

## Welcome from Director of Athletics

Dear Student-Athlete:

We hope that your athletic experience at Southern Arkansas University is rewarding and enriching. We believe that your participation as a student-athlete at SAU will enhance your college experience and will fulfill your personal, academic, and athletic goals. Everyone at our university is interested in seeing you succeed, and we are ready to support you so that your time at SAU is enjoyable and rewarding.

It is our expectation that you will take responsibility for your own behavior. We strongly believe that a personal commitment to integrity and self-governance is essential in order for you to succeed as a student-athlete at SAU.



As a member of a varsity athletic team it is your responsibility to become familiar with all of the policies and procedures of our athletic department. In addition to providing valuable information to you as a student-athlete, it also contains information that you as a team member are responsible to know. It is in your best interest to review the handbook and if you have any questions about the information contained within, please consult your head coach or a member of the athletic department administration.

We are thrilled that you have chosen to be a Mulerider! We wish you well and we are committed to your development in an environment that is inclusive and supportive.

Go Muleriders!

Steve Browning  
Director of Athletics  
(870)235-4132 Office  
(501)912-2198 Cell  
[www.muleriderathletics.com](http://www.muleriderathletics.com)  
**GO BIG BLUE!**

## **Purpose of Handbook**

---

The Southern Arkansas University Student-Athlete handbook is filled with information with which SAU student-athletes should be familiar. This handbook will have the most up-to-date information and is available online through [muleriderathletics.com](http://muleriderathletics.com). If you have questions about the handbook, you can visit with Steve Browning, Director of Athletics.

### **Mission Statement**

The mission of Southern Arkansas University is to educate students for productive and fulfilling lives in a global environment by providing opportunities for intellectual growth, individual enrichment, skill development, and meaningful career preparation. The University believes in the worth of the individual and accepts its responsibility for developing in its students those values and competencies essential for effective citizenship in an ever-changing, free, and democratic society. Further, the University encourages and supports excellence in teaching, scholarly, and creative endeavors, and service.

# **Athletic Organization and Administration**

## **NCAA Division II Philosophy Statement**

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern. (Revised: 1/14/08 effective 8/1/08)

Higher education has lasting importance on an individual's future success. For this reason, the positioning statement for the division and the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletics competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead.

Members support the following attributes in the belief that these attributes assist in defining the division's priorities and emphasize the division's position within the Association: Learning; Service; Passion; Sportsmanship; Resourcefulness; and Balance. The positioning statement and the attributes shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs, initiatives and policies by member institutions, conferences and the Division II governance structure.

Furthermore, a member of Division II believes in a set of common features, which assist in defining the division. Such features include exceptional teacher-to-student ratios that provide student-athletes with a quality education, a unique model of staffing in which coaches provide additional services such as teaching and mentoring, and the development of community partnerships and student-athlete participation in community engagement activities. A member of Division II also believes in the following principles, which assist in defining the division:

- (a) Promoting the academic success of its student-athletes, measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body;

- (b) That participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community;
- (c) Offering opportunities for intercollegiate athletics participation consistent with the institution's mission and philosophy;
- (d) That championships are intended to provide national-level competition among eligible student-athletes and teams of member institutions;
- (e) Preparing student-athletes to be good citizens, leaders and contributors in their communities;
- (f) Striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors;
- (g) Scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit;
- (h) Recognizing the need to "balance" the role of the athletics program to serve both the institution (e.g., participants, student body, faculty-staff) and the general public (e.g., community, area, state);
- (i) Offering an opportunity for participation in intercollegiate athletics by awarding athletically related financial aid to its student-athletes;
- (j) That institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The emphasis for an athletics department should be to operate within an institutionally approved budget and compliance with and self-enforcement of NCAA regulations is an expectation of membership; and
- (k) That all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II.

### **Mulerider Athletics Public Statement Regarding Discrimination**

“As Student-Athletes, coaches, and staff, Mulerider Athletics firmly stands against all forms of racism and injustice. We want all of our Mulerider Athletics family to know that we see you, we hear you, and we are hear for you. We are all in this together.”

## **Athletic Department Organizational Structure**

The Director of Athletics, Steve Browning, and the Faculty Athletic Representative (FAR), Dr. Scott White, report directly to the Interim President of Southern Arkansas University, Dr. David Rankin. All head coaches and administrative staff report to the Director of Athletics. The Associate Athletic Trainer, Assistant Athletic Trainer, and Graduate Assistant Athletic Training staff report to the Head Athletic Trainer Jan Kiilsgaard. Head Athletic Trainer reports directly to Director of Athletics. All Assistant and Graduate Assistant coaches report to the Head Coach of their respective program.

## **Athletic Administration Staff Directory**

### **Director of Athletics**

Steve Browning

HKR 115

(870)235-4132

[dsbrowning@saumag.edu](mailto:dsbrowning@saumag.edu)

### **Associate Director of Athletics for Internal Operations/Compliance/Senior Woman Administrator**

Sage Fowler

HKR 119

(870)235-5387

[nsfowler@saumag.edu](mailto:nsfowler@saumag.edu)

### **Assistant Director of Athletics for Sports Medicine/Head Athletic Trainer**

Jan Kiilsgaard

(870) 235-2428

Athletic Training Room – HKR

[jmkiilsgaard@saumag.edu](mailto:jmkiilsgaard@saumag.edu)

### **Director of Facilities and Events**

Eric White

HKR 123

(870)235-4137

[ericwhite@saumag.edu](mailto:ericwhite@saumag.edu)

### **Associate Director of Development/ Mulerider Development Officer**

Jackson McCurdy

(870)235-5306

[jacksonmccurdy@saumag.edu](mailto:jacksonmccurdy@saumag.edu)

**Assistant Director of Facilities and Events**

Austin Mesick

HKR 120

(870)235-5306

[austinmesick@saumag.edu](mailto:austinmesick@saumag.edu)

**Assistant Director of Athletics for Communications**

Jacob Pumphrey

HKR 121

(870)235-4139

[jacobpumphrey@saumag.edu](mailto:jacobpumphrey@saumag.edu)

**Assistant Director of Athletic Communications**

Jonathan Briggs

HKR 121

(870)235-4104

[jonathanbriggs@saumag.edu](mailto:jonathanbriggs@saumag.edu)

**Assistant to the Athletic Director**

Julie Walker

HKR 114

(870)235-4102

[jewalker@saumag.edu](mailto:jewalker@saumag.edu)

**Faculty Athletic Representative**

Dr. Scott White

SCI 206

(870)235-4278

[srwhite@saumag.edu](mailto:srwhite@saumag.edu)

**Athletic Aid Oversight Coordinator**

Steve Sutton

(870)235-4388

[swsutton@saumag.edu](mailto:swsutton@saumag.edu)

**Athletics Diversity and Inclusion Designee**

Victor Duke

(870) 235-5149

[viduke@saumag.edu](mailto:viduke@saumag.edu)

## **Conference Affiliation**

### **About the GAC**

The Great American Conference (GAC) is a collegiate athletic conference of twelve schools, with headquarters located in Russellville, Arkansas. It is affiliated in the National Collegiate Athletic Association (NCAA)'s Division II level. Athletic competition began play during the 2011–12 school year. Member schools are located in Arkansas and Oklahoma in the South Central United States.

### **GAC Mission Statement**

The mission of the Conference is to develop student-athletes at each of its member institutions physically, academically, and socially by allowing them the opportunity for a quality education, compete in athletics, and to become productive citizens within their communities. Conference member institutions strive toward this mission by following the academic guidelines set forth within their own institutions, adhering to NCAA and conference rules and regulations, embracing the NCAA Division II Strategic Positioning Platform, and by employing sound financial principles in the administration of their athletics programs. The Conference shall promote the conduct of competitive sports programs within the conference, region and nationally. Each member institution shall promote good sportsmanship, diversity, and gender balance while striving to field competitive programs.



## **Faculty Athletics Representative**

The faculty athletics representative (FAR) plays an important role on college campuses, providing oversight of the academic integrity of the athletics program and serving as an advocate for student-athlete well-being. He works as liaison between athletics and academics. Our FAR is Steve Dingman.

Dr. Scott White

Associate Professor of Chemistry/Director STEM for K-12 Education

[SRWhite@saumag.edu](mailto:SRWhite@saumag.edu)

870.235.4278

Office: SCI 206

## **Student-Athlete Advisory Committee (SAAC)**

The Student-Athlete Advisory Committee (SAAC) is an organization that represents the voice of Southern Arkansas University's student-athlete body. This group is assembled to provide insight on the student-athlete experience. SAAC has input on rules, regulations, and policies that affect all student-athletes in the NCAA. The purpose is to enhance the overall student-athlete experience by protecting student-athlete welfare, promoting a positive student-athlete image, and building relationships across campus and in the community.

## **Community Engagement**

Mulerider athletics actively engages with our community, which not only helps drive attendance at athletics contests but also fosters relationships between student-athletes and community members and develops more of a shared civic experience.

For Division II, community engagement is much more than just community service. That sense of engagement is achieved when the athletics program truly interacts with both its campus and regional communities. The Division II membership has successfully integrated community-engagement initiatives into game days, championships events and Student-Athlete Advisory Committee meetings.

Community engagement is so important that the division established an annual Award of Excellence given to the Division II program that best exhibits the community engagement philosophy.

An important prong of Division II community engagement is the division's game environment initiative, in which members commit to conducting home events in the true spirit of athletics competition – encouraging the crowd to cheer more for the home team

than against the visitors. Division II is the only NCAA division that emphasizes sportsmanship in this manner.

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

Student-athletes are held by both the university and community to a higher and stricter code of conduct than other university students.

Southern Arkansas expects you to train and strive for your highest degree of athletic excellence, to exhibit academic honesty and integrity, and to conduct yourself as a responsible citizen. You are required to comply with the National Collegiate Athletics Association (NCAA) and Great American Conference rules and regulations' regarding what is proper and what is not acceptable conduct for participants in intercollegiate athletic competition. You are also responsible to be in compliance with the Southern Arkansas University Student Handbook and Conduct Code.

## **Ethical Conduct**

Student-athletes must be aware of the fact that they are representatives of the university and the program they compete for. This is especially true when it comes to competition. Exemplary behavior is expected from student-athletes on the field of play. The reputation of Southern Arkansas University and the Mulerider Athletic Department is tied directly to our student-athletes' behavior.

