Eastern Kentucky University Campus Recreation Intramural Sports Policy Manual

For all information pertaining to Intramural Sports programs and activities, contact:

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Introduction
Welcome to the Intramural Sports Program. The Department of Campus Recreation provides EKU students, faculty, and staff with many different recreational opportunities. We encourage everyone to become actively involved with the Intramural Program during his or her collegiate career. This manual is designed to serve as an informative and procedural guide for all participants. Team captains are expected to become familiar with and abide by the information contained in this manual. We encourage all participants with questions concerning this manual to feel free to contact the Director or Assistant Director of Campus Recreation. If there are any changes that occur during the academic year, all participants will be notified through IM Leagues/Rec*IT mobile app announcements and email in a timely manner.

Philosophy
The mission of Intramural Programs is to provide a variety of recreational opportunities for the university community. The goal of the Department is to enhance the quality of life by offering programs that enable students to have fun, have a healthy lifestyle, get involved, and reduce stress associated with rigorous academic schedules.

Assumption of Risk
Participation in Campus Recreation facilities and activities is completely voluntary whether participating in or watching any event or activity sponsored by any group. Each individual participating or watching assumes the risk for any harm or injuries sustained. Neither Eastern Kentucky University, nor the Department of Campus Recreation can assume any responsibility for injuries incurred through participation in facilities or activities. It is strongly advised that participants use caution and be aware of potential health risks associated with exercise, and obtain a physical from a doctor before beginning an exercise program. Should an accident, injury, or related incident occur, please contact a Campus Recreation staff member immediately.

Eligibility
It is the responsibility of each participant to know the existing intramural rules. Ignorance of a rule does not excuse any action or lack of action. The Department of Campus Recreation does not assume responsibility for the investigation of the eligibility of all participants. The Department of Campus Recreation will, however, investigate any case once we are made aware of a possible infraction.
• University Status:
  • All current members of the Fitness & Wellness Center are eligible to participate. This includes faculty/staff, students, Alumni, semester off, and EELI students. If you have access to the Fitness & Wellness Center you are welcome to play Intramural Sports.
  • **All participants must have a valid state/government issued PICTURE ID to play and know their identification number. Student ID with picture is recommended but we will also accept the following: Driver’s License, State ID Card, Military ID and Passport.**
• Exceptions:
  • Any individuals who have been declared ineligible to participate through disciplinary sanctions by the Director or Assistant Director of Campus Recreation, cannot participate until the suspension terms are complete.
• False Name:
  • An individual may not participate under an assumed name or use false identification. Violation of this rule will result in suspension from further participation for the individual and/or team.
• Compete on Two Teams:
  • A participant may play for ONE SINGLE GENDER TEAM, and ONE CO-RECREATIONAL TEAM. If an individual plays for more than one team in a division, all teams involved will receive a forfeit in games in which that player was illegally involved and the player must play with his/her team they competed with FIRST.
• Team Transfer:
  • Players may not transfer to another team once they have participated on a team. If an individual is found to be playing on two teams the game will be forfeited and the individual will be suspended from intramurals until he/she has met with the Assistant Director.

**Transgendered Athlete Policy (From the National Collegiate Athletic Association, 2012)**

- A trans male (female to male) student-athlete who has received a medical exception for treatment with testosterone for gender transition may compete on a men’s team but is no longer eligible to compete on a women’s team without changing the team status to a mixed team. A mixed team is eligible only for men’s championships.

- A trans female (male to female) student-athlete being treated with testosterone suppression medication for gender transition may continue to compete on a men’s team but may not compete on a women’s team without changing it to a mixed team status until completing one calendar year of documented testosterone-suppression treatment.
Greek “A-Team” Rules
1. All participants appearing on the Greek “A” team roster must be on the official chapter roster with the office of Greek Life.
2. Alumni are not allowed to participate on Greek “A” teams.

Playoff Eligibility:
- Team members must have participated in at least one (1) game during the regular season to be eligible for participation in the playoffs. Teams must earn at least a 7.0 Sportsmanship Rating average to participate in the playoffs.
- The Intramural Staff reserves the right to declare an individual ineligible for competition if his/her participation is considered unsportsmanlike or dangerous.

