

# CAMPUS RECREATION



## INTRAMURAL

# PARTICIPANT HANDBOOK

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## **CAMPUS RECREATION**

### **MISSION STATEMENT**

Campus Recreation enhances campus life by providing quality facilities and programs that promote healthy lifestyle habits, reduce stress, and create lifelong friendships. The department provides opportunities for participation in a variety of sports, recreational and social activities regardless of age, skill level, gender or interest. Campus Recreation embraces the liberal arts mission and fosters the development of leadership and management skills that prepare students for future endeavors.

### **ASSUMPTION OF RISK**

Participation in any UW-Superior Campus Recreation activity is completely voluntary. Individuals assume responsibility for all injuries that result from their participation in the program. In sports, there is risk to the participants involved due to physical nature of activities. Injuries, including but not limited to sprains, strains, contusions, fractures, head, neck and back injuries, and even death are possible. It is strongly suggested that individuals have sufficient health coverage and a physician's approval before participating in any physical activity. Information on Student Health Insurance is available through the University Health Services (715) 394-8236.

### **NIRSA NATURAL HIGH PROGRAM**

NIRSA is a non-profit membership organization serving a network of more than 4,000 highly trained professionals, students and associate members in the recreational sports field throughout the United States, Canada and other countries. It is the leading organization in many areas including; training and professional development, intramural sports, sport clubs, recreation facilities, fitness programming, outdoor recreation, wellness programs, informal recreation, and aquatic programs. NIRSA's member institutions represent nearly seven million college students, of whom an estimated five and a half million participate in recreational programs.

NIRSA Natural High is a drug and alcohol awareness program in which universities around the country participate. Its mission is to promote responsible decision making in regards to alcohol and drugs by college students through alternative programming and educational materials.

## **ALCOHOL AND DRUG POLICY**

The possession or use of alcoholic beverages at any Campus Recreation facility or sponsored event is not permitted.

All participants are expected to abide by state and federal laws pertaining to controlled substances and illicit drugs. Standards of conduct strictly prohibit possession or use of drugs on University property or at university-sponsored activities.

Suspicion of alcohol on any person(s), including; participants, spectators, and coaches who exhibit any irregular behavior, may be reason for sanctions.

## **INTRAMURAL PROGRAMMING**

The word “Intramural” comes from the Latin origin and it means within the walls. Intramural programming is designed for the following individuals who would like to participate in contests with and against each other:

- UW-Superior Students
- UW- Superior Faculty/Staff
- WITC students with a valid Health & Wellness Center pass
- LSC students who reside in the Residence Halls and have a Health & Wellness Center pass

Team and individual/dual competitions are offered in sports for; men, women, and co-rec divisions. Competition is provided in the forms of leagues, tournaments, and special events each semester. The programs offered are based upon student interest and the availability of resources and facilities.

## **CAMPUS RECREATION COUNCIL (CRC)**

This Advisory Board serves as a liaison between the participants in the Campus Recreation Sports program and the administrators of the program. The committee assesses and reviews present programs, policies, and rules, and makes recommendations for changes in and additions to the program. The Board will consist of UW-Superior Faculty, Staff, and Students

Any infractions that occur during open recreation, sport club participation, or intramurals will be dealt with by the CRC and Campus Recreation professional staff.

## **EXTRAMURAL EVENTS**

Each year, intramural champions and interested teams represent University of Wisconsin – Superior in a variety of events (i.e. flag football, basketball, softball) against champions from other universities. Information on extramural events will be provided to intramural champions and interested teams during the sport's season.

All championship teams that are interested in participating in an extramural tournament must have at least 50% of the original members and proper travel paper work completed in compliance with University travel policies in order to represent UW-Superior. In certain situations, the Department of Campus Recreation may be able to assist with paying registration fees.

## **AWARDS**

The Department of Campus Recreation at UW-Superior recognizes students that participate in Intramural Programming every year. The department recognizes students for their leadership, athletic abilities, and sportsmanship, both in academic achievements and in the program.