Unacceptable behavior includes, but is not limited to, the following:

- Breaking a federal, state, or local law
- Physically abusing officials, coaches, opponents, or spectators
- Throwing objects
- Seizing equipment from officials or media
- Using obscene or otherwise inappropriate language or gestures
- Making public statements that are negative, controversial, or outside the Mulerider Athletics Media Policy
- Participating in any action that violates generally recognized ethical standards of intercollegiate athletics participation

You must act with honesty and sportsmanship at all times so that you represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports. [NCAA Bylaw 10.01.1]

You have engaged in unethical conduct if you refuse to furnish information relevant to an investigation of a possible violation of an NCAA regulation when requested to do so by the NCAA or your institution. [Bylaw 10.1-(a)]

You are **not eligible** to compete if you knowingly provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition; solicit a bet on any intercollegiate team; accept a bet on any team representing the institution or solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value. [Bylaw 10.3]

You are **not eligible** to compete if you knowingly 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. [Bylaw 10.3]

You are **not eligible** to compete if you have shown dishonesty in evading or violating NCAA regulations. [Bylaws 10.1 and 14.01.3.3]

## **Misconduct**

The following is subject to disciplinary action(s) within the Mulerider Athletics Department. The definition of “misconduct” is interpreted broadly, and includes but is not limited to:

- Violation of civil or criminal laws of any state or of the United States
- Violation of the Southern Arkansas University Student Handbook
- Gambling on athletic events of any kind, giving information about your team or gamblers or bookies that may aid their illegal activities, being associated with bribery in intercollegiate competition
- Violation of departmental scholarship policies
- Violation of sexual harassment policies
- Noncompliance with the University’s Student Alcohol Policy
- Violation of NCAA banned-substance, alcohol, and tobacco policies
- Repeated violations of team rules
- Involvement in academic fraud
- Knowingly giving false information to the university or the NCAA regarding allegations of a violation of NCAA rules
- Arranging, or receiving benefits for arranging, contact with an agent, financial advisor or a representative of an agent (or “runner”).

## **Disciplinary Procedures**

The Director of Athletics and/or every sport's respective head coach has the authority to impose sanctions for violations of team rules. In the event of a suspension or expulsion, the student-athlete has the right to request a conference with the Director of Athletics after the sanction has been discussed with the head coach if the student-athlete feels the sanction was unfair/unwarranted. The Director of Athletics will meet with the coach and determine whether or not the decision will be upheld.

## **Grievances**

Southern Arkansas University's Athletic Department strives for open lines of communication between the administration and student-athletes. If a student-athlete has a grievance, the following protocol is in place.

1. Discuss any concerns, suggestions, or complaints with the head coach.
2. If your concern has not been resolved a meeting can be requested with the Director of Athletics or Senior Woman Administrator.

## **Mental Health Policy & Procedure**

All SAU Athletics personnel are invested in our student-athletes. We take an open-door policy throughout the SAU athletic department and will listen and help in any way we can, to include pointing student-athlete to the right resources. It is important to note that our coaches, Athletic Trainers, and administrators are not qualified to be mental health professionals.

- AT Baseline/Screening Form – will be completed through Athletic Training at the beginning of each year the student-athlete is at SAU
- Provide resource information:
  - Steve Browning – Director of Athletics – 870.235.4132
  - Sage Fowler – Assc. AD/ Compliance – 870.235.5387
  - Jan Kiilsgaard – Head Athletic Trainer – 870.235.2428
  - Carey Baker – Dean of Students – 870.235.4041
  - University Health Services – 870.235.5126
  - Magnolia Regional Medical Center – 870.235.3000
  - SAU Counseling Center – 870.235.4911
  - Mental Health Screening – [LINK](#)
  - University Police Department – 870.235.4100
  - Emergency – 911
  - SAU Title IX – [LINK](#)
  - National Suicide Hotline – 800.273.8255

- Or call 988
- Or Text 741741
- Athletics personnel protocol
  - In self-harm situation – The following sequence of positions should be notified immediately:
    - Contact AD and AT
    - Contact Cheryl Goodhart – Counseling Center
    - Contact Carey Baker – Dean of Students
  - If the person has or is actively participating in self-harm, emergency personnel are to be contacted (911).

## **Sexual Harassment/Sexual Assault/Title IX**

The Mulerider Athletic department will not tolerate sexual harassment, sexual assault, or any other type of discrimination in violation of the University's Anti-Discrimination Policy. SAU is committed to fostering a safe and tolerant environment for all students, faculty, and staff.

We all have a role to play in preventing discrimination, assault, and abuse.

*No person shall, on the grounds of race, age, color, sex, disability, religion, or national origin, be denied admission to or employment at Southern Arkansas University, Magnolia, or be excluded from participation in, denied the benefits of, or subjected to discrimination in any program or activity sponsored by the University.*

The Title IX Committee is engaged in education of all Muleriders concerning all aspect of Title IX, with emphasis on sexual assault and its being appropriately reported. To encourage this the Title IX Committee has adopted the All Ears Campaign.

### **SAU is All Ears!**

Title IX is a federal mandate that stipulate— At Southern Arkansas University, we are committed not only to creating a discrimination free environment, but we are attuned to and listening to our students especially those who believe they may have been violated under Title IX.

### **Why All Ears?**

The SAU mascot is the Mulerider and when mules are interested in something, they become focused and exhibit listening by their ears being up; they are all ears. Just as Molly the Mascot shows she is focused and listening, we at SAU pledge that we too are all ears, focused and listening. The All Ears symbol represents a simple yet powerful way students can recognize a

Title IX committee member who listens and the symbol is a way students can click an icon and be taken to Title IX links and information.

National attention is on sexual assault on college and university campuses. Student athletes appear to be involved in sexual assault at a greater rate than the non-athlete population. The Title IX Committee will answer any questions and provide assistance to anyone who requests. Many issues arise from mixing alcohol and intimate relations.

The following further discusses sexual assault and reporting.

### **Sexual Assault**

It is the policy to prohibit sexual assault and to prevent sex offenses committed against students, employees, visitors to the campus, and other persons who use University facilities. Sexual assault is an extreme form of sexual harassment. Sexual harassment is prohibited by University policy and is a form of sex discrimination prohibited by Title VI of the Civil Rights Act of 1964 and by Title IX of the Education Amendments of 1972.

Sexual assault is also a crime, defined by the Arkansas criminal code.

### **Reporting Procedures**

The University has an expectation that employees and students will share information they receive about campus crime and off-campus crime that may potentially impact on the campus environment. This form is intended to convey information needed to track the University's response to incidents (on and off-campus) being reported, as well as to assess the danger the incident represents to the community at large.

Annual statistical information will be based on this report, as will the need to make timely warnings to the community, for the protection of those who may be at risk. Employees (except those serving in the roles to receive confidential information) are required to complete this form in full, while students may generally withhold certain information (i.e. name of the victim), depending upon their role and the circumstances of the incident.

### **Reporting to the Police**

Students, faculty and staff who are complainants of sexual assault, stalking, domestic or dating violence are strongly encouraged to report the incident(s) to law enforcement in the jurisdiction in which the incident(s) occurred.

To report an assault or other crime to the SAU Police Department (non-emergency), please call 870-235-4100.

Non-emergency contact information for other local police agencies include:

- Magnolia Police Department, (870-234-2323);
- Columbia County Sheriff's Department, (870-235-3740)

**In an emergency, please dial 9-1-1.**

Reporting an assault to the University Police or other law enforcement or campus security authorities does not require filing criminal charges, but it does allow all support systems to be put in place for the complainant. Filing a police report will provide the opportunity for collection of evidence, which is helpful in prosecution and will allow the complainant to be connected with the appropriate support and medical resources.

Reporting is best done as soon as possible after the assault, but it may be done at any time. Students, faculty and staff who choose to notify the police should be aware of the importance of the immediacy of reporting the incident and the importance of preserving physical evidence at the incident scene as well as on the person harmed. If possible, a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal examination. The gathering of physical evidence can provide important evidence and support of criminal charges leading to a successful prosecution.

Complainants who are reporting an immediate assault should be accompanied to a health care facility of their choice to allow for collection of evidence and treatment, preferably within 96 hours of the incident. If a sexual assault victim chooses to report the incident days, weeks, or even months after the assault, important support systems are still available and can be arranged; however, criminal investigations become much more difficult.

**Sexual assaults for which individuals seek medical treatment must be reported to the appropriate police agency by health care officials. However, as noted above, individuals are not required to file a police report.**

### **Sexual Violence Policy**

Southern Arkansas University (SAU) is a member of Division II of the NCAA, a voluntary membership organization dedicated to promoting and developing its core values of academics, well-being and fairness among the 1,000-member schools and more than 450,000 student-athletes who participate in college sports. Sexual discrimination, sexual harassment and sexual and interpersonal violence violate human decency. The SAU and the NCAA have been actively engaged in addressing sexual violence prevention through proactive membership and societal engagement measures. SAU and the NCAA believe that to appropriately address sexual violence is integral to responsible intercollegiate athletics

programs. This policy is supplemental to the SAU Title IX Policy that covers all students, faculty, and staff at SAU, and therefore includes all student-athletes, coaches, and administrators.

- Is consistent with the values and principles of SAU and the NCAA.
- Is mandated by state and federal laws and is a part of a collaborative effort with SAU campus policies.

The " Sexual Violence Prevention Toolkit" provides specific guidance that this policy is derived. The toolkit states that an aspirational culture for colleges and universities as a positive and thriving athletics team culture that revolves around respect and empathy for all, fostering a climate in which all feel that they are respected, valued and contributing members of their teams, athletics programs and institutions; and creating an environment in which students(athletes and nonathletes alike) feel safe and secure, both emotionally and physically, and are free of fears of retaliation or reprisal helping create a positive culture that works with the efforts of the entire SAU campus. This policy coordinates with the SAU Title IX Policy.

Key components of effective implementation of this policy are intercollegiate athletics departments, student-athletes, coaches, staff, and administrators are informed on and integrated in overall campus policies and processes addressing sexual and interpersonal violence prevention and acts of sexual violence, particularly those related to adjudication and resolution of matters related to sexual and interpersonal violence.

The SAU athletic department reviews annually the most current Checklist Recommendations of the NCAA Sexual Violence Prevention Toolkit, using it as a guide with resources to conduct ongoing, comprehensive education for student- athletes, coaches and athletics administrators. SAU athletic community collaborates with the campus-wide sexual and interpersonal violence prevention initiatives. This includes involving student- athletes in prevention efforts in meaningful ways across the campus, including encouraging use of leadership roles on campus to support such efforts.

As documentation of this policy, the SAU President, director of athletics and campus Title IX coordinator attest annually that:

1. The SAU athletic department is informed on, integrated in, and compliant with institutional policies and processes regarding sexual violence prevention and proper adjudication and resolution of acts of sexual and interpersonal violence. All student-athletes, coaches and staff have been educated each year on sexual violence prevention, intervention and response.

2. SAU has policies and processes regarding sexual violence prevention and adjudication, and the name and contact information for the campus Title IX Coordinator, are readily available within the department of athletics, and are provided to student-athletes.
3. All incoming, continuing and transfer SAU student-athletes must complete an annual disclosure related to their conduct that resulted in discipline through a Title IX proceeding or in a criminal conviction for sexual, interpersonal or other acts of violence. *Transfer student-athletes also must disclose whether a Title IX proceeding was incomplete at the time of transfer.* Failure to make a full and accurate disclosure could result in penalties.
4. SAU, consistent with NCAA Policy, takes reasonable steps to confirm whether incoming, continuing and transfer student-athletes have been disciplined through a Title IX proceeding or criminally convicted of sexual, interpersonal or other acts of violence.

### **Annual Disclosure Requirements**

**Purpose:** This policy outlines the disclosures required of all incoming, continuing, and transfer student-athletes in accordance with the *NCAA Board of Governors Policy on Campus Sexual Violence*.