Professional and Olympic Athletes
- An individual who has participated as a professional/Olympic athlete in a sport is not eligible for intramural competition in that sport or similar sport.

Current and Former Intercollegiate Athletes
- Any person who participated with a varsity team in the current or last school year (i.e. practiced, red shirted, and/or played) is ineligible to participate in that intramural sport (or related activity). Ineligibility will be determined by the Assistant Director based on rosters, media guides, and participant reports which will be looked into and ruled upon. All protests on ineligibility rulings may be taken to the Director or Assistant Director of Campus Recreation.

Ringer Rule
- The ringer rule allows former varsity athletes and current sport club members the opportunity to participate in Intramurals in their sport (or related activity). Individuals are considered ringers in a particular sport for the following reasons:
  - They are a current sport club member in that sport.
  - They have competed on a College or University Varsity team at any level in that sport but are currently eligible for that Intramural sport.
- Teams in open or competitive divisions may have two ringers on their roster. Teams in recreational divisions may not have ringers.
- Any matter that cannot be resolved through these eligibility rules shall be brought to the Assistant Director of Campus Recreation for a decision.

EKU ID Cards/Misrepresentation
All intramural participants MUST have and provide a valid EKU identification card at check-in for each and every activity. If a participant’s EKU ID card is not legible (photo or name), that participant must obtain a replacement card prior to participating. Replacement cards may be a Driver’s License, Passport, or any other government or university issued photo ID.

If participants, at ANY time, use improper identification, an assumed name, misrepresent themselves or anyone else in any form, or refuses to provide proper identification when an Intramural Staff member requests it, the participant will be suspended from all intramural activity for one-year from such date.
Entry Procedures

How do I become an intramural participant?

1. Check the Fitness & Wellness Center, the Intramural Calendar, our website, or be on the lookout for flyers and other advertisements around campus for information pertaining to entry dates and schedules for all activities. You can always check www.imleagues.com/eku or download the REC*IT app from your phones application download store.

2. Participants interested in intramural activities and special events can find all informational materials on the website or at the Fitness & Wellness Center. Team, individual and dual sports must sign-up online by the posted deadline date. It is the Captain's responsibility to ensure that all participants on his/her roster are eligible under the Intramural Participation rules and regulations found in this manual.

3. Prior to signing up a team, or joining an existing team, captains will be required to complete a rules quiz on the sport they are signing up for, and team members will complete a quiz on general IM Policies.

How do enter a team?

1. Each team captain or intramural representative is responsible for forming his or her own team. Leagues are filled on a first-come-first-serve basis. Please visit our website for online registration instructions.

What if I don't have a team of my own?

1. You can sign up online for the free agent list during the registration period for each sport. A team of free agents will be put together if enough free agents register. We cannot guarantee placement on a team but we will do everything we can to help.

What if I want to add new players to the roster?

1. Players can be added to team rosters up until the last regular season game. Once playoffs start, rosters are set. New players may be added at the field or court at the time of the game, with their EKU ID card.

What do I get if my team wins?

1. Intramural Champion T-shirts will be given to Overall Campus Champions in each sport for the Men’s, Women's and Co-Rec Leagues. Shirt distribution will be limited to the number of people on the roster, up to double the number of participants for the sport, or no more than 15. A minimum number of teams must participate for Championship T-shirts to be awarded. Special event winners will receive T-shirts and/or other types of awards.

2. Champions will also have their photo posted at the F&W Center and on social media sites. Potentially be showcased on marketing materials.

3. Champions of team sports, or overall campus champions in a particular division, will have their team name displayed on a plaque and banner in the F&W Center.

Team Names

The Department of Campus Recreation reserves the right to change or alter any team name that is vulgar, offensive, or in poor taste. The office also will re-name any teams that have duplicate names.

