Student-Athlete Handbook 2014-2015

***updated August 15, 2014**
***effective Fall sport report date-Fall sport report date**

Dear LaGrange College Student-Athlete,

Welcome to the 2014-2015 academic year. We are thrilled to have you represent our institution and are looking forward to the coming year. At times this commitment may be very challenging, but it is our hope that this commitment will be an essential part of what makes your entire experience at LaGrange College worthwhile.

The student-athlete handbook contains information, policies and procedures set forth with LaGrange College and your best interest in mind. The information included in the handbook is to be used in conjunction with any and all standards, rules, and regulations set forth by LaGrange College, the NCAA, and the USA South. Please note that much of the information has been summarize and can be changed without notification. For the full LaGrange College Student Handbook, please contact the Associate Provost and Dean of Student Engagement. For rules and regulations provided by the USA South Conference and by the NCAA, we have a copy of the manual in the athletic office. In addition to the copy of the manual in the athletic office, the NCAA provides one for viewing on NCAA.org. The handbook will be reviewed annually and we would appreciate any suggestions you have toward its improvement.

At the end of your athletic season you will be asked to complete a student-athlete survey. Your participation in this survey will allow us to receive important feedback about significant areas that impact the intercollegiate athletics program. Please take time to complete the survey.

Thank you for your attention to this handbook. I wish you luck in the upcoming year both academically and athletically. My hope is that all student-athletes will continue our tradition of superior performance in the classroom and all through their competition.

Sincerely,

Jennifer Claybrook
Athletic Director
LaGrange College

LaGrange College Mission Statement

LaGrange College challenges the minds and inspires the souls of its students. Founded in 1831 and committed to its relationship with the United Methodist Church and its Wesleyan and liberal arts traditions, the college supports students in their search for truth. An ethical and caring community valuing civility, diversity, service, and excellence, LaGrange College prepares students to become successful, responsible citizens who aspire to lives of integrity and moral courage.

LaGrange College Athletics Mission Statement

The athletic department exists for the purpose of challenging student-athletes at LaGrange College in their search for excellence and respect in both academic and athletic performance. Student-athletes are expected to develop and show respect, sportsmanship, and commitment, as well as pride in the traditions of LaGrange College. Our aim is the transformation of the whole student - body, mind, and soul.

LaGrange College Athletics Statement of Philosophy

Intercollegiate athletics at LaGrange College provide students with an integral complement to their overall educational experience. Recognizing the importance of athletics to the individual student while seeking to strike an appropriate balance between the life of the mind and participation in co-curricular offerings, the college is committed to providing a program of intercollegiate athletics that is student-centered for both participants and spectators. The college believes that the primary function of intercollegiate athletics at a small, church-related, liberal arts college is one of a high quality co-curricular complement to its overall mission. As such, academics will always have priority over athletic or other co-curricular pursuits.

LaGrange College seeks to recruit and retain student-athletes who understand the balance of priorities between academics and co-curricular programs, whether the latter are athletics, the performing arts, or other student activities. The college employs coaches who understand that balance of priorities, and its coaches seek to recruit students who will be successful student-athletes. Because the college awards no financial aid based upon athletic ability, the aim of student-athlete recruitment by coaches is not solely for athletic success but rather contributes to the college's enrollment goals, although by no means do those have to be mutually exclusive.

The college embraces a commitment to instill and develop the, values of superlative ethical conduct and fair play among its athletes, coaches, spectators, and other constituents. Further LaGrange College recognizes that student-athletes are role models to their peers as well as representatives of the college, and the college actively encourages student-athletes to conduct themselves in a manner that befits those roles.

LaGrange College is committed to gender equity and values cultural diversity. The college will invest sufficient resources to ensure that medical and athletic training services are available to all student-athletes at appropriate times. It shall strive to ensure that all individuals on all teams are treated with the same level of fairness, resources, and respect so that all athletes are afforded an equal opportunity to develop their potential as a student-athlete.

The LaGrange College Athletic Department uses the National Collegiate Athletic Association (NCAA) manual of rules and regulations as guide for conduct and action. The department follows and supports the USA South Conference and the LaGrange College policies and procedures as well.

Overview of the National Collegiate Athletic Association (NCAA) and the Division III Philosophy Statement

The NCAA was founded as a way to protect student-athletes and is the organization through which colleges and universities speak and act on matters impacting student-athletes. Members of the NCAA Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs, in addition to their commitment to helping student-athletes achieve their athletic goals.

Student-Athlete Advisory Committee

The mission of the LaGrange College Student Athlete Advisory Committee is to enhance the total student-athlete experience by pursuing the unification of the entire college community; to ensure each student-athlete's voice is heard and each team has equal representation; as well as promote and to maintain a high level of excellence, integrity, and character for each student athlete; while maintaining the tenants of the Division III philosophy.

