

**LINDENWOOD**

**ATHLETICS**

**POLICY AND PROCEDURE MANUAL**

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***\*The Athletics Department Policy and Procedure Manual overviews the athletics related and administrative policies that apply to all Lindenwood coaches and Athletics Department personnel. This document is subject to change. All athletics personnel will be notified of changes in a timely manner.***

# LINDENWOOD ATHLETICS

## 2018-19 OPERATIONAL PLAN



#ONEROAR



### PURPOSE STATEMENT

To develop the *LEADERS* of tomorrow, by building *CHAMPIONS* today.

### VISION

*ONE* unit producing a holistic student-athlete experience through academics, athletics, and community engagement.



*ONE*

*R*

#### RELENTLESS

We are relentless in our efforts to provide an unrivaled student-athlete experience.

*O*

#### ORIGINAL

Unique to our peers, we constantly strive to create a new standard of excellence through innovative and forward thinking.

*A*

#### ALL-ENCOMPASSING

We create a collaborative and inclusive environment that enhances our ability to serve our student-athletes and ensure success.

*R*

#### RESPONSIBLE

We are committed to conducting ourselves in a honest and fair manner and will always maintain the highest standard of integrity.

### ATHLETIC PRIORITIES

ACADEMICS

ATHLETICS

COMMUNITY ENGAGEMENT

## **Student Athlete Code of Conduct**

The university expects student-athletes to represent themselves and Lindenwood with the highest degree of respect and integrity. Student-athletes are considered valuable role models while competing, in the classroom, and within the community. As a result, certain expectations have been established in expectations of traditional students as outlined in the student handbook. Failure to meet these expectations may result in dismissal of the student-athlete from the athletics program, cancellation of athletics scholarship funds, and/or dismissal from the university. In addition, please check your ARMS portal for comprehensive and up-to-date policies as some policies may change throughout the year.

As with all university policies, all Lindenwood students (including student-athletes) must obey the rules and regulations outlined in the Lindenwood University Student Handbook. Some of these topics are outlined in greater detail in that handbook and should also be referred if you have questions or concerns.

The Lindenwood University Student Handbook can be found at  
[www.lindenwood.edu/studentDevelopment/docs/HB/StudentHB.pdf](http://www.lindenwood.edu/studentDevelopment/docs/HB/StudentHB.pdf).

## Section II

# Academic Success

### Mission & Organization

The Student-Athlete Academic Success Program provides personnel and services to support, direct, and grow student development, academic achievement, athletics academic eligibility, and progress toward graduation. These services are dedicated to facilitating and enhancing student performance and personal responsibility. The services and procedures of the program are to be congruent with Lindenwood University's educational mission and its academic policies.

The Academic Success department is comprised of three full-time staff: two Academic Coordinators led by the Assistant Athletic Director for Academic Services. Each full-time staff member is responsible for the holistic academic support of designated teams. Teams should work directly with their coordinator for all academic matters. All eligibility concerns will be confirmed with the Assistant AD for Academic Services and the Assistant AD for Compliance.

### Academic Eligibility

All student-athletes must maintain good academic standing, as determined by Lindenwood University, to meet NCAA DII academic eligibility requirements. In addition, student-athletes must also meet the 9/18/24 Progress Towards Degree (PTD) hour rules:

- 9 hours PTD passed per semester (fall/spring)
- 18 hours PTD passed fall + spring
- 24 hours PTD passed fall + spring + summer

In addition to the good academic standing policy, which may be found in the Lindenwood University academic catalog, there may be additional requirements for students who do not meet the minimum admissions requirement but are accepted into the university. Please visit with your team academic coordinator for the most updated policy.

### Academic Integrity

The Academic Success Center staff is obligated to report any instances of alleged academic misconduct by student-athletes and/or staff (including support staff, coaches, etc.) Please refer to the complete academic integrity policy in the Lindenwood University catalog under "Academic Policies and Procedures/Academic Services," for further details including confidentiality of academic dishonesty reports and penalties.

### Services Provided

The Academic Success Center staff provides the following services in support of student-athlete academic success. In addition, coaches should meet with their team academic coordinators prior to the start of each semester to outline specific study hall hours, academic meeting requirements, and any additional academic requirements for their teams. Coaching staffs work with academic coordinators to outline a plan of success that fits each team's unique needs.

- **Grade monitoring:** The university supplies 4-week (pass/fail) and mid-term (letter grades) reports for all students. These reports will be sent out to the coaching staff for every student-athlete on their roster. In addition, student-athletes who are on the required academic meeting list will also have grades monitored on a regular basis. Coaches will be provided access to grade sheets through their team academic coordinator.
- **Study Hall:** All incoming freshmen, select transfer students and select returners are required to participate in the study hall program. Teams set a minimum required number of hours for student-athletes to earn each week, which may be adjusted when traveling or during weeks with altered class schedules. Study hall hours take place in the Academic Success Center in the SAC, and weekly reports are sent to coaching staffs on Mondays.

- **Academic Meetings:** All incoming freshmen, select transfer students, and select returners are required to participate in academic meetings with the Academic Success Center staff. Students are assigned an academic mentor to meet with on a weekly/bi-weekly/etc. basis to go over grades, study techniques, organizational habits, and other academic success skills.
- **Attendance reports:** Faculty are required to turn in attendance through the second week of classes but may take regular attendance beyond that. Coaches will be sent weekly attendance reports on Monday for those classes that do take attendance.
- **Travel letters/excused absences:** Lindenwood allows students (including student-athletes) engaged in official, university-sponsored sporting contests to be excused from classes they miss while attending such events. Students are required to communicate with their professors and plan for missed work at least 24 hours in advance of their university-authorized absences.
  - [Travel Roster and Itinerary](#) form must be submitted through ARMS *at least 24-hours and/or one business day prior to departure for each away trip.*
  - [Home Competition Class Excuse](#) form must be submitted through ARMS for any home event that will require student-athletes to miss classes *at least 24-hours and/or one business day prior to each competition.*
  - Any changes to the roster and/or itinerary information should be communicated through the designated “Change of Schedule” process.
- **Registration & Scheduling:** The athletic department is given a limited number of spots for early registration each semester. Teams that will be in season and/or have off campus practice facilities will be given priority registration for the upcoming semester. It is the coaches’ responsibility to work out practice times with their respective teams and any other teams who share practice facilities.
- **Injury/Illness protocol:** Student-athletes not cleared for class will not be cleared for practice. Any injury/illness that goes through the athletic training staff will be communicated by the team’s athletic trainer to the designated academic coordinator through the Return to Learn protocol. The academic coordinator will then work with the student-athlete’s professors and the affected student-athlete to plan for any missed work. Any absences beyond two weeks are considered “extensive” and will then be routed through the university’s Accessibility Coordinator.
- **Recruitment:** Coaches may set up visits for recruits to talk about the Academic Success Center and services through their academic team coordinator.

## FERPA

The Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment, is federal legislation that governs the privacy of student records. All personally identifiable educational records maintained by the University and recorded as part of the normal business of the University are protected by FERPA.

## Accessibility Services

Lindenwood University complies with the Americans with Disabilities Act by making our programs and services accessible to students with disabilities. Student Academic Support Services ensures that these students receive assistance by providing auxiliary aids and accommodations. We strive to give students an equal opportunity to succeed in earning their degrees.

Accommodations are provided to qualified students with a variety of disabilities, including, but not limited to, the following: attention deficit disorder, learning disabilities, mobility impairment, hearing loss, and visual impairment. Students with temporary physical, sensory, medical, psychological, or other impairments may receive services on a short-term basis.

Reasonable accommodations are provided on an individual basis and are determined based on submitted documentation as well as discussion with students. Accommodations will reflect the diagnosis provided on

the student's documentation. Some accommodations include assistance with note taking, double time on tests, private testing areas, tutoring, extended time on writing assignments, and preferred seating. Lindenwood also provides accommodations with mobility disabilities. Because our campus does have classroom buildings that may not fully accommodate students with mobility issues due to the age of the buildings, we will move classes for these students to rooms in accessible buildings.

To receive accommodations, students need to contact the Student Support and Accessibility Coordinator, Jeremy Keye (LARC 353, JKeye@lindenwood.edu, 636-949-4510). Next, the student will be asked to provide appropriate documentation with diagnosis. The coordinator and student will discuss proper accommodations based on documentation. Once accommodations are decided, the coordinator will give the student Campus Accessibility Faculty Notification Forms to give to his or her professors. The student and professors will then discuss how to arrange the accommodations.

## **Student-Athlete Development**

- **Workshop series:** Workshops aimed at specific skill sets for student-athletes by class may be put on throughout the year. Workshop attendance is not mandatory but is highly encouraged, and students may attend workshops they think are most relevant to their specific situation.
- **Community Service:** Community service hours may be turned in to the Academic Success Center staff for record-keeping purposes. While certain opportunities may be passed along from select outside sources, teams are encouraged to schedule community service hours on their own.
- **SAAC:** The Student-Athlete Advisory Committee is an NCAA initiative and serves as the official voice and representation for student-athletes within the department, on campus, and in the community. Each team must have at least two active and willing representatives on SAAC, though teams may have more as approved by the SAAC advisor (Assistant Athletic Director for Academic Services). Coaches are responsible for providing a platform for SAAC reps to communicate information from SAAC meetings to the team and any concerns from the team back through their SAAC representatives.
- **APPLE:** The APPLE team serves as a group of student-athlete leaders dedicated to drug, alcohol, and other substance peer education.
- **Athlete Mentor Program (AMP):** The mission of the Athlete Mentor Program is to establish a positive and unified culture by guiding and integrating incoming freshmen into the campus and community. All new freshmen student-athletes will be paired with a peer mentor, who will be a returning student-athlete on a different team. The peer mentor will serve as a primary resource and outstanding example of what it means to be part of the Lion family. Peer mentors and mentees will meet to discuss and explore student-athlete relevant topics such as campus resources and departments, course planning and registration, department policies and expectations. *Participation for incoming freshmen is mandatory.*

## **Section III**

# **Athletic Communications**

### **Social Media**

The emergence of social media has created another platform with which student-athletes, coaches and administrators can communicate. Related specifically to Communications, coaches and student-athletes must grant the Assistant Athletics Director for Athletic Communications (and his staff) viewing access to all social media usages, including (but not limited to) Twitter, Instagram and Facebook. Student-athletes and coaches may not block or deny Media Relations any such access.

### **Student-Athletes and Staff social media guidelines**

- No offensive or inappropriate pictures as determined by the Director of Athletics and/or his designee.
- No offensive or inappropriate comments as determined by the Director of Athletics and/or his designee.
- Any information placed on the website(s) does not violate federal or state laws, university policies, athletics department or team policies.
- Photos and/or comments posted on these sites do not depict inappropriate team related or university identifiable activities (including wearing/using team uniforms or gear inappropriately)
- All social media content must abide by NCAA rules and regulations.
- Violations of University policy (e.g., harassing language, university alcohol or drug policy violations, etc.) or evidence of such violations in the content of online social websites are subject to university discipline.
- Examples of inappropriate and/or offensive social media content include, but are not limited to the following:
  - Content targeting underrepresented, minority, disabled, or disenfranchised populations; derogatory language; profanity, obscene or sexual comments and/or gestures; and language that is hostile, harassing, abusive, prejudicial, disrespectful, Insulting, or vulgar.

### **Monitoring and Safety**

- The Athletics Department requires that student-athletes allow their head coach or designated coaching staff member, as well as members of the athletics administration, access to all social networking sites that they join. The Athletics Department requires that each head coach must designate at least one member of their coaching staff who is responsible for having access to and regularly monitoring the content of the team members' social networking sites and postings.
- Student-athletes must remember that they are representatives of the University. Please keep the following guidelines in mind while participating on social networking sites:
  - Before participating in any online community, understand that anything posted online is available to anyone in the world. Any text or photo placed online becomes the property of the site(s) and is completely out of an individual's control the moment it is placed online.
  - Do not post any information, photos, etc. online that could embarrass you, your family, your team, the Athletics Department or the University. This includes information that may be posted by others on your page.
  - Never post your local address, pictures of your home, cell phone number or class schedule. Student-athletes could be the target of predators.
  - Be aware that potential employers and internship supervisors view these sites as a way of screening applicants. In addition, many graduate programs and scholarship committees also



search these sites to screen applicants.

## **Media Relations**

During your years at Lindenwood, you may be called upon by the Athletics Communication Office to appear for interviews and photographs. You have a responsibility to the university, your coaches, and teammates to cooperate with these requests whenever possible.

All of these media/institutional requests must be coordinated through the Athletics Communication Office. If you receive an interview request by telephone or via email, ask that the media representative make arrangements through the Athletics Communication Office. In general, when speaking to the media, be confident, courteous, and prompt. Always remember when dealing with the media to present an image that is consistent with the ideals and high standards of Lindenwood.

If you have any questions about how to conduct interviews, please feel free to contact the Athletics Communication Office. Lindenwood makes a strong effort to gain positive exposure for its athletics programs, and your efforts in working with the media are appreciated.

### **Tips for dealing with the Media**

- Always be on time for interviews. Should the interview be set for a time on the phone, make sure you are available. Absence from class for media interviews is not permitted.
- Organize your thoughts before a scheduled interview so that you are sure about the points you want to communicate.
- Be sure to understand the reporter's question before answering it.
- Give proper credit to teammates and coaches, and never criticize them to the media.
- Always say complimentary things about your opponents before and after the game.
- Keep direct eye contact with the interviewer.
- Speak in short, clear sentences.
- Be yourself. Do not be afraid to talk about things of importance to you outside of athletics. "Conversations" make better interviews than "interrogations."

For additional information contact Blake Bunton, Sports Information Director at [bbunton@lindenwood.edu](mailto:bbunton@lindenwood.edu)

# Section IV

## Athletic Performance Department

### Mission Statement

Provide a positive environment for student-athletes and staff to learn, grow, and develop as leaders both physically and mentally.

### Core Values

- **Give 100%**
  - Authenticity and Ability.
  - Be your own coach and bring your own style to the team.
- **Will Do**
  - We will have a “will do” attitude as a fellow coach, mentor, and leader of teams.
- **Invest**
  - Invested in each other by supporting each team member’s roles and goals.
  - Invested in self by prioritizing education, work-life balance, and relationships.
- **Have Fun**
  - Remember to have it and create it daily.

### Program Objectives

- Provide educated and skilled staff dedicated to implementing appropriate movement assessments to reduce the risk of injury occurring during athletic performance and in the weight room.
- Communicate and work closely with the Athletic Training staff to decrease the risk of injury and implement the appropriate return-to-play protocol.
- Implement the most up-to-date and effective sport performance training programs.
- Develop individual and team programs based on scientific principles tailored to enhance athletic performance.
- Administer comprehensive programs that address strength, speed, power, acceleration, agility, core development, flexibility, conditioning, and nutrition with the goal of developing the total student-athlete.
- Monitor individual and team progress.

### Program Expectations

- Athletic Performance staff will be on the training floor at all times.
- Educate student-athletes on strength training principles.
- Coach with great enthusiasm and intensity.
- Provide positive and constructive feedback.
- Hands-on with individual student-athletes.
- Establish trust and connection with each athlete.
- Treat student-athletes with respect.
- Always demand great effort.

# **Field House Fitness Center**

## **General Information**

The Fitness Center is located across from Hunter Stadium, and it houses several types of training equipment, including free weights, machine weights, cardio equipment, and an indoor track. The facility is available to anyone with a current Lindenwood ID between 8:00am – 1:00pm, but only student-athletes and/or athletic teams working directly with an Athletic Performance Coach can train in the facility after 1:00pm. It is important that Fitness Center patrons use the equipment in a responsible manner and adhere to the facility rules to assure health, safety, and effective training while avoiding injuries and other complications.

## **Fitness Center Hours of Operation**

### **Team and Individual Training**

Monday – Friday

6:00am – 7:00pm or until last scheduled team is finished

### **Public Training**

Monday - Friday 8:00am-1:00pm

\*Patrons must sign in and present a current Lindenwood ID upon entry.

### **Facility Closed for Cleaning**

Friday 9:00am-10:00am

## **Fitness Center Facility Rules**

- All patrons must sign in and present a current Lindenwood ID to enter the facility.
- Appropriate clothing and footwear will be recommended and compliance expected. Shirts, athletic shorts/pants, and tennis shoes are required. Shirts and athletic shorts/pants will be limited to Lindenwood University athletic apparel, team issued apparel, or plain, non-school affiliated athletic wear. The Athletic Performance staff reserves the right to ask patrons to change or leave the facility if clothing is not compliant or is deemed inappropriate based on their professional judgment.
- No equipment will be checked out of the storage closet unless a patron is working directly with an Athletic Performance Coach or an Exercise Science Instructor.
- All patrons are required to wipe down equipment and rack weights after usage.
- All patrons are encouraged to take appropriate action to prevent the spread of infectious diseases. Individuals with open sores, infections, or appear to have a contagious disease are prohibited from training.
- Throw away all trash prior to leaving the facility (water bottles, etc).
- Profanity, physical or verbal abuse, horseplay, and other inappropriate behaviors are prohibited.
- Misuse of the equipment will not be tolerated (throwing or slamming dumbbells and weights, etc).
- Absolutely no spitting inside of the Fitness Center.
- All patrons must be courteous and respectful to the Athletic Performance staff and student employees.
- Stealing from the Fitness Center is not tolerated and will result in the removal of Fitness Center privileges.