**Scope:** This policy applies to all student-athletes

#### **Definitions:**

- **Interpersonal Violence:** "Interpersonal violence," as defined by the NCAA Board of Governors Policy on Campus Sexual Violence, means any violence that is predominantly caused due to the relationship between the victim and the perpetrator, including dating and domestic violence.
- **Other Acts of Violence:** "Other acts of violence," as defined by the NCAA Board of Governors Policy on Campus Sexual Violence, means crimes including murder, manslaughter, aggravated assault, or any assault that employs the use of a deadly weapon or causes serious bodily injury.
- **Sexual Violence:** "Sexual violence," as defined by the NCAA Board of Governors Policy on Campus Sexual Violence, means both forcible and nonforcible sex offenses, ranging from sexual battery to rape.

#### **Policy Requirements**

1. Required Student-Athlete Disclosures:

Southern Arkansas University (SAU) requires all incoming and transfer student-athletes to accurately complete a Student-Athlete Attestation Form, disclosing any conduct that

resulted in discipline through a Title IX proceeding or in a criminal conviction for sexual, interpersonal, or other acts of violence, as well as a Statement of Disciplinary Standing and FERPA Release (For Incoming and Transfer Student-Athletes). SAU also requires all continuing student-athletes to accurately complete the Student-Athlete Attestation Form, an annual basis, disclosing any conduct that resulted in discipline through a Title IX proceeding or in a criminal conviction for sexual, interpersonal, or other acts of violence. The completion of such disclosures may be required before a student-athlete is permitted to practice, compete, and/or receive a SAU scholarship.

Specifically, student-athletes must disclose the following:

- Whether they have ever been disciplined (including, but not limited to, any sanctions, suspensions, expulsions, and remedies as a result of informal resolutions) through a Title IX or similar campus proceeding for sexual, interpersonal, or other acts of violence;
- Whether they have been convicted of, pleaded guilty, or pleaded no contest to any crime of sexual, interpersonal, or other acts of violence; and
- If a transfer, whether a Title IX proceeding was incomplete or pending at the time of transfer.

Students-athletes need not disclose:

- That they are currently under investigation in a Title IX proceeding for sexual, interpersonal, or other acts of violence unless it was pending or incomplete at the time they transferred.
- That they have been found "not responsible" or "not in violation" through a Title IX proceeding for sexual, interpersonal, or other acts of violence.
- That they have been found "not guilty" or otherwise had charges dismissed without a conviction in a criminal investigation of sexual, interpersonal, or other acts of violence.

## 2. Disclosure Schedule:

All SAU student-athletes must annually submit a completed Student-Athlete Sexual Violence Disclosure Form to SAU before participating in any countable athletically related activities (ex. practice, weights, film, team meetings, competition).

## 3. Information Sharing Among NCAA Institutions:

In a manner that is consistent with federal and state law, SAU is obligated to share information regarding relevant discipline information and incomplete Title IX proceedings as a result of a transfer with other NCAA member institutions when a student-athlete attempts to enroll in a new college or university.

SAU will also take reasonable steps to confirm whether incoming, continuing and transfer student-athletes have been disciplined through a Title IX proceeding or criminally convicted of sexual, interpersonal, or other acts of violence. Through the Statement of Disciplinary Standing and FERPA Release (For Incoming and Transfer Student-Athletes), University administrators will gather information that reasonably yields information from a student-athlete's former institution(s) to put SAU on notice that the student-athlete left the former institution with an incomplete Title IX proceeding, was disciplined through a Title IX proceeding or has a criminal conviction for sexual, interpersonal or other acts of violence. University administrators may contact the student-athlete's Title IX office or other appropriate campus office to inquire about whether or not there is an incomplete Title IX proceeding in process or if there was a finding of discipline for a Title IX proceeding.

#### 4. Family Educational Rights and Privacy Act (FERPA) – *Buckley Amendment*

FERPA contains an exception that authorizes institutions of higher education to share education records of students who are applying to transfer to the transfer institution without securing the student's written consent. Accordingly, University student-athletes seeking transfers to other NCAA member institutions will not be required to sign a FERPA Authorization Form in order for such information to be shared with the transfer institution because such information is excepted under FERPA.

Incoming student-athletes who are under the age of 18 will be required to have their parent sign the Student-Athlete Attestation Form in order for information to be released to SAU.

#### 5. Responsive Action:

Failure to comply with this Policy may jeopardize a student-athlete's eligibility to participate in intercollegiate athletics at SAU and/or elsewhere, and may result in responsive or disciplinary action by the NCAA and/or SAU including, but not limited to, revocation of admission to SAU, revocation of a student-athlete's eligibility for scholarship, removal from the team and expulsion from SAU.

*Questions regarding the SAU Policy on Campus Sexual Violence should be directed to:*

- Roger Giles – Vice President for Administration and General Counsel  
[rwgiles@saumag.edu](mailto:rwgiles@saumag.edu) – 870.235.4008
- Sage Woodham – Associate Director of Athletics and Senior Woman Administrator  
[nswoodham@saumag.edu](mailto:nswoodham@saumag.edu) – 870.235.5387

## **Reporting to Title IX Coordinator**

If you have concerns about any of the processes listed above or do not know where to go or with whom to speak, you may contact Title IX Coordinator Dr. Deborah Wilson at [djwilson@saumag.edu](mailto:djwilson@saumag.edu). You may also contact any of the Deputy Title IX coordinators.

## **Hazing Policy**

Hazing is explicitly prohibited by both state law and by Southern Arkansas University.

## **Social Media Policy**

Social network sites such as Facebook, Twitter, Instagram, YouTube, and other digital platforms facilitate student communication with other students and peers. Participation in such networks has both positive appeal and potentially negative consequences. It is vital that Southern Arkansas University student-athletes are aware of these consequences and take appropriate caution if they choose to participate.

Student-athletes are not restricted from using online social network sites or digital platforms. The Mulerider Athletic Department recognizes and supports its student-athletes' rights to freedom of speech, expression, and association. However, each student-athlete must understand that any content made public via online social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with federal government, the state of Arkansas, SAU, GAC, and NCAA rules and regulations. Violations of online social network or digital platforms are subject to investigation and sanctions.

## **Amateurism**

Student-athletes must maintain amateur status in order to participate in intercollegiate athletics. An amateur, as defined by the NCAA, is someone who has not profited above his/her actual and necessary expenses or gained a competitive advantage in his/her sport. Maintaining amateurism is crucial to preserving an academic environment in which acquiring a quality education is the first priority. In the collegiate model of sports, the young men and women competing on the field or court are students first, athletes second.

The NCAA membership has adopted amateurism rules to ensure the students' priority remains on obtaining a quality educational experience and that all of student-athletes are competing equitably.

All incoming student-athletes must be certified as amateurs. With global recruiting becoming more common, determining the amateur status of prospective student-athletes can be challenging. All student-athletes, including international students, are required to adhere to NCAA amateurism requirements to remain eligible for intercollegiate competition.

In general, amateurism requirements do not allow:

- Contracts with professional teams
- Salary for participating in athletics
- Prize money above actual and necessary expenses
- Play with professionals
- Tryouts, practice or competition with a professional team
- Benefits from an agent or prospective agent
- Agreement to be represented by a sports agent
- Delayed initial full-time collegiate enrollment to participate in organized sports competition

## **Sports Wagering**

The NCAA opposes all forms of legal and illegal sports wagering, which has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. Student-athletes should be aware of the gambling and bribery threat to the integrity of intercollegiate sports and are also responsible for the following:

- Reporting any offers of gifts, money, or favors in exchange for supplying team information or for attempting to alter the outcome of any contest.
- Maintaining a clear understanding of what constitutes gambling and bribery activities and reporting any suspected infractions.
- Contacting the coach or other departmental personnel when questions concerning appropriate release of team information occur.
- Increasing one's awareness that participation in gambling or bribery activities can result in disciplinary actions by the University and the NCAA as well as local, state, and/or federal prosecution of the involved individuals.

## **Eligibility**

In order to achieve athletic eligibility, SAU student-athletes must meet the minimum academic standards established by the NCAA, the Great American Conference, and the University. Student-athletes are considered eligible to participate on intercollegiate teams at SAU when:

- They have been certified with final amateurism
- They have met all NCAA and SAU satisfactory progress requirements,
- They have completed NCAA (Student-Athlete Statement, Drug Testing Consent, and the HIPPA/Buckley Amendment Consent/Waiver Form) and SAU paperwork (Medical Questionnaire, Insurance Information Form, Consent for Treatment, SAU Drug Testing form, and Authorization to Obtain Insurance Information Form) prior to participating in athletic related activities.

Student-athletes must meet all NCAA eligibility requirements in order to compete in intercollegiate athletics.

### **Eligibility for Competition**

(1) To be eligible to compete, you must:

(a) Have been admitted as a regularly enrolled, degree-seeking student according to the published entrance requirements of your institution;

(b) Be in good academic standing according to the standards of your institution;  
and

(c) Be enrolled in at least a minimum full-time baccalaureate degree program (not less than 12 semester or quarter hours) and maintain satisfactory progress toward that degree, be enrolled in a full-time graduate or professional degree program (as defined by the institution for all graduate students in that program) or be enrolled and seeking a second baccalaureate degree at your institution. [Bylaws 14.01.2, 14.1.7 and 14.1.8]

(2) If you are enrolled in less than a full-time program, you are eligible to compete only if you are enrolled in the last term of your degree program and are carrying credits necessary to finish your degree. [Bylaw 14.1.7.1.7.3]

- (3) You are eligible to compete during the official vacation period immediately before initial enrollment, provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you are no longer enrolled in your previous educational institution and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]
- (4) You are eligible to compete between terms if you are continuing enrollment, provided you have been registered for the required minimum full-time load at the conclusion of the term immediately preceding the date of competition, or if you are either continuing enrollment or beginning enrollment, provided you have been accepted for enrollment as a regular full-time student for the regular term immediately following the date of competition. [Bylaw 14.1.7.1.7.2]

### **Eligibility for Practice**

- (1) You are eligible to practice if you are enrolled in a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the regulations of the certifying institution, which shall not be less than 12 semester or quarter hours, regardless of the institution's definition of a minimum full-time program of studies. [Bylaw 14.1.7.1]
- (2) You are eligible to practice during the official vacation period immediately preceding initial enrollment provided you have been accepted by your institution for enrollment in a regular, full-time program of studies at the time of your initial participation, you no longer are enrolled in your previous educational institution, and you are eligible under all institutional and NCAA requirements. [Bylaw 14.1.7.1.7.1]
- (3) You also are eligible to practice if you are enrolled in the final semester or quarter of a baccalaureate program while enrolled in less than a minimum full-time program of studies and your institution certifies that you are carrying (for credit) the courses necessary to complete the degree requirements, as determined by the faculty of the institution. [Bylaw 14.1.7.1.7.3]

### **Continuing Eligibility - All Sports**

- (1) In order to be eligible for competition at the end of each academic term, a student-athlete must successfully complete nine semester or eight-quarter hours of

academic credit the preceding regular academic term in which the student-athlete has been enrolled full time at any collegiate institution. [Bylaw 14.4.3.2]

(2) If you have transferred to your current institution midyear, or you have completed one academic year in residence at your current institution or used one season of eligibility in a sport at your current institution, your eligibility shall be determined by your academic record in existence at the beginning of the fall term or at the beginning of any other regular term of that academic year and you must satisfy the following requirements for academic progress to be eligible to compete.