# **I. ELIGIBILITY**

## **GENERAL INTRAMURAL RULES**

1. Currently enrolled UW-Superior students, faculty/staff, WITC students with a valid HWC membership, and LSC students who reside in the Residence Halls and have a valid HWC membership are eligible to participate, except as otherwise noted in the rules and regulations. Spouses of UW-Superior students, staff and faculty are eligible to compete in intramural events if they purchase an HWC membership.
2. A player shall not be permitted to play with more than one intramural team in the same league. A player is only allowed to play for one team, in one division. For example, a male participant can participate in Men's Advanced & Co-Rec Basketball leagues. They may not participate in Men's Advanced & Men's Recreational Basketball leagues. The exception to this rule exists when a team forfeits two of its games and is being dropped from league play.
3. The captain of the team will be allowed to add people to the roster until the last game of the season by simply adding participants and student ID numbers on the score sheet in which they are going to play. No changes can be made on the roster after the last game of the regular season. Teams cannot drop players off the roster after first week of play. In order to compete in the playoffs, a player must have participated in at least half of the regular season games, or as otherwise noted.

In short tournaments (i.e. weekend tournaments) a player cannot play in the championship game, unless they have participated in any previous games.

4. Any team that allows an ineligible player to play will default the game(s) in which the ineligible player participates.
5. Students whose names appear on an official intercollegiate varsity or junior varsity squad list (i.e. practice squad) on the day of the first played scheduled intercollegiate game, for that related sport, shall be ineligible to compete in that sport or a related sport for a period of one academic year.
6. Team rosters are limited to two former players per advanced team and no former players in the recreational league. Current varsity players on the school years roster form are ineligible. Former rosters are found on the UWS Athletics website. Final eligibility rules will be announced prior to the beginning of each sport.
7. Professional athletes are banned from their related sport for a period of five years. These athletes will not be eligible for awards in individual sports.
8. Playoff eligibility will be determined by names in the regular league score sheets. Falsification of names on the score sheets may subject a team to be suspended from intramural activities.
9. Participants will be required to show a valid UW-Superior ID and/or an HWC facility stamp at all intramural activities.
10. No team may have more than three players on the court/field that participate in a Sport Club for that particular sport. Exception – Open Division/Advanced Divisions.
11. The limit on roster size is two times the number that is allowed to play at one time. (Example, 5-on-5 Basketball – the limit is 10 participants). A team will receive as many t-shirts as players on their roster for the championship game. The team will decide how they are distributed.
12. All appeals on rulings by the Campus Recreation Council must be made to the Intramural Coordinator, in writing, one week following their decision. All rulings of the CRC will be enforced until the appeal process is completed.
13. If a league is offered in your gender and it is made, you must play in that league. (Example, a female cannot play in a male league or male cannot play in female league, unless there are no alternatives.)

**NOTE:** A player may move from a Rec. Level to the Advanced Level, but can no longer play at the Rec. Level. Any Advanced Level Player can not move. Any team member that is on a team that has forfeited out of league play, may choose to play for another team. No player is allowed to switch teams once they are on another team's roster, except stated above.

## **SPORTSMANSHIP**

A rating system is used to promote good sportsmanship. Intramural sports officials will rate teams after each league game on a five-point scale for sportsmanship. Teams with less than a 3.5 average sportsmanship will not be allowed to participate in their league playoffs or any extramural events regardless of the team's win/loss record. Averages include regular season play. Any team that receives a "1" will be suspended from further play until a scheduled meeting is made with the Intramural Intern or Intramural Coordinator and a reinstatement is made. No rating will be given or averaged in for forfeited games.

During playoffs, all teams must have a 3 sportsmanship rating in order to advance. If the team fails to do so, the opposing team advances in the tournament.

## **SPORTSMANSHIP RATING**

- 5-** Exceptional sportsmanship exhibited towards participants and officials. Individuals on this team were respectful of opponents and officials and encouraged each other's efforts. At no time was this team disrespectful towards participants or officials.
- 4-** Good sportsmanship exhibited towards participants and officials. Individuals on this team were respectful of opponents and officials except one or two minor instances.
- 3-** Acceptable sportsmanship exhibited towards participants and officials. Individuals on this team were generally respectful of participants and officials, but on a number (more than two) of occasions they were disrespectful of opponents or officials.
- 2-** Sportsmanship needs improvement. More than one individual on this team was disrespectful of opponents or officials or a particular individual was often disrespectful of opponents or officials.
- 1-** Unacceptable sportsmanship. Majority of individuals on this team were disrespectful of opponents or officials on a regular basis or more than one individual was regularly disrespectful of opponents or officials. This team should reexamine the purpose of participating in Intramural Sports.