*\*Rules are implemented to assure health, safety, and effective training while avoiding injuries and other complications. Teams or individuals that fail to comply with the guidelines and rules will be prohibited from training at the Fitness Center.*

# **Section V**

## **Athletic Training**

### **Mission**

The Athletic Training Department at Lindenwood University is dedicated to the prevention, care and rehabilitation of athletic injuries experienced by the student-athletes while participating in Lindenwood University Intercollegiate Athletics. The staff consists of Co-Medical Directors, a Head Athletic Trainer, nine Assistant Athletic Trainers, six Graduate Student Worker Athletic Trainers, Athletic Training Students, and other medical professionals who work in conjunction with the athletic department.

No student-athlete should be permitted to risk permanent aggravation of existing disability whatever the circumstance. Following an injury or significant medical problem, the medical director will decide when the student-athlete can resume practice and/or competition. In the absence of the medical director, or designee, the athletic trainer will decide whether the student-athlete can participate or practice.

The athletic trainer will follow the physician's orders on all treatments and will inform the physician on a routine basis as to the progress the student-athlete is making on her/his rehabilitation and treatment. A medical file will be maintained and updated regularly by the athletic trainer for each student-athlete. If a student-athlete is under the care of a physician other than the medical director, a written statement permitting practice and competitive activity, restrictions or any modified activity must be specified and presented to the athletic trainer prior to participation.

### **Independent Medical Care**

Diagnosis, management and return to play determinations for the student-athlete are the responsibility of the institution's primary athletics health care providers (team physicians and athletic trainers). In the best interest of the health and welfare of our student-athletes with both short and long-term effects in mind, the Lindenwood University team physicians and athletic trainers have the unchallengeable, autonomous authority to determine student-athlete care.

Coaches will not be allowed to impose demands that are inconsistent with guidelines and recommendations established by team physicians, athletic trainers and their respective sports medicine and athletic training professional organizations.

### **Confidentiality**

The Athletic Training Department takes precautions to ensure that a student-athlete's private health information is kept confidential, however it may be necessary to communicate certain aspects with Lindenwood University personnel to ensure that student-athletes are not at risk for injury. Individuals that may need access to pertinent medical information include but are not limited to team physicians, athletic training students directly involved in the student-athlete's care, athletic administrators and coaches. This information will remain privileged and only accessible to Lindenwood University personnel directly involved with the care and wellbeing of the student-athlete.

### **Athletic Training Room Hours**

All athletic training rooms will be open for treatments from 8:00am- 1:00 pm daily, Monday-Friday and on the weekend based on practice schedules and appointments. Student-athletes should make appointments during these hours with their team athletic trainer. If the student-athlete is unable to attend treatment or rehabilitation during these set hours, they should communicate this to their athletic trainer who will modify their schedule to accommodate the student-athlete.

### **Athletic Training Room Rules**

The athletic training staff, including athletic training students, is committed to a high level of healthcare to our student-athletes. Student-athletes and Coaches are asked to follow the following rules and regulations in the Athletic Training Rooms:

- No one is permitted in the athletic training room without the supervision or permission of a staff athletic trainer.
- It is the sole responsibility of the student-athlete to report all injuries and illnesses to a member of the athletic training staff to ensure proper and expedient care.
- All student-athletes should check-in to Vivature and their supervising athletic trainer upon entry into the athletic training room.
- No loitering or lounging. All athletes should leave the facility after the conclusion of their required treatment or rehabilitation.
- Absolutely no tobacco products are permitted in the athletic training room.
- Absolutely no food or beverages are allowed in the athletic training room.
- This is a co-ed facility. Proper dress is required.
- No cleats or turf shoes are permitted in the athletic training room. In addition, no shoes are allowed on the treatment tables.
- Please turn off all cell phones and other electrical devices upon entering the athletic training room.
- Profanity and other derogatory/abusive language will not be tolerated.
- Please keep talking to a minimum. Appropriate behavior and conduct will be enforced by all members of the athletic training staff.
- Only authorized personnel are allowed in the storage cabinet(s), storage closet, and hydrotherapy room.
- If you wish to borrow supplies, (coolers, water bottles, tubing, etc.) you must first get approval from a member of the athletic training staff. When the supplies are returned, they should be in the same condition as they were when checked out (CLEAN!).
- The Athletic Training Department is not responsible for any personal items brought into and/or left in the athletic training room.

## **Medical Eligibility for Athletic Participation**

### **New Student-Athletes**

- A Vivature account must be created and all forms including the Medical History, Sickle Cell Trait Testing, Concussion Acknowledgement, Primary/Secondary Insurance Acknowledgement, Student-Athlete Waiver, Consent to Treat/Statement of Risk and Release of Medical Information must be completed and signed.
- Pre-participation Examination – All new student-athletes are subject to be medically cleared, on campus, by a designated physician and the athletic trainer.
- Baseline concussion testing, including a SCAT3 and Impact Testing, must be completed by the following sports prior to participation: football, hockey, lacrosse, wrestling, soccer, basketball, cheerleading, dance, gymnastics, field hockey, rugby, diving water polo, baseball, softball, pole vault and diving.
- Current insurance that covers the student-athlete in the State of Missouri and intercollegiate athletic injuries or illnesses must be on file prior to participation.

### **Returning Student-Athletes**

- Returning student-athletes must log in to their Vivature account and update their insurance, parent guardian contact information and their emergency contact information. They must also complete their Returning Student-Athlete Questionnaire, Concussion Acknowledgement, Consent to Treat/Statement of Risk, Primary/Secondary Insurance Acknowledgement and Release of Medical Information forms.

- The returning student-athlete must see an athletic trainer, on campus to go over their Returner Questionnaire and get their blood pressure, heart rate, height and weight measured. The athletic trainer will decide whether the returning student-athlete is clear for participation or needs to follow up with a physician for a further evaluation.
- Baseline concussion testing, including a SCAT3 and Impact Testing, will be completed on returning student-athletes who are in their third year of participation and participate in the sports of: football, hockey, lacrosse, wrestling, soccer, basketball, cheerleading, dance, gymnastics, field hockey, rugby, diving water polo, baseball, softball, pole vault and diving.
- Current insurance that covers the student-athlete in the State of Missouri and intercollegiate athletic injuries or illnesses must be on file prior to participation.

### **Pre-Existing Conditions**

Student-athletes who have sustained an injury or have had a significant illness must disclose this information during their annual examination. Failure to report pre-existing injuries or illnesses relieves Lindenwood University of all liability if the student-athlete sustains a subsequent injury or re-injury to the affected body part, provided the original injury was a contributing factor to the subsequent injury in the opinion of the Medical Director.

The university's secondary insurance policy is limited to those injuries incurred, which in the opinion of the team physician and certified athletic trainer, are directly attributable to participation in sanctioned intercollegiate athletics while a full-time student and team member at Lindenwood University.

## **Insurance**

### **Primary Insurance**

Participation in intercollegiate athletics involves the inherent risk of injury. For this reason, it remains necessary for all student-athletes to maintain a personal health insurance policy. This policy must remain in effect throughout the entire school year, thus covering all in-season and out-of-season training, practices, and competitions.

**Students will not be allowed to participate in any team activity or training until proof of insurance is provided to the athletic training department.** It is highly recommended the student-athlete's health insurance policy has a reasonable deductible, as this may be the responsibility of the student-athlete and/or policy holder. Furthermore, this policy must meet the following criteria:

(1) Coverage of interscholastic athletic-related accidents

(2) Coverage in the state of Missouri

\*Out-of-state student-athletes with health insurance that only covers emergencies in the state of Missouri may need to return home, at their own expense, for non-emergency, elective medical care. While the university does retain a secondary insurance policy for student-athletes, it must be understood that necessary steps may need to be taken to ensure the primary insurance policy is properly utilized and fully exhausted prior to receiving benefits from the secondary. In addition, if it is determined that a student-athlete incurred out-of-network expenses not covered by his/her primary insurance due to lack of coverage, benefits from the secondary insurance policy may not be available.

In addition to the specific criteria stated above:

(1) Out-of-state Medicaid plans DO NOT meet Lindenwood University Athletics requirements.

### **Secondary Insurance**

The current secondary policy is an accident-only policy and an excess policy. This policy carries a disappearing \$1,000 deductible and eligible medical expenses payable under any other insurance policy or

service contract may be used to satisfy or reduce the deductible. After the student-athlete's primary health insurance policy is exhausted and the \$1,000 deductible has been met for the university policy, the secondary health insurance may provide up to the maximum benefit for eligible medical expenses. This may not include certain medical procedures, special services, durable medical equipment, etc.

In addition, this accident-only policy will not provide coverage for the following:

- Costs incurred from the care of injuries and illnesses that are not linked directly to a specific athletic accident or event.
- Costs associated with injuries and illnesses incurred while participating in activities not directly associated with the student-athletes intercollegiate program.
- Costs incurred due to additional testing required as the result of issues or concerns raised during the pre-participation examinations.
- Costs incurred from the emergency care of medical conditions that are not directly attributable to the participation in intercollegiate athletics (i.e. appendectomy).
- Costs incurred due to dental care not relating directly to an athletic incident.
- Costs incurred due to injuries associated with fighting (regardless of the setting).

### **Guidelines for Reporting an Injury/Submitting a Claim**

The student-athlete must report all injuries and illnesses to the athletic training staff in a timely manner for appropriate evaluation and referral.

- All medical services and referrals must be coordinated and/or approved by the athletic training department. Any costs related to medical services scheduled without notification and approval from the athletic training department will be the sole responsibility of the student-athlete: this does not include emergency care.
- In the event of an emergency visit, the student-athlete should seek assistance from the athletic training staff immediately after returning to campus.
- The student-athlete must first have all medical expenses filed with his/her primary insurance carrier prior to the secondary policy.
- Once the incident has been verified by the athletic training staff, a claim form will be submitted to the secondary insurance company by the secondary insurance coordinator.
- **The student-athlete is responsible for ensuring all information is submitted to the secondary insurance company.**
- Requested information may be submitted to the secondary insurance company via:  
Direct submission from the healthcare provider by providing them with the secondary insurance company information or indirect submission from the student-athlete after information is obtained from the involved parties (medical providers and primary insurance carrier)
- The student-athlete is responsible for ensuring all requested information from the secondary insurance company is provided in a timely manner. This may include, but is not limited to: parent employment verification, itemized bills for services, explanations of benefits, etc.

**Failure to comply with requests for additional information may result in a lack of benefits provided by the secondary insurance company.**

### **Catastrophic Insurance Coverage**

- **NCAA Student-Athletes** are covered by the NCAA sponsored Catastrophic Injury Insurance Program which covers the student-athlete who is catastrophically injured while participating in a covered intercollegiate athletic activity. The policy has a \$90,000 deductible and provides benefits more than any other valid and collectible insurance.

- **SLS Student**-Athletes are covered by a Lindenwood University provided Catastrophic Athletic Injury Insurance Program for medical expenses resulting from injuries and illnesses sustained by the student-athlete during participation. The Catastrophic Athletic Injury Insurance Program has a \$25,000 deductible; eligible medical expenses payable under any other insurance policy or service contract will be used to satisfy or reduce the deductible. After the \$25,000 deductible has been met, the program provides up to \$5,000,000 worth of benefits for a lifetime.

## **Tryout Policy**

Prior to participation in a tryout, a prospective student-athlete is required to present a physical, from the past six months that was administered by a physician, to the athletic training staff. The physical should include a sickle cell solubility test (SST), unless documented results of a prior test are provided to the Lindenwood athletic training staff or the prospective student-athlete may decline the test and sign a Lindenwood Sickle Cell Testing Declination Waiver. The prospective student-athlete must also sign a waiver releasing Lindenwood University of any liability during the tryout and provide documentation of current health insurance before the tryout may occur.

A certified athletic trainer will review all medical histories before the tryout begins. Questionable histories will be referred to the Medical Director for approval of the prospective student-athlete to participate in the tryout.

## **Concussion**

The Lindenwood University Athletic Training Department recognizes that concussions suffered while participating in Intercollegiate Athletics and Student Life Sports pose significant health risks both in the short and the long term. The Lindenwood University Athletic Training Department has implemented policies and procedures to educate, identify, evaluate manage symptoms and implement safe return to learn and return to play protocols for our student-athletes who have suffered a concussion. These policies and procedures have been developed to allow student-athletes, only when their injuries are completely healed and they are physically and mentally prepared, to return to the classroom and competition.

The Lindenwood University Concussion Management Policy and plan can be found at:

[http://www.lindenwoodlions.com/documents/2017/8/9//LU\\_Concussion\\_Management\\_Policy\\_and\\_Plan.pdf?id=2424](http://www.lindenwoodlions.com/documents/2017/8/9//LU_Concussion_Management_Policy_and_Plan.pdf?id=2424)

## **Sickle Cell Screening Policy**

Sickle cell trait is not a disease and is not a barrier to exercise or participation in sport. Sickle cell trait is the inheritance of one gene for sickle hemoglobin and one for normal hemoglobin. During intense or extensive exertion, the sickle hemoglobin can change the shape of red cells from round to quarter-moon, or “sickle.” Research shows how and why sickle red cells can accumulate in the bloodstream during intense exercise. Sickle cells can “log jam” blood vessels and lead to collapse from ischemic rhabdomyolysis, the rapid breakdown of muscles starved of blood. Major metabolic problems from explosive rhabdomyolysis can threaten life. Sickling can begin in 2-3 minutes of any all-out exertion – and can reach grave levels soon thereafter if the athlete continues to struggle. Heat, dehydration, altitude, and asthma can increase the risk for and worsen sickling, even when exercise is not all-out. Despite telltale features, collapse from exertional sickling in athletes is under-recognized and often misdiagnosed. Sickling collapse is a medical emergency.

Screening for sickle cell trait as part of the medical examination process is required in NCAA Division II institutions and Lindenwood University Intercollegiate Athletics unless documented results of a prior test are provided to the institution or the student-athlete or prospective student-athlete declines the test and signs a written release.

Precautions can enable student-athletes with sickle cell trait to thrive in their sport. These precautions are outlined in the references and in a 2007 NATA Consensus Statement on Sickle Cell Trait and the Athlete. Knowledge of a student-athletes sickle cell status should facilitate prompt and appropriate medical care



during a medical emergency. Student-athletes with sickle cell trait should be knowledgeable of these precautions, and Lindenwood University Intercollegiate Athletics will provide an environment in which these precautions may be activated. In general, these precautions suggest student-athletes with sickle cell trait should:

- Set their own pace.
- Engage in a slow and gradual preseason conditioning regimen to be prepared for sports-specific performance testing and the rigors of competitive intercollegiate athletics.
- Build up slowly while training (e.g., paced progressions).
- Use adequate rest and recovery between repetitions, especially during “gassers” and intense station or “mat” drills.
- Not be urged to perform all-out exertion of any kind beyond two to three minutes without a breather.
- Be excused from performance tests such as serial sprints or timed mile runs, especially if these are not normal sport activities.
- Stop activity immediately upon struggling or experiencing symptoms such as muscle pain, abnormal weakness, undue fatigue or breathlessness.
- Stay well hydrated always, especially in hot and humid conditions.
- Maintain proper asthma management.
- Refrain from extreme exercise during acute illness, if feeling ill, or while experiencing a fever.
- Access supplemental oxygen at altitude as needed.
- Seek prompt medical care when experiencing unusual distress.

### **Lightning Safety Policy**

Lightning is the most dangerous and frequently encountered thunderstorm hazard that individuals experience every year. It is important that all Lindenwood University athletic teams and personnel are aware of lightning hazards and the specific safety shelter for their venue. The following policy is based on the specific recommendations as stated by the National Athletic Trainers Association (NATA) Lightning Safety position statement and the updated National Collegiate Athletic Association (NCAA) Sports Medicine Handbook.

# Section VI Compliance

## NCAA Rules & Regulations

### Initial Academic Eligibility

To be eligible as an incoming freshman, the following criteria must be met:

- Graduate from high school;
- Complete these 16 core courses:
  - 3 years of English
  - 2 years of math (Algebra 1 or higher)
  - 2 years of natural or physical science (including one year of lab science if offered by your high school)
  - 3 additional years of English, math, or natural or physical science
  - 2 years of social science
  - 4 years of extra core courses (from any category above, or foreign language, non-doctrinal religion, or philosophy)
- Earn a 2.0 grade-point average or better in your core courses
- Earn a combined SAT score of 820 (900 if taken after March 16, 2016) or an ACT sum score of 68.

### *Continuing Academic Eligibility*

All student-athletes need to be enrolled full-time to be eligible for practice and competitions and be in good academic standing (see below).

