

## **Angelo State University Intramural Sports Policies and Procedures**

**INTRODUCTION:** Intramural Sports are intended primarily to afford an opportunity for experiential learning through athletic participation for the entire Angelo State University Community. We serve to cultivate lifetime recreational skills, to integrate students socially in a sports setting, and to foster a spirit of sportsmanship and fair play among participants and spectators. Intramural Sports offers a variety of opportunities for individuals of all abilities.

Individuals and organizations participating in Intramural Sports should do so with the attitude that good sportsmanship and fair play are an integral part of the activity. The rules and procedures set forth in this publication will be used as guidelines to apply toward the Intramural Program. The Recreation Office reserves the right to amend, alter, or dissolve any of these guidelines or rules for the enhancement of the program. All participants are expected to comply with the spirit as well as the letter of the rules.

**HOW TO ENTER:** To enter any activity, please follow the suggested guidelines:

Check the official Recreation website at [www.angelo.edu/urec](http://www.angelo.edu/urec), or bulletin boards located at the Center for Human Performance for information pertaining to entry dates and schedules for all activities.

Team, individual, and dual sport entries will be accepted at the Registration Meeting or at the UREC Office for late registration. For team, individual, and dual sports, a team representative must attend the sport's registration meeting. Check the activity schedule for the times and locations of these meetings.

**Free Agents** – If you desire to play a team sport but do not have an entire team, please attend the Registration Meeting of your desired sport and sign the “free agent” sheet. Team managers will review the sheet and select individuals to play with their team. If enough individuals are listed on the sheet, the UREC Department will create a team of free agents.

**HOW TO ORGANIZE AND MANAGE:** Fraternities, Sororities, Residence Halls, and Independent organizations should choose a manager to be in charge of Intramurals. There are registration meetings at the start of each sport as announced on the Intramural bulletin boards and website. At these meetings, the manager will be given information that they will need to pass on to the other members of their organization.

**STUDENT EMPLOYMENT:** The UREC Department employs a large number of students each year to aid in conducting the different programs. These students are employed in the areas of Aerobics, Aquatics, Clerical Assistant, Facility Management, Fitness, Intramural Sports, Marketing and Promotions, Officials, Open Recreation, Outdoor Adventure and Sport Clubs. These are paid positions giving students the opportunity to work throughout the entire school year. Interested persons are to contact the department for additional information.

**ANGELO STATE OFFICIALS’ ASSOCIATION:** The Angelo State Officials’ Association is responsible for the procurement, training, and evaluation of individuals interested in officiating Intramural Sports. Levels of expertise are obtained through attending clinics, written examinations, game ratings, and game experience. Once certified by the association, individuals have the opportunity to officiate in area recreation, junior high, and high school leagues as well as at the state, regional, and national extramural levels.

**ASSUMPTION OF RISK:** Individuals are highly encouraged to have a physical examination and obtain adequate health and accident insurance **PRIOR TO PARTICIPATION** in INTRAMURAL activities. Individuals that participate in Recreation Department activities will be doing so at their own risk. Neither Angelo State University nor the Recreation Department can assume the responsibility for injuries incurred during practice for, or participation in, any Intramural activity. Participation is on a strictly voluntary basis. All participants injured during an Intramural activity are required to report the accident to an Intramural Manager. Student Health and Accident Insurance information may be obtained at the University Health Center.

#### **STUDENT BOARD:**

**The Intramural Advisory Board** – The purpose of the Council is to serve the Intramural Sports Program in an advisory capacity; to review and make recommendations of Intramural Sports Policy; to serve as a Council that reviews and rules on Intramural Sports Disciplinary Appeals; to provide recommendations for Intramural Sports Programming; and to recommend and support extramural team participation at state, regional, and national sports competitions.

#### INTRAMURAL SPORTS PROGRAM PARTICIPATION CONCEPT

The Intramural Sports Program is designed to match equally skilled participants in various activities to meet physical as well as recreational needs. Team, individual, and dual competition will take place in the following divisions: Men's Women's, and Co-Rec. Awards for active participation and success should not be the only goal in an Intramural Program, but such awards do add to the competitive spirit of such an activity. It is with this idea in mind that the department will offer awards to the All University Champions in each sport.

