Texas Lutheran University

Intercollegiate Athletics



STUDENT-ATHLETE HANDBOOK

2025- 2026

Welcome to Texas Lutheran University's Intercollegiate Athletics Department.

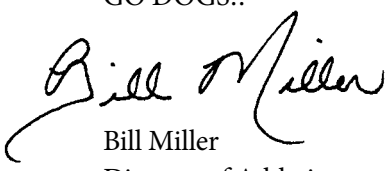
We hope you will find this 26th edition of our Student-Athlete Handbook both interesting and informative. We have compiled policies and procedures that have a direct impact on student-athletes and supplemented this information with other items of interest so that you can have a better understanding of the intercollegiate athletics program in which you participate. Although there is no intent for these policies and procedures to be different from those of the university as published in the TLU Student Handbook, if there should be a conflict, university policies shall prevail. If you have suggestions for improving the Student-Athlete Handbook, please do not hesitate to call them to our attention. The handbook will be reviewed regularly.

Texas Lutheran University has a strong and successful athletic tradition. Our athletic philosophy is built around the concept of being the best person you can be in the classroom and on the field. We believe that being the best person you can be will give you a better opportunity to be the best player you can be. You are a student first and then an athlete. The entire TLU intercollegiate athletics staff is dedicated to providing the resources and support necessary for you to excel in both roles.

We are very excited and proud to have you with us at Texas Lutheran. We want you to represent this university in a very visible role, and you will be encouraged to conduct yourself with character, poise, integrity, honesty and humility. Benefit from your time here and when you leave, you will leave with not only a degree, but also a foundation for success.

If there is any time during your career at TLU that I, personally, can help you with any concern, please do not hesitate to come in to see me or give me a call. Good luck!

GO DOGS!!



Bill Miller
Director of Athletics

August 2025

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I. Texas Lutheran University Intercollegiate Athletics Program

A. MISSION STATEMENT AND GOALS

The Texas Lutheran University intercollegiate athletics program exists for the sake of the students at Texas Lutheran — for their growth and development. Intercollegiate athletics, operating under the principles of fair play and amateurism, provides equal opportunity for talented male and female students to participate in a nationally competitive sports program that is values-based and educationally sound.

GOAL No. 1: All entering first-year student-athletes will graduate at the same or higher rate as their entering cohort classmates.

Fifty percent of all student-athletes who complete the academic year will achieve a grade point average of 3.0 or higher.

Objectives:

1. Recruit academically proficient and achievement-oriented student-athletes.
2. Provide an academic support system that
   a. provides sound academic advising and counseling,
   b. provides accessibility to tutors,
   c. teaches efficient and effective use of study time, and
   d. promotes the wise selection of course work and course loads, with specific attention given to the time and period correlation.
3. Present athletics as a co-curricular activity consistent with the educational philosophy found in the mission statement of the university.

GOAL No. 2: Each sport should aspire to be competitive at the national level.

Objectives:

1. Attract and retain a quality coaching staff.
2. Recruit quality student-athletes within the framework of the institution's general financial aid policy and consistent with the NCAA Division III philosophy.
3. Compete against top-quality teams during regular season play in order to attract and retain talented student-athletes.
4. Provide good support systems: athletic training, strength conditioning, rehabilitation to maximize performance, health, safety, and the general physical and psychological welfare of the student-athlete.
5. Provide positive promotion and recognition of individuals as well as of the total athletic program.

GOAL No. 3: An efficient and cost-effective support system for the operation of the existing athletic program should be developed and maintained.

Objectives:

1. Provide essential administrative services, office space and clerical support for coaches and the administrative professional/personnel.
2. Provide the personnel and facilities to conduct regular season home athletic events in a manner that encourages spectator attendance, assists in recruiting prospective student-athletes, and attracts potential donors.
3. Provide adequate business office support to ensure compliance with university procedures and strict accountability regarding expenditures of funds.

B. STAFF DIRECTORY

ACROBATICS AND TUMBLING

SEARLS , Macie	Head Coach	JC144-A JC144-A	372-6307

BASEBALL

PAMLER, Kyle	Head Coach	JC101-I	372-6762
PARRISH, Colton	Assistant Baseball Coach	JC101-B	

BASKETBALL (Men's)

FALKE, Austin	Head Coach	JC101-E	372-6808
JOHNSON, Bryson	Assistant Coach	JC105-A	372-8212

BASKETBALL (Women's)

PATTERSON, Troy	Head Coach	JC101-F	372-8125
SCHNEIDER, Krystal	Assistant Head Coach	JC101-F	372-8125

TRACK & FIELD

MCCOWN, Ron	Head Coach	JC138	372-6578
BROUSSOU, Michael	Assistant Coach	JC144	

CROSS COUNTRY

RATLIFF, Bri	Head Coach	JC144	

FOOTBALL

LAHUE, Neal	Head Coach	FH119	372-8126
HOLMES, Tommy	Assistant Coach	FH100	
SCOTT, Julius	Assistant Coach	FH105	
GRECH, Beau	Assistant Coach	FH104	
GUSTAFSON, Matt	Assistant Coach	FH100	
MARSHALL, KENDRICK	Assistant Coach	FH102	
GARCIA, Johnny	Assistant Coach	FH100	

GOLF (Men's and Women's)

TRAN, H. C.	Head Coach	FH111	372-8144
HISEY, Angela	Assistant Coach		

SOCCER (Men's)

SALAZAR, Eddie	Head Coach	FH114	372-6807
KEE, George	Assistant Coach	FH114	372-6577

SOCCER (Women's)

JOHNSON, Kerwin	Head Coach	FH112	372-6577
DRIGGERS-DOGIN, Kristine	Assistant Coach		

SOFTBALL

WILSON, Wade	Head Coach	FH115	372-8129
LOCKLEY, Kyla	Assistant Coach	JC101-H	372-6414

TENNIS (Men's & Women's)

MUELLER, David	Head Coach	JC101-G	372-8128
BRAUN, Edwin	Assistant Coach		

VOLLEYBALL

FOWLER, Phyllis	Head Coach	JC101-A	372-8130
TAYLOR, Kathy	Assistant Coach		

STAFF

MILLER, Bill	Athletics Director	JC 101	372-8086
JANICEK, Andella	Asst. Dir. of Athletics Admin & Compliance	JC101	372-8120
HAYES, Bryce	Sports Information Director	JC144	372-6877
FOWLER, Phyllis	SWA	JC101	372-8130