### *Good Academic Standing*

To remain in good academic standing, undergraduate students must maintain a minimum cumulative GPA of 2.0. Graduate students must maintain a 3.0. Students whose cumulative GPA falls below 2.0 (3.0 for grad students) will be placed on probation. Students whose cumulative GPA remains below 2.0 (3.0 for grad students) after the subsequent term will be permitted to continue on probation as long as the term GPA is 2.0 (3.0 for grad students) or higher. Students are removed from probation when the cumulative GPA reaches 2.0 (3.0 for grad students). A student on probation who earns a term GPA below 2.0 (3.0 for grad students) will be placed on suspension.

### *Nine/Eighteen/Twenty-Four Hour Rules*

All student-athletes, including transfers, are required to earn a minimum of nine semester credit hours in the previous full-time term of attendance to be eligible for competition in the next semester. This rule does not apply to graduate students and students seeking a second bachelor's degree. If a student-athlete is in the final year of his/her degree program, the nine hours may be acceptable toward any of the institution's degree programs.

Prior to each fall semester, a student-athlete will be certified based on earning 24 credit hours during the last academic year. Of those 24 credit hours, 18 must be earned during the fall term and spring term.

### *Designation of Degree Program and Progress Toward Degree*

During the first two years of enrollment, a student-athlete can use credits acceptable toward ANY degree program. After a student-athlete's fourth semester of full-time enrollment, he or she must have declared a

specific degree program (major) prior to the beginning of the next semester. It is the student-athlete's responsibility to declare a major no later than the completion of the fourth semester of full-time enrollment. A Designation of Degree Form must be filed with the Registrar's Office. A student-athlete may view the requirements of his/her declared major(s) by accessing the Program Planning Worksheet in Lindenwood University's catalog. The registrar must approve and document all changes of a degree program.

Beginning with the student-athlete's junior year, or fifth semester of full-time enrollment, at least 24 semester credits MUST count toward the student-athlete's designated degree program. For questions regarding academic eligibility, contact the Compliance Office.

### *Transfers*

If a student transferred to Lindenwood from another institution, that student's eligibility is determined by your academic record in existence at the time of transfer. Once Academic Services receives an official transcript, it will be evaluated and added to the student-athlete's Lindenwood transcript. If the university has already had an equivalency set for a specific course, then Academic Services will upload the equivalency. If the transfer course does not have an equivalency set, the course will be sent to the department chair and he or she will make the determination of its equivalency and notify Academic Services. The student-athlete may be asked to provide documentation, such as course descriptions or syllabi from the previous coursework. Transfer eligibility can vary. Contact the Compliance Office to discuss your specific academic record and how transfer rules apply to your specific situation.

### Amateurism

- You are not eligible for participation in a sport if, after initial full-time collegiate enrollment, you have ever
  - Taken pay or the promise of pay for competing in that sport;
  - Agreed (orally or in writing) to compete in professional athletics in that sport;
  - Played on any professional athletics team as defined by the NCAA in that sport;
  - Used your athletics skill for pay in any form in that sport. [Bylaw 12.1.2]
- You are not eligible in a sport if you ever have accepted money, transportation, or other benefits from an agent, or agreed to have an agent market your athletics ability or reputation in that sport. [Bylaw 12.3 NCAA Rules and Regulations]
- You are not eligible in any sport if, after you become a student-athlete, you accept any pay for promoting a commercial product or service, or allowed your name or picture to be used for promoting a commercial product or service. [Bylaw 12.5.2]
- You are not eligible in any sport if, because of your athletic ability, you were paid for work you did not perform, were paid at a rate higher than the going rate, or were paid for the value an employer placed on your reputation, fame or personal following. [Bylaw 12.4]

### Impermissible Extra Benefits

An extra benefit is any special arrangement by an institutional employee, booster or anyone that the student-athlete is not legally dependent upon that provides the student-athlete, or the student-athlete's relative or friend, a benefit not authorized by the NCAA. Receipt by a student-athlete of an award, benefit, or expense allowance not authorized by the NCAA legislation renders the student-athlete ineligible.

Student-athletes are permitted to receive expenses from the institution that are directly related to travel and competition while representing the institution, as well as the expenses included in the scholarship agreement.

Receipt of any monetary or tangible benefit or award from persons outside of the Athletics Department is not permitted. A student-athlete may not receive “discounts,” free or reduced-cost services, use of credit cards, or the following from an institutional employee or representative of athletics’ interest:

- Loan
- Use of an automobile
- Transportation
- Signing or co-signing of a note

A student-athlete may receive benefits generally provided to the student body, which are not considered “extra benefits.”

Do not accept special discounts on purchases or services, and do not accept special payment arrangements on any purchases. Protect your eligibility by being very careful not to accept “free” or “special” benefits that someone wishes to give you. If you are in doubt, check with your coach or the Compliance Office.

#### Playing and Practice Limitations

Student-athletes face many challenges in attempting to balance course studies, practices, competitions, and college life in general. As a result, the NCAA limits in-season and out-of-season practices. In-season practices are limited to four hours per day and 20 hours per week with one required day off each week.

#### *Countable Athletically Related Activities*

The following activities are considered countable athletically related activities for the purpose of practice-hour limitations:

- Practice (no more than four hours per day)
- Athletic meetings with a coach that are initiated or required by the coach
- Competition (counts as three hours regardless of actual length)
- Field, floor, and on-court activities
- Setting up of offensive and defensive alignments
- Required weight-training and conditioning activities
- Required participation in camps/clinics
- Visiting the competition site in golf or cross country
- Participation outside the regular season in individual skill-related instructional activities with a member of the coaching staff
- Discussion or review of film

#### *Non-Countable Athletically Related Activities*

The following activities are not considered countable athletically related activities for the purpose of practice-hour limitations:

- Compliance meetings
- Meetings with a coach initiated by the student-athlete
- Study tables, tutoring, or academic meetings
- SAAC meetings
- Voluntary sport-related activities with no attendance taken and no coach present
- Traveling to/from site of competition
- Training room activities
- Recruiting activities (student host)

- Training table meals
- Attending of banquets
- Fundraising activities, public relations/promotional activities, or community service projects
- Voluntary weight training not conducted by a coach

Out-of-season practices are limited to eight hours per week with no more than two hours of skill instruction, with the exception of football. In addition, all out-of-season sports have two required days off per week. All workouts during the summer must be voluntary. Student-athletes competing in football, field hockey, men's and women's soccer, men's and women's cross country, and women's volleyball may have workouts conducted by strength and conditioning coaches in the summer. If you have questions or concerns regarding these activities, please contact the Compliance Office.

### Grant-In-Aid

The Financial Aid Office is responsible for awarding all institutional and government aid. The Compliance Office works closely with the Financial Aid Office to properly allocate and monitor athletics aid.

Each year, student-athletes must sign an Athletics Aid Agreement before receiving any athletic-related aid. Athletics scholarships may be awarded as full or partial aid. A full scholarship covers the cost of tuition, room, board, and course-related books. Athletic scholarships are awarded for a period not to exceed one academic year.

To be eligible for athletics scholarships, all student-athletes must meet applicable NCAA, conference, institution, and department regulations. Failure to adhere to academic, social, or athletic responsibilities may lead to a reduction and/or removal of athletic scholarship. Any renewal, reduction, or cancellation of an athletic scholarship is made at the discretion of the coach and vice president of intercollegiate athletics. An athletic scholarship that is removed during the academic year may be pro-rated, and the student-athlete will be responsible for the remaining balance.

Student-athletes whose athletically related aid is reduced, cancelled, or not renewed have a right to appeal.

The procedure is as follows:

1. The Financial Aid Appeals Committee shall be comprised of non-athletic department staff members and is chaired by the Vice President for Enrollment Management.
2. The Financial Aid Appeals Committee shall convene to hold hearings relative to the reduction, non-renewal, and cancellation of athletic financial aid.
3. Student-athletes who have received such notification and wish to use the appeal procedure shall send written notice to the Financial Aid Office of their request for a hearing. Written notice of the appeal and supporting documentation must be received from the student-athlete within 14 days of the date noted on the original notification.
4. The Vice President for Enrollment Management shall promptly schedule the hearing within 10 business days of receiving written notice of appeal and shall send the Vice President of Intercollegiate Athletics notice of the same. Such notice shall include the date, time, and location of the hearing.
5. The hearing shall be conducted as follows:
  - a. The student-athlete shall appear first and shall put forward his/her case.
    - i. The student-athlete has the right to representation in an advisory capacity and the right to produce evidence.

- ii. The student-athlete may introduce written statements, produce witnesses, and/or testify personally. The names of the witnesses and their relevance must be presented to the director of financial aid at least one working day prior to the hearing. The number of witnesses the student-athlete may have will be limited to three.
  - iii. Witness testimony may be by question or narrative.
  - iv. After the student-athlete has finished presenting the witnesses, members of the Financial Aid Appeals committee may question the witnesses and/or the student-athlete if he/she chooses to testify.
  - v. The representative of the Athletics Department may also ask questions but the questions must be directed through the chair of the committee.
- b. The Athletics Department shall put forward its case after the student-athlete has concluded his/her case. The presentation shall be in the presence of the student-athlete.
- i. The presentation shall be made by the coach, if possible, and written documentation should be available to support all statements made. If the coach cannot present the case, the name of the replacement shall be submitted to the chair of the committee with an explanation of why the coach could not present the case.
  - ii. The Athletics Department may present witnesses and written statements in support of its case.
  - iii. The names of the witnesses and their relevance must be given to the chair of the committee at least one day prior to the hearing. The number of witnesses the Athletics Department may have will be limited to three.
  - iv. At the completion of the testimony, members of the committee may ask questions and the student-athlete may also ask questions, but the questions must be directed through the chair of the committee.
- c. The Financial Aid Appeals Committee shall have the right to exclude evidence if it is determined to be irrelevant to the issue at hand.
6. After consultation with the members of the Financial Aid Appeals Committee, the dean of day admissions shall render the decision of the committee, and this decision shall be final. Written notification of the decision will be sent to the student-athlete, head coach, compliance office, and Vice President of Intercollegiate Athletics within seven business days of the hearing.

#### Career-Ending Injury Policy

The following policy and procedure applies to all student-athletes who have suffered career-ending injuries while practicing or representing Lindenwood University in intercollegiate competition. Under this policy, the affected student- athlete may have recourse for financial assistance in order to continue his/her educational pursuits should the coach of the individual's athletic program decide not to renew his/her athletics-related financial aid.

#### **POLICY AND PROCEDURE**

1. Injury: The injury must have occurred during a sanctioned team activity or while representing Lindenwood in intercollegiate competition.
2. Request: The Vice President for Intercollegiate Athletics will receive all requests for financial assistance.

3. Investigation: The Vice President for Intercollegiate Athletics will review documentation and consult with the head coach, medical director, athletic training, and the Assistant Athletic Director for Compliance. In order to demonstrate incapacitation for the remainder of the student's athletic career at Lindenwood University, the university's medical director must acknowledge the injury/illness is debilitating and provide documentation that the student-athlete will no longer be able to compete in intercollegiate athletics.
4. Results: If the Vice President for Intercollegiate Athletics determines the injury to be career-ending, the Assistant Athletic Director for Compliance and the Director of the Financial Aid Office will be notified of the financial aid to be awarded.
5. Report: Once the decision has been made, the Vice President for Intercollegiate Athletics will notify the student-athlete of the decision. A written copy of the decision will be provided to the student-athlete and a copy will be sent to the Director of Financial aid as well as the Compliance Office.
6. Appeals: The decision of the Vice President for Intercollegiate Athletics is final. No further appeals process will be available.

#### Staff

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## **Section VII**

### **Student-Athlete Discipline Policy**

Lindenwood student-athletes are expected to represent themselves, their team, and the University with honesty, integrity, and character whether it be academically, athletically, or socially.

Participating in intercollegiate athletics as a representative of Lindenwood University is a privilege. With that privilege comes responsibilities. As such, student-athletes should conduct themselves in a respectable manner consistent with the mission of the University, its conference affiliates, and the National Collegiate Athletic Association (NCAA).

This policy outlines the potential consequences for a student-athlete's behavior as it relates to violations of local, state, or federal laws. In addition, Lindenwood student-athletes are subject to the rules and regulations of their individual team, the University, its conference affiliates, and the NCAA. Also, included in this policy is the procedure by which the Athletic Department may respond to allegations of misconduct by student-athletes. The Vice President for Intercollegiate Athletics has the authority to review and modify these sanctions and procedures at any time.

In addition to the sanctions for misconduct that may be imposed by the University, as outlined in the [Student Handbook](#), student-athletes may be sanctioned by the appropriate Athletics Department official for any of the following reasons:

- Violation of NCAA, conference, University, or team rules
- Arrested or charged with a felony or misdemeanor other than a minor traffic offense
- Participation in activities involving game-fixing and/or gambling
- Possession of any illegal drug or drug paraphernalia
- Unauthorized possession of any anabolic/androgenic steroid
- Illegal possession or consumption of alcohol, beer, or wine
- Fighting with, threatening the safety of, or harassing any individual
- Hazing
- Destruction or damage of University property
- Unauthorized entry into any University building
- Any interference with the normal operations of the University or any disruption or conduct which interferes with the rights and opportunities of those who attend the University
- Any conduct not listed above that reflects unfavorably upon Lindenwood University or Lindenwood's Department of Athletics
- Retaliation against any individual for reporting any violation of this policy, or for participating in any investigation or proceeding relating to any alleged violation of this policy.



Sanctions imposed by the Department of Athletics may include, but are not limited to, suspension or removal from team participation and loss of athletic grant-in-aid. The cancellation or non-renewal of a student-athletes grant-in-aid for any act of misconduct will be conducted in accordance with NCAA and conference regulations.

## **Student-Athlete Discipline Procedures**

The following steps are to be followed regarding administration of the Student-Athlete Discipline Policy:

- A student-athlete alleged to have violated the Student-Athlete Discipline Policy must immediately notify the Head Coach or Sport Supervisor. This includes allegations of misconduct referred to the Dean of Students Office.
- When a Head Coach, Assistant Coach, or Department of Athletics staff member learns that a student-athlete has been involved in an alleged act of misconduct, as described in the Student-Athlete Discipline Policy or the Student Handbook, the individual must:
  - Head Coach-immediately notify the Sport Supervisor and Compliance Office
  - Assistant Coach-immediately notify the Head Coach, who must notify the appropriate individuals of the alleged violation.
  - Staff Member-immediately notify the Sport Administrator.
- The Department of Athletics may proceed with disciplinary action under these Student-Athlete Discipline Policy procedures immediately upon notification of alleged misconduct and need not await the outcome of criminal, Dean of Students Office, or other proceedings. By acting, the Athletics Department is not making determination of responsibility for the alleged actions nor whether department discipline is necessary. Rather, the disciplinary action is a means of protecting the integrity of the department in instances where a student-athlete is arrested or charged with an offense.
- **Level I Suspension from Criminal Violations**
  - If Lindenwood or the Athletic Department has information which leads it to conclude that a student-athlete has been arrested or charged with a violation of local, state, or federal law involving violence (e.g. rape, assault), property theft, drug (e.g. possession, distribution and/or possession with intent to distribute) or major alcohol infractions (e.g. operating a motor vehicle under the influence), or felony charges of any kind, the student-athlete will automatically be suspended immediately from practice and competition. Any suspension imposed remains in effect until final disposition by the legal system, applicable university or departmental disciplinary measures have been issued, and/or the department lifts or modifies the suspension.
    - **First Infraction:** The student-athlete is required to meet with the Vice President of Intercollegiate Athletics, the Sport Supervisor, the Head Coach, and a representative from the Compliance Office to review the infraction. The student shall be indefinitely suspended from practice and

competition. The student-athlete shall be required to

- Miss no less than 20% of regularly scheduled competitions if reinstated (including post-season, but not exhibitions).
  - **Second Infraction:** The student-athlete shall be dismissed from the team. Exceptions may be granted if charges are dropped or result in not guilty outcomes.
- **Level II Other Infractions**
  - Student-athletes arrested or charged with other infractions (non-Level I violations) will be required to attend a meeting with the Head Coach, the team's Sport Supervisor, as well as a representative from the Compliance Office. Disciplinary measures shall be at the Head Coach's discretion and could possibly include suspension or dismissal from the team.
  - NOTE: Any non-Level 1 infractions involving drugs and/or alcohol will be sanctioned according to the Lindenwood Athletics Drug and Alcohol Policy.
  - The Athletics Department reserves the right to determine whether an infraction deserves Level I consideration.
  -
- **Notice of Violation:** When a student-athlete violates the Student-Athlete Discipline Policy, the Vice President of Intercollegiate Athletics or designee, shall as soon as reasonably possible inform the Dean of Students Office, the head coach, and the student-athlete of the violation in writing (via email to the student-athlete's University email address). The written notice shall include information about the appeals process.
- **Suspension Guidelines:** If suspended from the team, the student-athlete will not be able to compete and the student-athlete may be suspended from practice activities. The student-athlete's name will remain on squad lists and athletics financial aid will be continued.
- **Dismissal Guidelines:** If dismissed from the team, the student-athlete will not practice or compete nor use facilities for academic services, athletic training, or strength and conditioning. The student-athlete's name will be removed from squad lists and athletics financial aid may be discontinued.

