



STUDENT ATHLETE HANDBOOK

2024-2025

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ATHLETICS DEPARTMENT DIRECTORY





Welcome to the 2024-25 Academic Year!

I am thrilled to see both returning athletes and new faces ready to embark on another season of competition, growth, and achievement. Your commitment to excellence embodies the spirit of LCU, and I am confident that this year will be filled with incredible accomplishments.

The LCU Athletics Department is committed to creating an environment that allows for your success in all areas: spiritually, academically, physically, and socially. As an LCU student-athlete, you are held to a high standard. When reviewing this handbook, please pay particular attention to the Student-Athlete Code of Conduct. This code is not just a set of rules but a reflection of the values we uphold as a department. We must all defend our culture and remember that we represent LCU athletics at all times. By adhering to this code, we ensure a positive and respectful environment for everyone. Whether on the field, in the classroom, or in the community, always carry yourself with the dignity and honor that LCU embodies.

Additionally, the Student-Athlete Handbook is a comprehensive resource designed to guide you through your time here. It includes important information about academic requirements, athletic training, eligibility, and resources available to you. I strongly encourage you to familiarize yourself with its contents, as it will serve as a valuable tool in navigating your responsibilities and opportunities as a student-athlete. Should you have any questions or need clarification on any aspect of the handbook, our athletic department staff is always here to assist you. Let's make this year a memorable experience and consistently pursue excellence.

Go Chaps!

Andrew Sorrells
Director of Athletics

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Student-athletes at LCU must abide by all rules and guidelines set forth in the Lubbock Christian University Student-Athlete Handbook. Annually, all student-athletes will be asked to sign a statement indicating they have read and understand the rules and regulations outlined in this handbook. In addition, student-athletes must abide by all rules and guidelines set forth in the Lubbock Christian University Student Handbook.

Each head coach has established team rules for their individual sport. Student-athletes are responsible and accountable for these rules as well. Team rules may be stricter than general athletic department rules and student-athletes will be held accountable for those standards set by their head coach.

ATHLETICS DEPARTMENT MISSION STATEMENT

The Lubbock Christian University Athletics Department honors God in competition, the classroom, and the community.

ATHLETICS DEPARTMENT VISION STATEMENT

Lubbock Christian University Athletics strives to be a model intercollegiate program that honors God by:

- Creating an atmosphere for an enhanced student-athlete experience;
- Building a culture of support, trust, and respect among student-athletes and staff; and
- Serving others.

Lubbock Christian University is a member of NCAA Division II and is a member of the Lone Star Conference. Lubbock Christian University competes each year in the following sports: Baseball, Men's & Women's Basketball, Men's & Women's Cross Country, Men's & Women's Golf, Men's & Women's Soccer, Softball, Men's & Women's Tennis, Men's & Women's Indoor Track, Men's & Women's Outdoor Track, and Volleyball. LCU also competes in Cheer which is an NCA sport.

LONE STAR CONFERENCE

Long known as a leader in intercollegiate athletics, the Lone Star Conference™ (LSC) is an innovative athletics conference that aims to provide a superior competitive experience for member institutions and to allow for comprehensive development of student-athletes through academic services and life skills programming. The LSC continues to build upon its proud history while intending to be recognized as the premier NCAA Division II conference in the nation. The league's mission is to foster student participation and success among member institutions in NCAA Division II intercollegiate athletics as an integral part of each institution's total educational program. The LSC shall pursue student-athlete development with highest regard to the principles of academic excellence, graduation success, sportsmanship, ethical conduct, resourcefulness, community service, gender equity, and diversity.

The LSC - founded on April 25, 1931 - has developed from a five-team conference of Texas-based schools to a 17-member league that spans three states (Texas, Oklahoma, and New Mexico).

At the present time, there are more than 20 conferences in NCAA Division II, totaling more than 300 institutions in full or provisional status across the nation.



STUDENT-ATHLETE CODE OF CONDUCT

PHILOSOPHY

Membership on an athletic team at Lubbock Christian University is considered a privilege. In order to maintain that membership, student-athletes are expected to demonstrate good sportsmanship, honesty, integrity, and respect for others, as well as abide by all university policies, team rules, the rules and policies of the NCAA, in addition to state and federal laws.

Student-athletes, as representatives of the university, are among the most visible students on campus and in the community. Because of America's fascination with sports, and those who play, a unique platform exists to be a role model, mentor and/or spokesperson. The university, the athletic program, and the student-athlete all benefit from this exposure. However, this platform brings with it a set of privileges and responsibilities. Personal deportment of student-athletes, both on and off campus, becomes public knowledge.

To this end, a standard of ethical conduct and behavioral expectations has been adopted for all student-athletes at Lubbock Christian University. A balanced student-athlete will be a responsible citizen, who achieves academically and performs athletically. Violation of this code of conduct is a significant event and may call for disciplinary action.

RESPONSIBLE CITIZENSHIP

One of the primary purposes of a university is to educate young men and women to be responsible and productive citizens of good character. Character is knowing what is right (awareness), committing to what is right (attitude), and doing what is right (behavior). Good character is knowing of, caring about, and acting upon the core ethical values of respect and responsibility for oneself and others, plus important derivative values such as fairness, honesty, trust, decency, and compassion. It means having personal integrity and possessing the will, the courage, the determination, and the persistence to do the right thing despite pressures and temptations to the contrary.

The athletic department firmly believes that good character is necessary for athletic excellence. Accordingly, student-athletes are expected to:

- Abide by all government laws and university regulations, and athletic department rules
- Accept personal responsibility to exercise good judgment and self-discipline on and off the playing surface and on and off campus
- Take seriously the duty of being a good role model, including prudent personal associations, and of exerting a positive influence on others -- especially young people
- Honorably represent oneself, one's team, and the university by exhibiting pride in dress and behavior while playing in and traveling to and from sports events
- Present a positive demeanor at all times on and off the campus
- Show respect for all members of the university and the community
- Treat people with civility and cooperate with people in authority
- Refrain from and be intolerant of physical abuse, harassment and intimidation
- Demonstrate responsible citizenship and good sportsmanship

Individuals employed by, or associated with, a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times. Intercollegiate athletics as a whole, their institution and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

The university is proud of its well-earned reputation as a high quality regional institution of higher education and is resolute about protecting its integrity. Student-athletes will be held accountable for conduct that is detrimental to the university and the athletic department. This means that one shall not embarrass, disgrace or discredit Lubbock Christian University, and there may be serious consequences for anyone engaging in such behavior.

ACADEMIC RESPONSIBILITIES

In keeping with the mission of the university, a priority for the Athletics Department is to augment and support every effort that will foster intellectual development and graduation for student-athletes. While several levels of support exist at the university, the ultimate responsibility for success rests upon the shoulders of the student-athlete. As a result, each student-athlete is expected to:

- Set a primary goal of obtaining a degree
- Seek assistance from instructors and Academic Support Services before and/or when academic difficulties occur
- Be a responsible member of each class, which includes attending, being prepared, completing requirements, and participating at the level expected of all students
- Meet with the academic major advisor and academic services staff as required
- Adhere to the university's policies regarding academic integrity and honesty
- Participate in diagnostic testing as requested by Academic Support Services or the Department of Athletics.

ATHLETIC RESPONSIBILITIES

As athletics ambassadors of the university, student-athletes are expected to:

- Behave with dignity, respect and good sportsmanship
- Conduct themselves with honesty and good sportsmanship during games and competition
- Reflect the high standards of honor and dignity that should characterize participation in competitive intercollegiate athletics
- Conduct themselves in a manner reflecting positively on themselves and on the reputation of the university, both on and off the "field of play," in pre-game and post-game comments to media, and when traveling and participating at other institutions
- Maintain an attitude of respect toward opponents, teammates, coaches, officials and spectators
- Look for ways to encourage and appreciate quality play and effort, regardless of whether it's exhibited by a teammate or an opponent



As members of an athletic team representing Lubbock Christian University, student-athletes are expected to:

- Adhere to all applicable NCAA rules and regulations
- Adhere to all NCAA rules and policies governing student athlete conduct and behavior
- Comply with individual sport team rules, as established by the Head coach and/or Athletic Administration, and
- Adhere to their particular team's dress code, nutritional needs, and curfew

While intense and emotional game action and conduct is certainly a part of intercollegiate sports contests, a student-athlete should never demean the dignity and individuality of the opponent. To this end, student-athletes are expressly prohibited from engaging in the following behavior at any intercollegiate sporting events:

- Inappropriate behavior with the intent to demean opponents, game officials and fans
- Disrespectful attitude toward opponents, game officials or fans
- Inciting crowd hostility
- Vulgar language and/or gestures

HEALTH AND MEDICAL RESPONSIBILITIES

Participation in athletics is contingent upon medical approval by the athletics team physicians and the sports medicine staff. Student-athletes are required to show evidence of proper medical insurance and provide a current medical history for the sports medicine staff and/or team physicians. Participation in all department-sponsored student enhancement seminars or functions, which may include but are not limited to, counseling and drug testing are required. Student-athletes are expected to keep themselves in top physical condition and are responsible for continuing training programs prescribed by medical and coaching staffs.