LaGrange College, the USA South Conference and the NCAA value the input of student-athletes. It is for this reason that each sport has representatives that can serve to be your voice to guide policies, legislation, and other initiative. **It is the responsibility of the student-athlete to inform their representatives of these viewpoints.**

The SAAC will be responsible for organizing and supporting the community service initiatives supported by the USA South Conference and the NCAA community service commitments of Cans across the Conference, Pennies for a Purpose, and the Special Olympics.

Julie Moses serves as the advisor.

Student-Athlete Code of Conduct

All LaGrange College student-athletes should conduct themselves in an appropriate manner at all times as well. Respect for one’s institution, teammates, coaches, opponents and officials should be emphasized at all times.

LaGrange College, as a church-related college, is committed to an honorable and seemly standard of conduct. As an educational institution the college is concerned not only with the formal in-class education of its students, but also with their welfare and their growth into mature men and women who conduct themselves responsibly as citizens.

Academics

Due to competitive schedules and the related travel demands, you will miss some classes and exams. It is **the responsibility of the student-athlete to communicate with your professors in advance of the missed class time and to determine what their expectations are for you to make up/complete missed course work.** In the unlikely event that you encounter any difficulty in communicating and making the necessary academic arrangements with your professor, please notify your head coach as soon as possible.

General Guidelines for Class Attendance and Missed Class

A student-athlete is expected to attend all classes, including labs, for all courses for which they are enrolled. It is important that you only miss class for athletic travel and games. Practice and getting in late the night before due to an athletic trip is never an excuse to miss class.

- Student-athletes should inform professors ahead of time of any impending absence due to an athletic event
- Student-athletes should make all of the necessary arrangements in order to make up all work or tests missed with the professor prior to athletic travel
- The professor may ask a member of the coaching staff to administer a test during the trip to prevent any advantage to the student-athlete from occurring
- Each program establishes consequences for unexcused missed class time

Student-Athlete Eligibility

In general, in order to be eligible to represent our institution in intercollegiate athletics competition, the NCAA requires that each student-athlete

- Completes and signs a series of eligibility forms
- Passes a medical screening
- Must maintain primary health insurance while participating in athletics at LaGrange College
- Must be enrolled in at least a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the institution-
    - **Undergraduate degree enrolled in 12 semester hours-**
    - **a waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of the baccalaureate program**
- Must be in good standing as determined by the academic authorities of our institution
- Must maintain satisfactory progress toward a baccalaureate or equivalent degree

Academic Standing and Probation

To stay in good academic standing, an undergraduate student must maintain the following LaGrange College cumulative grade point average (GPA):

- **FRESHMEN -** With less than 30 earned semester hours or 45 quarter hours, a minimum 1.75 LaGrange College GPA;
- **SOPHOMORES -** With 30-59 earned semester hours or 46-89 quarter hours, a minimum 1.90 LaGrange College GPA;
- **JUNIORS** and **SENIORS -** With 60 earned semester hours or 90 quarter hours or more, a minimum 2.0 LaGrange College GPA.
- **Graduate** student must maintain a 3.0 cumulative GPA.

Athletic Training and Other Policies:

Athletic Training

A certified athletic trainer will evaluate and treat intercollegiate athletic injuries. The LaGrange College Athletic Training Department will coordinate and assist in the prevention, evaluation, rehabilitation and management of all LaGrange College student-athletes. The Athletic training department has regularly scheduled athletic training room hours.

Below is a brief list of Athletic Training Room Rules and Policies-set forth by the NCAA and our LaGrange College Department of Athletic Training. For a complete list please contact our Director of Athletic Training and Compliance: Rob Dicks.

- Report all injuries and illnesses to our athletic training department
- All acute injuries must be reported to the athletic training staff within 24 hours
- If an injury should occur prior or after the athletic training room hours, contact the first responder unit by dialing 911
- We do have a drug testing policy-You many contact our Director of Compliance and Athletic Training Rob Dicks for complete information
- Be on time for treatment
- The athletic training room staff reserves the right to refuse treatment if a student-athlete is late
- Do not operate any equipment in the athletic training room
- Do not wear shoes or bring playing equipment in the athletic training room
- Do not remove supplies from the athletic training room without permission
- No Food or Drinks are allowed in the athletic training room
- Allow time prior to practice for treatments, rehabilitation, and taping. The athletic training room staff will not be responsible for the student-athlete being tardy to practice due to treatment in the athletic training room.
- All student-athletes must provide a detailed medical history as well as personal insurance information
- All student-athletes must undergo a physical examination by the LaGrange College team physician. A record of this exam must be on file with the head athletic trainer prior to participation in practices or games.
- Any changes in medical history, insurance coverage, or ability to participate should be reported to the head athletic trainer.
- A second opinion may be obtained only with the knowledge and consent of the head athletic trainer. LaGrange College will not be responsible for any cost associated with an unapproved second opinion. Treatment for injuries seen by unapproved second opinions is at the discretion of the AT staff.