**No Department of Athletics representative shall, under any circumstances, attempt to influence the outcome of any criminal or Dean of Students Office proceeding, or influence or obstruct the investigation of allegations of misconduct or criminal charges involving a student-athlete.**

### **Student-Athlete Disciplinary Appeal Process**

Under this policy, the decision of the Vice President of Intercollegiate Athletics or the coach regarding a disciplinary sanction for Level II violations will be presumed reasonable. As described below, a student-athlete who feels that a sanction against him or her is unreasonable must first take informal steps to resolve the situation prior to entering a formal appeal process.

- The student-athlete must discuss the issue directly with the team's Head Coach.
- If the issue is not resolved, the student-athlete must discuss the issue with the team's Head Coach and Sport Supervisor.
- If the issue remains unresolved, the student-athlete may request a meeting with the Vice President of Intercollegiate Athletics. The Vice President of Intercollegiate Athletics will notify the student athlete in writing (via email to the student-athlete's University email address) of the decision regarding what disciplinary sanction, if any, will be imposed.

If no resolution is reached, the student-athlete may then initiate the formal Appeal Process as set forth below.

## **Formal Appeals Process**

To begin the formal appeal process, the student-athlete must submit a written request to the Faculty Athletics Representative for an appeal hearing.

- A written request to reduce or lift the sanctions must be addressed to the Faculty Athletics Representative (FAR) within seven calendar days from the date of the Vice President of Intercollegiate Athletics' written notification of disciplinary sanction. The request should be completed and submitted in ARMS.
  - The request must explain why the student-athlete believes that the sanction or other disciplinary action was 1) not a reasonable decision (i.e., that the decision was arbitrary and capricious) or 2) that there are compelling and mitigating circumstances to support a lesser disciplinary sanction. These are the only two grounds for appealing the decision of the Vice President of Intercollegiate Athletics.
- The FAR will appoint an Appeal Committee consisting of three representatives to review the appeal.
- The burden shall be on the student-athlete to establish that the disciplinary sanction was unreasonable or to demonstrate compelling and mitigating circumstances to support a lesser disciplinary sanction.
- After receiving all the evidence and hearing from the parties, the Committee shall deliberate in private to make findings of fact. The findings and decision shall be based exclusively on information provided throughout the appeals process.
- Within 7-10 business days after the appeal letter is received, the committee shall report to the FAR its findings of fact and decision concerning whether the student-athlete has met the burden of proof described in paragraph 1(a) above. If the burden of proof is not met, the Vice President of Intercollegiate Athletics' decision will be affirmed. If the student-athlete meets the burden of proof, the Committee's report shall indicate when the student-athlete may resume participation or have any sanctions lifted or reduced. The decision of the Committee shall be final and binding and cannot be appealed further.

## **Section VIII**

### **Disordered Eating and Weight Management Policy**

The following are requirements and education pertaining to **disordered eating and weight management**. The Lindenwood University Athletic Department advocates the development of healthy and responsible lifestyles for student-athletes, with the goal of long-term enrichment and enhancement of their lives. Behaviors that threaten a healthy lifestyle include disordered eating.

#### **I. Introduction and Philosophy**

1. The Department of Athletics recognizes that manifestations of eating disorders reflect the interaction of biological, psychological and sociological factors in both the development of eating disorders and their treatment. Student-athletes are at increased risk of developing patterns of disordered eating due to participation in elite intercollegiate athletics. We understand that healthy weight management practices are necessary to maintain health and optimal performance.
2. The effects of disordered eating can range from mild to severe depending on the extent of the disorder and the length of time the individual has engaged in such behaviors.
  - Medically, disordered eating can have short-term and long-term health consequences ranging from an increased risk of sport-related injury to death. There is a potential for serious consequences in every system of the body.
  - Psychologically, individuals with disordered eating have an increased risk of depression and suicide. Disordered eating is often associated with low self-esteem, obsessive thinking and feelings of isolation.
3. Recovery from disordered eating can be a difficult process that takes time. In general, the greater the duration and frequency of disordered eating, the longer it will take for recovery to occur.
4. Body weight and composition are factors contributing to athletic performance. There is not substantial evidence linking specific body weight and/or composition to superior performance in any sport.
5. Each student-athlete has a unique body type that is largely influenced by genetics. This program emphasizes healthy personal improvement in nutrition, body composition, and fitness level, while recognizing individual differences in student athletes.

#### **II. Goals of the Disordered Eating and Weight Management Policy**

1. This policy implements an effective multidisciplinary approach to the prevention, identification, and treatment of eating disorders. The treatment team will consist of the Director of Student-Athlete Mental Health, Head Athletic Trainer, team physician and other medical professionals deemed necessary by the team physician. Strength coaches may also be included. The treatment team will meet with the student-athlete to oversee his or her compliance with treatment, as necessary.

2. This policy aims to diagnose and provide treatment plans for student-athletes struggling with eating disorders. In addition, this policy advocates for medical, nutritional, and/or psychological services to the student-athlete while respecting his or her privacy.

### **III. Prevention of Eating Disorders**

1. This program follows recommendations made by the National Athletic Training Association Position Statement on Preventing, Detecting, and Managing Disordered Eating in Athletes available here:  
<http://www.nata.org/sites/default/files/PreventingDetectingAndManagingDisorderedEating.pdf>
2. Prophylactic nutritional and psychological education will be considered for sports with increased risk for disordered eating, such as aesthetic sports (gymnastics, diving, synchronized swimming, cheer and dance), endurance sports (running, swimming, cycling), and weight class sports (wrestling). Please note: Student-athletes from all sports are at risk for developing eating disorders. Male athletes are increasingly at risk for negative body image and eating problems, including muscle dysmorphia.
  - Training and education about eating disorders is available for professionals working with student-athletes, including coaches, athletic trainers, physicians, strength coaches, administrators and academic advisors.
3. Requirements for Weight and Body Composition Goals and Measurements
  - We recommend following the National Athletic Training Association Position Statement on Safe Weight Loss and Maintenance Practices, available here:  
<http://www.nata.org/sites/default/files/JAT-46-3-16-turocy-322-336.pdf>
  - Sport coaches will present their concerns about student-athletes' body weight/composition to the team athletic trainer. The medical staff and student-athlete will set goals regarding student-athletes' weight and body composition. The goals will take into account student-athletes' overall health and sport performance. The team athletic trainer should notify the head athletic trainer.
  - Athletic department staff will consider each student-athlete's weight and body composition individually, and refrain from setting group goals.
  - If the goal-setting team agrees that body modifications are likely to improve student-athletes' health and performance, they may refer the student-athlete to a dietitian.
  - Sport coaches will not weigh student-athletes, measure their body composition, or share weight/body composition information publicly unless there are sport specific requirements for weight. It is common for body composition testing to be used as a measure of training effectiveness, and as a general rule, Exercise and Performance Nutrition Laboratory staff will take the measurements. However, student-athletes have the choice to refuse testing.
  - Frequent measuring of weight and body composition can be detrimental to student-athletes. Measurements will only be taken when necessary for assessing the training program's effectiveness. Typically, once per semester should be

sufficient, but could be more frequent if deemed necessary by a medical provider to manage issues related to lean body mass.

- Student-athletes have the right to access their own weight and body composition information. On a case-by-case basis, the head athletic trainer, under the direction of a team physician, may refrain from taking measurements or limit access to that information if contraindicated for health reasons (i.e. a student-athlete with disordered eating).
- The administrator in charge of the particular sport will be consulted if staff members do not follow these requirements.

#### **IV. Treatment and Intervention**

1. If a staff member of the athletic department becomes aware of a student-athlete engaging in disordered eating behaviors, that individual should inform an athletic trainer about the observed behaviors. Appropriate intervention involves an expression of concern that the student-athlete is displaying specific eating behaviors that may interfere with his or her health and athletic performance. (See section V. Approaching a Student-Athlete about Disordered Eating.) The head athletic trainer will request that the student-athlete meet with the team physician and Director of Student-Athlete Mental Health for assessment if deemed appropriate.
2. If the student-athlete complies with the request for an assessment by members of the treatment team, the team will assess the student-athlete for disordered eating as defined by the DSM-5 (see “Definitions of Eating Disorders”).
3. If medical staff concludes that the student-athlete is in need of medical, nutritional or psychological intervention, they will develop a treatment plan for the student-athlete. Elements of the treatment plan may include:
  - Recommended or required visits with a mental health professional , registered dietitian, and/or team physician
  - Health monitoring
  - Assessment for medical clearance to continue sport participation
  - Referrals to higher levels of care if necessary
  - Any other intervention as deemed medically or psychologically necessary
4. If there is non-compliance with the treatment plan resulting in risk to the student-athlete’s health, the medical staff will meet with the student-athlete. The student-athlete may be required to sign a contract agreeing to the terms of the treatment plan. If he or she refuses to attend the meeting or to comply with the plan, suspension from sport may result.

#### **V. Approaching a Student-Athlete about Disordered Eating**

1. In a calm and respectful manner, tell the student-athlete the specific observations that aroused your concerns. Give the student-athlete time to respond.

- Use “I” statements. (I’m concerned about you because you didn’t eat breakfast or lunch. It worries me to hear you vomiting.)
  - Avoid “You” statements and discussions about weight or appearance. (You’re out of control. You’re too thin and you have to eat!)
  - Avoid giving simple solutions. (If you’d just eat more, everything would be fine!)
  - Affirm that acknowledging the problem will not jeopardize the student-athlete’s role on the team.
2. The student-athlete’s reaction may be fear, denial, or perhaps anger. Encourage the student-athlete to meet with a professional for an assessment, acknowledging that outside help is often necessary for eating problems and is not a sign of weakness. Offer to accompany the student-athlete to the appointment.
- Suggest that you will follow up with the student-athlete in one week to confirm that he or she has scheduled an appointment with a professional.

## **VI. Definitions of Eating Disorders**

The following definitions are based on the criteria in the Diagnostic and Statistical Manual of Mental Disorders-Fifth Edition (DSM-5):

### **Anorexia Nervosa**

- Restriction of energy intake relative to requirement, leading to a significantly low body weight in the context of age, sex, developmental trajectory, and physical health. *Significantly low weight* is defined as a weight that is less than minimally normal or, for children and adolescents, less than that minimally expected.
- Intense fear of gaining weight, becoming fat or persistent behavior that interferes with weight gain, even though at a significantly low weight.
- Disturbance in the way in which one’s body weight or shape is experienced, undue influence of body weight or shape on self-evaluation, or persistent lack of recognition of the seriousness of the current low body weight.

### **Bulimia Nervosa**

- Recurrent episodes of binge eating. An episode of binge eating is characterized by both of the following:
  - Eating, in a discrete period of time (e.g., within any 2-hour period), an amount of food that is definitely larger than most people would eat during a similar period of time and under similar circumstances.
  - A sense of lack of control over eating during the episode (e.g., a feeling that one cannot stop eating or control what or how much one is eating).
- Recurrent inappropriate compensatory behavior in order to prevent weight gain, such as self-induced vomiting; misuse of laxatives, diuretics, or other medications; fasting; or excessive exercise.
- The binge eating and inappropriate compensatory behaviors both occur, on average, at least once a week for three months.

- Self-evaluation is unduly influenced by body shape and weight.
- The disturbance does not occur exclusively during episodes of Anorexia Nervosa.

### **Binge Eating Disorder**

- Recurrent episodes of binge eating. An episode of binge eating is characterized by both of the following:
  - Eating, in a discrete period of time (e.g., within any 2-hour period), an amount of food that is definitely larger than most people would eat during a similar period of time and under similar circumstances.
  - A sense of lack of control over eating during the episode (e.g., a feeling that one cannot stop eating or control what or how much one is eating).
  - The binge eating episodes are associated with three (or more) of the following:
    - Eating much more rapidly than normal
    - Eating until feeling uncomfortably full.
    - Eating large amounts of food when not feeling physically hungry.
    - Eating alone because of feeling embarrassed by how much one is eating.
    - Feeling disgusted with oneself, depressed, or very guilty afterward.
- Marked distress regarding binge eating is present.
- The binge eating occurs, on average, at least once a week for three months.
- The binge eating is not associated with the recurrent use of inappropriate compensatory behavior as in bulimia nervosa and does not occur exclusively during the course of bulimia nervosa or anorexia nervosa.

### **Other Specified Feeding or Eating Disorder**

- This category applies to presentations in which symptoms characteristic of a feeding and eating disorder that cause clinically significant distress or impairment in social, occupational, or other important areas of functioning predominate but do not meet the full criteria for any of the disorders in the feeding and eating disorders diagnostic class.
- Examples:
  - **Atypical anorexia nervosa:** All of the criteria for anorexia nervosa are met, except that despite significant weight loss, the individual's weight is within or above the normal range.
  - **Bulimia nervosa (of low frequency and/or limited duration):** All of the criteria for bulimia nervosa are met, except that the binge eating and inappropriate compensatory behaviors occur, on average, less than once a week and/or for less than three months. - **Binge-eating disorder (of low frequency and/or limited duration):** All the criteria for binge-eating disorder are met, except that the binge eating occurs, on average, less than once a week and/or less than three months.
  - **Purging disorder:** Recurrent purging behavior to influence weight or shape (e.g., self-induced vomiting; misuse of laxatives, diuretics, or other medications) in the absence of binge eating.



- **Night eating syndrome:** Recurrent episodes of night eating, as manifested by eating after awakening from sleep or by excessive food consumption after the evening meal. There is awareness and recall of the eating.
- 

## **VII. Behavioral and Physical Signs and Symptoms of Eating Disorders**

This list serves only as a guideline for the recognition of disordered eating behaviors. Any one symptom alone may not indicate an eating disorder. Careful observation and awareness of a student-athlete's behavior will guide identification of an eating problem.

### **Anorexia Nervosa**

#### **Behavioral Signs and Symptoms**

- Reports feeling “fat/heavy” despite low body weight
- Obsessions about weight, diet, appearance
- Ritualistic eating behaviors
- Avoiding social eating situations, social withdrawal
- Obsession with exercise (may increase workouts secretly)
- Feeling cold
- Perfectionism followed by self-criticism
- Seems anxious/depressed about performance and other events
- Denial of unhealthy eating pattern --anger when confronted with problem
- Eventual decline in physical and school performance

#### **Physical Signs and Symptoms**

- Amenorrhea (lack of menstrual periods)
- Dehydration (not related to workout/competition)
- Fatigue (beyond expected)
- Weakness, dizziness
- Overuse injuries, stress fractures
- Yellow tint to hands
- Gastrointestinal problems
- Lanugo (fine hair on arms and face)
- Hypotension (low blood pressure)
- Bradycardia (low heart rate)

### **Bulimia Nervosa**

#### **Behavioral Signs and Symptoms**

- Excessive exercise beyond scheduled practice
- Extremely self-critical
- Depression and mood fluctuations
- Irregular weight loss/gain; rapid fluctuations in weight
- Erratic performance
- Low self-esteem

- Alcohol or other drug use
- Binges or eats large meals, then disappears

### **Physical Signs and Symptoms**

- Callous on knuckles
- Dental and gum problems (bad breath)
- Red, puffy eyes
- Swollen parotid glands (at the base of the jaw)
- Edema (bloating)
- Frequent sore throats
- Low or average weight despite eating large amounts of food
- Electrolyte abnormalities
- Diarrhea, alternating with constipation
- Dry mouth, cracked lips
- Muscle cramps/weakness

### **Resources:**

*Eating Disorders in Sport* by Ron Thompson & Roberta Sherman (2010)

*Mind, Body, & Sport: Understanding and Supporting Student-Athlete Wellness* NCAA (2014)

<http://www.ncaapublications.com/p4375-mind-body-and-sport-understanding-and-supporting-student-athlete-mental-wellness.aspx>

*Family Eating Disorders Manual* by Laura Hill et al. (2012)

*Life Without Ed* by Jenni Schaefer and Thom Rutledge (2014)

*The Body Image Workbook* by Thomas Cash (2008)

*The Prevention of Eating Problems and Eating Disorders* by Michael Levine

# **Section IX**

## **Drug and Alcohol Policy**

### **Overview**

Lindenwood University is committed to the physical and mental well-being of its student-athletes. The university holds a strong belief that the use of drugs and alcohol has a negative effect on the academic and athletic performance of its student-athletes. The testing and education policy is designed to accompany the NCAA drug testing policy and university policy. This policy is intended to set a minimum standard by which sanctions are to be enforced. Additional team policies or past rules infractions may increase the severity of incurred penalties.

### **Purpose**

Lindenwood University Department of Intercollegiate Athletics believes that random drug testing and testing based on reasonable suspicion are appropriate to ensure health, safety, and well-being of our student-athletes, to promote fair competition, to affirm compliance with applicable rules and regulations on drug and alcohol abuse, to identify student-athletes who are improperly using these substances and assist them before they harm themselves or others. Lindenwood University recognizes its responsibility to provide educational programming that will support positive decision-making. Primary purpose:

- To provide student-athletes with appropriate education and information about the risks associated with drug and alcohol abuse.
- To identify student-athletes using illicit drugs and provide avenues for treatment, rehabilitation and support.
- Protect the reputation and integrity of Lindenwood University and the Department of Intercollegiate Athletics.