**Notes:** Any team(s) involved in a fight will receive a "1" for a sportsmanship rating. If a player is ejected from a game, his/her team will receive a "2" (at best) for a sportsmanship rating. There will be no appeal process on a rating you received. As captains you are responsible for the conduct of your team. Play hard, have fun and be a good sport.



## **FORFEITS**

A team must have the minimum number of players ready to play at the scheduled game time. If a team has the minimum number of players at the scheduled game time the game will begin. If a team does not have the minimum number to start a game at the scheduled time a 10 minute grace period will be granted. After 10 minutes, if the team still does not have enough players, the team will forfeit. **After two forfeits, the team is dropped from the remainder of the league and post season play.** Teams may be reinstated at the Intramural Supervisors discretion.

## **DEFAULTS**

If it becomes impossible for a team to play a scheduled contest and it cannot be rescheduled; the team captain should notify the Sports Supervisor 24 hours in advance, in writing, so the game will be scored a default rather than a forfeit. A loss by default does not count as a forfeit.

## **RESCHEDULE POLICY**

Any teams needing to reschedule a game must contact the sports Intramural Supervisor or Intramural Intern at least 24 hours prior to game time. **ONLY** if both captains and the Intramural Supervisor and Intramural Intern agree on a new time, will the schedule change.

## **POSTPONEMENTS**

A scheduled contest may be postponed by the Intramural Coordinator and/or the Intramural Intern due to weather, etc. Postponements will be made no later than 2:00 pm on the day of the scheduled contest.

## **I.D. WAIVER CARD**

The I.D. Waiver Card is available for those participants that have forgotten to bring their UW-Superior I.D. with them to an Intramural activity. The ID Waiver Card can be obtained from the sports supervisor. If you have forgotten your ID card, you must complete the following:

- 1) Obtain ID Waiver Card from Sports Supervisor at the Supervisor's convenience.
- 2) Pay \$1 processing fee.
- 3) Take ID Waiver Card to HWC Welcome Desk.
- 4) Login to the facility.
- 5) Have the HWC Welcome Desk attendant fill out the card and stamp the back.
- 6) Return to Officials table.

This must be completed before you will be eligible to participate. If your team has an ineligible player participating, your team will forfeit that game regardless of the outcome.

## **PROTESTS**

1. There shall be no protests allowed on judgment calls by officials or sportsmanship ratings.
2. If, in the team captain's opinion, an error on a rule interpretation was made, (he/she must) notify the official that the team is protesting a rule interpretation before the game continues. If the captain does not immediately notify the official of the team's intent to protest, the team waives all rights to protest on that call. If the protest cannot be resolved by the field supervisor, the official shall stop the game and record the game situation on the back of the score sheet.

To complete a formal protest, it should be filed by 12:00 pm the next day in the Campus Recreation Student Office (HWC 1438). The typed protest should be submitted to the Intramural Coordinator or Intramural Intern. In addition to this a \$10.00 protest fee is required at this time.

## **II. ENTRY PROCEDURES AND INVOLVEMENT**

### **ENTRIES**

Information concerning all Intramural activities is available in the Campus Recreation Student Offices (HWC 1438).

1. Team Sports – all official entries will be accepted at the Health and Wellness Center Welcome Desk until the posted entry deadline, unless all available spots have been filled.
2. Team name, captain's name, phone number and email address, division, league and preferred playing days are required upon entering. Schedules will be prepared and distributed at the captain's meeting
3. If there aren't enough number of teams for a division, they will be combined with another division at the discretion of Intramural staff.
4. Entry fees will vary.
5. Individual/Dual Sports/Special Events – entries will be accepted until the posted entry deadline. Specific schedules for these events will be available as soon as possible.