MATOCHA, Matt	Head Athletic Trainer	FH118C	372-6319
CURTIS, Nicole	Athletic Trainer	FH118C	372-6393
STEPHEN$ Kalli	Athletics Trainer	FH118C	372-6563
LOCKLEY, Kyla	Outdoor Athletics Facilities Director	JC101-H	372-6414
BURNETT, Greg	Camp. Rec/FC/Pool Dir.	FC	372-6982

FH-Rinn Field House • JC-Jones Complex • FS-Facility Services • FC-Fitness Center

C. ORGANIZATIONAL STRUCTURE

1. ATHLETICS COMMITTEE

The Athletics Committee is an official standing committee of the university and is composed of the following voting members:

a. Four (4) faculty members, who are nominated by the Vice President for academic Affairs in consultation with the Chair of the Faculty Association and appointed by the President to serve one year terms. They may be reappointed. One faculty member is designated by the President to serve as Faculty Athletics Representative and chair the committee.

b. The Chair of the Department of Kinesiology, the Director of Athletics, the senior administrator with athletics oversight, the Vice President for Finance of the university, a representative from the Office of Enrollment Services and a representative from the Office of Student Life and Learning.

c. Two (2) students appointed by the Student Government Association to serve one-year terms.

Note: Head coaches and athletic trainers are advisory members of the committee and serve without vote.

The Athletics Committee meets at least once per semester and serves in an advisory capacity for the intercollegiate athletics program of TLU. It provides the athletics staff with opportunities for formal and informal consultation. It will review, at the request of the President, any matter related to the intercollegiate athletics program and report recommendations to the administration and/or faculty for appropriate action.

2. STUDENT-ATHLETE ADVISORY COUNCIL

a. Purposes/Goals/Objectives: The Student-Athlete Advisory Council was formed for the purposes of:

1. Providing a communications link between student-athletes and the athletics department administration in the development of policies affecting student-athletes.
2. Encouraging communication and unity between and among teams.
3. Promoting and supporting all sports in the intercollegiate athletics program at Texas Lutheran.
4. Other purposes to be decided by the council.

The council meets twice a month to discuss policies, issues and projects related to student-athletes, teams and the department. The council is also an officially recognized and registered Student Government Association student organization.

b. Membership: the council is composed of the representatives from each team and the student trainers. Each member has one vote in all matters before the council. Any student-athlete—freshman through senior—is eligible. All interested students are encouraged to get involved, but each should carefully consider his/her academic and athletic responsibilities before making the additional commitment to membership on the Council.

c. Responsibilities

Each group's representative is expected:

1. To attend all council meetings and activities (a convenient regular meeting time will be agreed upon at the first meeting).
2. If unable to attend, to select a responsible alternate group representative and make sure that he/she attends.

3. To represent his/her team's views at council meeting. (This means that team representatives must talk to their teammates about issues or project that will be discussed at council meetings. Coaches will allow time before or after practice for team meetings *if* they are given at least one day advance notice that a meeting is needed.)
4. To report to his/her team and coach on what happened at council meetings.
5. To organize team members to help with any special projects.

The student representatives from the Athletics Committee will bring any concerns from the Student Athlete Advisory Council to the attention of the Athletics Committee.

d. Officers

At the last meeting each spring, the council will assign (by election or consensus) certain responsibilities to council members:

1. President–He/She chairs all council meetings, assists in the development of the meeting agenda, and acts as the official representative of the council.
2. Secretary–He/She records the minutes of all meetings, prepares them for typing, and delivers them to the director as soon after the meetings as possible.

e. Activities

1. Meetings. The council's function is to provide a forum for discussion of anything that concerns TLU student-athletes and to share ideas (in a constructive manner) on the improvement of services affecting the student-athlete. The director will brief the council on such topics as policy changes approved by the Athletics Committee, proposed new policies and the budget.
2. Special projects may be proposed and organized at council meetings.
3. Issues that may be covered: How are student-athletes treated in each sport? What is the university doing for the student-athlete? What is the student-athlete doing for the university? For the committee? What legislation, current and proposed, concerns the student-athlete?

II. Athletics Governing Associations

Texas Lutheran University is a National Collegiate Athletics Association Division III membership school.

TLU is a member of the Southern Collegiate Athletics Conference (SCAC), which is a highly competitive NCAA DIII conference. The SCAC is composed of twelve schools and spans three states. It not only has an excellent reputation for athletics success but is also one of the premier DIII academic conferences in the nation. The SCAC competes at the national level in many of its sports.

A. CODE OF ETHICS FOR STUDENT-ATHLETES

The purpose of intercollegiate athletics is to provide an opportunity for each student-athlete to develop his or her potential as a skilled performer in a highly competitive, yet educational setting.

As education seeks to provide ways in which student-athletes may know themselves, and grow emotionally, socially and intellectually, so does the intercollegiate athletics program. In addition, the student-athlete has the opportunity to receive the finest coaching, to travel, to represent his/her school, and learn the art of being a team member. All this gain is not without sacrifice, for the student-athlete may lose some individual rights and privileges as he/she accepts the policies of the program when he/she becomes a member of a team.

Texas Lutheran University student-athletes are expected to:

- Dress appropriately at all times, because you represent your sport and the university. Conduct yourself in a first-class manner. Consideration of others should be one of your prime concerns.
- Attend all classes and be on time! Plan your time well; prepare your assignments throughout

the semester and not at the last minute. Your first responsibility at TLU is your classes; your second priority is your sport. You are responsible for all class work that you miss when your team travels out of town.