(a) You must earn 24-semester or 36-quarter hours of academic credit during any year in which you are enrolled full time in at least one academic term. You may satisfy this requirement based on earning:

i. 24-semester or 36-quarter hours since the beginning of the previous fall term;

ii. 24-semester or 36-quarter hours since the beginning of the certifying institution's preceding regular two semesters or three quarters; or

iii. 48-semester or 72-quarter hours during the first two years of collegiate enrollment (the certifying institution's first four semesters or six quarters following your initial full-time enrollment in a collegiate institution).

[Bylaw 14.4.3.4]

(b) You must have completed 18-semester or 27-quarter hours since the beginning of the previous fall term or since the beginning of the certifying institution's preceding regular two semesters or three quarters. Credit hours earned in the period after the regular academic year at the institution (e.g., hours earned in summer school) shall not be used to satisfy the academic credit-hour requirements of this regulation. [Bylaw 14.4.3.34]

(c) You must achieve a minimum cumulative grade-point average of 2.000 prior to the beginning of each fall term. [Bylaw 14.4.3.5]

(d) You must meet the minimum grade-point average at the certifying institution based on the method of calculation used by the institution for calculating grade-point averages for all students, and the calculation shall only include coursework normally counted by the institution in calculating the grade-point average for graduation. [Bylaw 14.4.3.5.3]

(e) You must choose a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment. (This includes transfer students who have not completed an academic year in residence yet or used one season of eligibility in a sport at their current institution.) [Bylaw 14.4.3.6]

## **Freshmen**

- (1) You are referred to as a qualifier and are eligible to practice and compete in your sport and to receive financial aid (institutional and athletically related) during your first academic year under Bylaw 14.02.10, if you:
  - (a) Graduate from high school;
  - (b) Attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1; and
  - (c) Achieve the required sum ACT (68) or SAT (820) score as specified in Bylaw 14.3.1.1.
- (2) You are referred to as a partial qualifier and are eligible to receive institutional and athletically related financial aid if you fail to meet the criteria for a qualifier, but at the time of graduation from high school you attain a minimum high school grade-point average of 2.000 in 16 core-curriculum courses as specified in Bylaw 14.3.1.1 or achieve the required sum ACT (68) or SAT (820) score. You may not compete in your sport during your first academic year in residence; however, you may practice on campus or at your institution's regular practice facility. [Bylaws 14.02.10, 14.3.1.1 and 14.3.2.1]
- (3) You are referred to as a nonqualifier if you fail to meet the criteria above for qualifiers or partial qualifiers. Although a nonqualifier is ineligible for practice and competition during the first academic year in residence, a nonqualifier may receive nonathletic institutional aid. [Bylaws 14.02.10.3 and 14.3.2.2.1]
- (4) If you are a nonqualifier or partial qualifier, you will have four seasons of eligibility after your first academic year in residence. However, student-athletes who have exhausted three seasons of competition in Division I are not eligible for further seasons of competition in Division II. [Bylaw 14.3.3]

## **Other Eligibility Regulations**

- (1) You are not eligible to participate in more than four seasons of intercollegiate competition in any one sport. [Bylaw 14.2]
- (2) You are not eligible after the first 10 semesters or 15 quarters in which you were enrolled at a collegiate institution in at least a minimum full-time program of studies as determined by the institution, except for extensions that have been approved in accordance with NCAA legislation. [Bylaws 14.2.2 and 14.2.2.3]
- (3) You are eligible for championships that occur within 60 days of the date you complete the requirements for your degree. [Bylaws 14.1.7.1.7.3.1 and 14.1.8.3]

## **All Sports Other Than Basketball**

- (1) You are not eligible in your sport for the rest of your season if, after enrollment in college and during any year in which you were a member of an intercollegiate team, you competed as a member of any outside team in any noncollegiate, amateur competition in the sport during the playing season. Competing in the Olympic Games tryouts and competition, and other specified national and international competition is permitted. [Bylaws 14.7.1, 14.7.3 and 14.7.5]

## **Basketball Only**

- (1) You are not eligible if, after you become a student-athlete, you participate in any organized basketball competition except while representing the institution in intercollegiate competition. Competing in the Olympic Games tryouts and competition, and other specified national and international competition is permitted. [Bylaws 14.7.2, 14.7.4 and 14.7.5]
- (2) There are no restrictions on the participation of Division II student-athletes in outside basketball competition during the summer. [Bylaw 14.7.5.2-(a)]

## **Transfer Students Only**

- (1) You are a transfer student if:
  - (a) The registrar or admissions officer from your former institution certified that you officially were registered and enrolled at that institution in any term in a minimum full-time load and you attended a class or classes while enrolled as a full-time student; or

- (b) The director of athletics from your former institution certified that you reported for the regular squad practice that any staff member of the athletics department of your former institution announced before the beginning of any term. [Bylaw 14.5.2]
- (2) If you are a transfer student from a four-year institution, you are not eligible during your first academic year in residence unless you meet the provisions of one of the exceptions specified in Bylaw 14.5.5.3 or one of the waivers specified in Bylaw 14.8.1.
- (3) If you are a transfer student from a two-year institution, you are not eligible during your first academic year in residence at your new institution unless you meet the academic and residence requirements specified in Bylaw 14.5.4 or the exceptions specified in Bylaw 14.5.4.6.
- (4) If you transferred from a four-year college to a two-year college and then to your new institution, you are not eligible during your first academic year in residence at your new institution unless you meet the requirements specified in Bylaw 14.5.4.1 or 14.5.4.3 or the exceptions specified in Bylaw 14.5.4.6.

## **Full-time Enrollment**

To be eligible for practice or competition, student-athletes must maintain full-time enrollment of 12 credit hours per semester during undergraduate enrollment (unless they are in their last semester of attendance and need less than 12 credit hours to graduate) and 6 hours for a graduate student working towards a master's degree. Student-athletes that drop below full-time status are immediately ineligible and will no longer be allowed to participate with the team.

## **Remedial/Developmental Courses**

Remedial/developmental courses will only count towards eligibility during the student-athlete's first two full-time semesters of enrollment. If courses are taken beyond the first two full-time semesters, they will count towards full-time status but not toward the 24 credit hours needed for eligibility the following year. Credit in such courses shall not exceed 12 semester hours.

## **Dropping a Class**

\*Prior to dropping a course, all student-athletes must follow this procedure:

- (1) Discuss it with your head coach
- (2) Meet with Compliance Officers, Brad Herman & Sage Fowler, to ensure that this will not affect your eligibility
- (3) Visit with your academic advisor
- (4) Follow the procedures of dropping course through Registrar.

Important Reminder: If at any time you drop below 12 hours (full-time), you will be immediately ineligible to practice and compete.

A student may drop a course without penalty until the end of office hours on Wednesday of the tenth (10th) week of a regular semester or Wednesday of the third (3rd) week of a summer term subject to the approval of the advisor and the payment of a \$10.00 fee. A student who drops a course after these deadlines will receive a grade of WF (withdrawal with failure), except for circumstances beyond the student's control which are approved by the registrar. A grade of WF is computed in the grade point average as an F.

A student who stops attending class but does not officially withdraw will receive a grade of F in the course.

A student receiving VA benefits will be governed by Veterans Administration regulations regarding the dropping of courses and should contact the Office of the Registrar for information. Other agencies furnishing financial assistance to a student may have regulations affecting the dropping of courses which differ from those of the University policy.

## **Declaring a Major**

Student-athletes are required to declare a major by the beginning of the third year of full-time enrollment or fifth semester.

## **Changing a Major**

Student-athletes that wish to change their major must meet with Brad Herman to fill out the official paperwork with their advisor for the change to be official.

## **Summer Courses**

Student-athletes may not use more than 6 hours of summer school credits towards the annual requirement of 24 semester hours needed to be eligible for intercollegiate competition from one year to the next. Student-athletes may utilize credits beyond the 6

hours if they need additional credits to fulfill the degree or grade point average requirements. Those student-athletes that will be attending summer school at another institution must receive prior approval from the Registrar.

## **SAU Academic Standards**

To be in good academic standing, students must maintain the following standards:

<b><u>Hours Attempted</u></b>	<b><u>Required Cumulative GPA</u></b>
1-29	1.5
30+	2.00

A student who does not earn the required cumulative grade point average according to the number of semester hours attempted will be placed on academic probation. A student who has been placed on academic probation will have until the end of the next regular semester to show significant improvement in grades or be suspended from school.

Significant improvement shall be defined as follows:

<b><u>Total Hours Attempted</u></b>	<b><u>GPA Earned</u></b>
1-29	1.75
30+	2.00

If a student has been suspended because of academic reasons, the student will not be allowed to register for classes or attend the University for one full semester, excluding mini-session and summer terms. After one semester, the student may return to the University on a probationary status. The student must make significant improvement and the standards defined in the probationary section above. If improvement does not occur, the student will be suspended for one year from the date of the second suspension. Failure to earn at least a 2.00 grade point average during the returning semester will result in academic dismissal.

A student who believed there is justification for early readmission and chooses to appeal the suspension must submit a written appeal to the Office of the Vice President for Academic Affairs. The letter of appeal must reach the Office of the Vice President for Academic Affairs at least three business days prior to the registration for the semester for which readmission is sought. Appeals received after that date will not be considered for that semester. The Academic Suspension Appeal Committee will review the case and make a recommendation to the vice president for academic affairs. Credit earned while on academic suspension from any university, including SAU, will not be accepted by SAU.

## Grading System

Southern Arkansas University uses the grading system of A, B, C, D, and F.

<u>Grade</u>	<u>Grade Points Per Semester Hour</u>
A= Excellent Work	4
B= Good Work	3
C= Satisfactory Work	2
D= Minimum Passing Work	1
F= Failing Work	0

Other grades that are recorded are AU, audit; CR, credit; I, incomplete work; NC, non-credit; P, pass; W, withdrawal with passing work; and WF, withdrawal with failure. (NC grades may be assigned only in remedial courses and Composition I.) An incomplete grade may be given only for illness or other circumstances beyond the student's control and must be removed prior to the week before final examinations of the next semester or it will be treated as an F grade. A WF is computed as an F in the grade point average, but a W is not computed in the grade point average.

## Academic Calendar 2023-2024

### Fall 2023

August 23	Wednesday	Classes begin
September 4	Monday	Labor Day Holiday
October 12-13	Thurs-Fri	Fall Break
October 16	Monday	Classes resume
November 21	Tues - 9 p.m.	Thanksgiving holiday begins
November 27	Monday	Classes resume
December 11	Monday	Final examinations begin
December 14	Thursday	Semester ends
December 15	Friday	Commencement

### Spring 2024

January 17	Wednesday	Classes begin
March 18-22	Mon-Fri	Spring vacation
March 25	Monday	Classes resume
May 6	Monday	Final examinations begin
May 9	Thursday	Semester ends
May 10	Friday	Commencement

## **Financial Aid**

### **Athletically Related Financial Aid**

Athletically related financial aid agreements (athletics scholarships) are awarded for one academic year and are based on a student-athlete's past athletic and academic performance, potential for future athletic and academic performance, and/or the needs and interests of the team, athletic department and/or University, as determined by the head coach and approved by the Director of Athletics and Director of Financial Aid. Acceptance of athletically related financial aid neither implies nor guarantees that you will be provided an athletic scholarship in future academic years. A student-athlete may not receive total aid in excess of the cost of attendance as determined by the Financial Aid Office.