### **TEAM CAPTAIN'S/TEAM MANAGER'S DUTIES**

Any team that is not represented at the Captain's Meeting will receive a "2" sportsmanship rating that counts toward their league play average.

1. Pay the team entry fees.
2. Attend all meetings pertaining to his/her team's activity.
3. Submit the appropriate team roster. Make roster changes and additions when necessary, according to the eligibility rules.

4. Pick up schedule.
5. Notify team members of date, place, and time of contest or schedule changes.
6. Enter line-up on appropriate score sheets.
7. Relay all information to all team players, fans, coaches, etc. from the intramural handbook and all other information that was given at the captain's meeting.
8. Be knowledgeable of all playing rules governing the sport in which they are participating.
9. Be knowledgeable of all eligibility rules and department policies. Managers/Captain's must read and understand and abide by the Campus Recreation Intramural Participant Handbook.
10. Display good sportsmanship.
11. Team captains are held responsible for the actions of teams, specific players and/or spectators.

## **HOW TO BECOME AN OFFICIAL**

Students need to demonstrate reasonable knowledge, skill of the sport, dedication to the sport, and express consideration toward all participants.

1. Interested individuals are encouraged to apply the first week of the semester, but applications are accepted throughout the year.
2. The week prior to the beginning of the season, a clinic and rule discussion is held. Attendance is mandatory. You will be paid for the clinics.
3. All officials are paid for officiating.
4. Officials assigned to intramural activities shall have general supervisory responsibilities and control of the activity 15 minutes preceding the scheduled activity time to the activity completion.
5. It is the official's responsibility to check out all the equipment necessary for proper play and to ensure the safety of all participants.
6. Officials will be evaluated periodically by the intramural staff.

**There are limited opportunities for officials. Some may not be scheduled during the season.**

### III. PENALTIES

The following are penalty guidelines for infractions. Each situation will be handled on an individual basis and all interpretations will be made by a/any member(s) of the Campus Recreation Intramural Staff. (Multiple offenses of any combination of the following infractions may result in a stiffer penalty.) Intramural participants must contact the Intramural Intern or Intramural Coordinator within 48 business hours.

#### DISCIPLINE PROCEDURES: INTRAMURALS

- Abusive Language/Unnecessary Roughness.
  - a. 1<sup>st</sup> time – one game suspension.
  - b. 2<sup>nd</sup> time – two game suspension.
  - c. 3<sup>rd</sup> time – suspended from all Intramural Activities for one semester.
- Physical or Verbal Threat.
  - a. Ejected immediately by official or supervisor and referred to CRC.
  - b. Letter sent for first infraction and at least a one game suspension.
  - c. 2<sup>nd</sup> time reported – two game suspension to 1 calendar year.
  - d. 3<sup>rd</sup> time reported – suspension from sport or permanent suspension.
- Inciting a Fight/Fight.
  - 1<sup>st</sup> Offense – Immediate ejection by supervisor/Campus Safety, referred to CRC and minimum 4 months up to 1 calendar year suspension.
  - 2<sup>nd</sup> Offense – Permanent Suspension (all facilities and programming).
- Damage to Facility/Equipment
 

Any person causing damage to the Campus Recreation facilities or equipment will be held financially responsible and individual/group privileges may be revoked
- Assumed Name/Fake ID
  - 1<sup>st</sup> Offense – Immediate ejection by Supervisor/Campus Safety, Suspension from the rest of the season for that sport.
  - 2<sup>nd</sup> Offense – suspension from all Intramurals for 1 year, registration fees not refunded.

**NOTES:** 1.) If a player is ejected from a game, he/she will be suspended indefinitely until he/she contacts and have met with the Intramural Intern or Intramural Coordinator. Any ejected player must leave Intramural Sports Facilities (out of sight and sound), and must leave within given time deemed necessary by the Intramural Supervisor. A player refusing to leave the facilities may cause the team to forfeit.