Alcohol consumption is highly discouraged at all times. Texas state law sets the minimum age for the purchase and drinking of alcoholic beverages at 21 years of age. Underage drinking is a violation of this Code of Conduct. Student-athletes are prohibited from drinking alcoholic beverages whenever appearing as official representatives of the university for athletic competition (including travel time), community and public service events and appearances, and Athletics Department sponsored events (all sports contests, recognition banquets, speaking to youth groups, participating or presiding at camps/clinics, visiting hospitals, and any other event affiliated with the Athletics Department or the university).

The use of illegal and/or performance enhancing drugs is totally inconsistent with the purpose of intercollegiate athletics and creates a danger to the health and safety of student-athletes and their teammates. The Athletics Department will not tolerate the use of these products. Violations of this policy are subject also to those guidelines set forth in the department's drug education and screening program.

COMPLIANCE RESPONSIBILITIES

Student-athletes must participate in all mandatory educational programs, and assist the Athletics Department administration by providing information regarding certification of eligibility and NCAA compliance issues whenever sought. Information on automobile registration and employment is to be provided to the Compliance Office on the appropriate forms.

- Student-athletes should be aware that they are prohibited under NCAA rules from receiving extra benefits as defined by NCAA legislation.
- It is an express violation of NCAA rules for a student-athlete to solicit or place a bet on any intercollegiate athletic team, to accept a bet on any team representing the university, to alter performance or to provide information benefiting individuals involved in organized gambling activities or intercollegiate athletic competition.
- Student athletes are responsible for notifying the Compliance Office if they know of, or suspect, the violation of NCAA rules by self, a teammate, coach, a member of the athletic staff, or any other person.
- The abuse (inappropriate awarding or sale) of a student athlete's complimentary admissions is a violation of this Code of Conduct, in addition to a violation of NCAA rules

Violations of these and any other applicable NCAA rules will be considered violations of the Code of Conduct.

PROCEDURES FOR HANDLING VIOLATIONS OF THE CODE OF CONDUCT

Allegations of violation of the Code of Conduct may come from several sources. In those cases involving NCAA rules or legal issues, the head coach, Director of Athletics and Athletics Compliance Office must be notified. The head coach is responsible for reviewing Code of Conduct violation allegations and determining if a violation occurred. If a violation did occur, a report must be filed with the Director of Athletics and the Athletics Compliance Office. This report will list the pertinent facts, the action taken or penalties recommended by the head coach.

The head coach, subject to review and approval of the Director of Athletics, may bar a student-athlete from participating in team activities for a prescribed period of time for violations of the Student-Athlete Code of Conduct. This sanction shall be imposed as soon as the head coach notifies the student-athlete of the violation, gives the student-athlete a chance to explain what happened, and determines that a sanction is justified after consideration of the student-athlete's statement. The level of progressive

discipline is at the discretion of the head coach. Disciplinary actions may include, but are not limited to: probation, ineligibility to practice, ineligibility to start in contests, sitting out games, suspension and/ or continued suspension from the team, permanent dismissal from the team, and, as provided under NCAA rules, the discontinuation or non-renewal of athletic scholarship. In addition, student-athletes may be required to participate in assistance programs to address behavioral problems. The sanction for any violation shall be subject to the review and approval of the Director of Athletics.



In those cases involving NCAA violations, the Compliance Office is responsible for the investigation and submission of findings. Once it has been determined that a violation has occurred, the student athlete may be suspended from competition and/or other team activities pending review and resolution of recommended penalties by the Director of Athletics.

ATHLETICALLY-RELATED FINANCIAL AID

Failure to abide by the Student-Athlete Code of Conduct or team rules and regulations may be grounds for non-renewal, reduction, or cancellation of athletic aid. Sanctions involving reduction or termination of

athletically related financial aid during the period of the award will be imposed pursuant to the relevant NCAA procedures. Student-athletes will be given written notice of the proposed decision, and will have the right to an appeal hearing per NCAA regulations.

PROCEDURES FOR DEALING WITH CRIMINAL VIOLATIONS

All sanctions will be commensurate with the severity of the violation as determined by the head coach and the Director of Athletics. In addition, student-athletes may be required to participate in assistance programs to address behavioral problems. Each violation will be viewed separately by the head coach and the Director of Athletics on an individual basis. Any violation of the Code of Conduct may result in, but is not limited to, student-athlete suspension from athletic participation, ineligibility to practice, ineligibility to start in contests, sitting out games, and suspension from the team or dismissal from athletic competition.

HAZING

The NCAA defines hazing as any act committed against someone joining or becoming a member or maintaining membership in any organization that is humiliating, intimidating or demeaning, or endangers the health and safety of the person. Hazing includes active or passive participation in such acts and occurs regardless of the willingness to participate in the activities. Hazing creates an environment/climate in which dignity and respect are absent.

The NCAA provides this comparison of “Hazing vs. Team Building” to help student-athletes better understand the differences:

Hazing

- Humiliates and degrades
- Tears down individuals
- Creates Division
- Lifelong nightmares
- Shame and secrecy
- Is a power trip

Team Building

- Promotes respect and dignity
- Supports and empowers
- Creates real teamwork
- Lifelong memories
- Pride and integrity
- A shared positive experience

The NCAA provides the Hazing Test to help captains of teams and student leaders to think about issues of hazing when planning activities:

- Is this a team or group activity where minors are expected to consume alcohol?
- Will current members refuse to participate with the new members?
- Does the activity risk emotional or physical abuse?
- Is there a risk of injury or a question of safety?
- Would you have any reservations describing the activity to your parents, coach, professor or university official?
- Would you object to the activity being photographed for the school newspaper or local television news?

Any student-athlete who has been subject to or witness to any activity that could be hazing should report it immediately to a university official (e.g. Faculty Athletics Representative, Dean of Students). Anonymity will be protected, if desired.



SOCIAL MEDIA

Student-athletes should be concerned with any behavior that might reflect badly on themselves, their families, their teams, and/or Lubbock Christian University. Such behavior includes activities conducted online. Student-athletes are not restricted from using online social network sites and/or digital platforms. However, users must understand that any content they make public via online social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with federal government, State of Texas government, Lubbock Christian University and National Collegiate Athletic Association (NCAA) rules and regulations.

As a student-athlete participating in intercollegiate sports at Lubbock Christian University, you are a representative of the university. Please keep the following guidelines in mind as you participate on social networking sites:

- Before participating in any online community, understand that anything posted online is available to anyone in the world. Any text or photo placed online is completely out of your control the moment it is placed online – even if you limit access to your site.
- You should not post information, photos, or other items online that could reflect negatively on you, your family, your team, the Athletics Department, Lubbock Christian University, or any other competing teams or universities.
- Coaches and athletic department administrators may and will monitor these web sites.
- Potential employers, internship supervisors, graduate program personnel, and scholarship committees now search these sites to screen candidates and applications.

The malicious use of online social networks, including derogatory language about any member of the NCAA community; demeaning statements about or threats to any third party; incriminating photos or statements depicting hazing, sexual harassment, vandalism, stalking, underage drinking, illegal drug use, profanity, or any other inappropriate behavior, may be subject to disciplinary action by the head coach and/or Director of Athletics. Sanctions for failure to agree and adhere to this policy may result in actions ranging from reprimand or suspension to dismissal from the program, as well as loss of athletics aid, if applicable. It is the Athletics Department's intention to achieve a level of behavior that reflects

positively on all of us. This policy is, in addition to any specific team policies established by your coach, to be used as a guideline and is consistent with policies established by Lubbock Christian University that apply to all students.

Violations of Department and University policy or evidence of such violations in the content of social networks or digital platforms are subject to investigation and sanction under the LCU Student Handbook. They are also subject to investigation by law enforcement agencies. Ignorance of these regulations does not excuse student-athletes from adhering to them.

SPORTSMANSHIP

Sportsmanship shall be defined in accordance with the standards of the NCAA, the Lone Star Conference and the Lubbock Christian University Department of Athletics. In general, a person exhibiting sportsmanship is one who can take a loss or defeat without complaint, a victory without gloating, and who treats opponents with fairness and courtesy. Sportsmanship is respect for oneself, teammates, coaches, officials, opponents and property. Sportsmanship is also defined as showing self-control and not being drawn into or encouraging physical conflict outside the nature of the sport.

All student-athletes shall represent themselves, their team, the Athletics Department, the university and the community with the highest level of sportsmanship. The department takes sportsmanship very seriously and any student-athlete displaying unsportsmanlike conduct can face penalties imposed by the officials as well as possible additional penalties imposed by the head coach or Director of Athletics. The NCAA Sportsmanship and Ethical Conduct Committee has developed the following definitions for sportsmanship and ethical conduct:

Sportsmanship is a set of behaviors to be exhibited by student-athletes, coaches, game officials, administrators and fans in athletics competition. These behaviors are based on values, especially respect and integrity.

Ethical conduct is a set of guiding principles with which each person follows the letter and spirit of the rules. Such conduct reflects a higher standard than law because it includes, among other principles, fundamental values that define sportsmanship.

CHAP ACADEMICS

ACADEMIC ELIGIBILITY REQUIREMENTS

All Lubbock Christian University student-athletes must be enrolled in at least 12 semester hours in order to practice or compete, unless s/he is in their final semester and need fewer hours to earn their degree/ or is in graduate school.

