition a student-athlete shall be in good academic standing and maintain progress toward a baccalaureate or equivalent degree. A waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of the baccalaureate program. Also a student may represent the institution while enrolled as a graduate or professional student or while enrolled and seeking a second baccalaureate degree at the same institution.

### **7.2.2 Requirement for Practice - NCAA Bylaw 14.1.8.1 and**

### **7.2.3 Requirement for Competition - NCAA Bylaw 14.1.8.2**

In order to be eligible for practice or competition a student-athlete must be registered in a full-time program of studies leading towards a baccalaureate (or equivalent degree), masters or professional program.

- Full time status is 12 units.
- A student-athlete that drops below 12 units is no longer eligible to practice or compete until they achieve full-time status. If a student-athlete competes while in less than 12 units he/she is immediately ineligible and may only be reinstated through NCAA Enforcement. The University will be subject to fines and contest forfeitures.

**7.2.4 Four-Seasons Rule - NCAA Bylaw 14.2**

A student-athlete shall not engage in more than four seasons of intercollegiate competition in any one sport. The term “red shirt” is commonly used for a student-athlete that does not compete at any time during one of the seasons during his/her “five year clock”.

A season is used if the student-athlete participates regardless of the length of time that they participate (1 at-bat, 1 race, 1 second of 1 game). There are some waivers (e.g., hardship waiver) to this rule that may be applied for through the NCAA. Questions should be referred to the Athletic Compliance Office.

### **7.2.5 Five-Year Rule - NCAA Bylaw 14.2.1**

A student-athlete shall complete his or her seasons of participation within five calendar years from the beginning of the semester or quarter in which the student-athlete first registered for a minimum full-time program of studies.

Breaks in time may be allowed in the following circumstances:

- Time spent in the Armed Services or a Foreign Aid Service
- Time spent while on an official church mission
- A one year exception may be permitted for reasons of pregnancy

### **7.2.6 Team Roster Additions or Deletions**

#### **7.2.6.1 Multi-Sport Participants**

No scholarship athlete, or athlete who has given up a scholarship, will be permitted to leave one sport and participate in another sport without the written consent of the coach previously responsible for the athlete's scholarship. This written consent must be on file in the compliance office before the athlete is allowed to participate. This applies to athletes who are switching from one sport to another or who are adding a second sport.

## **7.3 Annual Paperwork Required for All Student-Athletes Prior to the First Practice**

### **7.3.1 Annual Rules Meeting – Mandatory**

At the beginning of the academic year meetings will be scheduled for all new and returning student-athletes that intend to try out, practice or compete on a Texas A&M University - Corpus Christi team during the year. Attendance at this meeting and completion of all forms is mandatory and must be completed prior to the student-athlete being permitted to try-out, practice or compete with the team. The Athletic Compliance Office will conduct the meetings and other Department of Athletics and University staff will make presentations as appropriate.

### **7.3.2 Background Check**

All student-athletes are held to a specific standard not only in the classroom and on the playing field but also in the community. For that reason Texas A&M University – Corpus Christi reserves the right to process criminal background checks on all student-athletes. Actions found to be not in accordance with department policies will result in disciplinary action as deemed appropriate by the Director of Athletics.

## **8.0 OTHER NCAA RULES**

### **8.1 Gambling**

**8.1.1** In recent years, there have been increased occurrences of illegal gambling activities in NCAA schools. In an effort to limit the problems associated with student-athletes becoming involved with illegal gambling and the NCAA sanctions that are imposed when illegal activities are discovered, the NCAA has instituted additional regulations with regard to gambling. We are listing here the NCAA regulations about the involvement in gambling activities, with what you may and may not do as a student-athlete. If you have any questions about the information listed here, or about gambling activities, please contact the Athletic Compliance Office.

#### **8.1.2 Gambling Activities – NCAA Bylaw 10.3**

Staff members of a member conference, staff members of the Department of Athletics of a member institution and student-athletes shall not knowingly:

- Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
- Solicit a bet on any intercollegiate team;
- Accept a bet on any team representing the institution;
- Participate in any gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card or any other method employed by organized gambling.