#### **RULES AND REGULATIONS FOR INTRAMURAL COMPETITION**

*The Director(s) of the Department of University Recreation reserve the right to put into effect emergency rules relative to the program in order that the program might function in a secure manner.*

#### ELIGIBILITY RULES

**University Status:** All students who are currently enrolled for three or more semester hours of credit at ASU are eligible for intramural competition, unless otherwise provided by the rules. Howard College and Adult Continuing Education classes do not meet these requirements. Participants must present a valid ASU ID to participate in any intramural activity.

**Faculty and Staff:** All ASU faculty and staff are eligible for intramural competitions that have purchased a UREC PASS as well as a UREC PROGRAM PASS.

**Co-Rec. Activities:** All eligible students, faculty, and staff may participate in co-rec. activities.

**Open Division:** Participants in this division must be a currently enrolled student or faculty/staff member. Current professional, **semi-professional**, and varsity athletics in the related sport may participate in this league only. The Open Division will only be utilized in a sport where varsity teams exist.

**Eligibility Investigation:** The Intramural Sports Staff will assume responsibility for investigating eligibility for all participants upon request by the offended team. NOTE: Any individual that the Intramural Sports Staff deems to be ineligible will not be allowed to participate.

**Professional Athletics:** Students ineligible for varsity competition due to professional rank are prohibited from competition in the intramural sport(s) in which loss of amateur standing was achieved for a period of five (5) years from the date professional career ended. (This does not include try-outs and cuts from a professional team). **Examples of professional teams include but are not limited to: National Football League, Major League Soccer, USA Volleyball, National Basketball Association, National Pro Fastpitch, and/or Major League Baseball.** A Semi-Professional league participant will be considered as any person whose name appears on an official squad list, who has suited out for any game, or continues to work out with a semi-professional team after the first game. A semi-professional athlete will be ineligible for intramural competition in that sport, or related sport, until that individual has no affiliation with the team for consecutive fall, spring, and two summer semesters in any order (365 days). NOTE: Individuals considered professional or semi-professional will be eligible to participate in the open divisions in their related sport.

**Varsity Athletics:** Any person whose name appears on an official squad list, who has suited out for any game, or continues to work out with a varsity team (including red-shirt players) after the first intercollegiate game shall be considered a varsity athlete and ineligible for intramural competition in that sport, or related sport, **during the academic semester that the varsity team plays and until the next academic semester begins.** NOTE: There is no limit to the number of current varsity athletes in a non-related sport or former varsity athletes in a related sport that can be on the team roster.

**Sport Club Members:** Sport club members are defined as individuals who meet any one of the following criteria:

- a) Name appears on an official sport club team roster during the academic year
- b) Signed a participation waiver and is actively participating in club functions
- c) Actively participating with the club during their season

Teams are restricted to two Sports club members in their related intramural activity. Sport club members are ineligible for participation in their related individual or dual sport(s).

**Registration Meetings:** Registration meetings are scheduled for each intramural sports event. For all team sports, it is mandatory for a representative from each team to attend this meeting. At this meeting, policies and rules will be reviewed, and teams will submit their roster to be entered into the league. If a representative is not present, a \$30.00 team fee is required to sign-up a team. This fee must be submitted to the UREC Secretary by 5:00 p.m. the day after the registration meeting in order to be added to the league. This fee is only required for those teams who do not have a representative present at the registration meeting.

**Rosters:** Teams may have an unlimited number of individuals on the team roster. In order for an individual to be considered eligible for intramural competition, his/her name and campus identification number must appear on the team roster prior to competition. Additions to the team roster must be made by the team manager and before the last regular season game. Deletions may be made at anytime; however, if an individual is deleted from the roster, he/she is ineligible to

compete in that division for the remainder of the regular season and play-offs **unless an official roster transfer was completed**. **NOTE:** Maximum championship t-shirt awards will be determined by doubling the number of players allowed to participate during the contest. Only one championship t-shirt will be awarded per individual per sport.