- Willfully abide by the spirit of the rules as well as the letter of the rules of the NCAA and SCAC throughout all games and practices.
- Refrain from the use of all tobacco products, alcohol and illegal drugs.
- Respect and accept the decisions of the coach.
- Control your emotions during athletics competition. Do not argue with officials, teammates, or members of the opposing team. Do not use profanity; it reflects badly on you, your upbringing, your sport, and the institution.
- Treat all athletic equipment and facilities with respect. Be proud of our facilities and help keep them in top shape.
- Maintain a positive attitude which is essential for success on and off the field. Strive for the highest degree of excellence, learn daily and give your best at all times. Work hard to improve your physical and psychological conditioning.
- Take time to read and understand the mission of Texas Lutheran University, and its philosophy, goals, standards of conduct and disciplinary procedures as they are outlined in the Student Handbook and the Texas Lutheran University Catalog.
- Be grateful for the opportunities afforded by participation in intercollegiate athletics and extend your appreciation to those who make these opportunities available to you. Be willing to assist in any intercollegiate athletics program function when asked to do so — better yet, volunteer.
- Maintain a disciplined and consistent schedule regarding your sleep habits, study time, diet and personal grooming habits.
- Work with the office of financial aid to utilize every resource available to assist you with educational expenses. Be aware of deadlines for financial aid forms
- Lend a "helping hand" in campus-sponsored events.
- Keep personal disagreements away from practices and contests. Respect differing points of view.
- Contribute to the effort to make each practice a success. Exert maximum effort in all games and practices.
- Place primary responsibility and loyalty to the team and not to yourself.

B. COACHES' JURISDICTION/TEAM RULES

1. The coach is responsible for the total conduct of his or her sport's program within the limits of authority defined by:
   - philosophy and goals of the athletics department
   - university and department policies and procedures
   - rules and regulations of the SCAC and NCAA
2. All policies established by coaches are in the best interest of the student-athlete and shall be enforced without prejudice. All training rules of curfew or conduct established by the coach shall be given to each team member ***in writing*** prior to the beginning of the season or at the time they are established. (A copy of these rules is also sent to the Athletics Director.) All rules shall be clearly stated and circumstances that result in the removal of the student-athlete from the sport program are specifically defined.
3. All policies related to weight loss or diet shall be cleared with the head athletic trainer prior to being established. Under no circumstances may fluids be denied to athletes during training periods.
4. Work-out and competition schedules should be given to student-athletes at the organizational meeting or on the first day of practice.
5. Every head coach has the authority to take disciplinary action including suspension of a student

athlete for personal conduct which is considered:

a. indecent or obscene
b. dangerous to the physical or mental well-being of themselves or others
c. destruction of property
d. detrimental or disruptive to the cohesiveness of the team
e. lacking in respect for the rights and dignity of others
f. in violation of civil law

C. CONDUCT/PLAYER APPEARANCE/ALCOHOL AND DRUG/GAMBLING POLICIES

1. Player conduct and dress policies applicable to team travel and home events shall be established by the coach and shall ensure that players conduct themselves in a manner reflecting positively on Texas Lutheran University.
2. Student-athletes shall refrain from the use of tobacco in any form and from partaking of alcoholic beverages in all places and at all times while representing Texas Lutheran University. It should be understood that as long as you are enrolled at TLU and participating in athletics, your represent the university.
3. Partaking of drugs to enhance performance or modify mood or behavior at any time unless prescribed by a physician for medical reasons and supervised by the head athletic trainer is strictly forbidden.
4. Student-athletes who bet on college or professional sports are jeopardizing their eligibility, as well as their financial aid. Student athletes who provide sensitive sports-related information to bookies or gamblers are jeopardizing their eligibility, as well as their financial aid. Information supporting an allegation of student-athlete gambling will be aggressively pursued by the office of the director of athletics and the university.

   Enjoy your sport! Avoid any activity or conduct that will compromise or appear to compromise your reputation for integrity. Both the NCAA and the SCAC rules prohibit gambling on college or professional sports regardless of whether your team is involved. Any student with gambling concerns will be referred to the appropriate counseling service on campus.

D. TLU HAZING POLICY

Hazing is any intentional, knowing or reckless act occurring on or off campus of an educational institution, by one person alone or acting with others, directed against a student that endangers the mental or physical health or safety of that student, for the purpose of pledging, initiation, affiliation, membership or holding office in any organization whose members include students at that educational institution.

1. State law strictly prohibits hazing on the part of students, faculty, or staff at educational institutions (on and off campus).
2. Violations will lead to disciplinary action and can possibly lead to legal ramifications.
3. An individual's consent to a hazing act does not mean that consent can be used as a defense.
4. Inflicting, submitting, soliciting, encouraging, directing, aiding, or even having knowledge of an act is considered a violation.
5. Any incidents should be reported to the Student Activities Coordinator, Director of Student Activities, Dean of Students and/or University Police.

E. PUBLIC DISPLAY OF AFFECTION POLICY

The display of affection between two individuals is a personal and private matter. Public display of affection by TLU student-athletes during activities sanctioned by the Athletics Department is inappropriate in that it may be distracting and disruptive of the instructional and competitive environment.

All student-athletes are to refrain from public displays of affection toward another individual during team meetings, practice sessions, athletic contests (including travel to and from contests), and any other activity sanctioned by the TLU Athletics Department. Public display of affection includes hand holding, hugging, kissing and all other physical expressions of personal affection for another person.

Student-athletes who engage in public displays of affection during team meetings, practice sessions, athletic contests (including travel to and from contests), and any other activity sanctioned by the TLU Athletics Department will be subject to disciplinary measures, including possible suspension from the team.

F. STUDENT-ATHLETE SOCIAL MEDIA POLICY

Texas Lutheran University student-athletes are representatives of the college and community. The athletic department requires student-athletes to exercise good judgment in their use of social media websites, and to conduct these activities in a responsible and respectful manner.

- It is impermissible for student-athletes to post information, photos or other representations of sexual content, inappropriate behavior (e.g., drug or alcohol use), or items that could be interpreted as demeaning or inflammatory.
- Student-athletes are required to abide by all team policies, athletic department policies and NCAA rules when utilizing social media websites.
- Student-athletes are not permitted to initiate communication with a prospective student-athlete as a result of the prospective student-athlete's recruitment by Texas Lutheran University.
- It is not permissible to comment on injuries, officiating or team matters that could reasonably be expected to be confidential to team members.
- Student-athletes are required to follow all respective social media website rules.

Best Practices and Reminders

- Think twice before posting. If you wouldn't want your coach, parents or future employer to see your post, don't post it.
- Be respectful and positive.
- Remember, many different audiences view your posts including fans, alumni, kids, local authorities, parents, faculty, etc.
- The internet is permanent. Even if you delete something, it's still out there somewhere. Be in the right state of mind when you make a post. Do not post when you're judgment is impaired. Coaches and administrators monitor social media websites. Potential employers use these social media websites to screen candidates. Use the privacy/security settings made available on these sites.