### **What can athletically related financial aid cover?**

Athletically related financial aid may only cover the following:

- Required course related textbooks
- Tuition and required fees
- Room and Board (Base)

### **Reduction of Aid During Period of Award**

Athletically related financial aid can be reduced or cancelled during the academic year, if the student-athlete:

- Renders himself or herself ineligible for intercollegiate competition
- Fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement
- Engages in serious misconduct or disobedience warranting substantial disciplinary penalty
  - Violations of the following constitute serious misconduct or disobedience
    - University academic rules and regulations
    - Rules and regulation of the athletic department and specific rules of the athlete's sport as defined by the head coach as they apply
    - Attendance for classes, squad or individual meetings, study halls, tutoring, or participation in athletic practice sessions and scheduled contests as specified by their coach.
    - Personal conduct, appearance and dress, both on and off of university campus, and accepted uniform for athletic contest, when such violations bring discredit/negativity to the athletic program.
    - Failure to adhere to training rules and regulations
- Voluntarily withdraws from a sport at any time
- Engages in gambling activities on intercollegiate activities prohibited by NCAA legislation

- Engages in the use, possession, or traffic of an illegal drug substance, or refuses to take a drug test when requested to do so by the NCAA, campus, community, or departmental authority
- Signs a professional sports contract for their sport
- Accepts money for playing in an athletic contest that causes them to exceed the cost of a full grant
- Agrees to be represented by an agent and accept money to exceed the cost of a full grant
- Receives other aid that causes me to exceed my individual limit

### **Yearly Renewal/Nonrenewal of Aid**

The renewal of institutional financial aid based in any degree on athletics ability shall be made on or before July 1 before the academic year in which it is to be effective. The institution shall promptly notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous academic year whether the grant has been renewed or not renewed for the ensuing academic year. Notification of financial aid renewals and nonrenewals must come from the institution's regular financial aid authority and not from the institution's athletics department.

### **Hearing Opportunity**

Athletic appeals are designated to the Scholarship Committee. The student seeking an appeal sends a letter of appeal to the chair of the Scholarship Committee, currently Sarah Jennings in the Office of Admissions. The chair then notifies the committee, the Athletic Director, and the coach of the sport involved that an appeal has been filed. The chair selects a time for a hearing that the coach, student, and committee can convene within 30 days as specified by NCAA. The student and coach are the principal parties at the hearing before the committee. The parties may bring other parties for support or statements. The party making a statement will not be allowed to stay for entire hearing only as needed. Support parties may stay for entire hearing but must confer outside of meeting room as needed. Documents or statements by witnesses are allowed and should be submitted prior to hearing to the chair. The parties are dismissed following hearing and committee is convened for deliberation and decision. Primary parties are notified after decision is reached.

### **Student-Athlete Employment**

A student-athlete may be employed during the academic year and/or summer as long as compensation is only for work actually performed, at a rate commensurate with the going rate for similar work, and the student-athlete was not hired based on athletics ability.

- Name, Image, Likeness (NIL): As of July 1, 2021, SAs are able to be compensated for the use of their NIL.

For more information about SAU's NIL Policy, please visit [www.MuleriderAthletics.com](http://www.MuleriderAthletics.com) and click on "NIL Headquarters" under the "Inside Athletics" tab.

## **Extra Benefits**

An extra benefit is any special arrangement by an institutional employee or representative of the institution's athletics interests (also referred to as a booster) to provide the student-athlete or his or her relatives or friends with a benefit not expressly authorized by NCAA legislation.

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

- Gifts of cash, clothing, cars, jewelry, equipment or any other tangible item
- Use of telephones, long distance access codes, or credit cards for personal reasons
- Special discounts, payment arrangements, or credit on purchases or services
- Loan of money
- Co-signing a loan
- Use of personal property (automobile, housing, etc.)
- Free or reduced services (car repair, haircuts, meals, legal services, rental cars, etc.)
- Free or reduced housing or rent
- Transportation (riding home with coach or booster)
- Cash or like items (gift certificates)
- Country club or gym memberships
- Impermissible academic services (typing papers for a student-athlete, taking tests, etc.)
- Free or reduced entertainment services (movie tickets, dinners, reduced admission to community events)
- Selling any equipment, apparel, or anything of value that you received through your participation in Mulerider Athletics

**If you accept an extra benefit, knowingly or not, it is a violation of NCAA rules and can result in you becoming ineligible to participate in intercollegiate athletics and being required to pay the total cost of benefit received. Always ask!**

## **Occasional Meals**

It is permissible for a student-athlete or entire team to receive a meal on an infrequent and special occasion from an institutional staff member or representative of athletics interest. The meal must be served at a home and not in a public restaurant. The

Southern Arkansas University Athletic Department defines occasional as no more than four times a month.

## **Ribble Strength Training Center**

The Ribble Strength Training Center is not to be used without direct supervision of an employed staff member of your prospective sport.

## **Student-Athlete Travel Policy**

It is mandated that all student-athletes travel to and from athletic competitions with their prospective team and coaches. In the event of an emergency situation, approval can be granted to ride with a legal guardian only by the Director of Athletics or designee. The student-athlete's respective head coach must facilitate this request through the Director of Athletics.

## **Transferring Out**

The transfer request process is as follows:

- A student-athlete who wishes to discuss the possibility of transferring to another institution must contact his/her Head Coach first.
- After meeting with head coach, the Student Athlete is referred to the Compliance Officer for a meeting during which the student-athlete will discuss transfer plans.
- The student-athlete must submit the Notification of Transfer form on JumpForward and the NCAA DII Transfer Module Certificate via the link provided by the compliance officer in order to be entered into the Transfer Portal.

## **Release Process**

Southern Arkansas University athletics will not grant blanket releases to student-athletes for permission to contact and/or transfer to another institution. Student-athletes that wish to transfer to another college or university must give written notice to their coach and the Compliance Officer in order to speak to another four-year institution.

**NCAA DII One-Time Transfer Exception:** 14.5.5.3.9 (an institution may not deny the one-time transfer exception as long as the student-athlete meets the conditions set forth in the bylaw and the request to transfer is submitted prior to June 15th of each academic year); conditions:

- Student-athlete has not previously transferred from a 4-year institution
- The student-athlete is in good academic standing, meeting progress towards degree requirements, and would be eligible to return to the previous institution
- Student-athlete who has one season of competition remaining, with a max of 2 full-time semesters, must have passed an average of 12 transferrable hours per full time term in attendance, with a minimum GPA of 2.00

**All student-athletes who wish to use this exception for the next academic year must be in the transfer portal by June 15<sup>th</sup>.**

**GAC Intra-Conference Transfer Policy:** It is the policy of the Great American Conference that student-athletes transferring from one GAC institution to another GAC institution must serve one full academic year in residency from the time of transfer. Coaches reserve the right to refuse the one-time transfer exception in an intra-conference transfer situation. If a one-time transfer exception is denied student-athletes are permitted to request an appeal.

#### **SECTION 4: INTRA-CONFERENCE TRANSFER RULE**

*4.1 ... A student-athlete who transfers from one conference member institution to another is required to complete one full academic year of residence at the institution before being eligible to compete. However, all exceptions in NCAA Bylaw 14.5.5.3 may be applied except 14.5.5.3.9 (One-Time Transfer Exception). (Revised 7/1/11)*

*4.2 ... The student-athlete has the right to appeal the Intra-Conference Transfer Rule through their current institution by submitting the Intra-Conference Transfer Form to the Commissioner. The Commissioner shall have the authority to grant waivers of the Intra-Conference Transfer Rule. (Revised 7/1/11)*

The transfer appeal process is: The student seeking an appeal sends a letter of appeal to the chair of the Scholarship Committee, currently Sarah Jennings in the Office of Admissions. The chair then notifies the committee, the Athletic Director, and the coach of the sport involved that an appeal has been filed. The chair selects a time for a hearing that the coach, student, and committee can convene within 30 days as specified by NCAA. The student and coach are the principal parties at the hearing before the committee. The parties may bring other parties for support or statements. The party making a statement will not be allowed to stay for entire hearing only as needed. Support parties may stay for entire hearing but must confer outside of meeting room as needed. Documents or statements by witnesses are allowed and should be submitted prior to hearing to the chair. The parties are dismissed following hearing and committee is convened for deliberation and decision. Primary parties are notified after decision is reached.

#### **NCAA Drug Testing**

- (1) A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular-season competition in accordance with the ineligibility provisions of Bylaw 18.4.5.
- (2) A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class other than "street drugs" (in accordance with the testing methods authorized by the NCAA Board of Governors), shall be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The

student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete's positive drug test specimen and until he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.5.1]

- (3) A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "street drugs" (in accordance with the testing methods authorized by the Board of Governors) shall be charged with the loss of competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.5.2]
- (4) A policy adopted by the Board of Governors establishes that the penalty for missing a scheduled drug test is the same as the penalty for testing positive for the use of a banned drug other than a "street drug. You will remain ineligible until you retest negative. [Bylaws 18.4.1.5.3 and 18.4.1.5.3.1]

### **Non-NCAA Athletics Organization Positive Drug Test-All Sports**

- (1) If you test positive by a sport's governing body that has adopted the WADA code, you must notify your director of athletics regarding the positive drug test. You also must permit the NCAA to test you for the banned drugs listed in Bylaw 31.2.3.1.
- (2) If the result of the NCAA drug test is positive, you will lose all remaining eligibility during the season in which you tested positive and an additional season of competition.
- (3) The director of athletics must notify the NCAA chief medical officer in writing regarding a student-athlete's disclosure of a previous positive drug test administered by any other athletics organization.
- (4) If the student-athlete transfers to a non-NCAA institution while ineligible and competes in intercollegiate competition during the prescribed period of ineligibility at a non-NCAA institution, the student-athlete will be ineligible for all NCAA regular-season and postseason competition until the student-athlete does not compete in collegiate competition for the entirety of the prescribed penalty. Furthermore, the student-athlete must retest negative (in accordance with the testing methods authorized by the Board of Governors). [Bylaw 18.4.1.5.4]
- (5) The list is subject to change and the institution and student-athlete shall be held accountable for all banned drug classes on the current list. The list is located on the NCAA website ([www.ncaa.org](http://www.ncaa.org)) or may be obtained from the NCAA Sport Science Institute staff.

Southern Arkansas University  
**Student Athlete Handbook**

Athletic Training Department

Policies & Procedures  
Information

**2023 Fall Athletics Facilities Operational Plan for Student-Athletes and Staff (Page 41)**

**Jan Kiilsgaard MS, LAT, ATC, MFDc**

**Head Athletic Trainer**

## **Athletic Training Staff**

### **Jan Kiilsgaard MS, LAT, ATC, MFDc**

Assistant AD for Sports Medicine/Head Athletic Trainer

Volleyball, Softball

OFFICE.....235-2428

EMAIL.....jmkiilsgaard@saumag.edu

### **Trevor DeLoney**

Assistant Athletic Trainer

Football, Softball, M/W Tennis, M/W XC/T&F

OFFICE.....235-5051

E-MAIL.....TrevorDeLoney@saumag.edu

## **Emergency Phone Numbers**

911

Columbia County Ambulance Service: 234-7371

Magnolia Memorial Hospital: 235-3000

Emergency Dept: 235-3521

Prince Pharmacy: 234-7292

## **Physicians**

Dr. Gregg Massanelli Orthopedics (Medical Director)

Dr. Ken Gati Orthopedics

Dr. John Alexander Family (General Medical Director)

Dr. David Cole Dentist

## **STATEMENT OF FUNCTION:**

The members of the Athletic Training Staff (ATs) serve in the prevention, care, evaluation, treatment and rehabilitation of all possible injuries and illnesses to student athletes. The staff receives supervision and guidance from the Team Physicians and work in co-operation with the University Student Health Center.