### **8.2 Amateurism**

#### **8.2.1 The Principal of Amateurism - NCAA Bylaw 2.9**

Student-athletes shall be amateurs in an intercollegiate sport, and their participation should be motivated primarily by education and by the physical, mental and social benefits to be derived. Student participation in intercollegiate athletics is an avocation, and student-athletes should be protected from exploitation by professional and commercial enterprises.

As you may know the NCAA has strict rules regarding amateurism. You will lose your eligibility if you:

- Use your athletics skill (directly or indirectly) for pay in any form in that sport.
- Accept a promise of pay (even if the pay will be after you graduate or finish your eligibility)
- Sign a contract or commitment to play professional sports

- Receive (directly or indirectly) a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization.
- Compete on any professional athletics team even if no pay or remuneration for expenses is received (except for tennis, golf, beach volleyball, or synchronized diving teams)
- Enter in to a professional draft or any agreement (written, oral, handshake or other) with an agent.

### **8.2.2 Sports Agents**

NCAA Bylaw 12.3 specifically prohibits eligible student-athletes from entering into written or oral agreements with agents for the purpose of marketing athletics ability or reputation in any sport. The penalty is immediate ineligibility and, if not reported, possible forfeiture of athletic contests in which the involved student-athlete participated.

Please refer to the Islander Athletic Department Compliance Website for all Sport Agent Information.

## **8.3 Student-Athlete Employment**

### **8.3.1 Fees for Lesson**

A student-athlete may receive compensation for teaching or coaching sport skills or techniques in their sport on a fee-for-lesson basis if the following occurs:

- Institutional facilities are not used.
- Playing lessons are not permitted.

The institution obtains and keeps on file documentation of the recipient of the lessons provided during any time of the year. The compensation is paid by the lesson recipient and not another individual or entity.

### **8.3.2 Sports Camp Employment**

Both Texas A&M University - Corpus Christi and NCAA rules permit employment in summer camps, including specialized sport camps with certain limits. A student-athlete may be employed by his or her institution, by another institution, or by a private organization to work in a camp or a clinic as a counselor.

#### **8.3.2.1 General Rules for Employment at Sports Camps**

The student-athlete must perform duties that are of general supervisory character.

- Compensation shall be commensurate with the going rate for camp or clinic counselors, and the student-athlete shall not be paid based upon his/her reputation, fame, or skill level.
- A student-athlete with remaining eligibility is not permitted to conduct his/her own camp or clinic.

## **8.4 Rules Regarding Benefits to Student-Athletes**

**8.4.1** One of the key NCAA “concepts” that every coach and student-athlete must understand is that regarding Extra Benefits. This concept is at the heart of all the rules in the more than 425 pages in the NCAA Manual. Student-athletes are expected to be students first and athletes second and the University may only provide benefits that allow them to get an education and compete in their sport. If something is not specifically permitted in the legislation it should be assumed that it is not permissible to provide or receive.

### **8.4.2 Extra Benefits – NCAA Bylaw - 16.02.3**

An extra benefit is any special arrangement by an institutional employee or representative of the institution’s athletics interests to provide a student-athlete or the student’s athlete’s relative or friend a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by student-athletes or their relatives or friends is not a violation of NCAA legislation if it is demonstrated that the same benefit is generally available to the institution’s students or their relatives or friends or to a particular segment of

the student body (e.g., foreign student, minority student) determined on a basis unrelated to athletics ability.

The University is permitted to provide student-athletes with what they need to go to school which may include:

- An athletics scholarship providing tuition, fees, room and board;
- Tutoring;
- Academic Advising and other Academic Support;
- Complimentary Admissions to Texas A&M University - Corpus Christi Athletics Contests
- Awards related to your participation on the team.