Violation of the Student-Athlete Social Media Policy may result in disciplinary action—including temporary or permanent suspension from the team—as determined by the athletic director and head coach.

G. INTRAMURAL PARTICIPATION

Participation ***is not allowed*** unless specific approval is given by the coach. If participation is allowed, members of intercollegiate athletics teams are not permitted to participate in intramural competition ***in the same sport,*** i.e., an intercollegiate tennis player may not enter intramural tennis competition.

H. PARTICIPATION IN STUDENT ORGANIZATIONS

Participation in student organizations is encouraged, however, participation must be approved by the head coach. Specific considerations need to be addressed before approval is given, which may include:

- The level of time commitment that will be expected in order to participate in the student organization must be strongly considered. The time commitment to the team should be a student-athlete's top priority after all academic obligations are met and should take precedence over participation in the student organization.
- The policies and expectations of the student organization must be in agreement with those of the TLU Athletics Program and more specifically, the sports program of which the student-athlete is a member.
- Commitment to the team will supersede the commitment made to the student organization.

I. FINANCIAL AID

In accordance with the NCAA DIII philosophy statement, colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletic activities are conducted as an integral part of the student-athlete's educational

experience. To achieve this end, Division III institutions award no athletically-related financial aid to any students. However, student-athletes can apply for academic scholarships and other avenues of financial aid that are available to all students.

J. TRAVEL

Schedules for all sports are very competitive and designed to provide you with the finest athletic experiences possible. Your coach assumes he/she is preparing you for championship play and wants to be sure you have many opportunities to test yourself against the best we are able to schedule prior to post-season play.

For any competition, all student-athletes are ***required*** to leave from campus and return to campus ***with the team***. Our insurance policy and responsibility for your health and safety prohibit traveling in your own vehicles to or from contests. Special travel arrangements may be made in consultation with your coach under extenuating circumstances such as (1) inability to leave at the scheduled departure time because of a required class meeting or examination, (2) parents coming to an away event and wishing to have you accompany them for a weekend at home, etc. In these cases, ***arrangements must be made in advance*** and requested on the proper form. Your coach has a copy of the form requesting changes in travel arrangements.

Whenever you travel with a team, your must always remember that you are representing the university and that your actions and behavior reflect upon Texas Lutheran University. Please be sure this reflection is always positive! Finally, all student-athletes traveling with a team must stay in the hotel room assigned to them by the coaching staff or program director.

K. UNIFORMS AND EQUIPMENT

You are provided with the best equipment and uniforms we can afford for your sport. Each student-athlete is expected to care for equipment and uniforms that are issued and to be sure that they are in the inventory before leaving for summer vacation. Replacement for lost or unduly damaged articles is the student-athlete's responsibility.

L. COMPLIMENTARY TICKETS

"Complimentary tickets shall be distributed only to persons designated by a student-athlete who have identified themselves and signed a receipt therefore" (NCAA 16.2.1.1). Each student-athlete is permitted four complimentary admissions per home contest in the sport in which he/she participates (parents count for two of those). Names of individuals to receive complimentary admissions must be placed on the pass list for each individual game. Pass lists are due to the Compliance Office by Noon the day prior to the game. No changes will be made to the list after submission. As per the NCAA rule, they must present appropriate identification and sign for the complimentary admission. At this time, the complimentary ticket rule applies only to volleyball, basketball and football.

M. PLAYER INFORMATION RELEASE POLICIES

A signed confidentiality statement that allows the student-athlete to authorize or deny permission to publicize information about him/her must be on file. A personal data form for each student-athlete must also be on file in the SID office and with the athletics secretary.

N. ADMINISTRATIVE PREGNANCY AND POLICY FOR THE TLU ATHLETICS DEPARTMENT

The Texas Lutheran University athletics department is committed to the personal health and development of all our members, and to the educational mission of our school. We strive to provide an environment that respects all pregnancy and parenting decisions and urges all participants to work cooperatively toward degree completion. This Policy sets forth the protections that should be provided for pregnant and parenting students, including those with pregnancy related conditions. It also prohibits retaliation against any student or employee who complains about issues related to the enforcement of this Pregnancy Policy. We want to protect every student-athlete's physical and psychological health, and their ability to complete their education.

Federal Laws

Title IX of the Education Amendments of 1972 bars discrimination on the basis of sex, which includes the guarantee of equal educational opportunity to pregnant and parenting students. This means that our student-athletes cannot be discriminated against because of their parental or marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery there from.

In addition, a student's medical information may be protected by other federal laws. Some actions that may be permissible under NCAA rules are impermissible under federal law.

A link to the complete NCAA Pregnancy and Parenting Policy is accessible below:
NCAA: http://www.ncaa.org/sites/default/files/PregnancyToolkit.pdf

IV. Services Available to Student-Athletes

Prior to submitting the schedule to the registrar's office, it should be reviewed by a representative in the athletics office, either your coach, the athletics director, or the compliance coordinator. Any changes to the schedule must be approved by a representative in the athletics office, especially if you are considering dropping a course.

A. ACADEMIC COUNSELING

Your academic advisor will assist you in preparing your class schedule with regard to your degree program requirements, your time constraints as an athlete, and your eventual career goals.

B. TUTORIAL ASSISTANCE

Tutorial assistance is available without charge to all student-athletes. Tutors with a variety of backgrounds are available through different programs to work with you. Schedules for the tutorials are established at the beginning of each term. Check with your academic advisor and your coach to help find a tutor for your specific course or area.

C. ACCESSIBILITY SERVICES

The Office of Accessibility Services (OAS) assists students with disabilities. An individual with a disability is someone who has a physical and/or mental impairment that substantially limits one or more major life activity, such as physical disabilities, emotional disabilities, or learning disabilities. Short-term physical disabilities may qualify as a temporary disability. If a student is in need of a reasonable accommodation, it is that student's responsibility to contact the OAS, as the ADA requires the person with a disability to self-identify, provide authentic documentation of a disability, and request reasonable accommodations. The OAS will work directly with the student with a disability to determine eligibility and reasonable accommodations. Accommodations are not approved retroactively, so students are encouraged to make their requests known as soon as possible. An official letter of accommodation will be provided to the student. It is the responsibility of the student to share with faculty at the start of each semester. Renewal documentation may be needed periodically to continue to qualify for services.