### **Consent to Participate**

Each student-athlete will be required to sign a consent form agreeing to undergo drug and alcohol testing prior to participation in intercollegiate athletics at Lindenwood University. A copy of this consent form will be kept on file in the compliance office. Each student-athlete will attend an informational meeting on the drug testing program and receive a copy of the drug testing program. Student-athletes will have an opportunity to ask any questions regarding the drug and alcohol policy or issues related to signing the consent form. Failure to comply with the requirements of this policy will result in suspension from participation or termination of eligibility to participate in intercollegiate athletics at Lindenwood University.

### **Voluntary Disclosure/Safe Harbor**

Lindenwood University Intercollegiate Athletics understands that there are circumstances where individuals have severe substance abuse and/or alcohol problems which originate from background, habit, or recreation. The Athletic Department has developed a policy to assist those individuals who desire to make a positive life change. To this end, Lindenwood University Intercollegiate Athletics offers student-athletes a Safe Harbor option to willingly seek assistance for problematic substance abuse. A student-athlete who has engaged in prohibited drug or alcohol use is encouraged to seek assistance from the athletic department by voluntarily disclosing his or her use of drugs or alcohol to an athletic department staff member. A student-athlete may self-refer to the Lindenwood University Intercollegiate Athletics “Safe Harbor Program” for evaluation and counseling. The student-athlete is NOT eligible for the Program after notification of an impending drug test or after receiving notice of a positive Lindenwood University or NCAA drug test. The self-referral must be approved by the Head Athletic Trainer prior to admission into the Safe Harbor Program. The student-athlete will not be able to enter the Safe Harbor Program thirty (30) days prior to

NCAA or Conference post-season competition. Lindenwood University will work with the student-athlete to prepare a Safe Harbor plan, which may include confidential drug testing. If the student-athlete tests positive for a banned substance upon entering the Safe Harbor Program, the positive test will not result in any administrative sanction; however, the student-athlete will be ineligible to participate in intercollegiate activities pending an evaluation. The Medical Director may suspend the student-athlete from play or practice if medically indicated.

The student-athlete will be required to undergo an evaluation by a Lindenwood Wellness Center counselor. The counselor shall determine the appropriate intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The counselor will provide a summary of his or her findings and make recommendations to the Vice President of Intercollegiate Athletics. The student-athlete will be permitted to remain in the Program up to thirty (30) days, as determined by the treatment plan. The Head Athletic Trainer may extend the time a student-athlete can remain in the Safe Harbor Program if there is sufficient evidence such an extension will benefit the student-athlete. While in compliance with the Safe Harbor treatment plan, the student-athlete will not be subject to penalties described in the Lindenwood University Intercollegiate Athletics Drug Testing Policy. However, a student-athlete in the Program may be selected for testing by the NCAA and subject to penalties set forth in the NCAA drug testing policy. The Vice President of Intercollegiate Athletics, Sr. Associate Athletic Director, Associate Athletic Director/SWA, Head Athletic Trainer, Medical Director, Head Coach, Director of Compliance, and Dean of Student will be informed of the student-athlete's participation in the Safe Harbor Program. Other university employees may be informed only to the extent necessary for the implementation of this policy and treatment plan.

If a student-athlete tests positive on a second test after entry into the Safe Harbor Program or fails to comply with the treatment plan, the student-athlete will be removed from the Program and deemed as the first offense in Lindenwood's University's Drug Testing Policy.

If the athlete regains his or her eligibility to compete in sport, he or she may be required to undergo follow-up tests at the discretion of the Vice President of Intercollegiate Athletics or the counselor.

### **Tobacco-Free Policy**

The purpose of this policy is to reduce harm from tobacco use and secondhand smoke, provide an environment that encourages individuals to be tobacco-free, reduce health insurance and health care costs, and promote a campus culture of wellness. Therefore, Lindenwood establishes the following smoking policy for all facilities, campus areas and university owned property or vehicles where services are carried out or offered. All university students, employees, contractors and visitors are subject to these regulations.

Tobacco includes but not limited to cigarettes, cigars, pipes, water pipes (hookah), electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and any other non-FDA approved nicotine delivery service.

Tobacco use is prohibited on Lindenwood University campus.

The NCAA prohibits the use of tobacco products by all game personnel (e.g. student-athletes, coaches, athletic trainers, managers, game officials) in all sports during practice or competitions. **See NCAA Bylaws 11.1.5 and 17.1.7** A student-athlete who violates this tobacco policy shall be disqualified from the remainder of the practice or competition. The Vice President of Intercollegiate Athletics or his or her designee, will sanction other game personnel who violate the tobacco policy.

### **Method of Selection for Drug Testing**

All student athletes who have signed the institutional drug-testing consent form and are listed on the institutional squad list are subject to unannounced random drug testing at any time. Drug testing can be random, at the request of the NCAA, or upon reasonable suspicion.

## **Unannounced random drug testing**

Athletics Department personnel will select random numbers from a roster. The student-athletes whose name corresponds to these selected numbers will be drug tested.

## **Reasonable suspicion**

The student-athlete may be subject to testing at any time when, in the judgement of the Vice President of Intercollegiate Athletics or his/her designee, reasonable cause exists to suspect the student is engaging in the use of any drugs prohibited in NCAA Bylaw 31.2.3.1. Such reasonable suspicion may be based on objective information as determined by the Vice President of Intercollegiate Athletics, Associate/Assistant Athletic Directors, coaching staff, athletic training staff, team physician, staff personnel, or others, in good faith, and deemed reliable by the Vice President of Intercollegiate Athletics or his/her designee. Reasonable suspicion may be found, but not limited to, observed possession or use of substances that reasonably appear to be drugs of the type prohibited; arrest; producing multiple dilute urine samples during drug testing; conviction or student conduct violation for a criminal offense related to alcohol or the possession, use or trafficking of drugs of the type prohibited; credible reports of use; posting on social media; observed abnormal appearance; and conduct or behavior, including unusual patterns of absence from training or competition, decrease in class attendance, significant decline in GPA, increased injury or illness rate, extreme changes in motivation levels, emotions, and mood, are all reasonably interpretable as being caused by the use of prohibited substances.

## **Re-entry/follow-up testing**

A student-athlete who has had his or her eligibility to participate in intercollegiate athletics at Lindenwood University suspended may, at the discretion of the Vice President of Intercollegiate Athletics, be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. A student-athlete who has returned to participation in intercollegiate athletics following a positive drug test under this policy will be subject to follow-up testing. Testing will be unannounced and will be required at the frequency determined by the Vice President of Intercollegiate Athletics or his/her designees in consultation with the counselor or specialist involved in the student-athlete's case.

## **Method of Testing**

The student-athlete will be notified of and scheduled for testing in-person by the compliance office. The compliance office will inform the student-athlete of the date, time, and location to report for collection. Student-athletes may be inconvenienced during practices, meetings, strength and conditioning sessions, etc. The student-athlete may even be tested in off-hour times, such as early morning, meal times, and/or late evenings.

Tests will be primarily conducted for, but not limited to, drugs of abuse and other controlled substances provided in Section V. All other substances on the NCAA banned substance list may be included in testing. Drug testing can consist of the collection of urine or hair samples from the student-athlete, or other similar drug tests, under the direct supervision of trained personnel. Analysis of the sample will be performed by a laboratory contracted by the university to do such testing. All samples have positive results indicating the presence of prohibited drugs or their metabolites, will be further analyzed.

Intercollegiate Athletics bans the use of substances and methods that alter the integrity or validity of urine samples provided during drug testing. Examples of banned methods include catheterization, urine substitution, and/or tampering with or modification of renal excretion using diuretics or related compounds. Any urine sample tested for the presence of banned substances may also be tested for the presence of substances used to alter the integrity or validity of urines samples. A positive finding for these substances or other methods of tampering will be considered a positive test. Any attempt to tamper with a urine sample

during the collection process will be treated as a positive test. In addition, multiple diluted samples will be cause for follow-up testing. All student-athletes refusing to provide a urine sample will be sanctioned as if their results were positive.

## **Reporting of Results**

All student-athlete information and records associated with the Lindenwood University drug testing program will be confidential and results will be released only to the Vice President of intercollegiate athletics, head coach, head athletic trainer, compliance office, and sport administrator. A confidential meeting will be scheduled to inform the student-athlete of a positive test and include the following people: the student-athlete, head coach, compliance officer, and head athletic trainer. Tests involving reasonable suspicion will automatically result in a follow-up meeting. The results will be discussed and the student-athlete will have an opportunity to comment on the test results and explain why a false positive may have been received.

## **Legal Issues Involving Drugs and Alcohol**

Incidents and potential consequences for a student-athlete's behavior as it relates to violations of local, state, or federal laws, refer to Lindenwood University's Intercollegiate Athletics Department Student-Athlete Discipline Policy.

## **Positive Test Sanctions**

It is important to remember that the actions listed within this section are minimal sanctions. The Vice President for Intercollegiate Athletics and the head coach, at their discretion, may impose additional sanctions, if they believe such sanctions are appropriate.

The Department of Intercollegiate Athletics reserves the right to add to the practice and/or competition penalties if it is medically determined that the student-athlete poses a serious health risk to himself or others by continuing to participate in athletic practices or competition.

The Dean of Students will be notified all positive drug and alcohol violations. Lindenwood University reserves the right to dismiss any student-athlete for a positive drug or alcohol violation.

## **Actions for Positive Drug Testing:**

### **First Positive Test**

After the first positive test, a meeting with the student-athlete, head coach, sport administrator, compliance officer and head athletic trainer will occur to inform the student-athlete of the positive test. The student-athlete shall be suspended for several consecutive competitions equivalent to a minimum of 20% of their sport program's regular and post-season games, matches, or meets (excluding exhibition competitions) immediately following the positive test. If the positive test happens during the student-athletes' non-competitive season the suspension will occur at the beginning of the next competitive season. The student athlete will be required to attend one counseling session for substance-abuse evaluation, and if deemed necessary, attend substance abuse counseling or treatment to protect the health and safety of the student-athlete. The athlete will be subject to regular announced drug testing at the student's expense every three weeks, at a minimum, of one semester. The student-athlete will be required to complete 25 hours of community service within six weeks immediately following the positive test. Community service hours will be verified and approved by the head coach.

## **Second Positive Test**

A second positive test will be considered evidence of a more serious medical and safety problem. A meeting with the student-athlete, sport administrator, head coach, compliance officer and head athletic trainer will occur to inform the student-athlete of the second positive test. The head coach will inform the student-athlete's parents/guardians (when appropriate) of the positive test. Lindenwood University reserves the right to dismiss the student-athlete from the institution. If reinstated, the student-athlete shall be withheld from practice and competition for medical reasons until deemed fit to return by the head athletic trainer and counseling center. The student-athlete will be required to participate in the treatment and education program for a minimum of six weeks, which will include weekly drug testing at the student-athlete's expense. The student-athlete shall be suspended for several consecutive competitions equivalent to a minimum of 50% of their sport program's regular and post-season games, matches, or meets (excluding exhibition competitions) immediately following the positive test. If the positive test happens during the student-athletes' non-competitive season the suspension will occur at the beginning of the next competitive season. The student-athlete will be required to complete 50 hours of community service within ten weeks immediately following the positive test. Community service hour will be supervised and approved by the head coach. Failure to comply with treatment programs shall result in disciplinary consequences including but not limited to loss of additional regular and post-season competition.

## **Third Positive Test**

If the student-athlete tests positive a third time a meeting with the student-athlete, head coach, sport administrator, compliance officer and head athletic trainer will occur to inform the student-athlete of the third positive test. The head coach will inform the student-athlete's parents/guardians of the positive test. Lindenwood University reserves the right to dismiss the student-athlete from the institution. If reinstated, the student-athlete shall lose one year (365 days) of athletic eligibility and athletic financial aid immediately following the positive test. The Vice President for Intercollegiate Athletics and Head Coach will determine if reinstatement is appropriate after the year-long suspension based on clean drug tests and other factors.

## **Actions for anabolic steroids or other performance enhancing drugs:**

### **First Positive**

If a student-athlete tests positive for any anabolic steroid or performance enhancing drug, the student-athlete will meet with the head coach, sport administrator, director of compliance, and head athletic trainer to discuss the positive test. The head coach will inform the parents/guardians of the positive test. The head athletic trainer, team physician, and licensed psychologist shall take medically appropriate action which will include substance abuse evaluation, then if deemed necessary, substance abuse counseling or treatment and other action to protect the health and safety of the student-athlete. The student-athlete shall lose one year (365 days) of athletic eligibility and athletic financial aid immediately following the positive test. Prior to reinstatement onto his or her previous athletic team or any other intercollegiate team, the student-athlete must pass a performance enhancing drug screen at the end of the twelve-month suspension. The student-athlete will be required to participate in treatment and education program. Failure to comply with treatment programs shall result in an immediate and indefinite suspension from all practice and competition.

### **Second Positive**

If the student-athlete tests positive a second time an anabolic steroid or other performance enhancing drug, this will be considered evidence of a more serious medical and safety problem. A meeting with the student-athlete, head coach, sport administrator, compliance officer and head athletic trainer will

occur to inform the student-athlete of the third positive test. The head coach will inform the student-athlete's parents/guardians of the positive test. Permanent termination of eligibility and loss of all athletic financial aid at Lindenwood University is effective immediately. The positive test result will be provided to Lindenwood University's Dean of Students.

### **Actions for alcohol offenses:**

An alcohol related violation of Lindenwood University alcohol and drug policy. i.e. minor/underage drinking and/or consumption of alcohol on Lindenwood's campus.

#### **First Offense**

The student-athlete will meet with the head coach and sport administrator and sanctions will be determined by the team's policy. The student-athlete will be required to attend one counseling session for the purposes of evaluation and education, and follow through with treatment and counseling recommended. Parents/guardians will be notified by the head coach (when appropriate) and kept informed of progress.

#### **Second Offense**

The student-athlete will meet with the head coach and sport administrator to discuss the alcohol related offense. The student-athlete shall be suspended for several consecutive competitions equivalent to 20% of their sport program's regular and post-season games, matches, or meets (excluding exhibition competitions) immediately following the second offense. If the second offense occurs during the student-athletes' non-competitive season, the suspension will occur at the beginning of the next competitive season. The student-athlete will be required to attend and complete an entire alcohol abuse education program approved by Lindenwood University. Parents/guardians will be notified by the head coach (when appropriate) and kept informed of progress.

#### **Third Offense**

The student-athlete will meet with the head coach and sport administrator to discuss the alcohol related offense. The student-athlete shall lose one year (365 days) of athletic eligibility and athletic financial aid immediately following the fourth incident. Prior to reinstatement onto his or her previous athletic team or any other intercollegiate team, the student-athlete must pass a drug and alcohol screen at the end of the twelve-month suspension. Parents/guardians will be notified by the head coach. The student-athlete will be required to participate in treatment and education program. Failure to comply with treatment programs shall result in an immediate and indefinite suspension from all practice and competition.

### **Medical Exemptions**

Lindenwood University Intercollegiate Athletics recognizes that some banned substances are used for approved medical purposes. Accordingly, Intercollegiate Athletics allows exceptions to be made for student-athletes with a documented medical history demonstrating a need for regular use of such a substance.

Student-athletes are required to inform their athletic trainer of all medications (both prescribed and over-the-counter) and supplements they are taking. The AT department shall have on file a letter from the prescribing physician that documents the student-athlete's medical history demonstrating a need for regular use of a drug. The letter should contain information as to the diagnosis including any special testing, medical history, and dosage information.

In the event a student-athlete tests positive, the head athletic trainer and medical director will review the student-athlete's medical record to determine whether a medical exemption should be granted.



## **Nutritional Supplements**

Lindenwood University Department of Intercollegiate Athletics does not encourage the use of nutritional supplements. Nutritional supplements are not regulated by the federal government and are not tested for quality like prescription and over-the-counter medications. The product claims made by many nutritional supplement manufacturers have not been based on scientific research in many cases. Many nutritional supplements have not been subject to research by unbiased independent researchers to substantiate performance claims. The potential adverse and/or harmful effects of these substances have not been completely studied, but serious adverse effects have been reported in some instances. As there are no federal government labeling requirements for nutritional supplements, some products may contain NCAA banned substances, which are not listed on the label. It is important for student-athletes to remember that each **STUDENT-ATHLETE WILL BE HELD RESPONSIBLE FOR EACH AND EVERY SUBSTANCE THAT ENTERS HIS/HER BODY**. If you are taking or are thinking about taking a nutritional supplement, please check with your athletic trainer or strength and conditioning coach so the validity and safety of the nutritional supplement can be researched

## **Scholarships and Financial Aid**

The Department of Intercollegiate Athletics reserves the right to reduce or not renew a student-athlete's scholarship and financial aid if the student-athlete is suspended from an athletic team for participating in the use, sale of, or distribution of any of above drug or alcohol classes.