The University is also permitted to provide student-athletes with what they need to practice and compete on the University's varsity team which may include:

- Use of Uniforms;
- Use of Sports Equipment;
- Medical Care and Insurance for Sports Injuries;
- Coaching;
- Travel Expenses to Away Contests (airfare, hotel, meals)

Just about anything that is not specifically legislated as permissible is not permissible and provision of such or receipt of such is an NCAA violation. If you receive an impermissible benefit you are immediately ineligible to practice or compete. Some items may be permitted but must be approved in advance by the Compliance Office.

#### **8.4.3 Miscellaneous Benefits – NCAA Bylaw 16.12.1.11**

An institution may provide or arrange for the following benefits for a student-athlete:

- The use of a return ticket at any time after conclusion of a foreign tour;
- Receipt of frequent flyer points and/or miles earned while traveling to and from intercollegiate practice and/or competition;
- Participation in receptions and festivities associated with championships, conference tournaments or all-star events hosted by and conducted on the institution's campus;
- Occasional meals to team members provided by the parent of a student-athlete at any location;
- Telephone calls in emergency situations as approved by the Director of Athletics (or his or her designee);
- Reasonable tokens of support and transportation in the event of serious injury, serious illness, or death of a family member and transportation to attend the funeral of any family member;
- Fund raisers for student-athletes (or their immediate family members) under certain extreme circumstances:
  - Extreme circumstances should be extraordinary in the result of events beyond the student-athlete's control (e.g., life-threatening illness, natural disaster);
  - Proceeds from fundraisers must be designated for a specific purpose (e.g., payment of medical bills, purchase of medical **equipment**, replacement of items lost in a fire, etc.)
  - Proceeds from fundraisers may not be given directly to the beneficiaries, but must be disbursed through or paid directly to another entity, with receipt kept on file by the institution; and
  - The excess proceeds from fundraisers must be given to a not-for-profit organization with the receipt kept on file by the institution.
- The payment of admission costs or a meal for any student-athlete being honored at a non-athletics awards ceremony.

#### **8.4.5 Other Prohibited Benefits - NCAA Bylaw - 16.12.2.3**

An institutional employee or representative of the institution's athletics interests may not provide a student-athlete with extra benefits or services, including, but not limited to:

- a. A loan of money;
- b. A guarantee of bond;
- c. An automobile or the use of an automobile;
- d. Transportation (e.g., a ride home with a coach), except as permitted in 16.10.1-(e), even if the student-athlete reimburses the institution or the staff member for the appropriate amount of the gas or expense; or
- e. Signing or cosigning a note with an outside agency to arrange a loan.

## **9.0 PLAYING AND PRACTICE SEASONS**

### **9.1 Countable Athletically Related Activities - NCAA Bylaw 17.02.1**

Countable Athletically Related Activities include any required activity with an athletics purpose involving student-athletes and at the direction of, or supervised by one or more of an institution's coaching staff (including strength and conditioning coaches) and must be counted within the weekly and daily limitations under Bylaw 17.1.6.1 and 17.1.6.2. Administrative activities (e.g., academic meetings, compliance meetings) shall not be considered as countable athletically related activities. Head coaches have the responsibility of monitoring the amount of countable athletically related activity of the team and of each student-athlete during the academic year.

### **9.2 Outside Competition**

Student-athletes are not permitted to engage in any outside competition or any non-collegiate, amateur competition during the academic year, while a member of an intercollegiate team, except during published vacation periods in sports other than basketball.

## **10.0 RECRUITING**

### **10.1 Student-Athlete's Roles in Recruiting**

**10.1.1** You love your school and you want to do everything you can to help your team get better. Student-athletes are an important part of the recruiting team, perhaps the most important. Your coach may ask you to help with the recruiting process or serve as a host when a recruit comes to campus. It is very important that you know the NCAA rules and do not inadvertently violate a rule that may put Texas A&M University – Corpus Christi and your team in jeopardy. Below is a short summary of these rules. If you are going to serve as a host your coach will cover the rules in greater detail with you.

The NCAA refers to an athlete who has entered the ninth grade as a prospective student-athlete or a "prospect".