**Competing on Two Teams:** Players having participated with one intramural team are ineligible to play for another team within that division in that sport. All properly protested teams will forfeit their games due to use of an ineligible player. Exception: Individuals may play both in the men's or women's divisions as well as the co-rec. and open divisions.

**Roster Transfer:** Any individual wishing to transfer from one team to another must be approved by one of the Directors of the Department of University Recreation prior to the **completion of the third week** of the regular season. There will be no team transfers by individuals during elimination tournaments.

**Team Sport Waiting List:** Teams that fail to register within the sign-up period may be placed on a waiting list. If a team forfeits out of a league, drops from the league, or is unable to complete their regular season schedule, teams on the waiting list may replace them and complete their schedule. A \$30.00 team entry fee is required to participate when a team enters the league from the waiting list. Teams will be notified by the Recreation Staff to fill a vacated schedule in the order they signed-up on the waiting list.

**Play-off Meetings:** **Play-off meetings are scheduled for each intramural team sports event at the conclusion of the regular season. It is mandatory for a representative from each team to attend this meeting. At this meeting, play-off policies and rules will be reviewed, and tournament brackets will be distributed. If a representative is not present, a \$15.00 team fee is required per division to remain in the tournament. This fee must be submitted to the UREC Staff before their first tournament game is played. This fee is only required for those teams who do not have a representative present at the registration meeting.**

**Play-offs Eligibility:** In order to be eligible for the play-offs in a sport, an individual must have played in at least one game during the regular season and have his/her name and student identification number on the team's roster **prior to the play-off meeting**. **NOTE: If a team is scheduled to play a game where their opponent defaults or forfeits, the team members are still required to sign-in with an Intramural Supervisor indicating they were present.**

**Extramural Tournament Participation:** In order to be eligible for extramural tournament participation, an individual must be an Angelo State University student enrolled in at least 6 hours, maintain a minimum of a 2.0 cumulative G.P.A. **or a minimum of a 2.5 cumulative G.P.A. in the last 15 hours taken at Angelo State University**, be in good standing with the University, must not have been ejected during that sport season, and must not have demonstrated repetitive unsportsmanlike behavior in any intramural sports activity.

**Campus MVPs:** Two individuals (one male and one female) will be selected as Campus MVPs at the conclusion of the academic year. A vote of the intramural officials, managers, Graduate Assistants, and Director(s) will determine the winners. Criteria for selection of MVP players will be based on sportsmanship, game performance, participation in four intramural sport events with two being considered major sports (Flag Football, Volleyball, Soccer, Basketball, and Softball) during the year, and leadership qualities.

**Ineligible Player:** Any person participating in an intramural activity without his/her name and student identification number on the team's roster or found in violation of the Rules and Regulations of Intramural Sports shall be deemed ineligible. The following penalties shall apply:

1. Any person participating in an Intramural activity found to be ineligible shall be suspended from that activity for the remainder of the season.
2. Any team using an ineligible player shall forfeit the game in which the ineligible player participated provided the contest was properly protested.
3. A player competing under an assumed name will be suspended from intramural competition for the remainder of the season and placed on probation for the remainder of the school year. Violation of probation may result in expulsion from the program.
4. The team using an ineligible player with an assumed name shall be suspended from that activity for the remainder of the season and placed on probation for the remainder of the school year. Violation of probation may result in expulsion from the program.

**Forfeit Policy:** If a team fails to appear at the scheduled location, the official will declare the contest a forfeit using the following procedures:

1. A team will have a 10-minute grace period from the scheduled game time to arrive with the minimum number of players to avoid a forfeit. At the scheduled game time, the manager will start the game clock. If the team is not ready to begin play, the offended team will receive one (1) point per minute. When the team arrives with the minimum number of players and is ready to begin play, the score will reflect the point(s) awarded due to the lateness of the team, and the clock will continue to run. If the team has not arrived within 10 minutes, they will forfeit the game. The game score will be 10-0.
2. The winning team must record its lineup (names and student identification numbers) for the forfeited game and must have at least the minimum number of players to participate. NOTE: Officials will not be used during a forfeited game.
3. The team that forfeits will receive a Loss by Forfeit (LBF) recorded against their record. The captain will have 48 business hours (Monday-Friday) to pay a \$30.00 forfeit fee to the Recreation Department. If the captain fails to pay the fee, the forfeited team will be dropped from the league. A team on the waiting list will be called to fill the vacated position in the order they signed up (Note: A \$30.00 fee will be required if the team on the waiting list decides to participate).
4. In the event of a double forfeit, both teams will receive a Loss by Forfeit (LBF) recorded against their record. Both captains will be responsible to pay the \$30.00 forfeit fee within 48 hours. If one or both teams do not pay the fee, they will be dropped from the league.
5. A team will be dropped from competition upon announcement of their second forfeit. The \$30.00 forfeit fee will also be required for the second forfeit. Members of the team will not be allowed to register for intramural activities until the fee is paid.

**Request to Cancel:** A team that has a regular season or playoff conflict may "request to cancel" as opposed to forfeiting the contest. To "request to cancel", the team captain must call or visit the UREC Office by 3:00 p.m. the day of the game. The contest is recorded as a loss by the defaulting team. The team will not be required to pay a forfeit fee if this option is utilized.

**Rainouts:** No decision of whether to play or cancel the games will be made until 3:00 pm on the day of the inclement weather. Games will be rescheduled at the discretion of the Department of University Recreation.

**Protests:** Protests involving rule interpretations or player eligibility will be considered but judgment calls by the official will not receive consideration. To properly file a rule interpretation protest, a participating member must call a time-out immediately following the play in question and notify the game official of their intention to protest. The game will be suspended, and the Intramural Supervisor will be called to the game site to render a final decision. NOTE: Team captains that request a rule protest must REMOVE their team from the field/court and suspend play until a manager is notified. If the team continues to play, the protest will NOT receive consideration.

Protest concerning player eligibility must be made to the Intramural Supervisor before, during, or immediately following the contest in question to receive consideration. A Director of the Department of University Recreation will rule on the protest the day following the contest in question. Neither contest brackets nor event schedules will be postponed because of this protest. If an immediate decision is required, the Intramural Supervisor will resolve the situation. NOTE: No protest will be considered if the above procedures are not followed.

**Team Captains:** Team captains are designated on each roster form. The person choosing to represent a team must be willing to fulfill the following obligations and responsibilities.

1. Obligations:
  - a) ***Attend the mandatory team registration and play-off meetings.*** Fully and correctly complete the team roster form.
  - b) Ensure that all necessary players are present and prepared to play at game time. Complete each contest scorecard accurately.
  - c) Check the intramural schedule board for regular season and play-off information. Schedules are subject to change due to facility availability, inclement weather, and special events. Team captains are responsible for identifying and notifying their team of all scheduling information (date, time, place, etc.).
  - d) Keeping all spectators out of the team bench area.
2. Responsibilities:
  - a) ***Team captains are responsible for their player's conduct before, during, and after each intramural contest. Similarly, they are responsible for the conduct of their team's fans.*** Since team captains assume responsibility for the conduct of their players and fans, they should be aware that inappropriate conduct would jeopardize their personal and team's future participation.
  - b) Knowing all policies and procedures published herein, printed on intramural entries, notices or flyers, etc. and information covered in the registration meetings.

- c) Convey to their team members all pertinent information regarding their intramural participation.
- d) Represent their team in all intramural matters and game concerns with the Recreation Department.

## CONDUCT OF TEAM, INDIVIDUAL PARTICIPANT, COACH, AND SPECTATORS

**Sportsmanship:** A part of the philosophy of Intramural Sports is that good sportsmanship is vital to the conduct of every contest. In order to encourage proper conduct during games, officials, managers, and administrative personnel shall make decisions as to warn, penalize, or eject players, coaches, teams, and/or spectators for poor sportsmanship. These decisions are final. The Director or Assistant Director of the Recreation Department will rule on further penalties to be prescribed as a result of unsportsmanlike conduct; profanity; unnecessary delay of game; striking or shoving an opponent; threatening, shoving or striking an official; arguing with officials; derogatory and abusive remarks toward an opponent or official; and any action with the intent to physically injure an opponent. The team manager is responsible for the actions of any individual member of the team and for spectators directly related to that team. The conduct of the players and spectators before and after games is as important as the conduct during said game. Organizations will be held responsible for conduct at these times as well as during the game.