Student-athletes must be in good academic standing and meet NCAA grade-point average requirements in order to represent Lubbock Christian University in intercollegiate competition. The required GPA needed at the start of each semester of collegiate is a 2.0.

In addition to the degree progress requirements listed below, student-athletes must pass at least nine degree-applicable credit hours during each regular academic term of the academic year in order to be eligible to compete during the next regular academic term. The progress toward degree requirements are as follows:



1. Satisfactory completion of a cumulative total of 24 degree hours since the beginning of the previous fall term;
2. Satisfactory completion of 24 degree hours of academic credit since the beginning of the institution's proceeding regular two semesters; or
3. Satisfactory completion of 48 semester hours during the first two-years of collegiate enrollment.

WITHDRAWING FROM A COURSE

Student-athletes are not allowed to withdraw from a course after the initial drop/add period without the approval of the Faculty Athletics Representative and the appropriate head coach. All withdrawals must be requested before the last day to withdraw from a course without academic penalty each semester. Any request after this deadline will result in a 'WF' for the course. If a student would like to request that the 'WF' be changed to a 'W' for extenuating circumstances, the student must complete the appropriate paperwork through the office of their academic dean.

DECLARATION/CHANGING OF MAJOR

Student-athletes must declare a major prior to the beginning of their fifth semester of full-time collegiate enrollment. Please notify the Faculty Athletics Representative before declaring or changing your major at any time as it may affect your NCAA eligibility. International students must have a major declared at all times due to INS regulations.



MISSED CLASS POLICY

It is the policy of Lubbock Christian University Department of Intercollegiate Athletics that student-athletes will not miss class due to team meetings, strength and conditioning workouts, or practice. Coaches are encouraged to schedule contests in a manner so that the team will miss the least amount of class time. Coaches are also encouraged to arrange travel so that the least amount of class time will be missed. No LCU athletic events (except for Lone Star Conference or NCAA post-season contests) may be scheduled during final exam periods. Exceptions to this policy must be requested by the Director of Athletics and presented to the Athletic Advisory Committee for approval.

Head coaches are responsible for scheduling the championship schedule for their sport. Any nonconference trip over 400 miles (one-way) must be approved in advance by the Director of Athletics. Schedules are to be submitted to the Compliance Office no later than May 1 (Fall Championship Sports), June 1 (Winter Championship Sports) and July 1 (Spring Championships Sports).

The Director of Athletics, Compliance Office, and Faculty Athletics Representative will review proposed schedules to evaluate the possible impact on NCAA requirements, missed class time, cost, and transportation.

Should a student-athlete wish not to take advantage of LCU transportation to or from the competition site, s/he must complete the appropriate paperwork at least 48 hours prior to the team's departure. This action must be approved by the Director of Athletics before the team departs campus.

From LCU Student-Handbook:

CLASS ATTENDANCE

Students are responsible for material presented in or assigned for their courses and will be held accountable for such material in the determination of course grades. Three, six, or nine absences in courses meeting once, twice, or three times per week, respectively, and absences for athletic or school-related participation exceeding 25% of the class meetings and/or laboratory sessions may, at the discretion of the professor, cause students to be dropped from the course with a grade of F. Absences for athletic or school-related participation are counted as any other absence. Students who enter the university after the starting date will accrue absences from the beginning class session. Students do have the right to appeal dismissal using grade appeals process. Students may be required to make up any class work and/or assignments missed due to absences. Student-athletes should first meet with the Faculty Athletics Representative before appealing the dismissal using the grade appeals process. Students whose absences were caused by personal illness, a death in the immediate family, or authorized participation in official school functions will be given an opportunity to rectify, in a manner acceptable to the professor, any deficiencies which may have resulted from such absences.

For other reasons, professors determine whether students can rectify deficiencies. It is the responsibility of each student to inform the professor of the reason for an absence. Faculty will not apply a more restrictive attendance policy than the one outlined above. If students disrupt a class, either by tardiness or by distracting noises or actions, they will be given an initial warning. Students may be dismissed from a class upon continuance of disruptive behavior, as determined by the instructor. Students have the right to appeal a class dismissal to their academic dean.

ISSUANCE AND RETRIEVAL OF EQUIPMENT/UNIFORMS

Dispersal is completed at the discretion of the head coach of each sport. A master list of items dispersed will be kept by the coaching staff and used to check in the equipment at the end of each season. If a student-athlete does not return equipment that is loaned to them a hold will be placed on their personal LCU account to prevent transfer of transcript until the equipment is returned. If items are lost, the cost of the item should be reimbursed prior to leaving the university.

ACADEMIC SUPPORT SERVICES

Center for Student Success

The Center for Student Success is committed to helping students succeed by providing tutoring services, mentoring, academic testing, and accommodations for students with disabilities. The Center for Student Success is located in the Center for Academic Achievement building.



Tutoring Services - Current students may request free peer tutoring in most undergraduate courses. Tutoring is provided in one-on-one or small group sessions meeting weekly. Email Tutor@LCU.edu to sign up for tutoring.

Academic Testing - The Academic Testing Office administers CLEP, ACT, DSST, THEA, and the ETS Proficiency Profile, which is required for all students. Students will complete the ETS Proficiency Profile when they enroll in UNI 2000 after they complete the LCU core classes. Contact the Testing Coordinator at testing@lcu.edu for information concerning any standardized testing or special departmental credit by examination needs.

Disability Services - The University is a member of the Association on Higher Education and Disability and is committed to providing appropriate accommodations for students under the Americans with Disabilities Act and Section 504 of the

Rehabilitation Act of 1973. The Office of Disability Services located in room 117 of the Center for Academic Achievement strives to ensure equal access to all students. Qualified individuals with disabilities may request accommodations through the Office of Disability Services 806-720-7156 or DisabilityServices@LCU.edu.

CSS Mentors - Mentors are available to offer academic support and encouragement year-round to students. Mentors help students develop the academic skills, time management and learning habits to be successful. Mentors are experienced in the stresses of college life and understand the difficulties associated with the transition to college life. Email Mentor@LCU.edu for more information.

TEXTBOOK POLICY

For student-athletes receiving textbooks as part of their athletics scholarship, only required textbooks will be purchased by the Department of Athletics. The textbooks remain the property of LCU while they are in the student-athletes' possession. If it is necessary to purchase books from an entity other than the Chap Store, the Department of Athletics will reimburse the student-athlete for those costs. The receipt, along with a copy of the course syllabus, must be brought to the Compliance Office in order for reimbursement to be received. Please note that if you receive textbooks as part of your athletics scholarship, your athletics scholarship will not cover the purchase of an iPad, even if it is required for any course in which you are enrolled.

All textbooks must be returned to the Chap Store no later than the conclusion of the term's final exam period. Failure to return all textbooks will result in the student-athlete being charged for the value of any unreturned textbooks.

NCAA COMPLIANCE INFORMATION

AMATEURISM

In order to compete in intercollegiate athletics, a student-athlete must maintain his/her amateur status. The following are examples of activities that may result in the loss of amateur status and intercollegiate athletics eligibility:

- Receiving payment in any form for use of athletic skill in that sport
- Accepting a promise of pay even if payment is to be received following the completion of participation in intercollegiate athletics
- Signing a contract or committing to play professional athletics
- Competing on a professional team regardless of whether or not payment was involved
- Entering into a professional draft
- Reaching an oral or written agreement to be represented by an agent

NAME, IMAGE, AND LIKENESS

NCAA college athletes now have the opportunity to benefit from their name, image and likeness ("NIL"). While NCAA rules remain in effect, including prohibitions on pay-for-play and improper recruiting inducements, NIL activities protected by state law will not impact eligibility. Student-athletes can use a professional services provider for NIL activities. However, under Texas state law, professional representation is limited only to an "attorney licensed to practice law in this state" for contracts or other legal matters relating to the use of the student athlete's name, image, or likeness. Thus barring an "athlete agent" from being able to provide such representation.

Additionally, Texas state law (SB 1385) requires that NIL opportunities be disclosed before payment and performance. ALL disclosures of contracts must be made to the Assistant Athletic Director for Compliance.

Furthermore, student-athletes may NOT enter into a contract for the use of their name, image, and likeness if:

- Any provision of the contract conflicts with the institutional values and mission of Lubbock Christian University, a provision of the student



athlete’s team contract (e.g., Financial Aid Agreement), a provision of an institutional contract, a policy of the athletic department, or a provision of the honor code of LCU.

- The compensation for the use of the student-athlete’s NIL is provided:
 - In exchange for athletic performance or attendance at LCU; or
 - Directly by Lubbock Christian University or any of its employees; or
 - Examples include:
 - An LCU employee or a family member who own a business compensating a student-athlete for promotional activities;
 - An LCU employee facilitating an NIL opportunity for a local businesses;
 - An LCU employee soliciting NIL opportunities for student-athletes;
 - An LCU employee creating content (e.g. graphics, logos, stories, photographs, videos, social media content) for student-athletes, including freelance work; or
 - An LCU employee promoting NIL opportunities for student-athletes.
 - For example, this would include Re-Tweeting, or otherwise promoting on social media, items a student-athlete might be selling, an autograph show, or any other action that might direct exposure to such opportunities.
 - In exchange for property owned by LCU or for providing an endorsement while using intellectual property or other property owned by LCU (e.g., LCU jersey or using LCU gym); or
 - In exchange for an endorsement of alcohol, tobacco products, e-cigarettes or any other type of nicotine delivery device, anabolic steroids, sports betting, casino gambling, a firearm the student athlete cannot legally purchase, or a “sexually oriented business.”
- The duration of the contract extends beyond the student-athlete ’s participation in the intercollegiate athletic program.