#### **10.1.2 Enrolled Student-Athletes Participating in the Recruiting Process**

- May serve as a host on a prospect's official visit;
- ● May receive phone calls from prospects if the call is at the prospect's expense. May not otherwise call prospects;
- May not recruit off-campus;
- May not telephone a prospect at their own expense or the institution's expense. However, a prospect may telephone a student-athlete or institutional staff member at the prospect's own expense.

## **10.2 Official Visits**

### **10.2.1 Summary of Rules Regarding Official Visits**

- An official visit is one that is financed in whole or in part by Texas A&M University - Corpus Christi. Only high school seniors, high school graduates, junior college or four-year students may make an official visit.
- A student-host may accompany the prospect. The host must be a student-athlete and may not be a non-qualifier in their first year at Texas A&M University - Corpus Christi. Hosts may also be students designated in a manner consistent with Texas A&M University - Corpus Christi policy for providing campus visits or tours to prospective students.
- Boosters may have no contact with or interact with prospects at any time during an official or unofficial visit (or any other time for that matter).

### **10.2.2 Transportation**

Texas A&M University - Corpus Christi is permitted to pay transportation costs for prospects on official visits. If the prospect does not depart immediately after the 48-hour visit they must pay their own way home.

### **10.2.3 Entertainment - NCAA Bylaw 13.7.6**

The host may receive up to \$30 per day to use for entertainment purposes. The prospect, parents or spouse and host combined may receive no more than the equivalent of \$30 worth of entertainment per day. Complimentary admissions to Texas A&M University - Corpus Christi Athletics events do not count in these limits. The host must read and sign the Student-Host Form prior to serving as host or receiving host funds. It is not permissible for student-hosts or members of the coaching staff to use their own money to supplement the \$30 per day provided for entertainment.

During the official visit, entertainment of the prospect, the parents or spouse must occur within a 30-mile radius of the Texas A&M University - Corpus Christi campus and it may not be excessive in nature.

### **10.2.4 Complimentary Admissions**

Complimentary admission to Islander games may only be provided on an official paid visit under the following stipulations:

- Complimentary admissions are made available only to the prospect and his or her parents/legal guardian/spouse. The head coach must request these admissions in writing. Hard Tickets are not permitted. Admission is through the pass gate and identification must be shown.
- It is not permissible to provide special seating so prospects must sit in the regular seating section (not on the bench, sideline or in the press box).
- Admissions must be requested in writing upon approval of the visit.
- Hard Tickets are not permitted. Admission is through the pass gate and identification must be shown.
- Additional seats adjacent to the complimentary seats for friends and/or relatives may be reserved by Islander Athletics but must be purchased at face value by the friends/relatives.
- All seats are for the general seating area (no special seating allowed e.g. bench, sideline or press box).

### **10.2.5 Tryouts/Training**

It is permissible for a prospect to work out during a visit; however, they should not be accompanied or observed by coaches, managers, student-athletes or other individuals that may report back to the coach regarding the abilities that the prospect displayed. This would constitute a tryout as prohibited in NCAA Bylaw 13.12.

#### **10.2.6 Legal and Ethical Issues**

A prospect is prohibited from any establishment or organized activity that promotes nudity, any form of sexual entertainment or gambling. No activities may violate federal, state, local laws or Texas A&M University - Corpus Christi regulations.

#### **10.2.7 Alcohol and Drugs**

Coaches, student hosts, other student-athletes accompanying the prospect or prospects, regardless of the age of the individual are not permitted to consume alcoholic beverages at any time during the course of an official visit while in the presence of the prospect or prospects. It is recommended that prospects are not taken to parties, clubs or bars where alcoholic beverages are served. Prospects and their student-hosts are never to be in the presence of any persons using illegal substances and the student-host should make every effort to avoid such situations altogether.

#### **10.2.8 Curfew**

The head coach will establish a time for curfew, and it is important that the prospect must be returned to their room at the conclusion of each day's activities. You must report to the coach what time the prospect was returned to his/her room.