2.) The Intramural Intern or Intramural Coordinator reserves the right to assign any appropriate sanction. The University may pursue further action depending on the situation. If a suspension occurs in the last game of a certain sport, it will carry over to the next intramural team sport and/or individual/dual sport in which that individual/team participates. If a person is ejected while participating in an intramural tournament, he/she will be suspended from the remainder of the tournament and may be subject to other penalties due to the nature of the incident.

### **ALCOHOL AND DRUG PENALTIES FOR INTRAMURAL SPORTS**

If the alcohol and drug policy is violated, the contest will not be played and will be considered a forfeit. The supervisor and/or officials have the authority and responsibility to make decisions regarding those who are not permitted to participate. The intramural supervisor has the authority to administer a forfeit to either or both teams if it is their players or spectators that are not abiding by the policy.

### **DISCIPLINE PROCEDURES: FACILITIES**

The Campus Recreation Professional Staff reserves the right to assign any appropriate sanction. The University may pursue the option to take further action depending on the situation.

These are **SUGGESTED** penalties for infractions:

- Abusive Language/Unnecessary Roughness
  - 1<sup>st</sup> Offense – Warning (by E-mail or U.S. Mail)
  - 2<sup>nd</sup> Offense – 1 week suspension from facilities
  - 3<sup>rd</sup> Offense – Referred to CRC
  
- Verbal or Physical Threat
  - 1<sup>st</sup> Offense – Immediate ejection by Supervisor/Campus Safety, referred to CRC. Minimum 1 week to 4 month suspension from facilities
  - 2<sup>nd</sup> Offense – 1 week to 1 calendar year suspension
  - 3<sup>rd</sup> Offense – Permanent suspension
  
- Inciting a Fight/Fight
  - 1<sup>st</sup> Offense – Immediate ejection by Supervisor/Campus Safety, referred to CRC and minimum 4 months to 1 calendar year suspension
  - 2<sup>nd</sup> Offense – Permanent Suspension (all facilities and programming)
  
- Damage to Facility/Equipment
  - Any person causing damage to the Campus Recreation facilities or equipment will be held financially responsible and Individual/Group privileges may be revoked

- Assumed Name/Fake ID  
ID confiscated – the person's Campus Recreation privileges revoked for 1 year, owner of ID  
– Campus Recreation privileges revoked for 1 calendar year and Program Pass not refunded

## DEFINITIONS

1. *Abusive language* – any language deemed offensive or derogatory by Campus Recreation Staff in any capacity: not necessarily "swear words."
2. *Attempt to incite a fight/Fight* – baiting, teasing, punch/ swing, wrestle, push/shove (may or may not make contact) threatening to harm an individual/team or intentionally provoking another.
3. *Division*: A team will choose what level they would like to compete in Advanced or Recreational
4. *Ejection*– an individual is removed by an official or supervisor for disciplinary reasons.
5. *Student* – a person enrolled in the **current** semester in undergraduate or graduate courses at University of Wisconsin at Superior.
6. *Faculty/Staff Members* – people currently employed by the University.
7. *League*: Men's or Women's and/or Co-Rec.
8. *Severe penalty* – suspension from intramural participation for remainder of tournament, semester, year or permanently.
9. *Severe infraction* – behavior such as continually abusive language, fighting, continual unnecessary roughness.
10. *Spouse* - a significant other bound by marriage of a currently enrolled student or faculty/staff member at the University who has purchased a Health and Wellness Center membership. Domestic partnerships are also recognized.
11. *Suspension* – An individual/team is declared ineligible to participate in intramural activities for a specified period of time.
12. *Team* – an organized group which is registered as a participating unit in an intramural event. If two or more of the players present are involved in an incident, the incident involves the team and warrants a team penalty.

13. *Unnecessary roughness* – actions which are considered threatening to the safety of the participants, staff, spectators, etc. and which are not considered part of the normal action of the contest.
14. *Verbally or Physically Threaten* – abusive language, unnecessary roughness, fighting, inciting a fight, physical handling or grabbing, behavior not conducive to an atmosphere of sportsmanship.
15. *Warning Letter/E-Mail* – notification from the Campus Recreation Staff which indicates that an individual or team has violated a policy along with a possible sanction and, if such behavior is evident at any time in the future, further disciplinary action will result.