Finally, at the beginning of the student-athletes’ first and third academic year at LCU, all student-athletes shall be required to attend a financial literacy and life skills workshop. The workshop must be at least five hours in duration and include information on financial aid, debt management, time management, budgeting, and academic resources available to the student-athlete.



If there are any further inquiries concerning the ever-evolving world of NIL, reach out to the Athletics Compliance Office.

EXTRA BENEFITS

An extra benefit is any special arrangement by a Lubbock Christian University employee or booster to provide a student-athlete or the student-athlete’s relative or friend, a benefit not expressly authorized by NCAA legislation. Receipt of a benefit by a student-athlete, or his/her relative or friend is not a violation if it can be determined that the same benefit is generally available to all Lubbock Christian University students or is available to a particular segment of the student body on a basis unrelated to athletics ability. As a student-athlete, ask yourself the following questions prior to accepting any type of benefit:

- Is this something that is generally not available to the general public or to Lubbock Christian University students?
- Am I receiving this benefit because I am a student-athlete?

If you can answer “yes” to either of these two questions, then the benefit is likely going to be considered an extra benefit under NCAA legislation.

Examples of impermissible extra benefits include, but are not limited to:

- Cash or a cash-equivalent for athletic participation
- Payment from any source for complimentary admission
- Use of athletic department copy/fax machine for personal use
- Having a booster or a Lubbock Christian University staff member type/write papers, etc.
- Friends/relatives receiving expenses for travel to home or road contests
- Friends/relatives receiving free admission or free meals in conjunction with a team or booster club function
- Free or reduced athletic fees not directly related to practice
- Assistance in paying bills
- Receipt of a loan or the signing or cosigning of a note to arrange a loan or guarantee a bond
- Free or reduced cost use of an automobile
- Free or reduced cost storage of personal belongings

ATHLETIC SCHOLARSHIPS

According to NCAA regulations, an athletic grant-in-aid is limited to bona-fide educational expenses including tuition, fees, room, board and the use of required textbooks. Each athletic program has a specific number of athletic grants-in-aid with limits set forth by the NCAA, Lone Star Conference, and Lubbock Christian University.

An athletic grant-in-aid is awarded for a term of designated length, not to exceed one academic year. The allocation of each award is at the discretion of the head coach under the general supervision of the Compliance Office and Director of Athletics. NCAA, Heartland and Lone Star Conferences, and institutional limitations apply to each sport and vary accordingly. The procedures for administering the athletic grant-in-aid, however, are the same for every student-athlete.

To comply with NCAA regulations, a student-athlete will be notified of the renewal, reduction, or nonrenewal of his or her athletic grant-in-aid no later than July 1 prior to the academic year for which it is to be effective. In the case of non-renewal or reduction of athletic grant-in-aid, the student-athlete will be given the opportunity to appeal per NCAA and University guidelines. Accordingly, the student-athlete will have the right to request a hearing before university personnel charged with conducting such a hearing within 30 calendar days of receiving a student-athlete's written request.

In order for an athletic grant-in-aid to be valid, a copy of the signed tender must be on file with Lubbock Christian University's Department of Athletics as well as the institutional Financial Assistance Office.



Per NCAA Bylaw 15.5.4.1, a student-athlete's athletic grant-in-aid can be reduced or canceled during the period of the award if the student-athlete:

- Renders him/herself ineligible for intercollegiate practice and or competition;
- Fraudulently misrepresents any information on an application, letter of intent, financial aid agreement, or any document;
- Engages in serious misconduct warranting substantial disciplinary penalty; or
- Voluntarily withdraws from a sport for personal reasons.

A student-athlete whose athletically related financial aid is reduced or canceled during the

period of the award has the right of appeal. Notification will come from the institutional Financial Assistance Office and will also include information on how to appeal, if so desired, in accordance with NCAA regulations.

Should the student-athlete wish to appeal their reduction or cancellation of athletically related financial aid, they will notify the Financial Assistance Office with their intent to do so within the time period allotted within the notification letter. The Director of Financial Assistance will then contact the student and the other members of the committee to schedule a hearing within 30 calendar days of the student-athlete's written request. The Athletics Financial Aid Appeals Committee is comprised of nine Lubbock Christian University faculty and staff as recommended by the institution's Provost. All decisions rendered by the committee are binding and final.

SUMMER FINANCIAL AID

Summer athletically related aid is awarded solely at the discretion of each head coach as their budget allows and is awarded through the Compliance Office. Although it is not permissible to receive athletics aid for such courses, it is strongly recommended that all student-athletes receive prior approval from the Lubbock Christian University Registrar's Office prior to enrolling in summer courses at other institutions to ensure that such courses will transfer to LCU.

POST-ELIGIBILITY FINANCIAL AID

Post-eligibility financial aid is available to student-athletes who have exhausted eligibility and are in their 9th and/or 10th semesters of fulltime collegiate enrollment. Student-athletes must apply for these funds and funds are awarded at the discretion of the athletics department based on the number of applicants, availability of funds, previous satisfactory degree completion requirements, and previous receipt of summer athletics aid. In order to be considered for post-eligibility financial aid, student-athletes must have completed their athletics eligibility, have fewer than 36 hours remaining to satisfy the degree requirements for graduation, but be within their initial 10 semesters of full-time collegiate enrollment. In addition, student-athletes must have an overall GPA of at least 2.50 in order to apply.

CROWDFUNDING

Any student-athlete wishing to engage in any crowdfunding activities (e.g., www.gofundme.com) must first check with the Athletics Compliance Office in order to determine if such activity is permissible and if so, how to engage permissibly in the activity.

COUNTABLE ATHLETICALLY-RELATED ACTIVITIES

During the academic year, coaches are limited in the number of hours that they can require a student-athlete to participate in mandatory athletically related activities. During the traditional playing season, participation in countable athletically-related activities is limited to a maximum of twenty hours per week and four hours per day. Student-athletes must also receive at least one day off per week that is free from any countable athletically-related activity during the traditional season. During the non-traditional playing season, participation in countable athletically-related activities is limited to a maximum of fifteen hours per week. Student-athletes must receive at least two days off per week that is free from any countable athletically-related activity during the non-traditional season.

- Practice
- Competition
- Required conditioning/weight training
- Skill-related instructional activities
- Required individual workouts
- Athletically-related meetings initiated by a member of the coaching staff



- Required film sessions
- “Captain’s practices”
- Visiting the competition site (Golf & Cross Country only)

Non-countable athletically related activities include the following:

- Voluntary individual workouts (not required or supervised by a coaching staff member)
- Training table or competition-related meals
- Physical rehabilitation
- Medical exams or treatments
- Dressing, showering, or taping
- Study hall or required tutoring sessions
- Meetings with coaches regarding non-athletic matters
- Travel to and from practice or competition
- Recruiting activities (serving as a student-host, etc.)
- Public relations activities (media interviews, etc.)
- Visiting the competition site (all sports except Golf and Cross Country)

Outside the designated playing & practice season and during the academic year, a student-athlete’s participation in countable athletically-related activities shall not exceed eight hours per week and no more than two of these hours may be devoted to skill instruction and/or team activities. Coaches are mandated to give each student-athlete two days off per week during this portion of the academic year.

Any athletically related activity in which a student- athlete participates that occurs outside of the in-season practice period or the out-of-season practice segment can only be done voluntarily. Per NCAA regulations, in order for any athletically related activity to be considered voluntary, all of the following conditions must be met:

- The student-athlete cannot be required to report information back to any coach or staff member (manager, etc.) pertaining to any workout that is done in a voluntary capacity.
- The activity must be initiated and requested solely by the student-athlete. A coach or any other staff member may not require a student-athlete to participate in a given workout or activity.
- The student-athlete’s attendance and participation (or lack thereof) may not be reported back to the coaching staff or recorded for attendance purposes.
- A coaching staff member may not observe a student-athlete’s voluntary workout or participation in voluntary activities.
- A strength & conditioning staff member may be present during a student-athlete’s voluntary workout, provided s/he is only present to monitor the facility for health and safety concerns.
- A strength & conditioning coach can, however, provide a student-athlete with a suggested or recommended workout, but cannot conduct or instruct the workout.
- The student-athlete cannot be subject to a penalty if s/he elects not to participate (or partially participate) in a given workout or activity that is considered voluntary by NCAA legislation.

COMPLIMENTARY ADMISSIONS

Each student-athlete who participates (practices or competes) in a sport may receive up to four complimentary admissions per home contest in his/her sport, regardless of whether or not the student-athlete competes in the contest. The number of admissions provided for away contests, however, are provided at the discretion of the host institution and may not exceed four.