#### **10.2.9 Tangible Items**

- Cash or souvenirs of any sort must never be given to a prospect.
- Prospects may not be provided with any "souvenirs" from their visit. Recruiting Materials outlined in NCAA Bylaw 13.4 are the only tangible items that may be provided to prospects. Any decorations should not be excessive or personalized and should not alert the public about the prospect.
- Texas A&M University - Corpus Christi may not arrange for miscellaneous personalized recruiting aids (e.g. personalized jerseys, scoreboard presentations, banners, signs) or simulations of any game day activities.

## **11.0 FINANCIAL AID**

### **11.1 Financial Aid Guidelines**

**11.1.1** Financial Aid is any funding provided to a student-athlete to pay, or help to pay, the cost of his/her education at Texas A&M University - Corpus Christi. A summary of NCAA rules regarding Financial Aid may be found in the NCAA Manual Section 15 or on-line at [www.ncaa.org](http://www.ncaa.org).

Texas A&M University - Corpus Christi Head Coaches make recommendations to the Director of Athletics regarding the granting of athletic aid to a prospect or student-athlete. The Director of Athletics makes recommendations to the Director of Student Financial Assistance regarding the award/cancellation/graduation of athletics aid. The Director of Student Financial Assistance makes the final determination of the student-athlete who is to receive the award and its value.

The Compliance Office works closely with the Office of Student Financial Assistance to assure adherence to all applicable NCAA, state and federal regulations. Both Offices utilize the NCAA Compliance Assistant Software to accurately prepare the NCAA Squad Lists.

### **11.1.2 Texas A&M University - Corpus Christi Financial Aid Policy**

It is the policy of Texas A&M University - Corpus Christi's Department of Athletics to make athletic financial aid available in all sports governed by the department. The determination as to which athletes will receive recommendations for athletic financial aid will be the responsibility of the head coach. In addition to student-athlete financial aid, a limited number of undergraduate and/or graduate student coaching assistantships also may be available. Financial aid for student managers and trainers should be considered at the time of setting athletic budgets and may be awarded within approved budget limits.

All athletic financial aid will be awarded in accordance with NCAA and Texas A&M University - Corpus Christi rules and regulations. Athletic financial aid can only be awarded, graded or canceled by the Office of Student Financial Assistance upon the recommendation of the Department of Athletics. Any merit, private or federal scholarships or grants received by a student-athlete must conform to NCAA restrictions. All student-athletes are encouraged to apply for need-based assistance (e.g. Pell Grants).

A full grant-in-aid for a student-athlete shall consist of on-campus room and board, tuition, fees, and books. Grant-in-aid may be requested to cover all, any one of the above or a combination of the above. This may be done each semester or once for the entire academic year. The actual dollar amounts for the above will be established by the university administration annually. These amounts will be the same for all Texas A&M University - Corpus Christi students.

### **11.1.3 NCAA Limits on Student-Athlete Financial Aid**

#### **11.1.3.1 Full grant-in-aid**

The maximum amount of institutional financial aid that a student-athlete can receive includes tuition and fees, room and board and required books. Supplies such as calculators, notebooks and art supplies are not considered required fees and therefore may not be reimbursed. (NCAA Bylaw 15.02.5)

#### **11.1.3.2 Course-Related Books Included in the Athletics Grant-in-Aid**

Books are included in the figuration of a full athletic grant, but the NCAA has predetermined the value for books that count as institutional athletic grant-in-aid. Athletic Books scholarships are only awarded on a loan basis. The athletic department in coordination with the Barnes and Noble bookstore will handle book transactions, and the predetermined amount will be included to the individual and team limits set by the NCAA. The Department of Athletics determines which books are required for each student-athlete's class. A book voucher is prepared for the student-athlete. Books that are available in the Department of Athletics' inventory are disbursed to the student-athlete and remaining books are picked up at the bookstore by the athletic department for the student-athlete. The student-athlete retains one voucher copy and the department retains the other plus cash register receipts. Upon completion of the semester all books must be returned to the athletic department or a financial hold for the full-value of the books will be placed on the student-athlete's account.