As an integral part of the total medical care of the athlete, the ATs assists in the prevention, correction, or alleviation of pain, disability, or deformity caused by injury. They plan, organizes, and administers tests, measurements, therapeutic modalities and rehabilitation techniques as prescribed by the Team Physicians and/or referring physician.

The Athletic Training Staff shall provide the injured athlete with immediate, long term and/or temporary care until the need for services of the Team Physicians or other medical persons have been determined.

The Athletic Training Department advises the athletic department administration on matters pertaining to the athletic health care and prevention.

The Athletic Training Department will perform any and all duties that are directly and/or indirectly related to the functions of a comprehensive Athletic Training Education Program and Athletic health care coverage.

### **I. ATHLETIC TRAINING:**

#### **A. Structure:**

The Athletic Training Department is responsible for the prevention, medical care and the rehabilitation of injuries and illnesses incurred by male and female athletes while participating on the intercollegiate level at SAU. The athletic training staff will, on a consulting basis, see athletes or physically active individuals from the surrounding area.

#### **B. Personnel:**

1. The athletic training staff shall consist of a BOC certified Athletic Trainers, a BOC certified Education Program Director, BOC certified Graduate Assistant Athletic Trainers, and athletic training students.
2. Primarily the Team Physicians, Head Athletic Trainer, and Assistant Athletic Trainers will coordinate the medical care for all athletes. The efficiency and effectiveness of the medical care involves the co-operation of those individuals and the athlete. Any athlete who sustains an injury that is of a medical priority, such as bleeding, loss of breath, or malfunction to any vital organ, will be referred to the proper medical personnel and facility.
3. The Team Physicians provide the ultimate diagnostic help, supervision, and prescriptive medications. They are the authority that prescribes the treatment and rehabilitation to the Athletic Training staff for all intercollegiate athletes. The team physician's decisions are final.

4. The Athletic Training staff with the advice and supervision of the Team Physicians and designated medical specialists care for the injured and ill athlete. They also supervise the undergraduate athletic training students in their normal daily duties. The athletic training students will administer first aid, evaluation, treatment and care to the injured athletes (as their education level will allow) under the supervision of the Athletic Training staff, who directs and supervises the daily operation of the Athletic Training room.

## **MEDICAL SERVICES AND CARE:**

Even the most efficient program for the prevention of athletic injuries is not fool proof. Injuries must be anticipated in any type of sport activity, especially when it involves physical contact between athletes or when hard objects are struck or thrown. Almost without exception, every sport carries with it some degree of risk, the type and nature of the athletic injuries incurred being characteristic of the physical activity. Therefore, when an injury does occur to an athlete participating in an intercollegiate athletic program at Southern Arkansas University, the following medical services, care, and supervision have been made available through the Athletic Training Department.

### **A. Financial Coverage:**

All **injuries/illnesses** occurring to athletes participating in supervised and scheduled practice sessions or competitive contests of a sport in the program of intercollegiate athletics sponsored by the Department of Athletics at Southern Arkansas University (the University) are covered by the University on a secondary basis. Any injury or illness that is directly related to participation in intercollegiate athletics will be the responsibility of, first, the athlete's health insurance company, and second, the Athletic Department and/or its insurance company. All student athletes are required by the University to carry their own health insurance which will cover athletic injuries. Since the University is not financially responsible for injuries or other ailments sustained by athletes while not participating in supervised, department sponsored intercollegiate athletics, their scheduled practice sessions or competitive contest, the athlete will obtain a health insurance policy to cover all other accidents or illnesses that may occur to a student while attending college. The insurance policy offered through the university DOES NOT cover athletic injuries. Although, the University and its athletic department is not responsible for injuries or illnesses that are not directly related to sports in the intercollegiate athletic program sponsored by the Department of Athletics, it is **mandatory** for the athlete to report these injuries or illnesses to the Athletic Training Staff. In this way, the athletic training staff and/or Team Physician may remain current with the athlete's entire health pattern. Therefore, the Athletic Training Staff is always available for counsel, referral, and treatment services offered in the Athletic Training Room.

**\*FOR ADDITIONAL MEDICAL COST COVERAGE SEE ATTACHMENT A.\***

### **B. Procedure for the Care of Athletic Injuries:**

1. In general, any athlete who has suffered a disturbance of vision, consciousness, or orientation, a back or neck injury, persistent breathing difficulty, possible loss of integrity of a joint, deformity of the musculoskeletal system, significant bleeding, or significant health related problems, must be referred to the Athletic Training Staff for evaluation and if necessary, referral to the Team Physician.

2. Any athlete requiring medical diagnosis (including dental and visual) or treatment for injuries or other related problems should be referred to a Team Physician or his associates. **Referrals must be through the Athletic Training staff only.**
3. The athletic training student will administer first aid and make arrangements for a consultation with a Staff Athletic Trainer as a follow up procedure.
4. The Team Physician will then examine the injured athlete, make a diagnosis of the injury, order further diagnostic tests such as X-rays, MRI, EEG tests, etc., if needed, and prescribed treatment for the injury.
5. If the prescribed treatment is available in the athletic training room, the athlete is required to be treated in the athletic training room under the supervision of a staff athletic trainer and the Team Physician rather than being treated at any other treatment or rehabilitation facility. The athlete is **required** to receive treatment and/or rehabilitation in the athletic training clinic each day, twice a day, until released by the Staff Athletic Trainer or Team Physician. If the athlete is unable to comply with this requirement, for whatever reason, then that athlete releases the University from any responsibility for that injury. Any athlete who does not comply with these procedures may be asked to leave the athletic training room and that athlete will be reported to the respective head coach.
6. If the athlete is not satisfied with their injury diagnosis or recovery program, she/he should notify a Staff Athletic Trainer of his/her dissatisfaction.
7. Comprehensive medical records are maintained in the Athletic Training office for all athletes participating in the intercollegiate athletic program at the University. These records include daily progress reports, which are sent (on request) to the coaches by the Athletic Training staff, regarding limitations and including recommendations as to when full activity may resume.
8. The Team Physicians are the final authority on when an injured or sick athlete may return to practice or intercollegiate competition. Team Physician's decisions are final.

### **C. Dental:**

Any dental injury sustained by an athlete that is directly related to athletic participation will be treated to restore the tooth (teeth) to their original state. The University is not responsible for gold caps or other ornamental hardware. General dental problems (i.e., Cavities) are the responsibility of the athlete.

### **D. Eye Wear:**

Corrective lenses, contacts or glasses, worn for general use will be the responsibility of the athlete, and will not be furnished or paid for by the University.

### **E. Notification of Medical Coverage:**

The athletic trainer will inform by letter, each athlete and his/her guardian as to the insurance policies of the university. Included in the letter will be several forms for the parent, guardian, and/or the athlete to complete and return to the university athletic training department. These forms must be returned before July 15 of each year. These forms include:

1. Insurance and Medical Coverage Policy
2. Statement of Risk & Medical Consent
3. Insurance Information
4. Copy of Insurance Card
5. Athlete's General Information
6. Athletic Physical Examination
7. Sickle Cell Test Results Report

These forms will provide us with the parents or athletes individual health insurance information. Also included will be a statement to the effect that the person completing the form understands the university insurance procedures. **NO ATHLETE WILL BE ALLOWED TO PARTICIPATE IN ANY WORK OUT, PRACTICE OR CONDITIONING (EITHER MANDATORY OR VOLUNTARY) WITH OUT ALL OF THE FORMS BEING ON FILE IN THE ATHLETIC TRAINING ROOM.**

#### **F. Medical Information:**

The Athletic Training Department will keep an accurate record of all major and minor injuries and illnesses and all surgeries. The athletic training office will keep accurate daily injury records and daily treatment records. These medical records will not be released to any person other than those covered in the Medical Information Release Form unless an athlete requests their release in writing.

#### **II. APPROVAL FOR PARTICIPATION IN INTERCOLLEGIATE ATHLETICS:**

- A. No student-athlete at Southern Arkansas University may participate in any athletic practice or event in intercollegiate athletics without a physical examination by a licensed Physician (MD, DO, PA or Nurse Practitioner) on a Physical Exam Screening Form. All athletes are required to have proof of a sickle cell test and the results. Athletes are to receive the pre-participation physical prior to reporting to campus their first semester at the university.
- B. If, during the course of the year, an athlete is injured and restricted from participation, he/she must be re-examined by the Staff Athletic Trainer and/or Team Physician and be granted clearance to resume activity.
- C. It must be clearly understood that **ALL** intercollegiate athletes must receive medical clearance before participation. Evidence of this medical authorization will be presented by:
  - (1) Completion of a Physical Exam Form
  - (2) Completion of a Physician Referral Form
  - (3) Completion of a Physician Medical Release Form

**FAILURE TO RECEIVE MEDICAL AUTHORIZATION TO PARTICIPATE IN INTERCOLLEGIATE ATHLETICS SHALL IMMEDIATELY DISQUALIFY ANY ATHLETE FROM COMPETITION.**

#### **III. ATHLETIC INJURY PROCEDURE:**

- A. The Athletic Training Staff will care for all athletic injuries and illnesses as well as any general medical problem encountered by the student athlete. The athletic training staff will arrange all referrals to a physician or the University Student Health Service staff.
- B. No coach is to refer an athlete to the University Student Health Service or a physician except in case of serious illness or injury when the members of the Athletic Training Department are not available and/or cannot be reached.
- C. All athletic injuries and illnesses or general medical problem, are to be directed to the Athletic Training Staff for evaluation before reporting to the Student Health Service or Team Physician. This is to help reduce medical costs for the athlete as well as the university. It is also necessary for mandated medical documentation.
- D. The Athletic Training Staff will handle all athletic injuries without interference from the coaching staff unless the athletic trainer and/or physician request assistance.
- E. The Athletic Training Staff under the supervision of the Team Physician will direct and/or administer all therapeutic treatment and rehabilitation.
- F. In case of a serious emergency, the Athletic Training Staff will follow emergency procedures until the ambulance service arrives.
- G. Practice coverage procedure: In contact sports, (Football, Men's and Women's Basketball, Volleyball, Baseball and Softball) an athletic trainer will be available at all times to provide care and treatment of injuries and illnesses. Non-contact sports (Men's & Women's Golf, Men's & Women's Cross Country and Track, and Cheerleading) will be covered by a staff athletic trainer on an as needed basis.