D. COUNSELING FOR MENTAL HEALTH

Students seeking help in gaining greater understanding of self, improved decision-making and behavior changes to overcome his or her problems can meet with a licensed professional counselor or intern. Counseling sessions may address adjustment to university life, anxiety, depression, relationships, stress management, as well as many other issues. Counseling is provided in a short term format and focuses on solution focused strategies. Benefits may include less anxiety, stress relief, better relationships, ability to set boundaries, and greater self-confidence. All registered students are eligible. TLU Care scheduled counseling is also available to fulltime students 24/7 anywhere within the United States. **TLU Care offers Talk Now or Scheduled counseling, medical visits, health coaching and online classes including meditation and yoga workshops. Sign up at timelycare.com/TLU.**

CONSULTATION REGARDING MENTAL HEALTH

Consultation is an opportunity to speak with a licensed professional counselor or intern to seek professional advice for yourself or for another individual in regards to a mental health concern. Sessions may involve role-playing difficult conversations, seeking out appropriate resources or simply learning a specific mental health strategy. All registered students are eligible. Appointments will be held on campus or via telehealth during regular business hours. One session per concern. (Appointments 30 minutes) **Appointments can be made using the counseling page on student portal.**

E. CAREER COUNSELING

All student-athletes are encouraged to attend career workshops as offered by the career service office. Workshops include such topics as résumé writing, interviewing skills, selecting a major, and others. Individual career counseling sessions and other related services are also available through the career services office.

F. TRAVEL EXCUSES

As a student, you are responsible for informing your professors of any class days to be missed due to athletics events in which you are participating. Your coach will normally send a request for an excused absence to your professors, but DO NOT take it for granted. **Prior to an excused absence**, it is your responsibility to arrange with the professor for the completion of any missed assignments or requirements. You should know your playing schedule so that arrangements for missed classes may be made well in advance of the absence. Other than excused absences for athletics competition, you should not miss any other classes. Be sure to pay attention to attendance policies as they appear on your various course syllabi.

G. PROGRESS REPORTS

Twice each semester, your coach sends a progress report form to each of your professors, requesting information on your academic performance, absences and class participation up to that point. This procedure will allow potential academic crises to be anticipated and dealt with through additional counseling and tutoring.

H. STUDENT-ATHLETE ADVISORY COUNCIL

The role of the Student-Athlete Advisory Council (SAAC) is to act as a liaison between the student-athletes and the administration of the intercollegiate athletics program. Each team is represented along with student trainers and two student members of the Athletics Committee. The SAAC is fully described elsewhere in this handbook.

I. GRIEVANCE PROCEDURES

It is the belief of the Athletics Committee that most problems between students and faculty, including coaches, can and should be resolved between the parties involved (i.e. head coach). In cases where parties cannot resolve the problem, the student should follow the following grievance procedures:

For academic concerns, the student-athlete should follow the procedures that are in place for the entire student body. Refer to the Student Handbook, in Section V.A., "Academic Grading Policies."

For non-academic concerns, the student-athlete should make an appointment with the athletics director to attempt to resolve the conflict. If the meeting with the director does not result in a resolution and the student wishes to pursue the grievance, he/she should submit a letter to the Athletics Committee requesting a hearing on the matter. The letter should state the cause of the problem, the steps taken to resolve the dispute, and a suggested solution to the problem. Copies of the letter should be sent to the faculty athletics representative, who chairs the committee, the athletics director, the coach involved, and the president of the university. The Athletics Committee will consider the grievance and respond, in writing, to the student-athlete within a two week time period. If the student does not accept the decision of the committee, the final appeal, as always, will be to the president of the university.

Another avenue to express concerns is to the Student-Athlete Advisory Council, which meets with the athletics director once each month. This group considers matters of general concern to all student-

athletes. Contact your team representative or any office of the council.

J. INTERIM SUSPENSION

Student-athletes placed on interim suspension are no longer able to participate in team functions including games, practice sessions, or team meetings.

V. Eligibility

A. ACADEMICS

1. To be eligible as a first-year student, you must have a final transcript on file in the registrar's office showing high school graduation.
2. Eligibility for competition for a transfer student-athlete shall be determined by the student-athlete's academic record and transfer release on file in the athletic director's office.
   a. The student-athlete must have been athletically eligible had they remained at the previous institution.
   b. The student-athlete must have been academically eligible had they remained at the previous institution.
   c. They must be accepted at TLU.
   d. You must have a final transcript on file in the Registrar's Office from your high school and every college attended prior to TLU.
3. In order to participate, you must be enrolled in at least 12 credit hours and maintain a cumulative grade point average of a 2.0 or better. **If at any time your drop below 12 hours, you are immediately ineligible!** Consult with your coach prior to dropping any class or prior to repeating any course other than one where you received a grade of "F".
4. To be eligible to participate a second season, you must have accumulated a total of 18 credit hours and be in good academic standing, (maintaining a 2.0 cumulative GPA), and making satisfactory progress toward a degree.
5. To be eligible to participate a third season, you must have accumulated a total of 36 credit hours and be in good academic standing, and making satisfactory progress toward a degree.
6. Upon reaching 75 credit hours, you must have a degree plan on file in the registrar's office.
7. To be eligible to participate a fourth season, you must have accumulated 54 credit hours and have a cumulative grade point average of 2.0, and making satisfactory progress toward a degree.
8. You must be in good academic standing with TLU. All student-athletes on academic probation are not eligible to compete.

B. STANDARDS

1. A student-athlete shall not engage in more than four seasons of intercollegiate participation in any one sport.
2. A season of participation has been used when a student-athlete participates (practices or competes) during or after the first contest.
3. A student-athlete shall complete his or her seasons of participation during the first ten semesters in which the student is enrolled in a full-time program of studies.
4. A student-athlete is considered to have used a semester when the student attends any class while enrolled in a full-time program of studies. This includes the first day of attendance, even if the student-athlete drops to part-time status later in the semester.
5. A student-athletes's eligibility is finished after four seasons of participation or ten full-time semesters, whichever runs out first.

C. CERTIFICATION PAPERWORK

1. Each athlete is required to complete all NCAA certification paperwork before the athlete's first outside competition.

D. GAMBLING STATEMENT

1. In accordance with the NCAA manual, "gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling is prohibited."

E. AMATEURISM

1. In most cases, student-athletes are not permitted to participate in events in their sport(s) outside of the University. (See the compliance coordinator or athletic director to verify an event).
2. Under no circumstance is a student-athlete allowed to receive prizes, money, gift certificates, or any other compensation for competing in an athletic event in their sport.

