



Student-Athlete Handbook

Welcome
From
Central Methodist University Athletics

Dear Student-Athlete:

It is with great pleasure that we welcome you to Central Methodist University and the Eagle athletic family. For some of you, we are welcoming you back to what undoubtedly will be another successful athletic/academic year. For others, this is your first experience on our campus.

Rest assured, the experience you will attain will last a lifetime. Our commitment focuses on the student-athlete as a whole person - academically, athletically, emotionally, and spiritually.

We are very pleased that you have accepted the challenge of strengthening the Eagles as we fight for league championships. The Eagles are planning to prove the quality of our total program by contending for the Heart of America Athletic Conference All-Sports Championship and the Sportsman Championship during this academic year.

To assist you in your efforts, the Central Methodist University Student-Athlete Handbook will serve as a reference regarding various policies and procedures we have established in order to successfully operate the athletics program with the rules and regulations of Central Methodist University, the Heart of America Athletic Conference, and the National Association of Intercollegiate Athletics.

Should you have additional questions relating to items not addressed in the handbook, please contact a member of the coaching staff or any of the administrators listed in the department directory.

With great anticipation we look forward to the future team championships, individual accolades and academic accomplishments. Thanks for joining us at Central Methodist University. We pledge to you our efforts to make your experiences during your stay here very enjoyable and worthwhile.

Sincerely,

Kenneth R. Oliver
Vice-President of Campus Life
Dean of Athletics, Enrollment & Students

The Values, Mission, and Goals of Central Methodist University

Mission

Central Methodist University prepares students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility.

Who We Are

Central Methodist University is known for its high quality undergraduate and graduate educational programs, its long standing church relationship, its values-centered learning experiences, its strong liberal arts tradition, its emphasis on character and leadership development, and the success of its graduates through their further educational and professional pursuits. Characterized by academic excellence and proactive, personalized student services, main campus offerings are extended to a statewide audience through partnerships with schools, churches, and other institutions of higher education.

Values

Central Methodist University affirms its Wesleyan heritage and its unique place as the only United Methodist-related University in Missouri. The location of its main campus in a small, historic, rural community provides an opportunity for students to live and to learn in a safe setting. The university values its strong liberal arts tradition, providing a foundation for excellent professional programs. CMU and its outreach activities foster an environment in which a diverse student body can develop intellectually, socially, and spiritually. University life emphasizes honesty, integrity, civility, and a strong sense of personal responsibility as integral elements of character and leadership. Central Methodist University nurtures a spirit of community and caring among its students, faculty, and staff.

Educational Goals

The Central Methodist University experience engenders, through the academic program and opportunities for practical experiences, student growth in knowledge, personal integrity, spirituality, and professional competence. In addition, students are challenged to develop a sense of global citizenship and a commitment to the betterment of the world. Students with a CMU education are prepared to:

Academic Goals

- Demonstrate knowledge of the liberal arts and academic specialties as well as technical skills and professional competencies.
- Think critically and conceptually and apply their knowledge and skills to the solving of problems.
- Communicate accurately and effectively through listening, speaking, and writing.

Character Goals

- Continue to develop self-knowledge, confidence, and a sense of honor and commitment by assuming responsibility and leadership in the service of others.
- Seek an understanding of ideas, issues, and events within and beyond their immediate community and appreciate the gifts of diversity.
- Evaluate their personal strengths and abilities, and explore appropriate career choices in a changing world.
- Have the courage to make decisions based on consideration of ethical, aesthetic, economic, and environmental consequences.
- Commit to a life exemplifying values in relationships with self, family, church, university, and community.

Creed for Central Methodist University

The Central Methodist University community, consistent with its United Methodist heritage, strives for academic excellence, individual achievement, and social responsibility. As members of that community we believe in:

Seeking knowledge, truth, and wisdom;

Knowledge refers to the accumulation of facts or ideas. But mere knowledge of facts cannot inform us as to what constitutes the truth. To seek truth means to go beyond the simple facts; it requires that we recognize that facts alone cannot determine what is good or just, that we must be open to other ways of seeking and knowing truth. Habits of the mind should move us beyond knowledge towards wisdom, which requires an understanding that decisions and actions should be based on both knowledge and the will to do good.

Valuing freedom, honesty, civility, and diversity;

For the academic enterprise to be successful there must be the free, open, and civil exchange of diverse ideas, opinions and information. Ideas and opinions must be shared and compared in order for the best to emerge. Learning is the heart of the academic enterprise and it is only possible when all parties assume the responsibilities appropriate to their roles. Academic integrity consists of the accurate depiction of the actual work or performance of any person. Academic integrity and academic honesty require that each person accept the obligation to be truthful in all academic endeavors. Academic integrity and academic honesty further require that there be no conduct which either in intent or in effect misrepresents the person's academic performance.

Living lives of service and leadership;

The uniting of knowledge and active faith is a cornerstone of Wesleyan tradition. Academic excellence coupled with acts of kindness and services to the local and global community are indicators of character development on the CMU campus. There are many styles of leadership. Servant leadership, as exemplified in the life of Jesus, is a model for the CMU community.