## **Drug and Alcohol Treatment Program**

Any student-athlete seeking substance abuse treatment is encouraged to utilize Director of Student-Athlete Counseling and Lindenwood University counseling services. There are off-campus resources available through referral from the Director of Student-Athlete Counseling, Medical Director or Lindenwood Wellness Center. Student-athletes can be discharged from treatment at the discretion of the Director of Student-Athlete Counseling and Medical Director when counseling and treatment requirements have been met.

## **Student-Athlete Drug and Alcohol Appeals Process**

Under this policy, the decision of the Vice President of Intercollegiate Athletics or the coach regarding The Department of Intercollegiate Athletics Drug and Alcohol Policy will be presumed reasonable. As described below, a student-athlete who feels that an athletic related sanction against him or her is unreasonable must first take informal steps to resolve the situation prior to entering a formal appeal process.

- The student-athlete must discuss the issue directly with the team's Head Coach.
- If the issue is not resolved, the student-athlete must discuss the issue with the team's Head Coach and Sport Supervisor.
- If the issue remains unresolved, the student-athlete may request a meeting with the Vice President of Intercollegiate Athletics. The Vice President of Intercollegiate Athletics will notify the student athlete in writing (via email to the student-athlete's University email address) of the decision regarding what sanction, if any, will be imposed.

If no resolution is reached, the student-athlete may then initiate the formal Appeal Process as set forth below.

## **Formal Appeal Process**

To begin the formal appeal process, the student-athlete must submit a written request to the Faculty Athletics Representative for an appeal hearing.

- A written request to reduce or lift the sanctions must be addressed to the Faculty Athletics

Representative (FAR) within seven calendar days from the date of the Vice President of Intercollegiate Athletics' written notification of disciplinary sanction. The request should be completed and submitted in ARMS.

- The request must explain why the student-athlete believes that the sanction or other disciplinary action was 1) not a reasonable decision (i.e., that the decision was arbitrary and capricious) or 2) that there are compelling and mitigating circumstances to support a lesser disciplinary sanction. These are the only two grounds for appealing the decision of the Vice President of Intercollegiate Athletics.
- The FAR will appoint an Appeal Committee consisting of three representatives to review the appeal.
- The burden shall be on the student-athlete to establish that the disciplinary sanction was unreasonable or to demonstrate compelling and mitigating circumstances to support a lesser disciplinary sanction.
- After receiving all the evidence and hearing from the parties, the Committee shall deliberate in private to make findings of fact. The findings and decision shall be based exclusively on information provided throughout the appeals process.
- Within 7-10 business days after the appeal letter is received, the committee shall report to the FAR its findings of fact and decision concerning whether the student-athlete has met the burden of proof described in paragraph 1(a) above. If the burden of proof is not met, the Vice President of Intercollegiate Athletics' decision will be affirmed. If the student-athlete meets the burden of proof, the Committee's report shall indicate when the student-athlete may resume participation or have any sanctions lifted or reduced. The decision of the Committee shall be final and binding and cannot be appealed further.

## Section X

# Student-Athlete Grievance Policy

Lindenwood University is committed to the fairness and well-being of all student athletes. If at any time a student-athlete or their parent/guardian feels that he/she is being treated unfairly or mistreated by his/her coach, the student athlete or parent must follow the process outlined below. This process is not intended to interfere in any issue of playing time, position, or any other matters regarding the coach's expertise in the sport.

The steps are as follows:

- The student must meet with the coach to address his/her concerns
  - a. *If the student feels uncomfortable addressing a concern(s) with the coach due to the nature of the concern, the student may fill out the grievance form in ARMS that goes directly to their Sport Supervisor. The coach will be notified a grievance form was submitted.*
  - b. *Any issues that fall under Title IX (i.e. sexual harassment and misconduct, stalking, retaliation, hazing, etc) should be taken directly to the Title IX Coordinator.*
- If the student meets with the coach but feels as if the issues are still not resolved, he/she would then submit a grievance form to the Sport Supervisor explaining the issue. After which, there would be a meeting with the Head Coach and Sport Supervisor together.

A student-athlete or parent/guardian who feels that a sanction against him or her is unreasonable must first take these informal steps to resolve the situation prior to entering the formal appeal process.

### Formal Appeal Process

To begin the formal appeal process, the student-athlete must submit a written request to the Faculty Athletics Representative.

- A written request to reduce or lift the sanctions must be addressed to the Faculty Athletics Representative (FAR) within seven calendar days from the date of the Vice President of Intercollegiate Athletics' written notification of disciplinary sanction. The request may be completed and sent via ARMs.
  - The request must explain why the student-athlete believes that the sanction or other disciplinary action was 1) not a reasonable decision (i.e., that the decision was arbitrary and capricious) or 2) that there are compelling and mitigating circumstances to support a lesser disciplinary sanction. These are the only two grounds for appealing the decision of the Vice President of Intercollegiate Athletics.
- The FAR will appoint an Appeal Committee consisting of three representatives to review the appeal.
- The burden shall be on the student-athlete to establish that the disciplinary sanction was unreasonable or to demonstrate compelling and mitigating circumstances to support a lesser disciplinary sanction.
- After receiving all the evidence and hearing from the parties, the Committee shall deliberate in private to make findings of fact. The findings and decision shall be based exclusively on information provided throughout the appeals process.
- Within 7-10 business days after the appeal letter is received, the committee shall report to the FAR its findings of fact and decision concerning whether the student-athlete has met the burden of proof described in paragraph 1(a) above. If the burden of proof is not met, the Vice President of Intercollegiate Athletics' decision will be affirmed. If the student-athlete meets the burden of proof,

the Committee's report shall indicate when the student-athlete may resume participation or have any sanctions lifted or reduced. The decision of the Committee shall be final and binding and cannot be appealed further.

## **Sport Supervisors**

- **Brad Wachler** *Vice President of Intercollegiate Athletics*: M. Basketball, Football, Gymnastics, M/W Lacrosse, M/W Swimming & Diving
- **Tom Wagganer** *Senior Associate Athletic Director*: Baseball, M/W Cross Country, Ice Hockey, M/W Track & Field, M. Volleyball, Wrestling
- **Betsy Feutz** *Associate Athletic Director for Student-Athlete Services*: W. Basketball, Field Hockey, M/W Golf, M/W Soccer, M/W Tennis, W. Volleyball.
- **Kathy Kinkeade** *Assistant Athletic Director for Business Affairs*: Softball

# Section XI

## Mental Health Best Practices

### Mission

Lindenwood University's Athletic Department is committed to supporting and promoting student-athlete mental health. Collegiate athletes are faced with the similar challenges as their non-athlete peers and additionally must respond to the stressors of their sport. Mental health is a critical component of student-athlete wellness, and Lindenwood Athletics strives to create an environment that supports wellness while also providing the appropriate resources and mental health referrals for the student-athletes.

Vice President of Intercollegiate Athletics	Brad Wachler	<a href="mailto:bwachler@lindenwood.edu">bwachler@lindenwood.edu</a>	Cell: 989.621.3178
Associate Athletic Director/SWA	Betsy Feutz	<a href="mailto:efeutz@lindenwood.edu">efeutz@lindenwood.edu</a>	Cell: 314.374.0987
Sr. Associate Athletic Director	Tom Wagganer	<a href="mailto:twagganer@lindenwood.edu">twagganer@lindenwood.edu</a>	Cell: 314.452.0887
Head Athletic Trainer	Kristin Trotter	<a href="mailto:ktrotter@lindenwood.edu">ktrotter@lindenwood.edu</a>	Cell: 618.553.6471
Medical Director	Dr. Amy McClintock	<a href="mailto:Amy_McClintock@ssmhc.com">Amy_McClintock@ssmhc.com</a>	Cell: 314.265.2709
Medical Director	Dr. Cody Bellard	<a href="mailto:codybellard@gmail.com">codybellard@gmail.com</a>	Cell: 314.800.6455
Director of Public Safety & Security	John Bowman	<a href="mailto:jbowman@lindenwood.edu">jbowman@lindenwood.edu</a>	Cell: 314-302-2194
Dean of Students	Dr. Williamson	<a href="mailto:swilliamson@lindenwood.edu">swilliamson@lindenwood.edu</a>	Cell: 636.696.6939
Assistant AD, Academic Support Services	Casey Finnell	<a href="mailto:cfinnell@lindenwood.edu">cfinnell@lindenwood.edu</a>	Cell: 913.284.4994
Director of Counseling Services	Dr. Whitney Mathison	<a href="mailto:wmathison@lindenwood.edu">wmathison@lindenwood.edu</a>	Office: 636.949.4528
Vice President of Legal Counsel	Grant Shostak	<a href="mailto:gshostak@lindenwood.edu">gshostak@lindenwood.edu</a>	Cell: 314.477.3367
Director of Student-Athlete Mental Health			Office: 636.949.4529

### Contact Information

#### Mental Health Emergency Action Management Plan (MHEAMP)

##### Mental Health Emergencies:

- Suicidal and/or homicidal ideation
- Highly agitated or threatening behavior, acute psychosis or paranoia
- Acute delirium/confusion state
- Acute intoxication or drug abuse
- Sexual Assault - Refer to Lindenwood University's Sexual Misconduct Manual

##### Situations, symptoms or behaviors that may be considered mental health emergencies:

- Talking about wanting to die
- Suicide threats/previous attempts
- Acquiring the means to commit suicide (rope, gun, pills, etc.)
- Giving away personal items
- Putting affairs in order (personal notes, goodbye letters, wills)
- Talking about feeling hopeless or having no purpose
- Talking about feeling trapped or in pain
- Talking about being a burden to others
- Substance abuse of any kind

- Acting anxious, agitated or reckless
- Sleeping too little or too much
- Withdrawing or feeling isolated
- Showing rage or talking about seeking revenge
- Displaying extreme mood swings
- A sudden lift in spirits after extreme depression

**\*If someone has a plan, means, and intent it is an emergency\***

**Written procedures for management of mental health emergencies:**

In the case of an immediate risk to safety to self or others

- Keep yourself safe
- Keep others safe – keep a safe distance between the student-athlete in distress and others in the area
- Do not leave the student-athlete alone, however, do not put yourself in harm’s way if they try to leave

**Call 911 and ask for a CIT officer to be dispatched**

**Call campus security 636.949.4911**

Be prepared to provide the following information:

- Student-athlete’s name and contact information
- Physical description of the student-athlete
- Description of the situation and assistance needed
- Exact location of the student-athlete
- If there are any means or intentional weapon
- If the student-athlete leaves the area or refuses assistance, note the description by which the student leaves
- Stay with the student-athlete until professional assistance arrives

**Routine Mental Health Referral**

**Situations, symptoms or behaviors that may indicate a possible nonemergency mental health concern:**

- Feeling sad, empty, hopeless, worthless
- Excessive worry or fear
- Feeling out of control/powerless
- All-or-nothing thinking
- Negative self-talk
- Irresponsible; lying
- Changes in eating & sleeping habits
- Withdrawal from social contact
- Decreased interest in activities that have been enjoyable prior
- Decreased performance in school and sport
- Weight loss and weight gain
- Taking up risky behavior
- Loss of emotion or sudden changes of emotion within a short period of time
- Problems of concentrating, focusing, remembering
- Unexplained wounds or deliberate self-harm
- Recurring thoughts of death, suicide, or attempts

- Unusual crying
- Increased heart rate
- Breathing rapidly
- Sweating
- Trembling
- Gambling issues
- Family history of suicide
- Family history of child maltreatment

**When a teammate comes to you in emotional distress and they do not present an immediate threat to the safety of themselves or others:**

- Demonstrate compassion
- Remain calm yourself (calm body language and tone of voice)
- Listen to the teammate. Allow them to express their thoughts and be heard.
- Avoid judging the teammate
- Provide unconditional support. You do not have to solve their problem.
- Validate the teammate’s experience and offer hope.
- Gather information
- Ask questions including questions of safety (“are you thinking of harming yourself? And “are you thinking of suicide?”)
- Please note, asking the important questions will NOT plant the idea in their head
- By asking questions about suicide, you will receive valuable information. If they hesitate or confirm, you know to elevate the intervention
- Make a referral. Walk teammate to the referral source if needed.

**Respect boundaries and abilities**

- You will not be taking on the role of a counselor. You need to only listen, care and offer resource referral information.
- Know what you are comfortable doing and what you are not comfortable doing
- Do not promise secrecy. If necessary, you can inform the student-athlete: “It took courage for you to disclose this information to me. And, by telling me, it says you want to do something about what is going on. The best thing we can do is to inform someone else as a mental health provider who can provide you the care you need.”

**Mental Health Referral Options**

- Lindenwood University Student Counseling at The Wellness Center, Evans Commons 3<sup>rd</sup> Floor
  - Director of Student-Athlete Mental Health
    - Office #: 636.949.4529
    - Email:
  - Student Counseling Office
    - Front Desk #: 636.949.4525
    - To schedule an appointment call #: 636.949.4522
- Behavioral Health Response (BHR)
  - 12647 Olive Blvd, Creve Coeur 63141
    - Office #: 314.469.4908

- 24-hour line: 1.800.811.4760
- Suicide Hotline
  - 1.800.273.8255
  - Text “GO” to 741741
- Crider Counseling Services
  - 102 Compass Point Dr, St. Charles, MO 63301
    - Office #: 636.332.6000
- Creve Coeur Community Counseling
  - 10176 Corporate Square Dr, St. Louis 63132, Suite-100-S
    - Office #: 314.991.0100
    - Sessions are \$15 (no insurance required)
    - Services provided by non-licensed counseling trainees, under supervision
- Bridgeway Behavioral Health
  - Sexual Assault Center, St. Charles County
  - 24-hour crisis line: 1.877.946.6854

7. St. Louis Behavioral Medicine Institute (SLBMI)
- 16216 Baxter Rd. Ste 205 Chesterfield, MO
  - Office #: 636-532-9188
  - Specialized services for anxiety, depression and eating disorders

8. S.A.F.E. Choice St. Louis (treatment for self-injurious behavior)
- 7750 Clayton Road, Suite 114B
  - Office #: 630-819-9505

9. Joseph Lenac, Licensed Sport Psychologist
- Creve Coeur Office – 425 N New Ballas Rd Suite 280 Cell: 314.229.7361
    - Office #: 314.995.7201
    - Email: [joe@joelenac.com](mailto:joe@joelenac.com)

10. Riley Nickols, Licensed Clinical and Sport Psychologist
- St. Louis Office- 164 N. Gore Ave. Suite 204
  - Cell#: 513-505-2160
  - Email: [RileyNickolsPhD@gmail.com](mailto:RileyNickolsPhD@gmail.com)

## Eating Disorder Referral Options

1. Heidi Williams, MPH, RD, CSSD, LD
  - Office #: 314.680.2145
  - Email: [Heidi.m.williams@gmail.com](mailto:Heidi.m.williams@gmail.com)
2. Lori Adams, RDN, CSSD, LD
  - Office #: 314-308-9115
  - Email: [lori@nutritionfitforyou.com](mailto:lori@nutritionfitforyou.com)
  - Website: [www.nutritionfitforyou.com](http://www.nutritionfitforyou.com)
3. Taylor Larson, RD, CSSD, LD
  - Office #: 314-620-9284
  - Email: [taylor@strongrootsnutrition.com](mailto:taylor@strongrootsnutrition.com)
  - Website: [www.strongrootsnutrition.com](http://www.strongrootsnutrition.com)



4. Riley Nickols, PhD, Counseling and sport psychologist
  - Cell #: 513-505-2160
  - Email: [RileyNickolsPhD@gmail.com](mailto:RileyNickolsPhD@gmail.com)
5. Lynn Supple, PhD, Licensed Clinical Psychologist
  - Office #: 314-73605446
  - Email: [lynn@partnersinwellnesstl.com](mailto:lynn@partnersinwellnesstl.com)
  - Website: [www.partnersinwellnesstl.com](http://www.partnersinwellnesstl.com)

## Additional Signs/Symptoms of Mental Health Disorders

### Anxiety and Depression

Individuals may experience anxiety and depression for many reasons including genetic predisposition, challenges of transitions, academic stress, financial pressures, family problems, interpersonal difficulties and grief/loss. Participation in athletics does not provide student-athletes immunity to these stresses, and it has the potential to pose additional demands. Student-athletes may experience significant anxiety that interferes with their athletic and/or academic performance. For student-athletes with strong athletic identities, injuries can be devastating and increase their risk for depression.

### Anxiety Disorders

Everyone may experience occasional worry or panic. Anxiety disorders involve distressing, persistent anxiety or maladaptive behaviors to reduce anxiety. The most common anxiety disorders are Generalized Anxiety Disorder and Panic Disorder.

**Generalized Anxiety Disorder** is excessive, chronic worry that causes distress and impairment in functioning. The worry is associated with restlessness, fatigue, difficulty concentrating, irritability, muscle tension, and/or sleep disturbance.