### **Mandatory Penalties:**

1. Ejections may be issued without warning.
2. Any individual who is ejected from a contest must leave the facility (sight and sound) immediately upon notification if deemed to be disorderly by the manager.
3. No individual may participate in any intramural activity during his/her suspension.

**Violation:** Shoving, striking, or physically abusing an official or manager.

**Penalty:** Automatic suspension from Intramural activities for one (1) full calendar year along with a mandatory meeting with a Director of University Recreation or his representative the following day. **The Team Captain may also receive sanctions.**

**Note:** This includes being reported to the Dean of Students and the University Judicial Board.

**Violation:** Ejection from a game.

**Penalty:** Possible suspension of up to one week from time violator meets with a Director and probation for remainder of that sport season. Additional penalties may be sanctioned depending upon severity of incident. **The Team Captain may also receive sanctions.**

**Note:** Each case heard separately by a Director of University Recreation or his representative.

**Violation:** Ejection from a game due to fighting. **(Individuals)**

**Penalty:** Automatic suspension of up to one year from time of incident and probation for two years along with a mandatory meeting with a Director of University Recreation. Additional penalties may be sanctioned. **The Team Captain may also receive sanctions.**

**Note:** Each case heard separately by a Director of University Recreation or his representative.

**Violation:** Sidelines emptying onto playing field. **(Teams)**

**Penalty:** Automatic forfeit of game by both teams and mandatory meeting of team captains with a Director of University Recreation and possible suspension of all activities for the remainder of the year. **The Team Captain may also receive sanctions.**

**Note:** Each case heard separately by a Director of University Recreation or his representative.

**Violation:** Ejection or misconduct during or after last game of season in a sport.

**Penalty:** Possible suspension from all Intramural Sports activities during and including the next major team sport as well as the next team sport in which the participant was ejected. **The Team Captain may also receive sanctions.**

**Note:** Each case heard separately by a Director of University Recreation or his representative.

**Violation:** Continuous evidence of unsportsmanlike conduct by individuals, teams, or organizations. **The Team Captain may also receive sanctions.**

**Penalty:** Possible suspension from Intramural Sports for remainder of semester and/or year.

**Note:** Each case heard separately by a Director of University Recreation or his representative.

**Disciplinary Cases:** Individuals or teams violating the rules and regulations of the University Recreation Department will be held accountable for their actions. Violations may result in, at minimum, a probationary letter or a maximum penalty of indefinite suspension following review by a Director. If individuals or teams feel they have been charged unfairly, appeals may be heard by the Intramural Sports Disciplinary Board. The individuals or teams involved will be suspended from intramural competition pending a decision by the board.

#### **Procedures following an ejection:**

1. The individual who was ejected must contact the UREC Secretary to schedule an appointment with a Director of University Recreation.
2. The suspension imposed by a Director will begin immediately following the schedule meeting.
3. Individuals may not participate in any intramural sporting event during their suspension.

#### **Procedure of Appeals:**

1. To be considered, all individuals, teams, or organizations must complete and turn in an Intramural Appeals form within 24 hours after the decision in question to the Director. All forms may be obtained through the Intramural Office.
2. The Intramural Advisory Board must notify the parties involved at least 72 hours prior to a hearing unless representatives waive his/her right. At this time, the parties will be notified of charges and the witnesses to be called.
3. The manager and captain of each team concerned may be represented at the hearing. Each party may call witnesses to his/her defense.
4. At the completion of the hearing, the parties will be verbally notified of the committee's decision. Within 72 hours following the decision, a written letter will be sent by the board's chairman indicating the decision.
5. All decisions made by the Intramural Advisory Board are final.