Team Apparel and Logos

All participants and teams are expected to where appropriate attire at all times. All jewelry (earrings, rings, necklaces, etc..) must be removed prior to participating in any Intramural activities. Any apparel that includes the following is prohibited (but is not limited to): Inappropriate or vulgar language on team names/individual names, pictures, or symbols; anything promoting drug or alcohol use.
Divisions
The leagues that are offered are divided into 5 divisions: Men's, Women's, Co-Rec, Fraternity, and for some events, Open.
For some leagues, there are 2 skill levels within each division:
• A: Competitive
• B: Recreational
Teams that consist of an equal number of males and females make up the Co-Rec division. Each team in the men's divisions may have ONE female on their roster.

Location of Events:
The Fitness & Wellness Center, Weaver Gym, and the Begley Building will house all indoor intramural activities and all outdoor intramural activities will be played at the intramural fields, outdoor basketball/volleyball courts, Martin Tennis Courts, Arlington Golf Course and Lake Reba Park.

Responsibilities of Team Captains
Each team entered in any intramural activity must have a team captain who will act as the official liaison between the team and the Department of Campus Recreation. It is the team captain's responsibility to sign-up before the registration deadline is closed, check the eligibility of each of his/her players before and during the season, and keep his/her team informed on rules, policies, and regulations governing each sport.
Team Captain's duties include, but are not limited to:
1. Represent the organization on and off the field/court.
2. Share with all team members' information covered at captain's quizzes, and sport rules, regarding risks and requirements of participation and participant responsibilities.
3. Sign the team in with the official/scorekeeper 15 minutes prior to their scheduled game time (all players must check in with a VALID GOVERNMENT ISSUED PHOTO ID). No I.D., No Play!
4. Be familiar with all intramural eligibility rules and see that only eligible players participate.
5. Know and understand all policies and procedures for player eligibility and sportsmanship.
6. Notify team members of all play dates, times, and locations especially changes due to weather or emergencies.
7. Consult Policies Manual for information related to rescheduled games, protests, ejections, sportsmanship scores, fees, etc.
8. Serve as an example of good sportsmanship and fair play for all team members and fans.
9. Be responsible for the conduct of players, coaches, and spectators before, during and after the contest.
10. Act as the team spokesperson on and off the playing field.
11. Notify all team members and fans that alcohol, illegal substances and vehicles are prohibited on all intramural playing fields and that no one is allowed to participate while under the influence of alcohol or illegal drugs.
12. Help keep pets off the intramural fields/courts. Pets are not allowed at any Intramural Facility!
Coaches
Coaches are considered to be spectators. They may not be on the field/court, call time outs, or address the officials/supervisors during the game. For a coach to have the privilege of calling time-outs, and respectfully communicating with IM Staff/Officials, they must be listed on the roster. If a coach acts out in any way towards an official, supervisor, or opposing team player or coach, they will be immediately suspended of all duties and will be escorted off the field/court. They will remain suspended until further notice by the Assistant Director of Campus Recreation.

Inclement Weather Policy
The Intramural Sports program and the Department of Campus Recreation place the safety of all participants in highest regard when determining the cancellation of activities due to inclement weather. Games will be canceled due to inclement weather when:

- The University is closed due to weather (Tornados, Hurricanes, Snow/Ice, etc.).
- Significant water has accumulated on outdoor fields thus rendering the fields unsafe for play.
  - Please note that some sports such as soccer and football may be played in wet conditions while sports such as softball cannot be played due to the equipment/field that is used for play.
- When conditions are deemed to be unsafe for play due to extreme temperatures.
- The Referee or Intramural Supervisor shall delay or cancel a competition at the first site of lightning or sound of thunder at the facility and the facility shall be cleared of all persons immediately by event administration.
- If it is anticipated that the storm will pass, the competition may be resumed following a three (3) minute warm-up period, no sooner than thirty (30) minutes after the last sight of lightning or the last sound of thunder.
- If the severe weather is of great length or intensity, the Referee or Intramural Supervisor has the responsibility and authority to cancel the competition. Participants are encouraged to learn the weather forecast prior to game time. Safety of the public and participants is the most important factor in any decision of this type.

All decisions about weather cancellations will be made a minimum of one (1) hour before the beginning of the first game/match of the day’s activities.

Please call 622-PLAY (7529) for information about weather cancellations.