## **11.2 Grant-In-Aid Renewals, Gradations and Non-Renewals**

### **11.2.1 Renewal or Increase in Athletics Aid**

At the end of the season the Compliance Office will forward a list of all student-athletes receiving athletics scholarships for the current year. The head coach will check the list for accuracy and indicate their recommendations for renewal, increase, non-renewal or reduction in aid. They will also indicate if eligibility for aid has been exhausted. In the case of renewal or increase in aid the student-athlete will be asked to come to the Compliance Office to sign their award letter. This should be completed no later than the last day of classes but may not occur later than July 1. If the student-athlete is not on campus the award letter will be mailed.

### **11.2.2 Non-Renewal or Reduction of Athletics Aid Procedures**

- In addition to submission of the athletic scholarship list the coach must provide a written recommendation to the Associate Athletic Director for Compliance stating reasons why any student-athlete's scholarship should be reduced or should not be renewed if the student-athlete has eligibility remaining. The deadline for submission of the request for non-renewal/reduction is two weeks after the last scheduled contest or no later than May 1. In the case of sports that have not completed their seasons prior to May 1st this deadline may be extended two weeks following the last scheduled contest upon written request submitted prior to May 1st.
  - The Director of Athletics, Associate Athletic Director for Compliance and the sport administrator (if other than the Director of Athletics) will review the recommendation and either approve or deny.
  - If the coach's recommendation for non-renewal or reduction is denied the coach will be promptly informed by the Director of Athletics and allowed to provide additional information. If the administration's decision is upheld, the renewal procedure will commence.
  - If non-renewal or reduction has been approved, notification will be prepared and forwarded to the Office of Student Financial Assistance for review and preparation of correspondence to the student-athlete.
  - The non-renewal/reduction letter signed by the Office of Student Financial Assistance will then be mailed or delivered to the student-athlete. The letter will include contact information, directions and deadlines for submission of request for a hearing before the Financial Aid Appeals Committee if such a hearing is desired. NCAA rules require that it must be received by the student-athlete no later than July 1. This financial aid hearing will take into account information presented by the athletic department and information provided by the student-athlete whose aid is being reduced. This hearing opportunity is in accordance with NCAA Bylaw 15.3.2.4 as stated below and recent NCAA interpretations:

#### 15.3.2.4 Hearing Opportunity

The institution's regular financial aid authority shall notify the student-athlete in writing of the opportunity for a hearing when institutional financial aid, based in any degree on athletics ability, is reduced or cancelled during the period of the award, or is reduced or not renewed for the following academic year. The institution shall have established reasonable procedures for promptly hearing such a request **and shall not delegate the responsibility for conducting the hearing to the university's athletics department or its faculty athletics committee.**

- No athletics department staff member serves as a member of the appeals committee;
  - No athletics department staff member is involved in the decision-making of the appeals committee; and
  - The decisions of the appeals committee are made in accordance with the institution's normal practices and policies for all students.
- In the case of an appeal decided in favor of the student-athlete and the student-athlete is eligible, the Office of Student Financial Assistance will inform the student-athlete in writing and will electronically send a decision notification. The Department of Athletics will honor the decision of the Financial Aid Appeals Committee and honor the award for the upcoming period.
  - Coaches will not be required to reinstate student-athletes to the team if they have been previously dismissed; however, individuals receiving athletics aid may be required to perform other tasks within the department or on campus in exchange for such aid.

#### **11.2.3 Reduction/Cancellation/Increase during the Period of the Award**

Reduction or cancellations of an athletics scholarship during the period of an award (i.e. once the student has signed a National Letter Of Intent or accepted the Financial Aid Agreement through the end of the term or terms in which the award was granted) may only occur if the student-athlete:

- Renders him/herself ineligible for intercollegiate competition.