NCAA Position on Banned Substances and Nutritional Substances:

Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional/dietary supplements can't be guaranteed. It is for this reason that taking supplements may lead to a positive drug test. The use of supplements is at the student-athlete's own risk. Student-athletes should contact a LaGrange College certified athletic trainer for further information.

Hazing:

LaGrange College believes that any team has the responsibility to create an environment within which all activities are pursued in a sound and productive manner. Any team or member(s) of a team, which includes hazing as part of its activities, creates a risk for hazardous conditions.

LaGrange College defines hazing as "any activity or action which subtly, flagrantly, recklessly, or deliberately demeans, embarrasses, threatens, invites ridicule or draws inappropriate or negative attention to a student-athlete or a group of student-athletes."

Hazing also includes an attitude that implies one student-athlete is superior to another or that membership on the team must be earned through personal service or meaningless activities.

Furthermore, this definition includes any actions that result in the impairment of academic performance.

Actions and activities that are prohibited include, but are not limited to, the following.

- Any activity or action that may create a risk to the health, safety, welfare, or property of the College or any member of its community.
- Paddling, beating or otherwise permitting a student-athlete to hit other student-athletes.
- Requiring or encouraging a student-athlete to wear degrading or uncomfortable garments.
- Depriving a student-athlete of the opportunity for sufficient sleep or interference with academic efforts.
- Requiring or encouraging a student-athlete to consume alcohol or drugs.
- Forcing, coercing, or permitting a student-athlete to eat or drink foreign or unusual substances such as raw meat, raw eggs, salt water, onions, etc.
- Having substances/objects such as eggs, mud, paint, honey, etc. thrown at, poured on, or otherwise applied to the body of a student-athlete.
- Morally degrading or humiliating games or any other activity that makes a student-athlete the object of amusement, ridicule, or intimidation.
- Subjecting a student-athlete to cruel and unusual psychological conditions.
- Requiring or encouraging a student-athlete to carry objects (i.e. paddles or bricks).
- Any requirement that compels a student-athlete to participate in any activity which is illegal, perverse, publicly indecent, contrary to his/her genuine morals and/or beliefs, e.g. public profanity, indecent or lewd conduct, or sexual gestures in public.
- LaGrange College and the athletic department unconditionally oppose any form of hazing. Any violation of this policy will be reported to the head coach of the team, the athletic director, and if necessary the Dean of Students. Any student-athlete who violates this policy will be subject to penalization.

Alcohol and Substance Use and Abuse

LaGrange College prohibits the possession, distribution and use of alcohol or illegal drugs. At no time is the use or possession of alcohol or drugs allowed at LaGrange College regardless of the legal drinking age. This includes dormitories, parking lots, and athletic facilities. This ban is in effect while traveling with a college group and/or team. These policies are in effect year round. All student-athletes are banned from consuming alcohol for a minimum of 24 hours before one of their athletic contests.

Although the Dean of Students maintains primary authority for disciplinary matters, coaches may impose the following sanctions individually or in combination on student-athletes found in violation of the alcohol and substance use and/or abuse policies based on the nature of the offense, the severity of the violation, the behavioral history of the offender, and the number of violations during the course of a student-athletes time in the department and at the institution.

Below is a list of possible sanctions, but these sanctions are not limited to the following and may be in addition to those issued by the dean of students:

- Dismissal from team
- Suspension from team
- Suspension from games and/or practices
- Service hours within the department, institution and/or local community
- Parental notification
- Drug Screenings
- Educational hours
- Participation in Counseling sessions

Tobacco

The use of tobacco or tobacco products is not permitted by participants, coaches, cheerleaders, athletic trainers, game administrators, or, officials in the playing areas during all LaGrange College sanctioned competition and practices for such competitions. LaGrange College's coaching staff and administrative staff shall enforce this policy.

Gambling

LaGrange College, the USA South Conference and the NCAA prohibit gambling of any kind.

Note: Students who are in the presence of students clearly in violation of any institutional and/or athletic policy are considered in violation themselves and will also be subjected to disciplinary action and possible fine. Likewise, students whose roommates store alcohol in a common refrigerator or room are also subject to disciplinary action and fine.

Hardship Waiver: Bylaw 14.2.5: A student-athlete may be granted an additional year of participation (per Bylaw 14.2.4) by the conference or the Committee on Student-Athlete Reinstatement for reasons of "hardship.: Hardship is defined as an incapacity resulting from a season-ending injury or illness and has to meet all of the conditions set forth by the NCAA.