Default/Request to Cancel
Contact the Department of Campus Recreation if your team cannot be at a scheduled game. By contacting the office 24 hours before your scheduled game (Monday through Friday 9:00am-4:00pm), you will not be charged with a forfeit. For weekend games, notice must be given to the office by 4:00pm Friday to prevent a forfeit. However, you will receive a ‘loss’ in the loss column. You will be contacted via email and/or by phone if there are any changes in the schedule. Check team standings regularly. The Intramural Sports Office has the final say for which teams make the playoffs.
Forfeits

An individual or team entering a league or a tournament enters into an agreement with the Department of Campus Recreation. The office schedules games and provides equipment and staff. The participants meet their part of the contract by being ready to play at the scheduled time and by complying with the rules of play. Forfeiting a game is considered poor sportsmanship. Teams or individuals that have forfeited a scheduled game or contest will automatically be dropped from further competition. The team captain will be emailed and informed if his/her team is dropped. For reinstatement in league play see “Forfeit Reinstatement Procedures”.

There are four types of forfeits in an intramural sport competition:

- Teams have a 10 minute grace period to show up for a game. Teams should be checked-in and ready to play BEFORE the scheduled start time. Each minute that a team is late for its game the opposing team has the option to take one point/goal. The game clock will start at the scheduled time, and after the captains meeting. The clock will stop once the minimum number of players has arrived to the field. EX: In flag football, Team A is 4 minutes late; Team B can take 4 points to start the game. The game will start with 16 minutes left on the clock. If a team does not show with enough players within 10 minutes of their game time a forfeit will be declared. The score will be 10-0 for a forfeit of this nature.

- A team will forfeit a game in which an ineligible player participates earning a “0” sportsmanship rating. Ineligible players are defined as:
  - Individuals who are not on the team roster
  - Individuals currently on a varsity team playing in their sport, or have participated on a varsity team the respective sport within one full calendar year from the point at which their career expired or was terminated, this includes but is not limited to playing in any games in such season
  - Individuals who are not affiliated with Eastern Kentucky University
  - Individuals who are playing for more than one team in a sport
  - Individuals who are on the Intramural Sports ineligible player list
  - Individuals who participate under an assumed name
  - Teams will receive a “0” sportsmanship rating for that game if they are guilty of playing with an ineligible player.

- Verbal or physical abuse towards any staff member of the Intramural Sports Office will not be tolerated and will result in automatic disqualification from the league, and maybe the entire year. Officials, supervisors, and administrative staff will declare a contest forfeited when an individual displays flagrant or poor sportsmanship, is involved in a fight, or a team departs from the site of competition prior to the contest’s conclusion. Teams will receive a “0” sportsmanship rating if they are guilty of this offense.

- Any participant or team involved in a fight before, during, or after a game will be:
  - Suspended from all Campus Recreation activities and use of all facilities until have met with the Assistant Director.
  - Will receive a forfeit.
  - May result in automatic disqualification from the league, playoffs, or entire year.
  - Teams involved in a fight will receive a “0” sportsmanship rating
Forfeit Reinstatement Procedures
Any team that has forfeited one contest (with the exception of disqualification for unsportsmanlike conduct, behavioral issues, etc.) will be allowed to re-enter the league after paying a $25 reinstatement fee. This must be done within 48 hours of the forfeited contest.

Protests
From time to time there may be cause for a team to protest a game or contest. The following procedures outline the protest process for those teams that might become involved.

1. Official’s judgment calls cannot be protested. Only protests concerning player eligibility or misinterpretation of a playing rule will be considered.
2. Player eligibility: Questions of eligibility can be protested throughout the Intramural season or tournament. Those intending to protest possible ineligibility are strongly encouraged to state their intent prior to the start of any contest.
3. Rule Misinterpretation Protest: The first step is to register a verbal protest with the official and the Intramural Supervisors, before the next play occurs. The scorekeeper, official and supervisor will record the protest on the score sheet including all information pertinent to the game. The protest will be handled at the time it was protested.