Complimentary admissions are provided via a pass list for individuals designated by the student-athlete. Hard tickets are not issued. Prior to each contest, the student-athlete will complete a form indicating the individuals that s/he wishes to designate for complimentary admission to the contest. Only the individuals listed by the student-athlete will be provided complimentary admission to the event. All such individuals are required to show photo ID and sign for their complimentary admission.

The following individuals may not receive a complimentary admission from a student-athlete:

- Agents or Runner
- Lubbock Christian University Boosters
- Prospective Student-Athletes
- LCU Coaches/Staff or Family/Friends of LCU Coaches/Staff

- Media Representatives
- Professors or other University Personnel

Exceptions to the above are made only for established friends and family members. No student-athlete shall ever receive payment, goods, or services in exchange for his/her complimentary admissions. Also, a student-athlete may not purchase tickets from the institution for an athletic contest and then sell the tickets at a price greater than face value. Engaging in any of these activities will compromise a student-athlete's eligibility.

AGENTS & GAMBLING

Student-athletes may not knowingly provide information to individuals involved in organized gambling activities, solicit a bet on any intercollegiate team, accept a bet on any team representing the institution, or 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.

A student-athlete cannot place or solicit a bet on any sport, at any level that the NCAA sponsors. NCAA rules state that an individual shall be ineligible if s/he has agreed (orally or in writing) to be represented by an agent for the purpose of marketing his or her athletic ability or reputation in that sport.

LUBBOCK CHRISTIAN UNIVERSITY ATHLETE AGENT STANDARDS & PROTOCOL

Institutional control of athletics is a fundamental requirement of NCAA legislation. Specifically, the NCAA Constitution provides that each institution monitor its program to insure compliance with NCAA rules and regulations.

SECTION I. IMPLEMENTATION

Lubbock Christian University Intercollegiate Athletics has adopted the following regulations and standards to ensure compliance with Chapter 2051, Operations Code, specifically section 2051.301.

SECTION II. ATHLETE-AGENT STANDARDS

1. These standards shall be implemented and administered by the Lubbock Christian University Professional Sports Counseling Panel. The Faculty Athletics Representative shall be the chairperson of the panel.
2. Lubbock Christian University requests that all athlete agents who are interested in representing its student-athletes provide a copy of their professional league players' association certifications for those associations in which they are members, a resume, a list of references, and a list of current and former clients to the athletic department in care of the Athletics Compliance Office.
3. All correspondence from athlete agents should be sent to the Lubbock Christian University Athletics Compliance Office at 5601 19th St., Lubbock, TX 79407 in duplicate. The original will be given to the student-athlete, and the other will be kept in the Compliance Office in the athlete agent file. Lubbock Christian University does this to ensure agents are in compliance with the state statute.
4. Lubbock Christian University Athletics will not provide the addresses or telephone numbers of student-athletes. Furthermore, we request all agents and advisors to refrain from telephone contacts and face-to-face encounters with Lubbock Christian University student-athletes, or their parents and relatives until the student-athlete has exhausted his or her NCAA eligibility.

Face-to-face encounters with Lubbock Christian University student-athletes are permitted on the Lubbock Christian University campus on the specified Lubbock Christian University Athlete Agent Days. Lubbock Christian University Athlete Agent Days permits athlete agents to visit and provide



information to current Lubbock Christian University student-athletes in the presence of a member of the Lubbock Christian University Professional Sports Counseling Panel. To be eligible to participate in the interview program, all athlete agents must be certified by the respective professional organization's players association.

Any agent who commits a violation of any of the above standards in this section shall not be eligible to participate in future interview programs despite compliance with said standards. The Professional Sports Counseling Panel may excuse a violation at its discretion.

SECTION III. INTERVIEW PROCESS

The following shall be standards set for the interview between athlete agents and student-athletes at Lubbock Christian University, an institution of higher learning hereafter referred to as Lubbock Christian University. Definitions of athlete and athlete agent are consistent with those outlined in the Texas Athlete Agent Act. The provisions set forth in this document shall address the guidelines for the contact of athletes in all sports.

The coordinator for agent interviews is the Athletics Compliance Coordinator for Lubbock Christian University. All correspondence to the coordinator shall be directed to the Lubbock Christian University Compliance Office, 5601 19th St., Lubbock, TX 79407.

Telephone inquiries will be taken at 806.720.7278, while faxed material can be transmitted to 806.720.7265.

Correspondence or inquiries directed toward any other party not specifically identified in this document shall constitute a breach of this protocol and result in:

- No responsibility by Lubbock Christian University to respond to said inquiry;
- Notification to athlete agent of violation of standards and protocol; and
- Possible exclusion of athlete agent from interview process.

Note: No student-athlete may be contacted in-person outside these designated interviews until said student-athlete's collegiate eligibility has expired.

SECTION III (A) - INTERVIEW STANDARDS FOR ALL SPORTS

Interviews may occur during the month of April prior to the student-athlete's final year of athletics eligibility. Interviews may be conducted between the hours of 8 a.m. and 6 p.m. each day. At no time shall an interview be conducted when it conflicts with and therefore causes the athlete to miss:

- Class or related academic requirements;
- Scheduled athletic workouts;
- Study hall or review sessions; or
- Other mandatory meetings designated prior to interviews. Please note that every effort will be made to make athletes available and that we will discourage or postpone all aforementioned meetings within reason.

All interviews shall be conducted within the confines of Lubbock Christian University. All designated interview areas shall be cleared of distraction and made suitable for a professional and productive interview. At no time shall an

interview be conducted off campus.

In order to schedule an interview, the athlete agent must contact the interview coordinator no later than two weeks prior to the designated interview period. (Note: a list of all seniors will be made available upon request in January preceding the April interview period.) Be advised that the interviews



will be at the discretion of the athlete and failure to accept or show for an interview will in no way constitute failure to comply with the Texas Athlete Agent Act on the part of Lubbock Christian University. The athlete agent shall have the names of the athletes he wishes to meet with and the days he would prefer to meet with selected athletes. The interview coordinator will verify the time and place of the interview with the student-athlete and convey the same information to the athlete agent by phone and/or e-mail.

Agents may meet with all seniors collectively or individually. Interviews shall be limited to 45 minutes per interview regardless of whether it is an individual or group interview. Athletes may fill out questionnaires during the interview, but will be instructed not to provide personal contact information. All mail should be directed to the athlete in care of the interview coordinator. Athlete agents shall make no phone calls to the athlete until the completion of the final contest of their senior year.

Violations of athlete agent protocols shall result in penalties as outlined in the Texas Athlete Agent Act as well as exclusion from future interviews.

PROFESSIONAL SPORTS COUNSELING PANEL

The University's Professional Sports Counseling Panel is authorized by the NCAA, and is charged with the responsibility of helping student-athletes and their families in making the transition from college to the pros.

Members of the panel provide information and assistance to student-athletes and their families in evaluation and selection of an athlete agent or other professional representative. Members of the panel are willing to assist student-athletes and their families in conducting athlete agent interviews to facilitate the process.

This guide to athlete agents' rules and regulations should not be relied upon exclusively, as NCAA rules and the Texas statutes are oftentimes complex. We suggest you contact the Lubbock Christian University Athletics Compliance Office at

806-720-7266 if you have any questions or to discuss the application of NCAA rules.

Further, an agency contract not specifically limited in writing to a sport or particular sports shall be



deemed applicable to all sports and the individual shall be ineligible to compete in any sport. An individual shall be ineligible if s/he enters into a verbal or written agreement with an agent for representation in future professional sports negotiations that are to take place after the individual has completed his/her eligibility in that sport. An individual shall be ineligible if s/he (or his/her relatives or friends) accepts transportation or other benefits from any person who wishes to represent the individual in the marketing of his/her athletic ability. The receipt of such expenses constitutes compensation based on athletics skill and is an extra benefit not available to the general student population.

All agents wishing to speak to a student-athlete should first contact the Compliance Office and the information will then be forwarded to the appropriate head coach. If an agent contacts the student-athlete or his/her family, the agent should be informed that they need to contact the Compliance Office before the student-athlete can speak further. If a student-athlete receives any written correspondence from an agent, he/she is requested to submit copies of the materials received to the Compliance Office. Lubbock Christian University takes student-athlete contact with sports agents very seriously. The above policy was created to protect the student-athlete, as well as to provide a method by which agents can contact Lubbock Christian University's Athletic department and express their interest in our student-athletes.

TRANSFERRING

Any student-athletes wishing to transfer to another four-year institution and participate in intercollegiate athletics must contact the Athletic Compliance Office in writing. The Athletic Compliance Office will then send the student-athlete a link to the Transfer Portal Education Module. Once the Athletic Compliance Office receives confirmation that the student-athlete has completed the module, the student-athlete will be placed into the transfer portal.



SUPPORT UNITS

SPORTS MEDICINE

Hours of Operation

Monday through Friday - 9:30am-5:30pm

Saturday and Sunday - Only for scheduled practices and games

All Training Rooms (Rip Griffin Center, City Bank Clubhouse and Satellite Athletic Training room (SATR)) will be open two hours prior to each game and one hour prior to each practice.