F. SCAC SPORTSMANSHIP STATEMENT

"The Southern Collegiate Athletic Conference and the NCAA promote good sportsmanship by student-athletes, coaches and spectators. Profanity, racial or sexist comments or other intimidating actions directed at officials, student-athletes, coaches or team representatives – including singling out anyone by name, number or position – are grounds for removal from the site of competition and other disciplinary action. Public intoxication as well as the consumption or possession of alcoholic beverages and/or tobacco products is strictly prohibited. Persons throwing objects or participating in other acts in conflict with good sportsmanship and fair play are subject to ejection. Thank you for your cooperation in supporting the participants and officials in a positive manner."

VI. Academics

A. GUIDELINES TO GOOD GRADES

In the final analysis, *you* will make your own grade. Although various study aids may enhance your learning possibilities, hard work and your own aggressive perseverance will be the determiner of that grade.

1. Attend class.
2. Concentrate in class and take good notes.
3. Review your notes after class and add any information you might have rushed over during class time. Put your notes in good readable form. Their value to you is for use later in organizing the material and structure of the course in preparation for tests and exams.
4. Keep up in work assigned. Work ahead if possible.
5. Note problems early, i.e., lack of understanding of the teacher (communication), lack of note-taking ability, lack of understanding of material, concepts in course, lack of time in preparation, etc.
6. Don't put problems off. Usually they don't just go away. Stay on top of your situation.
7. Use all the tools and resources available to you such as the professor, librarians, study guides, recorders, tutors, classmates, friends, etc.

B. SCHEDULING OF CLASSES

Class schedules are determined through conferring with your assigned faculty advisor, usually within your major area of study. It is understood that you should attempt to avoid classes during times that your coach asked you to keep free. Exceptions are for those courses and labs that are offered in only one section. You should consult with your coach and attempt to work that out in a mutually satisfying manner.

After your schedule is determined and before it is processed, it should be reviewed by someone in the Athletics Department. If you feel that an advisor has not given you reliable help, you should return to your coach for help in resolving the problem.

VII. Medical/Athletic Training/Insurance

A. ATHLETIC TRAINING CLINIC

A. Mission Statement:

The Texas Lutheran University Athletic Training Staff is committed to providing quality medical care to the student-athletes participating in intercollegiate athletics. Student-athletes and patients will benefit from the expertise of an athletic trainers' knowledge in prevention, recognition and diagnosis, and treatment and rehabilitation of medical conditions and injuries. Our staff is determined to reduce the risk of injury by promoting overall health and wellness to our patients by working collaboratively with a variety of medical professionals. Athletic trainers and physicians alike will strive to adhere to their professions' code of ethics to allow facilitated return to activity without compromising the health and well-being of the patient.

B. Vision Statement

The athletic training and medical staff at Texas Lutheran University strives to provide the highest quality healthcare to student-athletes and patients based on current research and available resources. Our ultimate goal is to return each patient to their chosen activity with knowledge about their medical condition and at a lower risk of injury.

C. Athletic Training Clinic

The athletic training clinic is located in Rinn Field House and is provided as a service to all student-athletes. Hours of operation are posted outside of the athletic training clinic and are determined by season and practice schedules. Please observe the following rules while seeking the services of the athletic training staff.

1. The athletic training clinic is a medical facility. Appropriate dress code and behavior is required.
2. Please remove shoes upon entry into the athletic training clinic.
3. No food, open drinks, or tobacco products are allowed.
4. No photos or videos are permitted in the athletic training clinic

D. Student-Athlete & Patient Care

1. Student-athletes should report all injuries and medical conditions to the athletic training staff.
2. Appointments with physicians for both injuries and medical conditions should be coordinated through the athletic training staff.
3. The Texas Lutheran University athletic training staff, including physicians, will have final authority on all return to play decisions.
4. Patient care is an active process that requires cooperation and hard work to obtain the best possible outcome.

B. MEDICAL CLEARANCE

Student-athletes are not allowed to participate in intercollegiate athletics, utilize the athletic training clinic, or take advantage of Texas Lutheran University's secondary insurance policy without clearance from the athletic training staff. Procedures for obtaining clearance is as follows:

1. Pre-participation physical exam: All first year and transfers must provide a physical from a licensed MD, DO, PA, or NP within six months prior to initial participation in intercollegiate athletics.
2. Determine sickle cell trait status and attach documentation to the pre-participation physical exam. For those that wish to opt out of sickle cell trait testing an optional waiver may be completed.
3. Completion of insurance forms: Annual insurance forms and a copy of the student-athletes insurance card must completed and on file with the athletic training staff.

4. Complete annual student-athlete medical screening.

C. STUDENT-ATHLETE INSURANCE

The NCAA and Texas Lutheran University mandate that in order to participate in intercollegiate athletics, student-athletes MUST be covered by an insurance policy that does not exclude athletic injuries. The insurance policy must have coverage limits of at least $90,000 and must not lapse while participating in intercollegiate athletics. The NCAA provides catastrophic insurance to all of its student-athletes, however the deductible is $90,000 and it does not qualify as the basic coverage required to participate in intercollegiate athletics. More information on the NCAA's insurance program can be found at www.ncaa.org.

If a student-athlete's insurance coverage changes, the athletic training staff must be notified immediately and new insurance forms need to be completed. Any bills associated from a lapse in coverage will be the responsibility of the student-athlete.

Texas Lutheran University's athletic accident policy provides "secondary" or "excess" insurance coverage to its student-athletes and covers injuries sustained while participating in the play, practice, or preparation of intercollegiate athletics. This policy does not qualify as the basic coverage required to participate in intercollegiate athletics at Texas Lutheran University. Also, any claim for benefits must first be filed with the primary insurance company providing coverage to the student-athlete. After they have paid all available benefits, our athletic insurance company will consider remaining amounts based on USUAL and CUSTOMARY charges. The provisions of this policy are explained below.

We, as the school DO NOT have the option of waiving the requirement of filing with your group insurance.