**Panic Disorder** involves recurrent and unexpected panic attacks. A panic attack is a surge of intense fear and discomfort associated with pounding heart, sweating, trembling, shortness of breath, chest pain, nausea, dizziness, chills, numbness, feelings of unreality or detachment, fear of losing control, and/or fear of dying.

### Anxiety Signs and Symptoms

- Increased heart rate
- Muscular tension
- Breathing rapidly
- Tightness in chest
- Having a sense of impending danger or doom
- Sweating

### Depression and Mood Disorders

Everyone feels sad from time to time, but depression is a syndrome that causes significant distress and impairment in functioning (school, sport, sleep, eating, and work). Types of mood disorders include Major Depression, Persistent Depressive Disorder, and Bipolar Disorder. For any one individual, the number, severity, and duration of symptoms may vary.

**Major Depression**, or “clinical depression,” is a combination of symptoms that interfere with functioning. Student-athletes experiencing five or more symptoms for two weeks or longer should be referred to the athletic trainer and mental health professional.

## Depression Signs and Symptoms

- Depressed, sad, or “empty” mood for most of the day and nearly every
- Lack of or loss of interest or pleasure in activities that were once enjoyable (hanging out with friends, practice, school, hobbies)
- Irritability
- Decreased performance in school or sport
- Change in sleep habits
- Change in appetite (including weight loss or gain)
- Indecisiveness
- Feeling sad or unusually crying
- Difficulty concentrating
- Recurrent thoughts of death or thoughts about suicide
- Frequent feelings of worthlessness, hopelessness, or excessive guilt

**Persistent Depressive Disorder** involves depressive symptoms for at least two years.

**Bipolar Disorder**, or “manic-depression,” involves cycling mood swings from major depressive episodes to mania. Depressive episodes may last as little as two weeks, while manic episodes may last as little as 4 days.

## Mania Signs and Symptoms

- Abnormal or excessive elation
- Unusual irritability
- Markedly increased energy
- Poor judgment
- Inappropriate social behavior
- Increased talking
- Racing thoughts
- Increased sexual desire
- Decreased need for sleep
- Grandiose notions

## Substance Use and Abuse

Research shows that student-athletes are more likely to engage in high-risk behaviors when it comes to substance use. This includes behaviors such as binge drinking, drinking to get drunk and driving while under the influence. Many factors play into why college athletes are at higher risk of substance abuse. Some of those include the added pressure of being an elite athlete and balancing the school, social pressure, career concerns and athletic performance. Substance use can span from frequent alcohol consumption, stimulant substances (cocaine, ephedrine, amphetamines and medications for ADHD), marijuana, and anabolic steroid use (or performance enhancing substances). All of these substances have a particular effect on an athlete and can be detrimental to his performance and health.

### Signs and Symptoms of Substance Use

- Impairment of behavior or mood
  - Concentration (marijuana, stimulant).
  - Depressed mood (alcohol, marijuana).
  - Imbalance or impeded speech (alcohol, marijuana).
  - Lack of commitment to sport, practice or missing multiple practices (alcohol, marijuana, stimulant, PES).
  - Shakiness, rapid speech or movements (stimulant).
  - Isolation (alcohol, marijuana, stimulant).

- Impairment of relationships
  - Irresponsible regarding commitments or responsibilities (alcohol, marijuana, stimulant).
  - Detachment from social relationships (alcohol, marijuana, stimulant).
  - Changes in social group-removing him/herself from teammates (alcohol, marijuana, and stimulant).

## **Alcohol & Athletic Performance**

### **Adapted from AAI American Athletic Institute & NCAA**

#### **How Alcohol Affects Muscle Development and Recovery**

##### **Alcohol use cancels out gains from your workout**

- Consuming alcohol after a workout, practice, or competition can cancel out any physiological gains you may have received from such activities. Not only does long-term alcohol use diminish protein synthesis resulting in a decrease in muscle build-up, but even short term alcohol use can impede muscle growth.

##### **Alcohol causes dehydration and slows down the body’s ability to heal**

- Speeding the recovery of sore muscles and injuries is integral to optimal performance. Alcohol is a toxin that travels through your bloodstream to every organ and tissue in your body, causing dehydration and slowing your body’s ability to heal itself.

##### **Alcohol use prevents muscle recovery**

- In order to build bigger and stronger muscles, your body needs sleep to repair itself after a workout. Because of alcohol’s effect on sleep, however, your body is robbed of a precious chemical called “human growth hormone” (HGH). HGH is part of the normal muscle-building and repair process and the body’s way of telling itself your muscles need to grow bigger and stronger. Alcohol, however, can decrease the secretion of HGH by as much as 70 percent!

##### **Alcohol use depletes your source of energy**

- Once alcohol is absorbed through your stomach and small intestines and finally into your cells, it can disrupt the water balance in muscle cells, thus altering their ability to produce adenosine triphosphate (ATP), which is your muscles’ source of energy. ATP provides the fuel necessary for your muscles to contract. A loss of ATP results in a lack of energy and loss of endurance.

## **How Alcohol Affects Your Ability to Learn New Plays and Strategies**

### **Alcohol use inhibits your ability to learn new information**

- Any athlete knows that preparation, such as learning new plays and sound strategies, is essential to peak performance. However, alcohol can have a devastating effect on this process. When there is alcohol in your system, your brain’s ability to learn and store new information is inhibited due to compromising of the hippocampus, a structure deep in the brain vital to the formation of memories. If you cannot form new memories, you cannot learn.

### **Alcohol use hampers memory and retention**

- Much of your memory formation occurs while you sleep. Alcohol affects your sleep cycle by disrupting the sequence and duration of normal sleep, reducing your brain’s ability to learn and retain information. Even drinking up to six hours before you go to sleep will negatively affect your sleep cycle. For example, if you drink after a day of classes, studying, or learning new plays, you are not getting 100 percent out of your efforts because of the effects of the alcohol you drank.

## How Alcohol Affects Nutrition and Recovery

### Alcohol uses and constricts metabolism and endurance

- Being physically fit and well-conditioned is the hallmark of a champion. However, no matter how many wind sprints you do, drinking alcohol constricts your aerobic metabolism and endurance.

### Alcohol use inhibits absorption of nutrients

- Not only is alcohol devoid of proteins, minerals, and vitamins, it actually inhibits the absorption and usage of vital nutrients such as thiamin (vitamin B1), vitamin B12, folic acid, and zinc:
  - o **Thiamin** (vitamin b1) is involved in the metabolism of proteins and fat and the formation of hemoglobin. it is also essential to optimal performance for its role in metabolizing carbohydrates.
  - o **Vitamin b12** is essential to good health. it helps maintain healthy red blood and nerve cells.
  - o **Folic acid** is an integral part of a coenzyme involved in the formation of new cells; a lack of it can cause a blood disorder called “megaloblastic anemia,” which causes a lowering of oxygen carrying capacity and thus negatively affects endurance activities.
  - o **Zinc** is also essential to your energy metabolic processes. since alcohol depletes your zinc resources, the effect is an even greater reduction of your endurance.

## Mental Health and Suicide Prevention Resources

National Resources

NCAA Health and Safety

<http://www.ncaa.org/health-and-safety/medical-conditions/mental-health>

National Alliance on Mental Illness (NAMI)

<https://www.nami.org/>

National Institute of Mental Health

[www.nimh.nih.gov/index.shtml](http://www.nimh.nih.gov/index.shtml)

Anxiety and Depression Association of America

[www.adaa.org](http://www.adaa.org)

Trevor Lifeline (LGBTQI)

<http://www.thetrevorproject.org/>

Half of Us

<http://www.halfofus.com/>

National Domestic Hotline

<http://www.thehotline.org/> 1-800-799-7233

National Sexual Violence Resource Center

<https://www.nsvrc.org/>

National Eating Disorders Association

<https://www.nationaleatingdisorders.org>

National Suicide Prevention Lifeline and Chat services

[www.suicidepreventionlifeline.org](http://www.suicidepreventionlifeline.org)

Suicide Prevention Resource Center

[www.sprc.org](http://www.sprc.org)

You Matter

[www.youmatter.suicidepreventionlifeline.org](http://www.youmatter.suicidepreventionlifeline.org)

American Foundation for Suicide Prevention

[www.afsp.org](http://www.afsp.org)

HelpGuide

[www.helpguide.org/home-pages/suicide-prevention](http://www.helpguide.org/home-pages/suicide-prevention)

#### Athlete-Specific Resources

NCAA: Supporting Student-Athlete Mental Wellness

<http://www.ncaa.org/sport-science-institute/supporting-student-athlete-mental-wellness>

American Psychiatric Association: Athletes and Mental Health

[www.psychiatry.org/athletes](http://www.psychiatry.org/athletes)

National Eating Disorder Association (NEDA) Coaches and Trainers Tool Kit

<https://www.nationaleatingdisorders.org/sites/default/files/Toolkits/CoachandTrainerToolkit.pdf>

NEDA for Athletes

<https://www.nationaleatingdisorders.org/tags/athletes>

TED Talk: Victoria Garrick, Athletes and Mental Health: The Hidden Opponent

<https://www.youtube.com/watch?v=Sdk7pLpblls>

Support for Sport

<http://www.supportforsport.org/index.html> For student-athletes to help identify when teammates and friends are struggling with mental health issues and how to make the necessary referrals.

Athletes Connected

<http://athletesconnected.umich.edu/>

NCAA Sexual Assault and Interpersonal Violence Resources

<http://www.ncaa.org/sport-science-institute/sexual-assault-and-interpersonal-violence>

#### References

NCAA Mind, Body and Sport - Understanding and Supporting Student-Athlete Mental Wellness. Retrieved from <http://www.ncaa.org/sport-science-institute/introduction-mind-body-and-sport>

Thompson, R.A. & Sherman, R.T. (2007). Managing student-athletes' mental health issues. Retrieved from [https://www.ncaa.org/sites/default/files/2007\\_managing\\_mental\\_health\\_0.pdf](https://www.ncaa.org/sites/default/files/2007_managing_mental_health_0.pdf)

## Section XII

### Personal Relationship Policy

As a Lindenwood University Intercollegiate Athletics Student-Athlete, you are representing not only yourself, but also your teammates, coaching staff, administration, and the University. We trust all students of our teams are responsible, honest, and well-rounded young adults. We want what is best for the team as a whole while providing a fair and practical environment for all individuals on the team. As a student-athlete, you have responsibilities to the team and a commitment to being a team member who is focused on contributing to achieving team goals. Relationship issues can distract a team from its competitive goals. For this reason Lindenwood Athletics has the following expectations for all team members regardless of the type of relationship.

The following is a list of possible relationships that may be addressed with these expectations (other types of relationships not listed may also apply):

- Close friends excluding or ignoring others, or having a falling out
- Two people dating the same person
- A person dating someone whom another person had a past relationship with
- Dating on the same or different teams (regardless of whether the dating couple is an opposite-sex couple or a same-sex couple)
- Conflicts between student-athletes based on race, sexual orientation, sexual identity, personal belief systems or religion

**When with the team, the team comes first.** Conduct yourselves as teammates. Being a member of a team requires responsible behavior and professional conduct. This includes at practice, during competition, on the team bus, in hotel rooms, in the training room, in the weight room, at team meetings, in the locker room and anywhere else when you are on “team time”.

Focus on the team and your role as a team member. You don’t have to hide your relationships but when on “team time” the following behaviors are expected:

- Respect team space: Avoid drama on team time. Leave relationship conflict at the locker room door.
- Resolve relationship issues on your own time, not the team’s time.
- No PDA (Public Displays of Affection), this includes hand holding, kissing, hugging, etc.
- Get to know others on your team. Sit with various teammates on the bus, eat with various teammates, share hotel rooms with various teammates and sit with various teammates in team meetings.
- If you need help resolving relationship issues, please contact the Director of Student-Athlete Mental Health

Possible consequences for failing to meet these expectations:

- Meeting with Coach, review expectations and consequences of not abiding by them
- Requested to meet with a counselor
- Suspension or dismissal from team for failing to abide by the expectations

*Adapted from Champions of Respect: NCAA LGBTQ Resource Guide, Pat Griffin (2013)*

## Section XIII

# Pregnant Student-Athlete Policy

### Introduction

Pregnancy places unique challenges on the student-athlete. The purpose of this policy is to develop guidelines to protect the health, confidentiality, scholarship and ability of the pregnant student-athlete to participate while also assisting medical providers, coaches and administrators with uniform procedures that address this medical condition. Student-athletes will not be judged based on decisions to carry pregnancy to full-term, to terminate pregnancy, or adoption.

Student-athletes should not be forced to terminate a pregnancy because of financial or psychological pressure or fear of losing their institutional grants-in-aid. Per NCAA rules, institutional financial aid based in any degree on athletics ability may not be reduced or canceled during the period of its award because of an injury, illness or physical or mental medical condition. An NCAA institution may approve a two-semester or three-quarter extension of the 10-semester/15-quarter period of eligibility for a female student-athlete for reasons of pregnancy.

The Lindenwood University Athletics Department secondary insurance does not cover medical costs related to pregnancy, childbirth, or termination of pregnancy. The student-athlete is responsible for all costs related to pregnancy. The student-athlete may be provided with information regarding financial assistance or referred to individuals with that information.

### Confidentiality

Pregnancy is treated just like any other temporary medical condition and the health, safety, and well-being of the student-athlete and unborn child will remain a priority within the Lindenwood Intercollegiate Athletics Department.

While not required, it is **strongly recommended** that the student-athlete notify their team athletic trainer of a pregnancy as early as possible, regardless of whether the pregnancy will be carried to term or terminated. It is in the student-athlete's best interest to ensure that proper medical care and/or necessary counseling is being sought. The sports medicine staff should be well-versed in the athletics department's policies and be able to access the identified resources. The sports medicine staff will respect the student-athlete's requests for confidentiality until such time when there is medical reason to withhold the student-athlete from competition.

### Exercise in Pregnancy

Assessing the risk of intense, strenuous physical activity in pregnancy is difficult. There is some evidence that women who exercise during pregnancy have improved cardiovascular function, limited weight gain and fat retention, improved attitude and mental state, easier and less complicated labor and enhanced postpartum recovery. There is no evidence that increased activity increases the risk of spontaneous abortion in uncomplicated pregnancies. There are, however, theoretical risks to the fetus associated with increased core body temperatures that may occur with exercise, especially in the heat.

The fetus may benefit from exercise during pregnancy in several ways, including an increased tolerance for the physiologic stresses of late pregnancy, labor and delivery.

The safety of participation in individual sports by a pregnant woman should be dictated by the movements and physical demands required to compete in that sport and the previous activity level of the individual.

Exercise in the supine position after the first trimester may cause venous obstruction, and conditioning or training exercises in this position should be avoided. Sports with increased incidences of bodily contact (basketball, ice hockey, field hockey, lacrosse, soccer, and rugby) or falling (gymnastics, equestrian, downhill

skiing) are generally considered higher risk after the first trimester because of the potential risk of abdominal trauma. The student-athlete's ability to compete also may be compromised due to changes in physiologic capacity, and musculoskeletal issues unique to pregnancy. There is also concern that in the setting of intense competition a pregnant athlete will be less likely to respond to internal cues to moderate exercise and may feel pressure not to let down the team.

The American College of Obstetrics and Gynecology states that competitive athletes can remain active during pregnancy but need to modify their activity as medically indicated and require close supervision. If a student-athlete chooses to compete while pregnant, she should:

- Be made aware of the potential risks of her particular sport and exercise in general while pregnant;
- Be encouraged to discontinue exercise when feeling overexerted or when any warning signs are present (vaginal bleeding, shortness of breath before exercise, dizziness, headache, chest pain, calf pain or swelling, preterm labor, decreased fetal movement, amniotic fluid leakage, muscle weakness);
- Follow the recommendations of her obstetrical provider in coordination with the team physician; and
- Take care to remain well-hydrated and to avoid overheating.

After delivery or pregnancy termination, medical clearance is required from obstetrician and the team physician to ensure the student-athlete's safe return to athletics. (See Follow-up Examinations section of Guideline 1C.) The physiologic changes of pregnancy persist four to six weeks postpartum; however, there have been no known maternal complications from resumption of training. Care should be taken to individualize return to practice and competition.

### **MALE PARTNER**

While male student-athletes are not affected physically by pregnancy like female student-athletes, they can have stress over the pregnancy and worry about their pregnant partner and her fetus. Male student-athletes may question whether they are ready for fatherhood and the personal and financial obligations associated with pregnancy. We encourage you to discuss these issues with your partner and healthcare providers at the Lindenwood Counseling Center, team physician or an athletic trainer.

References:

1. 2014-2015 NCAA Sports Medicine Handbook
2. Missouri State Pregnant Student-Athlete Policy
3. The University of Texas at Dallas Athletic Training Department Pregnant Student-Athlete Policy



## Section XIV

### Recognition and Awards

Each team is required to hold its own awards banquet at the conclusion of their respective championship season. Banquets may be as formal or as casual as the coaching staff sees fit but should be scheduled on the Athletic Department calendar by the start of each school year. Coaches may also choose the type of award(s) (if any) given for that sport. In addition, each conference and/or national organization offers various types of recognition.