- Fraudulently misrepresents any information on an application, National Letter of Intent or financial aid agreement (this would include not reporting for practice or making only token appearances).
- Engages in serious misconduct warranting substantial disciplinary penalty.
- Voluntarily withdraws from a sport for personal reasons; however, the recipient's financial aid may not be awarded to another student-athlete in the term in which aid was reduced or canceled.

An athletics scholarship may only be increased during the period of the award if the institution can demonstrate that such an increase is unrelated in any manner to an athletic reason. In such cases the period of award commences on the first day of classes.

### **11.3 Summer School Financial Aid**

To be eligible for Department of Athletics summer school financial assistance a student-athlete must attend summer school at the Texas A&M University - Corpus Christi and must:

- have received athletics related aid during the academic year;  
AND
- be in academic difficulty with his or her cumulative GPA;  
OR
- be able to graduate with a degree with completion of summer classes;  
OR
- be deficient in hours and not making satisfactory academic progress;  
OR
- have to complete graduation course requirements which could not be met during the regular academic sessions.

If a student-athlete meets the criteria for receiving financial assistance, he or she must petition the Associate Director of Athletics for Compliance for permission to attend summer school with Department of Athletics financial support. To make this petition the student-athlete must complete a Summer School Application Form and give the justification for requesting summer school.

The completed Summer School Application Form is submitted to Associate Director of Athletics for Compliance. The request may be made any time after February 15, but not later than April 15. The student-athlete will be notified by mail as soon as possible, but not later than April 25, of the approval or denial of the request.

Any summer school courses the student-athlete enrolls in without the Director of Athletics' permission will be billed to: **THE STUDENT-ATHLETE** -- not the Department of Athletics.

## **12.0 OTHER UNIVERSITY RESOURCES**

### **12.1 University Housing**

#### **12.1.1 Housing of Student-Athletes**

. Student-Athletes must follow the same procedures that other students follow when submitting an application to live on campus and once living on campus follow all the applicable university, athletic department, and housing rules and regulations. Failure to do so may lead to expulsion from university housing. Partial scholarship student-athletes are encouraged to live on campus especially during their freshman year.

#### **12.1.2 Housing for Volleyball Student-Athletes Before the Start of the Fall Semester**

The NCAA volleyball season starts before Texas A&M University - Corpus Christi begins classes for the fall semester or on-campus housing is available for all students. Student-athletes that will live in on-campus housing during the academic year will be permitted to move in early and the Department of Athletics will pay for this interim housing regardless of the individual's scholarship status. For student-athletes that live off-campus and have an active lease agreement housing expenses will not be reimbursed. All team members will receive a meal allowance during this period.

## 12.2 Health Center

### 12.2.1 Sandpiper - 825-2601 - <http://falcon.tamucc.edu/~hsweb/>

Feeling ill? Head to Health Services and they will offer the same services as your family doctor. Confidential services are provided by nurses, nurse practitioners, and doctors. Office visits are free! There are minimal costs for supplies and tests when ordered. A pharmacy is on site, so you can get medication discounted from retail cost without going off campus. They also offer various immunizations, such as the flu shot, meningitis, Hepatitis B, and others. If you are sick, need help developing a healthy diet and exercise plan, want to stop smoking or need to get a physical, this is the place to go!

Texas state law requires that all new students receive and submit confirmation of receiving meningitis information prior to enrollment. All new students must submit signed proof of receipt of this information. If we do not have this on file, a hold will be placed on your registration until a confirmation of this information is received. The document called "Important Information about Bacterial Meningitis" is provided to all new college students in Texas. Bacterial meningitis is a serious, potentially deadly disease that can progress extremely fast - so take utmost caution. This disease strikes about 3,000 Americans each year, including 100-125 on college campuses, leading to 5-15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities. "Important Information about Bacterial Meningitis" reviews the symptoms of disease, disease transmission, risks, consequences, treatment, and how you can obtain more information. You can receive your copy of this document by calling 825-2601 or visiting <https://atc.tamucc.edu/meningitis/>. Vaccination against bacterial meningitis is available at the Health Center for a fee.