Self-release: Bylaw 13.1.1.2.1.1: You, a NCAA Division III student-athlete, may personally issue permission for another Division III institution to contact you about potential transfer. The forms are provided through the NCAA and during the initial 30-day period, the institution in receipt of the form shall not notify the student-athlete's current institution of the contact. If you decide to transfer the Division III institution must notify us and if you decide not to transfer to the Division III institution we will not be notified. If you are undecided at the end of the 30-day period you must issue a second permission to contact form and within 7 days the institution you are contacting must contact us.

Uniform and Equipment

All equipment, game, practice, and/or travel uniforms are property of LaGrange College and at no time should student-athletes abuse or mistreat it. This includes, but is not limited to, sport specific, the weight room equipment, locker rooms, and/ or athletic training equipment is considered property of LaGrange College. Student-athletes are expected to return all issued equipment upon completion of the athletic season and/or academic year. Policies regarding the use is outlined by the head coach and/or facility manager/strength coach.

Evaluations

All student-athletes will have an opportunity to evaluate the coaching staff of their sport in a confidential manner at the conclusion of the playing season.

Exit Interviews

All student-athletes upon completion of eligibility, through written and oral communication, will have the opportunity to advise the department administration of any concerns or suggestions related to the operation of the department.

Facilities

All LaGrange College facilities should be maintained in a respectable manner. This includes, but is not limited to, offices, weight rooms, locker rooms and fields. At no time should any staff member let a student-athlete use a facility unsupervised. When a staff member unlocks an area, he or she becomes responsible for securing the area when finished. In addition, every member of the staff must be vigilant about securing doors and gates when finished using a particular area during "off" hours.

Weight Room

The CEB Weight Room is available for all student-athletes to use during normal hours of operation and at other times as the coach may require. Rules for use of the facilities are outlined below.

- Proper identification must be presented upon request
- Bags are not permitted
- Food, drinks or tobacco are not permitted (only plastic water bottles are acceptable and must have a lid)

- Shirt, shorts and a clean pair of athletic shoes are required
- Do not wear jewelry such as loose necklaces, bracelets, hanging earrings or watches
- Absolutely no foul language permitted
- All weights, bars, etc. should be placed neatly back in their original locations when finished

Travel and Meals for away from home contests

All college policies and are in effect while traveling with a team. Student-athletes should act appropriately while representing the college at functions off campus. Coaches will determine appropriate dress and behavior and communicate this to the team. Student-athletes should be on time for all departures and pack all gear ahead of time. Student-athletes will be given the opportunity to eat with the team, if the student-athlete chooses to not eat the meal with the team; the student-athlete will be responsible for getting their meal and paying for the cost of the meal.

Policy for Transportation To and From Athletic Contests

Student-athletes will ride to and from all athletic contests with their team.

The only exceptions to this rule will be:

A student-athlete may drive to a contest only if they are going home afterwards. He or she must follow the team to the contest.
A student-athlete may ride home and/or back to campus with his or her parents if the head coach gives permission.
The athletic director will decide any further exceptions to the above rule on a case by case basis.

Student-athletes will not be permitted to:

Drive their personal car and stay at contest site.
Leave the game site with someone other than his or her parents.

***Under no circumstances will written permission from the student-athlete's parents be accepted to release LaGrange College from liability in order to circumvent this policy.

Any student-athlete granted an exception must sign a release of liability. This form is in the athletic director's office and has been approved by the administration of the college.

<u>Traditions and Spirit:</u>

Fight Song

Fight, Panthers, fight courageously!
We'll cheer for dear LC!
Our loyalty we pledge to the black and red
We'll fight on till victory!
(shout) LC! LC!
Go--------PANTHERS!
(Repeat)

The Victory Song: Hail to Our Home on the Hill
Heidi Hendricker (2006) and Stephanie Bassett (2006)

Hail to our home on the hill,
With glory we honor her still.
We'll be panthers thru and thru,
Always loyal, strong, and true.
So, hail to our home on the hill.
Hail to our home on the hill,
We're fierce and we go for the kill.
Whether livin' or you're dyin',
Go out with your colors flyin'.
And hail to our home on the hill.

Alma Mater
Dolly Jones House (1914)

Hail to thee our Alma Mater,
Guardian of our days.
For thy spirit never failing,
We will sing thy praise.
High aloft we hold thy banner,
Ever loyal true.
And to thee our Alma Mater,
We our pledge renew.

In thy mighty groves of learning,
Wisdom's path we've sought.
High upon thy lofty hilltop,
Visions have been wrought.
From our hearts we sing the chorus,
Time shall never change.
Hail to thee our Alma Mater,
Hail to thee LaGrange.