TRAINING ROOM RULES

1. The athletic training room is for the exclusive use of LCU intercollegiate student athletes. It is not for the use of the LCU general student body, alumni, family or friends. Non-athletes should not be brought into the athletic training room.
2. All student-athletes must check in with an athletic trainer for treatment.
3. No shoes may be worn in the athletic training room.
4. The athletic training room is co-ed, please wear appropriate clothing.
5. No student-athlete is to operate athletic training room equipment.
6. Taking things from the training room without permission of the athletic trainer is subject to dismissal from the team.
7. Abusive behavior will not be tolerated!
8. You are responsible for all special equipment such as wraps, sleeves, crutches, braces issued to you. If it is not returned, you will be held financially responsible for its replacement.
9. PROFANITY IS OBSCENE. ITS USE IS NO COMPLIMENT TO YOU. DO NOT USE IT HERE.
10. No food or drinks are allowed in the athletic training room.
11. No tobacco products will be allowed in the training room.

TRAINING ROOM POLICIES

The Lubbock Christian University Athletic department follows the policies set by the NCAA. The Department of Athletics is responsible for the provision of medical services to student-athletes if the student-athlete is injured in practice or a game which was under the coaches' supervision with the coaches or his representative present. The word injury applies only to those ailments that are caused by the participation in practice or a game; for example, the athletic department cannot be responsible for the removal of tonsils or appendix by surgical procedure.

1. The Athletic Training Room will be open as posted on specific days.
2. All student-athletes who need treatment or taping must be present at the times indicated below before you are to be present on the court or game field. If you are not present at the appropriate time for your sport, we will assume you are able and ready for practice that day.
3. Report every injury or illness - no matter how trivial it may seem to you, so that the certified athletic trainers may report player status to the coaching staff.
4. Come to the athletic training room dressed with shorts to receive treatment or to be taped. If it is after practice, shower before coming to the athletic training room. Do not wear dirty gear into training room to be taped or to get treatment.
5. Injured players must report to each practice session. Injuries requiring missed practice time must be excused by the coach and certified athletic trainer.
6. Following treatment for an injury that causes limited or missed practice you must be cleared by your certified athletic trainer prior to increasing your participation level.
7. If a coach refers you or if you seek care for any outside medical treatment without the approval of a certified athletic trainer and the Medical Clinic, you will be held financially responsible for all bills incurred.

8. Injuries not sustained in team functions will not be the responsibility of the LCU Athletic Department.
9. If for any reason you receive a medical bill, return it immediately to the head athletic trainer so that it can be paid.
10. The athletic training room is for athletes receiving treatment, rehab or injury evaluation, not for social gatherings. Please do not use it as a hang out spot.
11. The athletic training room is a place of business; please keep conversation at an appropriate level.

PRE-PARTICIPATION INFORMATION

Medical Examination

All student-athletes attending Lubbock Christian University must receive medical clearance from the Lubbock Christian University Athletic Training Department before they are permitted to attend any practice, strength and conditioning sessions, and/or compete in any intercollegiate athletic events. A select group of medical staff including team physicians, specialists, nurses and athletic trainers will administer the pre-participation physical exam. No member of the Lubbock Christian University Department of Intercollegiate Athletics will permit a student-athlete to participate, nor will Lubbock Christian University provide insurance coverage to any student-athlete who has not completed the pre-participation physical examination procedure.

FORMS FOR CLEARANCE

- a. Medical insurance form
- b. Student athlete medical history
- c. Assumption of risk insurance/drug testing consent form
- d. Injury and illness reporting form
- e. Sick cell form
- f. Secondary insurance form (done at team meeting)
- g. Pre-participation exam form
- h. ImPACT/SCAT test
- i. EKG
- j. Student athlete medical assistance form

Forms a-f, are completed on-line and a link will be emailed to the student-athletes before arriving on campus. Prior to arriving on the LCU campus student-athletes must have completed the on-line forms before permitted to go through the pre participation physical exam. IMPACT concussion and SCATS testing will be administered all student-athletes before they are cleared for participation. This must be done so that a baseline is established before participating in a sport.

ATHLETIC PHYSICAL EXAMINATION

1. Student-athletes that do not complete on-line Medical Clearance Forms prior to arriving at LCU must complete them through the Athletic Training Department upon their arrival.
2. All clearance forms must be filled out on-line and completed before a student-athlete may receive their physical exam. Incomplete forms will not be accepted.
3. The Athletic Physical Examination is administered by the Lubbock Christian University Sports Medicine staff at a pre-arranged time for each team. A successful athletic physical examination will render the student-athlete medically cleared for athletic participation.

PRE-PARTICIPATION EXAM PROCEDURES

Prior to receiving medical clearance, all student-athletes must have the following materials on file with the Lubbock Christian University Athletic Training Department. Most will be completed electronically prior to arriving.

- Insurance forms (Student-athlete primary and LCU secondary claim form)
- Copy of Insurance card (front and back)
- Student-athlete Medical History Questionnaire Form
- Emergency Contact Information
- Acceptance of Risk
- Medical Insurance Understanding
- Medical Consent to Treat

- Drug Testing Consent
- Medical Information Release (Media, Parents, Agents & Scouts)
- Injury/Illness Policy
- HIPAA form
- Sickle Cell form

Every student-athlete must undergo a Pre-Participation Physical Examination done by medical staff including: team physicians, specialists, nurses and athletic trainers. The Pre Participation Physical Examination will include, but is not limited to, the following:

- Medical and Family history review
- Height, weight and vision screen
- Blood pressure and pulse
- Medical Physical examination
 - Ears, Nose and Throat
 - Heart and Lungs
 - Abdomen
- Orthopedic screening examination

Additional testing may be requested by the Sports Medicine Staff for student-athlete clearance. These include but are not limited to:

- Blood test
- Urinalysis
- EKG and/ or Echocardiogram
- X-ray, MRI, CT scan and or bone scan
- Other diagnostic test(s) prescribed by LCU sports medicine staff

1. If, for any reason, the student athlete is not medically approved certified for intercollegiate athletics participation, he/she will be notified by the Lubbock Christian University Team Physician and the Athletic Trainer for that sport.
 - Costs associated with any test that is needed to obtain medical clearance will be the sole financial responsibility of the student-athlete.
2. Individuals with pre-existing conditions may become medically cleared if they sign the Pre Existing Condition Waiver and Release form.
 - Any injury/injuries and their related costs resulting from the injury designated in the Pre-Existing condition Waiver and Release will be the sole financial responsibility of the student-athlete.
3. Lubbock Christian University reserves the right to refuse medical approval/certification for participation in intercollegiate athletics based on the medical opinion of the Lubbock Christian University Team Physicians.

NON-ATHLETICALLY RELATED INJURIES

Student-athletes that are injured in a non-athletic practice or game and seeking medical treatment from the Athletic Training staff must follow these procedures:

1. Provide only immediate first aid.
2. Inform the student-athlete that he/she will be liable for all medical bills.
3. Ask the student-athlete if they would like to see our team physician in the medical clinic.

Remind the student-athletes that they will be responsible for all medical bills, but seeing our Team Physician will make follow-up care easier.

4. Inform the student-athlete that we can perform follow-up care as long as no cost is involved.
5. If EMS needs to be activated or if EMS is requested then activate Emergency Services. The financial responsibility falls on the student-athlete.
6. Documentation of injury and follow-up need to be recorded in the student-athlete's chart.

ATHLETICALLY RELATED INJURIES

Student-athletes that are seeking complete medical benefits from the school must follow the below procedures:

1. If a student-athlete sustains an injury during an athletic sponsored game or practice with supervision of a coach, athletic trainer or representative, the injury must be reported to a Certified Athletic Trainer immediately.
2. It is the responsibility of the student-athlete to notify your head coach of all injuries or illnesses.
3. Injured student-athletes must follow the listed steps for evaluation and treatment.
 - a. The student-athlete will receive an evaluation of the injury.
 - b. Upon receiving an evaluation a decision will be made to begin treatment in the athletic training room or to refer the student-athlete to the Team Physician or Specialist for additional evaluation.
 - c. The student-athlete must go to the Rip Griffin Athletic Training Room, City Bank Clubhouse, or SATR daily for treatment and evaluation.
 - d. Injury re-evaluation will occur and progress will be tracked daily.
 - e. If the student-athlete is referred to the Team Physician or a specialist then all necessary insurance paperwork will be filled out.
 - f. All Athletes are required to carry a personal primary insurance policy. If the athlete does not have one they are not permitted to practice until one is purchased and in place. The policy must cover athletic injuries and the Lubbock Christian University athletic department can help with suggestions as to some policies to purchase. In the case of an injury during a sanctioned practice, workout, or contest the athlete will be responsible for paperwork required by his or her primary policy. If the student's primary insurance lapses during an injury or the athlete fails to carry primary insurance then the athlete will be responsible for ALL bills that are accrued pertaining to the injury sustained during that lapse of coverage or failure to obtain coverage.
4. The student-athlete may return to practice or competition after clearance by a certified athletic trainer staff member or team physician.
5. The head or associate athletic trainer will handle all insurance questions. It is the responsibility of the student-athlete to turn in any and all bills received to the head athletic trainer if payment is to be considered.
6. If a team is away from campus and emergency services are needed, it is the responsibility of the coach to contact the host schools' certified athletic trainer or host team physician for necessary treatments. If a bill follows any treatment or hospital visit away from campus, then it is the coach's responsibility to get contact information to the Head Athletic Trainer so that bills may be obtained and turned in for payment.
7. If emergency treatment is required while a student-athlete is injured during a scheduled practice when the athletic training room is closed, it is the responsibility of the coach or the student athlete to call for procedures in receiving treatment.