Academic Honors Banquet: to be held each spring in conjunction with The Roars awards show recognizing top academic achievement from the immediately previous spring and fall semesters. To be invited to attend, student-athletes must have a 3.75 term and/or cumulative GPA in one of the immediately previous two semesters.

- **Vice President's List** - Given to student-athletes with a 3.75 term and/or cumulative GPA in the previous spring and/or fall semester. Student-athletes earn this award with distinction for earning a 4.0 term and/or cumulative GPA.
- **Excellence in Teaching** - Given to a faculty member that student-athletes feel goes above and beyond their everyday obligations in the classroom to help their students be successful.
- **Academic Persistence Award** - presented to one male and one female student-athlete who have demonstrated great resilience and improvement in terms of academics. These individuals show strong determination and commitment to bettering themselves in the classroom. Their significant growth and effort in this area help them to be solid examples for their teammates and other student-athletes.
- **Top Team GPA** - Honors the men's and women's team with the highest GPA from the previous spring and fall semester combined.

The Roars: to be held each spring honoring outstanding personal and athletic achievements of student-athletes from the immediately previous spring through fall and winter sport seasons. This is an ESPY-style awards show with nominating and voting process run by the Student-Athlete Advisory Committee beginning approximately two months prior to the awards show. Teams will have the opportunity to nominate for every awards category, with the top three nominees to be honored at The Roars.

Letter Winners Program: Lindenwood University presents varsity letter awards to those student-athletes that meet the following criteria:

- Exhausted one season of NCAA eligibility
- Good academic standing
- Good team standing

The criteria for earning varsity letter awards in each sport are set by the Vice President for Intercollegiate Athletics.

At the end of the season, the Associate Athletic Director for Student Support Services provides an Annual Letter Award Report to coaches. Coaches, with the approval of the sport supervisor, indicate student-athletes they are recommending for a varsity letter award. Once the information is collected, it is forwarded to the VP for Intercollegiate Athletics and the Equipment Manager (to facilitate the ordering of awards).

The awards are distributed on Athlete Appreciation Day at the 4-Year Varsity Letter Award Ceremony  
Athletics Department Policies and Procedures

**\*Letter Awards may be claimed up to one year after graduation or the exhaustion of eligibility.**

Graduation Reception: to be held during final exam week prior to both December and May graduation ceremonies to recognize graduating student-athletes. Student-athletes should attend the reception of nearest to their graduation ceremony and not when their eligibility is exhausted. Graduation reception date and location will be posted on the Athletic Department calendar.

Graduation Stoles (Senior Gifts): to be given out to student-athletes who are graduating within one calendar year of exhausting their eligibility and remain in good academic and team standing. Stoles are to be given out in time for graduation and are also considered a senior gift.

## **Section XV**

### **Sexual Harassment and Misconduct**

Lindenwood University is committed to maintaining an environment that is free from sexual discrimination, sexual and gender-based harassment and violence, relationship violence, stalking and retaliation. Please refer to the university's entire Title IX policy at [www.lindenwood.edu/files/resources/final-title-ix-policy-11-2.pdf](http://www.lindenwood.edu/files/resources/final-title-ix-policy-11-2.pdf).

Sexual harassment is any unwelcome sexual advance, request for sexual favors, or other verbal or physical misconduct of a sexual nature when:

- An individual's employment or education is put in jeopardy if that individual should refuse to submit to such conduct
- Submitting to or rejecting such conduct is used in making decisions about an individual's employment or education
- The conduct unreasonably interferes with an individual's work or educational performance or creates a hostile work environment.

*Sexual Harassment includes but is not limited to:*

- suggestive/insulting sounds, leering/ogling, and obscene gestures
- sexual explicit statements, questions, jokes, or anecdotes
- remarks of sexual nature about a person's clothing or body, sexual activity, previous sexual experience
- unnecessary touching, patting, or hugging, or brushing against a person's body
- physical assault or rape.

It is Lindenwood University policy that sexual harassment/violence will not be tolerated and that disciplinary action up to and including termination will be imposed on employees engaging in such actions. Disciplinary action up to and including expulsion may be imposed on students engaging in such action. If student is aware of sexual harassment or feels as if he/she is a victim of harassment one of the university officers listed should be contacted: Title IX Coordinator, Vice President of Human Resources, Dean of Students, and University Chaplain.

#### **Stalking**

Stalking occurs when any person engages in a course of conduct or repeatedly commits acts toward another individual under circumstances that would cause a reasonable person to fear for their own safety or the safety of others or to suffer substantial emotional distress.

#### **Hazing**

Hazing is defined as "...an often ritualistic test and a task, which may constitute harassment, abuse, or humiliation with requirements to perform random, often meaningless tasks, sometimes as a way of initiation into a group. The definition can refer to either physical (sometimes violent) or mental (possibly degrading) practices..." Hazing includes discomfort, embarrassment, harassment, humiliation, or destruction of property for the purpose of initiation onto the team. The person's willingness to participate in such an activity is irrelevant. Lindenwood has a zero-tolerance policy on the hazing of any student. Any such exploitation will result in immediate action by the administration.

## **Section XVI**

### **Student-Athlete Housing Policy**

StarRez is the residential housing portal where students can manage housing applications, roommate and room selection, and much more. Access to StarRez at [www.lindenwood.edu](http://www.lindenwood.edu).

Lindenwood is by design a residential University. Living-on campus provides educational living and learning experiences that lead to a student's growth and development and enhancement of one's total education at Lindenwood. Because residential living is such an integral component of the collegiate experience, only in very rare and special incidences would a student be exempted by the University housing requirements for institutionally funded co-curricular participation. The residential requirement is a commitment between students and the University to enhance the student's experience and success. As a result, all students participating in institutionally funded co-curricular programs e.g., NCAA and Student Life Sports, must live on campus.

Students may appeal to live off-campus if they meet one or more of the following qualifications:

- Current active military or veteran status: Students must verify by submitting a copy of DD form 214, Certificate of Release or Discharge of Active Duty (if a veteran) or written proof of current military active duty.
- Married and/or legally dependent children: Copies of legal documentation will be required to accompany the exemption form request.
- Medical disability circumstances: exempting requests for medical or disability reason will be forwarded to the Institutional Appeals Committee reviewed with Student Support and Accessibility Coordinator. This committee will render a decision and notify the Residential Life office and the applicant of the outcome.
- Other: Special circumstances may be considered when significant personal hardship is worsened by living on-campus and cannot be remedied by normal means. Verification of special circumstances will be required.

In each case, a student must submit a written appeal to Assistant Athletic Director for Compliance. Cases with validity will be passed on to the campus Appeals Committee for a final decision. Additional supporting documentation may be requested if necessary.

Signing an off-campus lease without prior approval from the Appeals Committee does not exempt a student from financial responsibility for an assigned space in on-campus housing.

All students who live on or off campus have the responsibility to uphold the Code of Conduct. Any student whose behavior does not fall within the standards of the Lindenwood University student handbook will be required to return to campus housing, as well as face additional conduct consequences.

## **Section XVII**

# **Transgender Policy**

Lindenwood University is proud of its diverse population, which includes faculty and staff from all corners of the world and students from six continents and nearly 100 countries. Lindenwood University designs our policies in such a manner that all stakeholders (whether students, employees, or visitors) will be treated respectfully, fairly, equitably, and with dignity and inclusiveness in the pursuit and achievement of the objectives of their relationship with the university.

Lindenwood University Intercollegiate Athletics strives to ensure a positive student-athlete experience and will provide an opportunity for all student-athletes to fully participate in intercollegiate athletics without regard to race, sex, national origin, class, disability, gender expression, geographical location, marital status, parental status, and sexual orientation. Intercollegiate Athletics *All-Encompassing* core value demonstrates a strong commitment to create an environment that is safe, supportive, and welcoming for lesbian, gay, bisexual and transgender student-athletes, coaches, staff members, volunteers and fans. The department's policy, practices and treatment mirror the University's Diversity, Equality, and Inclusion Statement and reflects the recommended guidelines and principles of the NCAA Office of Inclusion.

### **NCAA Inclusion of Transgender Student-Athletes Guiding Principles:**

- Participation in intercollegiate athletics is a valuable part of the education experience for all students.
- Transgender student-athletes should have equal opportunity to participate in sports.
- The integrity of women's sports should be preserved.
- Policies governing sports should be based on sound medical knowledge and scientific validity.
- Policies governing sports should be objective, workable, and practicable; they should also be written, available, and equitability enforced.
- Policies governing the participation of transgender students in sports should be fair in light of the tremendous variation among individuals in strength size, musculature and ability.
- The legitimate privacy of transgender students should be preserved.
- Athletics administrators, staff, parents of athletes, and student-athletes should have access to sound and effective educational resources and training related to the participation of transgender and gender-variant students in athletics.
- Policies governing the participation of transgender students in athletics should comply with state and federal laws protecting students from discrimination based on sex, disability, and gender identity and expression.

NCAA Bylaws related to hormonal treatment and missed teams.

Two areas of NCAA regulations can be impacted by transgender student-athletes participants: use of banded substances and mixed team status.

A mixed team is a varsity intercollegiate sports team on which at least one individual of each gender competes (Revised 5/8/06). NCAA Bylaw 18.02.2 for purposes of meeting the required minimums set forth by Bylaws 18.2.3 and 18.2.4, a mixed team shall be counted as one team. A mixed team shall count towards the minimum sponsorship percentage for men's championships.

- NCAA rules state that a male participating in competition on a female team makes the team a “mixed team.” The mixed team can be used for sport sponsorship numbers (provided other conditions, such as being an acceptable NCAA sport, outlined in Bylaw 20.10 are met) and counts toward the mixed/men’s team minimums within the membership sports-sponsorship requirements. Such a team is ineligible for a women’s NCAA championship but is eligible for a men’s NCAA championship.
- A female on a men’s team does not impact sports sponsorship in the application of the rule – the team still counts toward the mixed/men’s numbers. Such a team is eligible for a men’s championship.
- Once a team is classified as a mixed team, it retains that status through the remainder of the academic year without exception.

NCAA Bylaw 31.2.3 identifies testosterone as a banned substance, and provides for a medical exception review for demonstrated need for use of a banned medication. It is the responsibility of the NCAA institution to submit the request for a medical exception for testosterone treatment prior to the student-athlete competing while undergoing treatment. In the case of testosterone suppression, the institution must submit written documentation to the NCAA of the year treatment and ongoing monitoring of testosterone suppression.

The following policies clarify participation of transgender student-athletes undergoing hormonal treatment for gender transition:

- A trans male (Female To Male – FTM) student-athlete who has received a medical exception for treatment with testosterone for diagnosed Gender Identity Disorder or gender dysphoria and/or transsexualism, for purposes of NCAA competition may compete on a men’s team, but is no longer eligible to compete on a women’s team without changing that team status to a mixed team.
- A trans female (Male to Female – MTF) student-athlete being treated with testosterone suppression medication for Gender Identity or gender dysphoria and/or transsexualism, for the purposes of NCAA competition 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 testosterone suppression treatment.

Any transgender student-athlete who is not taking hormone treatment related to gender transition may participate in sex-separated sports activities in accordance with his or her assigned birth gender.

- A trans male (FTM) student-athlete who is not taking testosterone related to gender transition may participate on a men’s or women’s team.
- A trans female (MTF) transgender student-athlete who is not taking hormone treatments related to gender transition may not compete on a women’s team.

### **The student-athlete’s responsibilities:**

- In order to avoid challenges to a transgender student’s participation during a sport season, a student-athlete who has completed, plans to initiate, or is in the process of taking hormones as part of the gender transition should submit the request to participate on a sports team in writing to the Vice President of Intercollegiate Athletics upon matriculation or when the decision to undergo hormonal treatment is made.
- The request should include a letter from the student’s physician documenting the student-athlete’s intention to transition or the student’s transition status if the process has already been initiated. This letter should identify the prescribed hormonal treatment for the student’s gender transition and documentation of the student’s testosterone levels, if relevant.

## **Lindenwood University Intercollegiate Athletics responsibilities:**

- The VP of Intercollegiate Athletics, Head Athletic Trainer and Director of Compliance should meet with the student to review eligibility requirements and procedures for approval of transgender participation.
- If hormone treatment is involved in the student-athlete's transition, the athletic department will notify the NCAA of the student's request to participate with a medical exception request.
- All discussions among involved parties and required written supporting documentation should be kept confidential, unless the student-athlete makes a specific request otherwise. All information about an individual student's transgender identity and medical information, including physicians information provided pursuant to this policy, shall be maintained confidentially.

## **Confidentiality**

All discussions, University documents, and written support documentation involving a student-athlete's request regarding gender transition, when applicable, shall remain confidential in accordance with state and federal laws, unless Intercollegiate Athletics receives written permission from the student-athletes.

All information regarding all student-athletes' transgender identity and medical information, including physicians information provided pursuant to this policy, shall be maintained confidential.

## **Facility Access**

- Transgender student-athletes shall have access to use locker rooms, showers, and toilet facilities in accordance with the student-athlete's gender identity.
- When requested by a transgender student-athlete, the university will provide private, separate changing, showering and toilet facilities for the student's use, but transgender students should not be required to use separate facilities.
- Competition at another school – if a transgender student-athlete requires a particular accommodation to ensure access to appropriate changing, showering, or bathroom facilities, the appropriate sport administrator or coach will notify the institution to ensure the student-athlete has access to comfortable and safe facilities. The notification process shall be handled in such a manner that the student-athlete's identity as a trans individual is never disclosed without the student-athlete's express permission.
- Transgender student-athletes will be assigned to share hotel rooms based on their gender identity. Transgender student-athletes who request or need additional accommodations or privacy, will be provided appropriate accommodations on every occasion that is possible based on the availability of the lodging site.

## **Language**

In all instances, teammates, coaches, and department staff members will address and refer to the transgender student-athlete by their preferred name. Additionally, pronoun preferences to transgender student-athletes will reflect the student-athlete's gender.

## **Dress Code**

While representing the athletic department and institution, all student-athletes shall not be required to dress in a manner inconsistent with their gender identity, but will be required to conform to dress standards set forth by the coach, team rules, department and requests from staff.

## **Enforcement**

Any representative of the Lindenwood University Intercollegiate Athletic department who violates this policy by threatening to withhold athletic opportunities or harassing any student-athlete in violation of this or other University policies as well as by breaching medical confidentiality will be subject to disciplinary action

consistent with that of the University's policies and procedures as outlined the Faculty and Staff Guidebook. Additionally, all Intercollegiate Athletics staff members are required to report bias incidents, acts of discrimination and/or bias or hate crimes per the University's Policy of Non-Discrimination.

## **Retaliation**

Acts of retaliation by Intercollegiate Athletics staff members or student-athletes against anyone who files a complaint or who informs a University representative of incidents of discrimination based on race, religion, gender, sexual orientation, gender identity or expressions are specifically prohibited. Disciplinary actions will be applied in accordance with department and University policies and procedures as outlined in the Faculty and Staff Guidebook and Title IX Policy Manual.

## **Hate Crimes and Bias Incident Definitions and Reporting Protocols**

Lindenwood University is committed to providing a safe, respectful and inclusive environment for all students, staff, faculty and guests to our community. The University and Intercollegiate Athletics are therefore committed to achieving a campus and athletic events that are free from bias incidents and hate crimes. Hate crimes are defined by the Clery Act as "criminal offenses that manifest evidence that the target was intentionally selected because of the perpetrator's bias related to race, gender, religion, sexual orientation, ethnicity, national origin, gender, gender identity, or disability." Bias incidents are defined as conduct, behavior, speech and/or expression which are motivated, in whole or in part by bias against the person's or group's actual or perceived sex, gender identity, sexual orientation, national origin, race, religion or disability. All bias incidents and hate crimes will be sanctioned by the University's Bias Incident's Policy and Intercollegiate Athletics Disciplinary Policy. Students, faculty and staff who are subject of or witness a Bias Incident may report to the Title IX Coordinator at 636.255.2275, Room 3175 Spellmann Center or report any incidents to a Head Coach or Sport Administrator who will assist the individual making the reports by identifying appropriate University resources for support and guidance.

## **Media**

All University and Intercollegiate Athletic Department who are authorized to speak with the media will receive information regarding terminology, use of names and pronouns, as well as school and athletics conference policies regarding the participation of transgender student-athletes on varsity sport teams. All interactions with media will be handled in such a manner that protects the privacy of all student-athletes and are in compliance with this and the University policies as well as with state and federal laws and regulations.



## **Section XVIII**

### **Team Travel**

All student-athletes must travel with their teams, unless permission to travel with a parent or guardian is granted a minimum of three days in advance by the Sports Supervisor. **STUDENT-ATHLETES WILL ONLY BE ALLOWED TO TRAVEL WITH A PARENT OR GUARDIAN** and must complete the Student-Athlete Travel Release Form found in ARMS.

#### **Excused Absences/Travel Letters**

Lindenwood allows students (including student-athletes) engaged in official, university-sponsored sporting contests to be excused from classes they miss while attending such events. Students are required to communicate with their professors and plan for missed work in advance of their university-authorized absences.