#### **V. MEDICAL REFERRALS:**

- A. Whenever the Athletic Training staff and/or Team Physician feel a medical referral or consultation is necessary regarding an athlete's injury or illness, the arrangements for such a visit will be made by the Athletic Training staff and/or the Team Physician. This policy assures proper and immediate care, close follow-up treatment, and smooth injury management for the athlete, physician, and athletic training staff. Any other procedure of personal consultation by the athlete shall be construed to show his/her willingness to assume medical and financial responsibility for such outside visits or medical attention.
- B. Coaches for a particular sport **DO NOT** have the authority to permit referrals to any other physician without consulting and receiving departmental approval through the Head Athletic Trainer, Assistant Athletic Trainer and/or Team Physician.
- C. **If the above procedure is not followed and an athlete consults another physician without the knowledge of and approval of the Athletic Training staff, the athlete will be financially responsible for any and all bills incurred.**

#### **VI. USE OF TRAINING ROOM FACILITIES:**

- A. The Athletic Training Room facilities are primarily for the athletes participating in an intercollegiate athletic program at Southern Arkansas University for the evaluation, treatment,

and rehabilitation of athletic injuries and illnesses. The athletic training facilities are also available to visiting teams on a courtesy basis.

- B. When the athletic training room is not in use for intercollegiate athletics, the facility is to be locked at ALL TIMES. These facilities are under the direct supervision of the Head Athletic Trainer and Staff Athletic Trainers. No one else is to be allowed to use the facility without the knowledge and approval of the Head Athletic Trainer.
- C. No athlete or patient will be allowed in the athletic training room without supervision while being treated. The Athletic Training Staff, due to potential danger, must operate all therapeutic modalities.

#### **VII. ATHLETIC TRAINING ROOM SCHEDULE:**

- A. Adequate provision will be made to cover all contact sports each day.
- B. Special treatment hours may be set so that the staff athletic trainer can concentrate on a number of athletes at one time, thus conserving the athletes valuable time.
- C. The Athletic Training room will be open each day, Monday – Friday from 7:00 a.m. until noon and 1:00 p.m. until the last practice is over. All injured athletes are to report for treatment each day between 7:00 a.m. & 9:45 a.m. AND again between 1:00 p.m. & 2:30 p.m.
  - (1) During football season the athletic training room will be open on Saturday from 3 to 4 hours before game time. On Sundays, the athletic training room will be open at the discretion of the staff athletic trainer.
  - (2) During the rest of the school year, the athletic training room will be open on Saturdays and Sundays when needed or by appointment.
- D. In case of an emergency, the staff athletic trainers will be on call 24 hours per day.
- E. It is necessary that attention be given to athletes in all sports whenever they are participating in pre-season, in-season, and post-season sessions. All athletes will be cared for on a first come first served basis.
- F. Head Coaches of their respective sports should work with the Staff Athletic Trainer so that the best possible schedule for the care and coverage can be made. Coaches are required to supply the Athletic Training staff with their practice schedule at least one (1) week in advance. Without this schedule, the Athletic Training staff **cannot** guarantee coverage of these events or practices.

#### **VIII. ATHLETIC TRAINING ROOM POLICIES:**

- A. Athletes are to report all injuries to the athletic training staff after each practice or the following morning by 9:45 a.m. Injury Reports are sent to each coach at 10:00 a.m. each morning and any/all new injuries must be on the report.

- B. Athletes are required to come into the athletic training room for treatment each day, twice a day. If an athlete does not come in for treatment in the morning, the athletic training staff may choose not to treat the athlete that afternoon.
- C. All athletes will wear at least a shirt and shorts in the athletic training room.
- D. All athletes WILL shower before coming to the athletic training room for treatment and/or rehab.
- E. Each athlete must sign in on the Treatment Log and into the kiosk prior to receiving treatment.
- F. No cell phones are allowed in athletic training room. A basket will be provided in the athletic training room for cell phone safe keeping while the athlete is getting treatment or rehab. THE ATHLETIC TRAINING STAFF IS NOT RESPONSIBLE FOR ANY LOST, STOLEN, OR DAMAGED CELL PHONES WITHIN THE ATHLETIC TRAINING ROOM.
- G. No cleats/shoes will be worn in the athletic training room.
- H. No personal items or athletic equipment will be brought into the athletic training room.
- I. Athletes are not to take athletic training equipment out of the training room unless issued to them.
- J. Normally, taping for injured body parts requires an organized rehabilitation program.
- K. Tobacco product use by athletes will not be allowed in the athletic training room. No food or drinks are allowed in the taping, treatment, rehab or wet areas.
- L. All persons using the athletic training room are to conduct themselves in a proper manner. No foul language or inappropriate behavior allowed.

Any athlete who does not follow the athletic training room rules will be asked to leave the athletic training room and will be reported to their respective coach.

## **Southern Arkansas University Athletics**

### **2023 Fall Athletics Facilities Operational Plan for Student-Athletes and Staff**

\*Protocols and guidelines are fluid and subject to change. It is important to stay current with public healthcare guidelines as well as recommendations from federal, state, and local governing bodies. \*

#### **Individual Personal Hygiene Responsibility**

1. Wash your hands often with soap and water for at least 20 seconds especially after you've been in the weight room or any other public place. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. The use of hand sanitizer stations are encouraged often during workouts and should be utilized in between each exercise if possible.
2. Avoid touching your eyes, nose, and mouth with unwashed hands.
3. Cover coughs and sneezes. If you are participating in a workout and do not have a cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw the tissues in the trash and immediately wash your hands with soap and water or use hand sanitizer that contains at least 60% alcohol.
4. No sharing of water bottles, towels, or any other personal items during workouts. If you bring personal items, please take with you when workout is done.

#### **COVID-19 Symptom Screening**

Possible Covid-19 symptoms

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, and diarrhea.

## COVID-19 Symptom Reporting Procedure

A student-athlete must stay home and not attend any workouts if not feeling well or if he/she has any COVID-19 symptoms or tested positive for COVID-19. Student-athletes must report any symptoms to SAU Athletic Training staff if symptoms develop during workouts, practices or competitions. (SAU Athletic Training staff contact information can be found at the end of this plan).

1. **When to report symptoms:** Symptoms should be reported as soon as possible. It is better to err on the side of caution during this time, and not delay or write off any related symptoms.
2. **Who to report symptoms to:** Southern Arkansas University Athletic Training staff **and** student-athletes primary care physician. Reporting must come to the athletic training staff first and we will contact University Health. It is very important to notify SAU Athletic Training staff as soon as possible in order to notify, trace, and quarantine those who were in contact with the symptomatic student-athlete. The SAU Athletic Training staff will give instructions on what to do once the athlete has made a report.
3. **How to report symptoms:** Notification of symptoms should be made through email, text or phone correspondence. (Not face-to-face)

- Jan Kiilsgaard; [jmkiilsgaard@saumag.edu](mailto:jmkiilsgaard@saumag.edu) Office: 870-235-4248
- Trevor DeLoney; [TrevorDeLoney@saumag.edu](mailto:TrevorDeLoney@saumag.edu) Office: 870-235-5051
- Athletic Training Fax Number: FAX: 870-235-5049

### Covid-19 testing and follow-up

Any student-athlete that shows signs or symptoms should immediately contact their Athletic Trainer and primary care physician or your local state Health Department in order to obtain additional instructions or possibly get tested for Covid-19.

The SAU Health Services department has the capability to perform the SARS Antigen test for active COVID-19.

- Athletes returning to campus for the first time are required to report for COVID Testing which will be set up by the Athletic Training Department before checking into your Resident Hall, your coach or locker room/field house.
  - Student-Athletes will proceed to the designated place for screening, paperwork return and testing.
    - Each athlete will be screened before the COVID test is administered.
    - For each athlete that is tested, the results will be documented and the athlete will be instructed on what to do from there.
    - Any athlete that tests positive will be immediately quarantined with a mask and required to complete a tracking form.
    - The positive results will be reported to the University Health Services who will report it to the State Health Department.
    - The athlete will then be quarantine accordingly. This will be determined by the University Health Services.
      - Student-Athlete will be asked to return home or, if unable to return home, will be quarantined on campus.
    - Athletes will be allowed to return to campus only with a documented clearance to return to activity.

# **SAU Athletics Facilities Operational Plans**

## **Facilitation of Fall Workouts**

In order to maintain record and allow for proper sanitation of facilities, any and all use of the athletics facilities must be scheduled in advance. For scheduling of WT Watson facilities, contact Chris Vann, and for football facilities, contact Chris Vann or Coach Brad Smiley. For scheduling of Ribble Strength Training Center contact Chris Vann and J Pond.

## **Ribble Weight Room, Mulerider Track Complex & Dawson Athletic Complex**

### **Opening/Closing Procedures**

- The weight room, track complex and DAC access must be locked/closed off at all times unless used for authorized workouts.
- Any student-athletes using the weight room, track complex or DAC for Fall workouts must be supervised by a coach.
- The supervising coach must unlock the weight room, track complex and DAC and lock it back before and after every session.
- The supervising coach must also deny access to anyone not pre-approved to be in the facility at that time (i.e. non-athlete students, other employees).

### **Sanitation Procedures**

- All equipment (cardio and circuit machines, barbells, dumbbells, plates, bands, benches, mats, etc.) must be cleaned/disinfected after each group leaves the weight room.
- Teams will leave enough time between groups to clean/disinfect weight room and allow for disinfecting and drying to accrue.

## WT Watson Gym Athletic Training Room

### Guidelines for use

- The WT Watson Gym Athletic Training Room (ATR) will be open Monday – Friday during the fall and spring semesters, by appointment only. Coaches should not send athletes to the main athletic training room for any purpose without first calling a staff athletic trainer.
  - Student-athletes will be screened before they are allowed to enter the ATR
  - Athletic training staff will wear PPEs at all times when dealing with athletes, students and staff.
- Any student-athlete with athletic training needs must contact their athletic trainer as soon as those needs are realized. Contact information is below:
  - Jan Kiilsgaard  
[jmkiilsgaard@saumag.edu](mailto:jmkiilsgaard@saumag.edu)  
Office: 870-235-4248
  - Trevor DeLoney  
[TrevorDeLoney@saumag.edu](mailto:TrevorDeLoney@saumag.edu)  
Office: 870-235-5051

## Attachment A.

# Southern Arkansas University Athletic Medical Insurance Information

Dear Parent/Guardian:

I would like to take this opportunity to share with you Southern Arkansas University's (SAU) Athletic Department policies regarding medical insurance and payment of medical services. The purpose of which is to explain areas that may affect you as parent's/guardians with the intent of decreasing the level of confusion or questions you have pertaining to insurance and medical expenses incurred by your daughter/son. At the beginning of each fall semester, each student-athlete is advised of these policies during a meeting held for all student-athletes.