INJURY CLEARANCE

1. A student-athlete under the care of a physician must obtain clearance from that physician. Physician clearance must be documented by the physician and a release to begin participation must be filed in the athlete's chart.
2. After a release has been filed in a student-athlete's chart or a student-athlete has finished a rehab protocol the certified athletic trainer will determine when the student-athlete is prepared to return to practice and game situations.
3. Once the student-athlete has been cleared by the certified athletic trainer to participate in practice and or games, it is then the coaches' discretion as to when the student-athlete will resume participation.



ALCOHOL & DRUG POLICY

Lubbock Christian University and the Department of Athletics firmly believe that the use of drugs and alcohol can be a detriment to the physical and mental well-being of its students-athletes, can seriously interfere with the performance of individuals as students and as athletes and can be extremely dangerous to the student-athlete and his/her teammates participating in athletic competition and practice. Therefore, the department has implemented drug and alcohol policies and a program to assist and benefit the student-athletes at Lubbock Christian University.

LCU's Athletic department is committed to a drug and alcohol program designed to assist student-athletes in meeting the demands of both academic and athletic pursuits. It is the department's intent to



help provide a safe and healthy environment for student-athletes. To this end, a mandatory screening program has been implemented at Lubbock Christian University.

As a condition of participation in intercollegiate athletics at Lubbock Christian University, all student-athletes are required to sign the drug and alcohol program form stating they have read, understand and comply with the policies and the consequences of any positive tests. This policy will be reviewed with the student-athletes at the beginning of each fall semester or at such other time that a student-athlete commences his or her participation in intercollegiate athletics at Lubbock Christian University.

The basic goal of the drug and alcohol program is prevention of drug and alcohol use, however, education and assistance with drug- or alcohol-related problems are key components of the program.

Goals of the Program

1. To generally educate Lubbock Christian University student-athletes concerning the problems of drug and alcohol use.
2. To educate any student-athlete identified with a problem regarding the use of drugs and/or alcohol as it may affect the student-athlete and his/her team and teammates.
3. To provide a common mechanism for the detection, sanction and treatment of specific cases of drug and alcohol use.
4. To provide reasonable safeguards to insure that every student-athlete is medically fit to participate in athletic competition.
5. To prevent drug and alcohol use by Lubbock Christian University student-athletes.
6. To identify any student-athlete who may be using drugs and to identify the drug(s).
7. To encourage the prompt treatment of drug and/or alcohol dependency.

PRESCRIPTION DRUGS

Prescription drugs are allowed if a qualified physician has prescribed them to the student-athlete. Student-athletes may not use prescription drugs that are prescribed to someone else, as many prescription drugs will test positive on the drug screenings. When selected for a drug test, you must list all prescription drugs that have been prescribed to you that you are currently taking before you participate in the test.

IMPLEMENTATION OF THE DRUG AND ALCOHOL PROGRAM

At the beginning of the academic year, a presentation will be made to all intercollegiate athletic teams at LCU to outline and review the department's drug and alcohol policies and program. A copy of the policies and program will be provided to each student-athlete. Each student-athlete will be asked to (1) sign a copy of the policy acknowledging the receipt of a copy of the policy; (2) execute voluntary consent to the testing required by the program; and (3) sign a statement authorizing the release of test results.

Lubbock Christian University and the Athletic department are committed to the success of this program and expect LCU's student-athletes to be equally committed.

FREQUENCY OF DRUG TESTING

To ensure fairness and efficiency of the testing program, testing notification will come from LCU's athletic trainer. Tests will be administered randomly and may or may not be announced in advance. Tests may be administered at any time throughout the academic year. The Director of Sports Medicine, along with the Director of Athletics will determine the timing of drug testing along with the number of individuals to be tested. Additionally, a head coach or the Director of Athletics may request a test be administered to a particular student-athlete or group of student-athletes at any time.

Failure of the student-athlete to execute the consent form or submit to an immediate drug test once they have been notified, will be considered an automatic positive test and all corresponding sanctions will apply.

TESTING METHOD

The drug testing will consist of the collection of urine, hair, and/or blood sample(s) from the student-athlete under the supervision of a laboratory technician designated by LCU's Director of Sports Medicine. Each sample will be analyzed for the presence of banned substances. The testing agency will report all test results to the Director of Sports Medicine. A positive result indicates, that in the opinion of the outside agency performing the test, the presence of one or more of the banned substances.

Appropriate precautions will be taken to assure and maintain the accuracy and confidentiality of the test results including the maintenance of a documented chain of specimen custody to insure the proper identification and integrity of the sample throughout the collection and testing process.

In addition to a positive test, the following actions will result in the sanctions for a positive test being applied to the student-athlete:

- Failure of the student-athlete to execute the internal drug testing consent form
- Failure of the student-athlete for any reason to submit to a drug test at the appointed date and time once the student-athlete has been notified of their selection
- Failure to appear for any reason at the appointed date and time for the drug test once they have been notified
- Self-admission of drug use to LCU's Office of Student Life at any time

SANCTIONS FOR POSITIVE TEST

Any student-athlete who tests positive for a banned substance, or to whom the four criteria listed above applies, will be subject to the disciplinary action listed below. The head coach or Director of Athletics, at their discretion, may add additional sanctions to any student-athlete that tests positive for a banned substance.

Notification of positive test: If a positive test is confirmed, the Director of Sports Medicine will notify the Director of Athletics and the appropriate head coach. The head coach will be responsible for notifying the student-athlete of the positive test, while the Director of Athletics will notify LCU's Office of Student Life.

First positive: An NCAA student-athlete who, as a result of a drug test administered as a part of Lubbock Christian University's Drug Policy, is found to have used a banned substance, will be suspended from the next 10% of the team's regular season or post-season contests/dates of competition, in accordance with the NCAA maximum number of contests/dates of competition as indicated in NCAA Bylaw 17. All suspensions will be rounded up (e.g., if 10% is equivalent to 2.6 contests, the suspension will be 3 contests.) For non-NCAA sports (ESports & Cheer), the penalty for a first positive test will result in a full suspension from the program (practices, contests, etc.) for a





minimum of two weeks (14 days). The Director of Athletics will notify the student-athlete's parent(s)/guardian(s) if the student-athlete is under the age of 21 or if LCU's Director of Sports Medicine determines that the drug use is a health risk.

During the suspension from NCAA contests/dates of competition, the head coach will determine the conditions of participation (practice, team meetings, conditioning, etc.). If the suspension is not able to be completed by the end of the current season, the student-athlete will serve the remaining portion of the suspension at the beginning of the following season.

The student-athlete will also be referred to LCU's Office of Student Life for violation of the university's Code of Community Standards and subsequent process. This process is detailed in the LCU Student Handbook.

Any subsequent positive drug test during the remainder of the student-athlete's athletic career will result in immediate and permanent dismissal from the LCU athletic department and any athletic financial aid being cancelled at the conclusion of that regular academic term.

REHABILITATION

Rehabilitation is provided for those student-athletes for whom a possible drug problem exists through a drug-counseling program. Upon suspension for a positive drug test, the student-athlete will be referred to LCU's Student Affairs Office to begin LCU's Drug Counseling Program. The program includes, but is not limited to, drug counseling, community service, writing assignment, curfew and subject to random drug testing at the student-athlete's expense. Any subsequent positive drug test during the remainder of the student-athlete's athletic career will result in immediate and permanent dismissal from the LCU athletic department.

APPEAL PROCESS

At the completion of the suspension and rehabilitation, a student-athlete may appeal to be reinstated. Before the committee can hear the appeal, the student-athlete must pass a drug test (at the student-athlete's expense). The appeal must be sent directly to the athletic Director. The athletic director will subsequently arrange a meeting with the appeals committee that consists of the athletic director, the Dean of Student Affairs and the student-athlete's head coach. The appeals committee will make a determination about the reinstatement of the student-athlete, and the student-athlete will be informed of the decision by their head coach.

SAFE HARBOR

Any student-athlete may refer him/herself for evaluation or counseling by contacting the head coach and/or Director of Sports Medicine. The coach will contact the Director of Sports Medicine immediately. This information will be confidential. No team or administrative sanctions will be imposed upon the student-athlete who has made a personal decision to seek professional assistance.

A self-referral after a testing notification or prior to the results of a drug test, or self-admission of drug use when questioned by LCU's Office of Student Life will not result in safe harbor.

The safe harbor policy is to benefit a student-athlete with a drug and/or alcohol problem. The student-athlete may come forward at any time for a self-referral. When making a self-referral, the student-athlete may only be protected from sanctions by coming forward before he/she is notified of selection of a drug test or prior to self-admission of drug use when questioned by LCU's Office of Student Life.

The safe harbor may only be utilized once during the student-athlete's athletic career at Lubbock Christian University.

During the 30-day safe harbor, the student-athlete will not be selected for drug testing. The 30-day protection period will start the day the student-athlete notifies the coach and/or Director of Sports Medicine that they wish to utilize the safe harbor. After 30 days, the student-athlete will be returned to the random pool for drug testing.