The Assistant Director will rule on eligibility protests, administration errors and/or rule misinterpretation protests. During playoffs, the Assistant Director or game supervisor will rule on protests regarding rule misinterpretation at the time of the occurrence.

Schedules
Playing schedules will be available on-line generally by the Thursday or Friday afternoon following the completion of registration (sometimes sooner).

Schedule Format
Some leagues will have instant scheduling; some events will have scheduling done for them. Depending of the amount of time and facilities available for play, teams will be scheduled for 3 to 5 games during the regular season.

Playoffs
Teams must have a sportsmanship rating of 7.0 or better to make the playoffs. Playoffs will be a single elimination tournament. Teams may be scheduled to play at any time or day, and do not always align with the teams regular season schedule. Teams should be flexible enough to participate in post-season play.

Responsibility of Participants
Every participant is reminded that participating in the Intramural Sports program is a privilege, and all participants must behave in a sportsmanlike manner. Individuals who violate Fitness & Wellness Center rules, intramural policies and procedures, abuse the equipment or facility, or behave in an unsportsmanlike manner, as determined by the sole discretion of the Assistant Director of Campus Recreation and reported by game site supervisors, shall lose their privileges to participate in the program and the use of the Fitness & Wellness Center.
**Sportsmanship Rating System**

The Department of Campus Recreation is committed to providing a safe, fair, and enjoyable environment during all intramural events. To assist in promoting the idea of exhibiting good sportsmanship, a rating system has been put into place for all intramural sport activities. The supervisors on duty along with the officials and staff will rate each team at every game on their sportsmanship. Each team must have cumulative score of 7.0 or higher for the regular season to qualify for the playoffs.

A team which wins by forfeit receives no rating.

The Intramural Staff reserves the right to indefinitely suspend any participant or team from intramural competition for behavior that is detrimental to the mission and purpose of the program or university and/or safety of individuals participating in any Intramural activities.

Method of Rating:

1. The officials working that game and/or any Intramural Staff (Program Coordinators, Graduate Assistant, or Administrative Staff) will rate each team in each contest on sportsmanship.
2. The Intramural Staff and officials rate teams and organizations on a 10 point rating system. To qualify for the playoffs under the sportsmanship guidelines, a team MUST average a 7.0 over at least a three (3) game season to be included in the playoffs.

General Rating System Criteria:

- **“9-10” - Normal Game**
  - Questioning an official on rule interpretation only.

- **“7-8” - Some Static**
  - Some question of judgment or repeated complaints. No infractions issued.

- **“5-6” - Difficult**
  - Repeated question of judgment. Unsportsmanlike call in softball, volleyball, flag football; yellow card in soccer; and a technical foul in basketball.

- **“3-4” - Harassment**
  - Multiple unsportsmanlike calls, technical’s (not necessarily on the same participant), yellow cards or spectators harassment of the officials.

- **“1-2” - Unacceptable Rating**
  - Includes threatening an employee. If involved in a fight your team could be removed from the league for the remainder of the season.

- **“0” - Forfeit**
  - Includes any game in which a team is ejected for fighting and/or a specified number of unsportsmanlike penalties in a single game.

NOTE: If a team receives a two (2), one (1), or zero (0) rating a team representative will have to meet with the Assistant Director of Campus Recreation before their next game. In the event the team is allowed to continue, the Assistant Director will specify a sportsmanship rating level that must be achieved for the remainder of that teams participation in that sport. This can be considered as probation.
Individual Sportsmanship
The following criteria have been established to promote appropriate conduct and to provide clear expectations for all participants and spectators. Individuals (participants, coaches and spectators) will be held responsible for their actions.

Suspensions & Ejections
Any individual(s) ejected from a scheduled contest, as result of unsportsmanlike conduct, will automatically be suspended from all Intramural competition and use of the Fitness & Wellness Center until official reinstatement. Please refer to "Reinstatement Procedures". If the individual does not leave, the team they are associated with will receive a forfeit. At a minimum, an ejected person shall receive an automatic one (1) game suspension from playing or viewing any Intramural game. The person is also subject to further corrective action by the Assistant Director of Campus Recreation ranging from further suspension from play to full revocation of Intramural/F&W Center privileges.