1. Texas Lutheran University will cover up to $3000 of out of pocket expenses/calendar year per the primary insurance EOB. This amount will cover copays, deductibles, or coinsurance depending on insurance plan.
2. Failure to maintain an active insurance policy when an injury is sustained will result in forfeiture of medical benefits.
3. Failure to notify the Texas Lutheran University Athletic Training Staff of a medical appointment prior to the appointment date except in case of emergency will result in forfeiture of medical benefits.
4. Failure to provide bills from medical providers and the accompanying explanation of benefits from insurance company within a reasonable time frame (120 days from date of appointment) will result in forfeiture of medical benefits.

D. COACHES' RESPONSIBILITIES IN STUDENT-ATHLETE CARE

1. Coaches shall consult with the athletic training staff concerning the return to practice or competition of any ill or injured student-athlete. Coaches are obligated to follow the medical instructions of the athletic training staff.
2. Any student-athlete rule, regulation, or request which involves dieting or weight loss requires the approval of the athletic training staff.
3. Coaches may not withhold or limit fluid intake during any practice session.
4. The athletic training staff is available for consultation with regard to the design or implementation of conditioning programs. Coaches are encouraged to cooperatively develop such programs in order to prevent the unintentional endangering of the health and safety of any student-athlete.
5. Coaches are responsible for carefully evaluating their practice and/or conditioning programs in relation to injury rates. Programs resulting in excessive rates of injury should be altered according to best practices and recommendations from the athletic training staff.

VIII. Drug Policy for Student Athletes

A. POLICY

The laws of Texas and the United States are very explicit in regard to illegal drugs. Texas Lutheran University upholds these laws and forbids the illegal use, sale, transportation, or possession of drugs, including marijuana, narcotics, hallucinogens, and non-prescribed amphetamines or barbiturates, as set out in this Policy. Texas Lutheran University recognizes that use of such drugs or other banned substances (in this Policy sometimes referred to collectively as "drugs") other that under a physician's care is not in the best interest of the student-athlete, the intercollegiate athletics program, or the University. Use of drugs, whether illicit or merely banned under NCAA regulation, can:

1. affect the physical and mental well-being of the student-athlete;
2. alter the athletic and academic performance of the student-athlete;
3. be dangerous to the student-athlete or to others, especially during any athletic activity; and
4. in most cases is illegal.

Accordingly, Texas Lutheran University adheres to the principle that there is no place in intercollegiate athletics for use or abuse of illicit drugs or banned substances of any kind. The primary intent of the University's policy concerning drug testing and screening is to preserve the well-being of the student-athlete.

B. DEFINITIONS

For the purpose of this policy, a "student-athlete" is an individual who is eligible by conference (SCAC) and NCAA standards for or participates in a TLU athletic practice and/or competition. For the information or the reader, NCAA Bylaw 12.02.5 states that "an individual becomes a student-athlete when he or she participates in an intercollegiate squad practice or contest that is under the jurisdiction of the athletics department."

C. GENERAL INFORMATION

Each student-athlete who enters the TLU Intercollegiate Athletics Program must sign the NCAA Drug-Testing Consent – Division III form. By signing the form, each student-athlete is affirming that he/she is aware of the NCAA drug-testing program. By signing the form, each student-athlete agrees to allow his or her drug-test sample to be used by the NCAA drug-testing laboratories for research purposes to improve drug-testing detection. Each student-athlete who enters the TLU Athletics Program will also receive a student-athlete handbook that includes the TLU Drug Policy for Student-Athletes. In addition, each student-athlete must sign a Consent of Testing of Urine Samples and Authorization for Release of Information Form which stipulates that he/she has read and understands the University's drug testing policy and agrees to participate in the administering of drug screening as required. If the student-athlete is a minor, the forms must also be signed by the student's parent(s) or legal guardian(s).

D. SCREENING AND TESTING FOR USE OF ILLICIT DRUGS

The institutional drug testing program is under the control of the TLU Athletic Training department and supervision of the TLU Athletics Department. Tests may or may not be announced in advance. The number and timing of tests, and procedures for testing, are determined by the TLU Athletic Training department in cooperation with the Department of Athletics.

Testing by urinalysis or other methods may include procedures for detection of any one (1) or combination of the following drugs:

1. NCAA banned drug classes

Stimulants	Anti-Estrogens	Peptide Hormones
Street drugs	Beta Blockers and alcohol (rifle)	
Anabolic agents	Diuretics and Manipulators	

2. NCAA banned prescription drugs

Adderall	Cylert	Lasix	Ritalin

Anadrol	Dexedrine	Oxandrin	Testoderm
Androgel	Epogen	Provigil	Others

3. NCAA Banned Over-the Counter Drugs

Bronkaid	Phenylpropanolamine (PPA)
Ephedrine	Primatene tablets
Phenylephrine	Others (see below*)

4. NCAA Banned Supplements

Androstenediol	DHEA	Ma huang	Synephrine
Androstenedione	Ephedra	Norandrostenediol	Others (see below*)
Citrus aurantium	Ephedtine	Norandrostenedione	

The drugs that may be tested for include, but are not specifically limited to, these commonly abused drugs:

Amphetamines	Marijuana/THC
Barbiturates	Methaqualone (Quaalude)
Cocaine	Phenocyclidine (PCP)

**A complete list of banned drug classes may be found in NCAA Division III Bylaw 31.2.3.4, which, as now existing or as may be amended, is hereby made a part of this Policy. The student-athlete is responsible for knowing the content of the NCAA banned drug classes, whether or not listed in this Policy. The list is easily located on the NCAA's website, www.ncaa.org/health-safety.*

E. VERIFICATION OF POSITIVE TESTS: NOTIFICATION

When a urine sample test is positive for one or more banned substances, the sample will be sealed and sent to an outside laboratory for confirmation. Once verification of the positive test is completed, the team physician, through the head athletic trainer, will notify the student-athlete, athletics director, and head coach of the team of which the player is a member. Upon verification, the dean of students will also be notified of the positive test(s). Subsequently, the student-athlete would enter the TLU judicial system as a violation of the TLU Student Code of Conduct. In addition, the athletics director may notify the student-athletes's parents or legal guardians, as may be permitted by law. The athletics director may delegate the notification of the student-athlete's parents or legal guardians to the head coach.