### **Student Athlete Responsibilities/Requirements:**

1. All student-athletes who participate in intercollegiate athletics at SAU are required to carry their own Primary Medical Insurance policy with an individual deductible of no more than \$1500 and a Stop-Loss of no more \$10,000 and must cover intercollegiate athletics including football, and must maintain this insurance throughout their athletic career.
2. The athlete's primary insurance must be acceptable for use in the state of Arkansas. Arkansas providers (Doctors, Hospitals, etc.) do not except Out-of State Medicaid. The athletic depart also does not except supplemental accident policies (Ex: AFLAC)
3. **The student must report any changes in the student's-athlete's insurance to the athletic training department at the time of the change, or the athlete will be responsible for all medical expenses that may be incurred.**
4. **Any athlete, or the parent(s), who is found to have dropped their insurance, for any reason, will be fully responsible for any and all medical expenses.**
5. Each student-athlete is required to submit to the athletic training department their "Medical Insurance Information" form each July prior to arriving on campus. Any student-athlete who does not submit complete and accurate information will not be allowed to participate in athletics. Any student-athlete who is injured or becomes ill due to athletic participation and is then found to have provided false or incorrect insurance information; will be responsible for any and all medical expenses.
6. The SAU Athletic Training Staff is must be notified prior to all medical visits, either on or off campus, excluding emergency room visits. We will provide the Student-Athlete with documentation to bring to the medical visit. If a student-athlete goes to a doctor without prior notification to the athletic training staff, SAU will not be responsible for the expenses. The medical information is placed in the student-athletes file as record of each medical visit they have had. This documentation is needed for medical records, medical participation, medical release, and to compare dates to medical billing and insurance documentation.
7. **The SAU Athletic Training Department must receive all documentation, including all medical bills from all providers and facilities utilized and all explanation of benefit forms (EOB) from the primary insurance company before payment by the SAU Athletic Department insurance will be forwarded. All medical bills and EOBs must be received by the SAU Athletic Training Department within 90 days of the date of service or the SAU Athletic Department will not be responsible for these expenses.**

### **Southern Arkansas Responsibilities/Requirements:**

The SAU Athletic Department provides supplemental financial coverage that requires all medical charges to be filed with a primary insurance company prior to consideration of acceptable charges that Southern

Arkansas University may assume. Therefore, all medical expenses must be filed with the student-athlete's primary insurance first

1. SAU will be financially responsible for allowable medical charges such as:
  - a. The deductible and the stop loss provisions that meet the limit requirements as required in the Student Responsibility (# 1).
  - b. The remainder of acceptable and approved medical expenses accrued after your primary insurance has paid in full it's portion up to \$4,500.00
  - c. These medical expenses are those that occur during official NCAA playing and practice season, sanctioned competition or university sponsored travel to or from competition under SAU's athletic department auspices. University sanctioned athletic activity includes all practices on university or shared community facilities authorized by the athletic director, and any events to which a student-athlete travels with university support or financial assistance.
2. SAU will not be responsible for any pre-existing injury that:
  - a. Occurred prior to participation with an SAU athletic team. or
  - b. An illness, or any injury or illness that occurs outside of athletic participation or any general medical condition, which include but not limited to; Colds, Flu, Asthma, Heart condition, Eye problems, Dental problem or Staph infections. (NCAA Rule 16.4.2)
3. SAU will not be responsible for any out of network expenses. These are any expenses that may be incurred by an athlete who chooses to go to their own doctor and/or outside of our network of doctors. As a member institution of the NCAA, catastrophic injury coverage is dictated by the policy provided by the NCAA.
4. SAU will not be financially responsible for any injury/illness incurred that does not fit into any of the acceptable parameters of competition listed in #1(c) above. At all times, the SAU athletic training staff will be involved in making all appointments even though the injury/illness is not athletic related. We are very aware that insurance companies pay different percentages at different medical facilities. We try at all times to get the student-athlete to the provider that is most compatible with your primary insurance company. **Even if we make the appointment in this circumstance, we are in no way financially responsible for any medical expenses not covered by your primary insurance company.**
5. Southern Arkansas University will not be responsible for any eligible medical expenses three months past the date a student-athlete has exhausted eligibility in his or her sport.

The intent of this document is to explain and clarify some areas of confusion regarding medical insurance and payments of medical bills incurred by the student-athlete while participating in athletics at Southern Arkansas University. Please feel free at any time to call if you have any questions regarding medical care and treatment of your daughter/son while at SAU.

Thank you,

Jan Kiilsgaard MS, LAT, ATC, MFDc  
Assistant AD for Sports Medicine/ Head AT  
Southern Arkansas University

P.O. Box 8800  
Magnolia, AR 71754  
870-235-2428 (O)

## **Attachment B.**

### **Southern Arkansas University Athletic Department Drug Abuse & Testing Policy**

The purpose of the Southern Arkansas University (SAU) athletic department's drug abuse and testing policy is to set standards and implement procedures for enforcing our departmental drug abuse program. SAU is committed to providing for a drug free environment for our athletes. The philosophy of our drug-abuse program is as follows:

- A. To identify any potential drug abuse or miss use by a student-athlete and to provide a mechanism of counseling.
- B. To educate Southern Arkansas University athletes on the effects of drug abuse on their physical, psychological, and social selves.
- C. To reassure athletes, parents, alumni and the community that drug use and/or abuse will not be tolerated in the Southern Arkansas University athletic department.

To implement the drug abuse and testing policy, the following programs will be used:

- A. Drug education
- B. Drug testing
- C. Drug counseling

#### **A. DRUG EDUCATION:**

The Southern Arkansas University athletic department will provide drug education programs for all of its student-athletes. At the beginning of each fall semester, all student-athletes from each sport will attend a mandatory "Drug Use and Miss Use" seminar, which will cover illicit and performance enhancing agents.

#### **B. DRUG TESTING:**

Each athlete must sign a release form that states that he/she is aware that urine testing for the presence of drugs is permitted. In signing the form, the athlete understands that any voluntary failure to undergo testing could result in loss of the privilege to participate in any of the SAU athletic programs and may lose any athletic scholarship or athletic financial aid. Any and/or all athletes, who are currently enrolled at Southern Arkansas University, may be tested randomly on an unannounced basis and/or special request of their sport's head coach. Collection of urine will be done under the direct supervision of the staff athletic trainer and/or their designee. The preliminary drug test will be completed by an outside organization/company contracted by the university to collect and test the samples. The SAU athletic Department reserves the right to collect a hair sample if the athlete cannot provide an appropriate urine sample. An independent, private laboratory will provide conformation testing of preliminary positive urine samples or hair sample, which will be re-tested/tested by a different method. The results of the testing are reported to the head athletic trainer or their designee, who will in turn report to the athlete's head coach, Athletic Director, and the athlete.

## **Sanctions:**

All student-athletes who have been found to be positive for any SAU or NCAA banned substances are subject to disciplinary action. Failure to provide a urine sample as requested will be treated as a positive test result. A drug abuse offense will become part of the student-athletes' medical file and will not be erased at the end of any academic year or sport season. The sanctions for a positive drug test given by the NCAA are listed on the NCAA Drug-Testing Consent Form that each student-athlete will review and sign prior to his/her athletic season each year. The sanctions for a positive drug test given by SAU ("In house") are as follows below, **however the head coach of the sport may choose stricter disciplinary action that may include dismissal from the team:**

**1<sup>st</sup> Offense:** An athlete's first identification as being POSITIVE for the use and/or abuse of un-prescribed medications or illegal chemicals is in violation of this Southern Arkansas University's Drug Abuse Policy.

- A meeting will be called which will include the head coach, head athletic trainer and the athlete in order to assess the athlete's problem. The Athletic Director will also be notified as to the athlete's identification and will be kept informed as to the athlete's status. The Athletic Director may be included in the meeting with athlete.
- The athlete will be required to call his/her parents or guardians and inform them of the positive identification for non-prescribed or illicit drugs. This call will be performed at an agreed upon time, in the presence of the head coach and may include the athletic trainer. If the athlete refuses to make the call, the Athletic Department reserves the right, in your signing of this document, to make this call.
- The student athlete will be assigned an appointment time to meet with a counselor within the SAU Testing and Counseling Center for assessment and counseling. Failure to meet with this counselor will cause immediate suspension of the athlete for the remainder of the semester.
- The athlete will also be suspended from competition for a period of one (1) week (7 days) from the day the athlete is notified of his/her positive result, however the head coach of the sport may choose stricter disciplinary action that may include dismissal from the team. If the athlete tests positive during the off season, the athlete is suspended for the 1<sup>st</sup> week (and game) of the next competitive season.
- The athlete will be re-tested after 30 days as well as at each drug test thereafter.

**2<sup>nd</sup> Offense:** An athlete's second identification as being POSITIVE of the use and/or abuse of un-prescribed medication or illegal chemicals is a serious violation of this drug abuse policy.

- The athlete will meet with the head coach, athletic trainer **and** athletic director and will again be required to call his/her parents.
- The athlete will be suspended indefinitely or anywhere up to full expulsion and loss of athletic scholarship. During the suspension, the athlete will be required to obtain professional drug counseling at his/her expense. The athletic department will assist the athlete in obtaining professional counseling if requested by the athlete, but will not be responsible for any part of the expenses.
- Upon the recommendation of the professional counselor as to the athlete's progress, the head coach, athletic trainer, and athletic director may reconsider the player's status, but this does not guarantee the athlete's return to his/her sport. The ultimate decision will fall to the head coach.

- The athlete must also provide a negative drug test results to the Athletic Trainer department before he/she is allowed to participate in any athletic activity. The re-test will be given no less than 14 days from the date of notification of the 2<sup>nd</sup> positive. This test is at the athlete's expense.

**3<sup>rd</sup> Offense:** An athlete's third identification as being POSITIVE of the use and/or abuse of un-prescribed medication or illegal chemicals is a very serious violation of this drug abuse policy.

- The athlete will meet with the Head Coach, Athletic Director and Athletic Trainer.
- At that time the athlete will be automatically and permanently suspended from all athletic participation with termination of the athletic scholarship.

**Possession of Illegal Drugs:** A student-athlete, who is arrested for possession of an illegal drug, will be suspended from competition until the legal matters are resolved or for no less than two week (14 days) and may be suspended indefinitely. If convicted, the student-athlete will be suspended for the remainder of the playing season or for 3 games the next season.

**Selling of drugs:** A student-athlete who is convicted of selling drugs shall be automatically and permanently suspended with termination of his/her athletic scholarship.

### **C. DRUG COUNSELING:**

Should counseling be required, it will be the responsibility of the athlete to acquire this professional help from the appropriate agency. The SAU Athletic Training staff will be available to assist and support the individual in arranging this assistance. The university will not be financially responsible for this cost.

### **SUMMARY**

It is the intent and purpose of the athletic department to provide to each of its athletes a mechanism of promoting self-satisfaction through sport participation, as well as to provide a mechanism for realization of each athlete's academic goals. Use of illicit drugs and performance enhancing agents directly opposes this intent. Through this Drug Abuse and Testing Policy, the athletic department strives to maintain this high standard.

**WARNING!      WARNING!      WARNING!**

**NCAA Drug – Testing Program**

***D. WARNING: Each athlete is responsible for his/her own knowledge of the NCAA Banned-Drugs. The NCAA Banned-Drug List can change at any time during the year and an updated list can be found on the web at: [www.ncaa.org](http://www.ncaa.org); Enforcement and Reinstatement; Drug Testing. If you have any question about any substance you are taking or consuming, or you are thinking about taking or consuming, you are to see the Athletic Trainer immediately.***

***WARNING: Student-Athletes who take any type of dietary supplement, vitamins, weight gain product, and/or performance enhancers are doing so at there own risk, and may test positive for performance enhancers on an NCAA Drug Test.***

***Southern Arkansas University, Athletic Department  
STRONGLY DISCURAGES the use of any dietary  
supplement, weight gain product, and/or performance  
enhancers.***

**WARNING!      WARNING!      WARNING!**