Furthermore, the ejected player is prohibited from playing, viewing a game, or use of the Fitness & Wellness Center until they have scheduled a time to meet and have met with the Assistant Director in the office and fulfilled any and all penalties. It is the responsibility of the participant to contact the Assistant Director to seek reinstatement. The suspension will not begin until after the ejected participant has met with the Assistant Director of Campus Recreation and has satisfied all reinstatement criteria. (See Reinstatement Process below)

Acts to be Considered for Suspension
The following acts, including but not limited to, will be considered cause for suspension from the intramural sports program:

- Shoving or striking a staff member of the Intramural Sports Office, intramural sports participant or spectators before, during or after a game.
- Intramural Sports student staff members are employees of the University. Any attack on these employees, will be charged the same as all other University employees
- Verbally abusing, baiting or harassing a staff member of the Intramural Sports, intramural sports participant, or spectators before, during or after a game.
- Individual/team/organization that leaves the bench/sideline area during an intramural contest to engage in an altercation FOR ANY REASON
- Theft and/or damage to equipment, the Fitness & Wellness Center, or fields
- Failure to adhere to facility policies and procedures
- Failure to follow verbal instructions of a staff member
- Failure to provide personnel with proper identification upon request
- Unauthorized use of facilities

Only the team captain may act as a spokesperson to the Intramural Sports Student Supervisor or officials during play. The Intramural Sports Student Supervisor’s and the game official’s responsibilities include the authority to eject any player from any game or any coach or spectator from the playing area. The supervisor also has the authority to forfeit a game if any situation causes a game to get out of control.

ALL ACTS THAT ARE CONSIDERED VIOLATIONS OF THE UNIVERSITY’S STUDENT CODE OF CONDUCT SHALL BE REFERRED TO THE OFFICE OF JUDICIAL AFFAIRS FOR DISCIPLINARY ACTION.
Reinstatement Procedures
Any individual(s) ejected from a scheduled contest, as result of unsportsmanlike conduct, will be required to leave the contest area (out of sight and sound) immediately. They will automatically be suspended from all Intramural competition and use of the Fitness & Wellness Center until official reinstatement.

The guidelines, which apply to reinstatement, are as follows:

1. To be reinstated, one needs to meet with the Assistant Director of Campus Recreation as soon as possible following the ejection. The participant or captain of the team must initiate the meeting scheduling process.
2. After the meeting, The Assistant Director of Campus Recreation shall determine the period of suspension for each person who is suspended from all intramurals. The minimum suspension for any ejection is one game in the activity from which the person was ejected plus a three-month probationary period.
3. The Director of Campus Recreation shall consider appeals by appointment only. Individuals wishing to appeal a staff decision must submit a written request after notification of the decision.

Extramural Tournaments
Some sports (basketball, football, softball) will have state or regional tournaments. Intramural Programs will pay the entry fee for either the state or regional tournament for the winner in the men's all campus, women's, and co-rec leagues. Teams must provide the entry fee for the tournament and Intramural Programs will return the fee if the team attends the tournament as planned.

All teams have the opportunity to participate in the state and regional tournaments; however, they must pay their own entrance fee, not to be reimbursed by Department of Intramural Programs. Lodging and travel expenses are not included in any fees paid by Department of Intramural Programs. Please note: Some tournaments limit the number of entries from one university, therefore winners and runner-ups have priority. If a National tournament exists in any sport, and a team elects to participate in that tournament, they will do so without funding from the Department of Intramural Programs.

Sponsorships
Teams are allowed to have a sponsor. The sponsor cannot advertise alcoholic beverages, tobacco, or illegal products. Teams are allowed to purchase their own T-shirts for uniforms; however, T-shirts cannot display any profanity or anything that would be considered vulgar to the Eastern Kentucky University Community.

Questions?
If there are any additional questions about items not covered in this manual please contact the Intramural Office by phone at 622-6755 or visit our website http://www.campusrec.eku.edu/.

FINAL AUTHORITY
Any ruling not specifically outlined in this policy manual is at the discretion of the Assistant Director, and should be respected.