ALCOHOL POLICY

Alcohol is not specifically included in the drug screens. However, Lubbock Christian University and the Athletic department discourage the consumption of alcoholic beverages by any student-athlete, regardless of age. Each head coach will have team policies concerning the use of alcoholic beverages by the student-athletes in their sport.

SANCTIONS FOR ALCOHOL USE

The sanctions for violating the LCU and/or Athletic department Alcohol Policy can include, but are not limited to scholarship termination, suspension, and/or physical conditioning. The head coach, Athletic Director and/or Dean of Student Affairs will determine the sanctions.

Before consuming any nutritional/dietary supplement product, review the product and its label with the Department of Athletics staff. Dietary supplements are not well regulated and may cause a positive drug test result. Any product containing a dietary supplement ingredient is taken at your own risk.

MEDIA RELATIONS

The importance of public, media and community relations cannot be understated. While it is important to LCU, a positive image should be just as important to each and every player. This information has been compiled for your benefit to help you become more familiar with the media image that LCU wishes to project.

We're here and want to help you. Your success and positive image becomes the Chaps and Lady Chaps success and positive image. Please do not hesitate to ask for guidance or direction. Unlike most jobs, yours is on public display everyday. Student-athletes seem to receive more praise than warranted during the good times and more criticism during the bad times.

To a student-athlete, the media attention can be a positive when he/she and the team are riding high or a real negative when in the midst of a personal or team slump.

It is important to remember that media coverage is directly related to the individual and/or team's popularity. It is coverage both good and bad that brings sports its popularity and keeps fans buying tickets, traveling to road games or buying merchandise. Were it not for media coverage in the form of game broadcasts (radio, internet, television), game reports (print, television, radio, and electronic), and analysis and features, the public would not know about LCU athletics, the upcoming games or the individual student-athletes.

Cooperating with the media means being available when they need you – not when it is convenient for you. In particular, this applies to post-practice and post-game availability. Once the game ends, the media have very limited time in which to interview the players and coaches. Riding the exercise bike, hiding in the shower or medical room makes it difficult for them to do their job. It is your obligation to make yourself available for a short time if requested.

MEDIA AVAILABILITY

The most important element of good media relations is making yourself available in a timely manner after a practice or a game. There is nothing worse for a team's image when after a game, the media is denied a request for an interview. It is part of the players' responsibility to be available in the area where the media are waiting after every game. Even if you feel that you were not a key figure in that particular game, it still shows a sense of cooperation to make yourself available.

It is also important to treat all reporters, whether you know them or not, in a respectful manner. If you are being interviewed by someone who obviously does not know as much about your program,

remember that person could be a columnist and write a negative story on you that could hurt your image.

Succeeding with the media:

1. Be available and cooperative.
2. Learn the names of the regular writers covering the team and use their names during the interviews.
3. Use your media relations director. He is there to help you.
4. Don't Hide.
5. Don't stereotype all media because you may have had one bad experience.
6. Remember that the media can help you as much as you think they can hurt you.
7. If you have a complaint about something a reporter wrote (or said on the air) about you, the team or a teammate, then voice that complaint with the sports information office. Don't keep things inside.
8. Respect the reporter's opinion, but let him/her know in a courteous, professional way that you did not agree with their statement. Conversely, it's also a good idea to read the story in question fully before complaining to someone, just so you have the facts straight.
9. If someone writes a good story on you, the team or a teammate, tell them "thanks."

The following are a few tips to aid you while you are doing interviews (especially radio and TV):

- *Avoid the use of phrases such as "you know," "I mean," and "like." In many cases, players do not even realize they use such phrases, but they add nothing to your answers and are embarrassing.*
- *Take your time answering the question. There is nothing wrong with pausing before or during an answer. It's much better to think before you speak than to simply start answering immediately without thinking about what you are going to say.*
- *Listen to the interviewer. Be sure to listen carefully to the question that is being asked and answer only that question.*
- *Avoid Controversy. Avoid topics such as playoff structure, regular season, disciplinary procedures, officiating, and the NCAA.*
- *Make eye contact with the interviewer or camera.*
- *Don't talk about player injuries. Player injury reports will be issued through your head coach or the training staff.*

OFF THE RECORD

If you take a reporter into your confidence, make sure you emphasize to him/her that something is "on the record" or "off the record." That distinction must be made. If you say "off the record" and it appears in print, tell the person that is the last time you will ever take them into your confidence, and then let the sports information staff know that the incident took place. Again, be firm but professional. In fact, it is best to not go "off the record" at any time. There is always a chance something you say today "off the record" will not show up tomorrow or the next day, but could come back to haunt you in a week or two or further down the road.

PLAYER PHONE INTERVIEWS

Do not give out your phone number. You know the people who cover us on a regular basis. However, if you have questions about someone, ask a sports information staff member. We never give out a phone number without asking you first.

Often, out of town media will call our sports information department seeking a telephone interview with you. Rather than give that person your phone number, we will obtain their phone number and ask you to call them. Your cooperation in the form of a return phone call is critical to those media members. Therefore, the call must be made promptly as they face deadlines. Nothing is more frustrating than trying to do a job (in this case writing a story) and waiting for a phone call, which the writer cannot control.

BROADCASTS

Nearly every LCU sporting event is broadcasted through online broadcast or traditional media (radio or TV). Links to those contests are, if applicable, are posted on LCUchaps.com. In addition, some postseason events are nationally televised in association with the NCAA.

SCORING CHANGES

If you realize that a scoring correction needs to be made, go directly to the head coach and request a change. He will then contact the sports information department. Changes must be authorized by the head coach for the sports information office to make the correction and must be done within 48 hours of the game's completion.

WEIGHT ROOM

The LCU Weight Room located inside the Rip Griffin Center is for the use of **LCU student-athletes ONLY**. Student-athletes are only to use the weight room during normal business hours or when under the supervision of an LCU Athletics Department staff member.

When done working out, please ensure that all weights and other equipment have been put away and that the weight room is left clean. Profanity of any sort, as well as music with suggestive or profane lyrics, is prohibited.

STUDENT-ATHLETE WELFARE

STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

The Student-Athlete Advisory Committee (SAAC) is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. SAAC also offers input on the rules, regulations, and policies that affect student-athletes' lives on the LCU campus. The members of the SAAC include at least one student-athlete selected by their teammates and confirmed by the head coach of each sport. SAAC is dedicated to:

- Helping generate a student-athlete voice within the institution regarding potential questions, concerns and proposed legislation to LCU, the LSC, and the NCAA;
- Creating a platform for student-athlete representation on campus, conference wide, and nationally;
- Serving as a liaison between the athletic teams and LCU athletic administration;
- Emphasizing academic opportunities and responsibilities of student-athletes in their college experience;
- Promoting student-athlete involvement in both campus activities and community engagement and service efforts throughout the year;
- Encouraging positive relationships between the LCU athletic community including, but not limited to, all athletic teams, faculty, staff, and fans; and
- Improving the overall student-athlete experience.

NCAA Division II Community Engagement

Division II is committed to developing students and communities by actively engaging in shared experiences and, therefore, has targeted community engagement as one of its strategic priorities. The objective of community engagement is to build relationships by bringing the community to campus to experience Division II and its events (e.g., collegiate, theatrical, cultural). Many have heard this and thought, "That is nothing new; we do community service all the time." It is true that colleges and universities and their students have performed more community service than many other organizations. However, Division II is emphasizing the gathering of individuals to share in an experience and not just provide assistance to an individual or group of individuals in need.

Student-Athlete Exit Interviews

NCAA regulations require that institutions conduct exit interviews with its graduating student-athlete population. Student-athletes who have exhausted eligibility but who have not yet fulfilled graduation requirements are also interviewed. Student-athletes who depart an athletic team for any other reason are also offered an opportunity for an exit interview.

The purpose of these interviews is to gather information about the student-athlete experience at Lubbock Christian University. The Faculty Athletics Representative is responsible for assessing the information gathered via the interviews. This information can be shared with the Director of Athletics, the University President, Athletic Advisory Committee, and other staff as needed. If deemed appropriate, changes in policy and procedure may be recommended in order to improve the student-athlete experience.

All student-athletes will be encouraged to fill out a team survey at the completion of each academic year. These surveys are anonymous and administered by the Faculty Athletics Representative, but the results of the surveys will be available to the Director of Athletics, Head Coach, Athletic Advisory Committee, and President.

General Athletically Related Grievances

Student-athletes, like all students, are afforded university approved grievance procedures as outlined in the Lubbock Christian University Student Handbook (i.e. academic grievances, nonacademic grievances, etc.). The Lubbock Christian University Student Handbook is handed out to students at the beginning of each fall semester. However, it is also accessible online at: <http://www.lcu.edu/resources/student-handbook.html?ref=nav>.

Should an issue arise that is solely the result of participation in intercollegiate athletics, student-athletes should contact the Faculty Athletics Representative for further inquiry into the matter.

DEPARTMENT OF ATHLETICS DIRECTORY

ADMINISTRATION

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The main Department of Athletics offices are housed in the Rip Griffin Center, which is located at the corner of 26th and Chicago. The Rip Griffin Center houses the offices of athletics administration. All coaches offices are located at, or very near, their respective facilities.