F. CONFIDENTIALITY

It is the University policy to maintain the confidentiality of all drug testing results, including confirmed positive drug tests. Confidentiality means that the test results shall be disclosed only to those who have a legitimate "need to know." The athletics director shall have sole authority to determine which Athletics Department personnel have a legitimate "need to know" drug test result. University personnel who receive information about a student athlete's test results shall not disclose that information to any other person or entity, except as specifically authorized by the athletics director, or as may be permitted by law and this Policy.

G. DRUG TEST ADMINISTRATION

All intercollegiate athletes who are on a team roster may be tested at any time between August 15 and May 30.

The head athletic trainer, under the supervision of the team physician, will administer one or more drug tests. These tests will be administered in specific facilities and with due regard for personal privacy. Specimens will be collected in sufficient amounts to permit verification of a result by a testing of a sample from the same specimen. Confidentiality will be maintained throughout the process. The samples will be sent to a certified laboratory for analysis. Tests may or may not be announced in advance. The number, timing and other procedures for testing are determined by the head athletic trainer, under the supervision of the team physician. Tests will be administered to student-athletes on a random basis or with probable cause as determined by the director of athletics, the head coach or the head athletic trainer. Probable cause includes, but is not limited to (1) the demonstration of behavior and/or characteristics which in the opinion of the athletics director may be indicative of substance use, or (2) any report of drug use deemed credible by the athletics director. For emphasis, the University here re-states that all student-athletes,

including a student-athlete who has tested positive previously, are subject to unannounced testing at any time. Any attempt to adulterate or any actual adulteration of samples will be treated as a positive test result. Failure to report for testing or failure to provide a sample will also be viewed as a positive screen.

H. SANCTIONS

The following are sanctions adopted by the Texas Lutheran University Athletics Department following a laboratory confirmed positive drug test by a student-athlete.

1. **First Offense**

   First Offense After a confirmed positive test, a meeting will be arranged between the student-athlete, the director of athletics and the head coach as soon as possible. During this meeting, the head coach and the director of athletics will impose a suspension from team activities for a minimum of one (1) contest or 10% of the scheduled contests in that sport, whichever is greater. This suspension may include practice sessions as well. Any sanction imposed for a first offense is final and may not be appealed. The student-athlete must be retested as negative, at his or her own expense, before being re-instated to team activities.

2. **Second Offense**

   Second Offense After a confirmed second positive test, a meeting will be arranged between the student-athlete, the director of athletics and the head coach as soon as possible. During this meeting, the head coach and the director of athletics will impose a suspension from team activities for one calendar year. The student-athlete with two positive tests is not eligible for team awards or post-season honors. The student-athlete must be retested as negative at his/her expense before being reinstated to team activities.

3. **Third offense**

   Third offense After a third positive test, a meeting will be arranged between the student-athlete, the director of athletics, and the head coach as soon as possible. During this meeting, the head coach and the director of athletics will permanently suspend the student-athlete from the TLU Athletics Program.

I. APPEALS

1. Any sanction imposed for a first offense is final and may not be appealed.
2. Following notification of a second offense and suspension of one (1) year from the team, the student-athlete may appeal the sanction to the faculty athletic representative to present information of any mitigating or other relevant circumstances. The student-athlete must institute the appeal by delivering written notice of intent to appeal to the director of athletics within seven (7) calendar days after recieving notification of the sanction.
3. Following notification of a third offense and permanent suspension from the TLU Athletics Program, the student-athlete may appeal the sanction to the faculty athletic representative to present information of any mitigating or other relevant circumstances. The student-athlete must institute the appeal by delivering written notice of intent to appeal to the director of athletics within seven (7) calendar days after recieving notification of the sanction.

J. POTENTIAL ADDITIONAL DISCIPLINE

In addition to the sanctions specified in this Policy, the student-athlete is also subject to discipline under the TLU judicial system for any violation of the TLU Student Code of Conduct.

In the event the NCAA requires enforcement of sanctions in NCAA drug-testing rules for Division III student-athletes, the student-athlete will remain subject to the testing and sanctions provided for in this TLU Drug Policy for Student-Athletes.

***Sections of the TLU Drug Policy for student-athletes were modeled after the University of Maryland Drug Policy for student-athletes and were used with permission from the University of Maryland Athletics Department (7/9/07)*

IX. Non-discrimination Policy

Texas Lutheran University does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Bernadetta Buchanan, Title IX Coordinator, 830-372-8060. TLU's Title IX policies are outlined at www.tlu.edu/titleix.

For further information on notice of non-discrimination, visit http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm for the address and phone number of the office that serves your area, or call 1-800-421-3481.

A. SEXUAL HARASSMENT, SEXUAL ASSAULT, SEXUAL MISCONDUCT, RELATIONSHIP (DATING) VIOLENCE AND STALKING POLICY

Texas Lutheran University (TLU) policy prohibits discrimination based on sex in employment and education programs and activities both on and off campus. This policy applies to all students and employees and to conduct on school grounds, off-campus, and at school-sponsored activities, and through technology resources, including those provided by or used at TLU.

TLU policy and Title IX of the Education Amendments of 1972 prohibit discrimination on the basis of sex in employment and education programs and activities. Title IX protects all persons from sex discrimination, which includes sexual harassment and sexual violence. TLU will process all sex discrimination complaints it receives, including complaints of sexual harassment and sexual violence, regardless of where the conduct occurred, to determine whether the conduct occurred in the context of an employment or education program or activity or had continuing effects on campus. If alleged off-campus sexual harassment or sexual violence occurs in the context of an education program or activity or had continuing effects on campus, the complaint will be treated the same as a complaint involving on-campus conduct. This includes complaints of sexual assault or harassment by students, employees, and third parties.

TLU strongly urges students, faculty, staff, and third parties to promptly report incidents of conduct prohibited under this policy. Responsible employees are **required** to promptly report incidents of conduct prohibited under this policy.

Title IX Coordinators

Complaints of sexual assault, sexual harassment or other conduct prohibited under this policy and inquiries concerning the application of Title IX and its regulations should be directed to the TLU Title IX Coordinator or the Deputy Coordinator.

B. TLU ATHLETICS STATEMENT ON RACISM:

The TLU Athletics Department has zero tolerance toward racism. Racism has no place in TLU Athletics. Not now, not ever. We will do everything in our power to ensure all students are treated equally and fairly, as everyone is valued and we are better because you are here.



TEXAS LUTHERAN UNIVERSITY

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