Taking responsibility for ourselves and the communities in which we live;

Being a part of CMU affects not only ourselves, but also the community in which we live. We must all be responsible for our actions and their consequences, but we should also be dedicated to one another. As individuals and as a community we must demonstrate responsible life choices with a deep concern for the common good.

Our United Methodist Heritage

"Unite the pair so long disjointed--knowledge and vital piety." These words from Charles Wesley provide the basis for (United) Methodism's involvement in higher education. John Wesley, Charles' older brother and the founder of Methodism, was the catalyst for uniting religious studies with the traditional liberal arts since John and Charles had grown up in an environment that stressed both religious and traditional educational formation. Thus, the Wesleyan heritage has from the beginning incorporated both the religious and the liberal arts aspects of education.

When Jesus was questioned by a young lawyer as to what was the greatest commandment in the law, Jesus answered: "Love the Lord with all your heart, with all your soul, and with all your mind" (Matthew 22:37).

To love God with one's mind implies an intellectual love of God. It has always been the nature of the church to express itself through this form of love and worship of God. It is from this understanding that the Methodist Church launched its involvement in higher education on December 24, 1784, at the Christmas Conference in Baltimore, Maryland. The newly formed Methodist Church passed a resolution authorizing the establishment of Cokesbury College in Abingdon, Maryland. This event marked the beginning of a commitment to higher education by the church that has continued for more than 200 years. Since that time the (United) Methodist Church has established more than 1,500 colleges and universities. In those years some have closed, some have merged with other colleges, and some have become state-supported institutions. Today in America there are 124 colleges, universities, and schools related to the United Methodist Church.

On April 13-14, 1853, Central Methodist University was founded by Nathan Scarritt and David Rice McAnally. The University was chartered on March 15, 1855, and the first classes were held September 18, 1857, with one building, on one acre of ground, 114 students, and three faculty members. In what was to become a prophetic statement, Scarritt said: "Let our motto be, One Methodist College in Missouri, and Only One . . ." Over the years eight other Methodist colleges and one high school were established in Missouri. Today the words of Scarritt have come to fruition, as there is only one United Methodist-related College in the State of Missouri, Central Methodist University.

Throughout two centuries of church-related higher education, our "Wesleyan tradition has endeavored to avoid narrow sectarianism." (quote from *A College-Related Church* by the National Commission on United Methodist Higher Education). That is, United Methodist institutions are committed to values-centered inquiry, critical thinking, and a liberal arts curriculum. The United Methodist Church has stressed four major concepts that have been the basis for the church to continue its support and involvement in higher education. Our Wesleyan heritage and traditions are defined by these four concepts:

- Education should be available to all people regardless of social standing, ethnic identity, or gender.
- Education should appropriately relate faith and reason.
- Liberal and classical learning is critical, along with professional and vocational training. Neither is subservient to the other.
- Education should aim at high standards of student achievement based on deep concern for what is best for the person (from *To Give the Key of Knowledge* by the National Commission on United Methodist Higher Education).

Today new issues and challenges face all levels of education. The more than 200-year tradition of the United Methodist Church and what it believes vital in education continue to inform the current policy of church-related higher education. The United Methodist Church is involved in higher education because it is the nature of the church to express itself in the intellectual love of God. The Wesleyan heritage has supported the ideal of uniting knowledge and vital piety within a diverse community from the very beginning. This nature and this ideal are clearly reflected in the statements of values, mission, and educational goals of Central Methodist University.

CMU Community Expectations

Members of the CMU community will:

- a. Uphold common decency for the community and expect others to do the same.
- b. Take responsibility for their actions.
- c. Promote and/or abide by acceptable academic and social conduct.
- d. Communicate concerns and/or suggestions to the appropriate individual(s).
- e. Be respectful of personal and/or public property.
- f. Be a well-informed citizen by reading materials published and provided by CMU.
- g. Be a well-informed individual by participating in educational and social programs or events.
- h. Follow all campus policies.

Central Methodist University reserves the right to restrict, deny, or revoke an offer of admission or the admission of any person otherwise eligible for reasons determined to be in the best interest of the institution by the officers thereof. These reserved rights shall be administered in a manner strictly consistent with state and federal non-discrimination laws

CMU Athletic Affiliations

Central Methodist University is a member of the National Association of Intercollegiate Athletics (NAIA) and the Heart of America Athletic Conference (HAAC). Intercollegiate sports offered for men are football, soccer, cross-country, basketball, track, baseball, and co-ed cheer. Intercollegiate sports offered for women are basketball, volleyball, soccer, cross-country, softball, track, co-ed cheer, and dance. In sports the teams are nicknamed the "EAGLES." School colors are hunter green and black. Central Methodist University is proud to be a charter member of the NAIA Champions of Character programs, with its five core values of **RESPECT, RESPONSIBILITY, INTEGRITY, SERVANT LEADERSHIP, and SPORTSMANSHIP**. All student athletes must adhere to the Drug Education Prevention and Testing Program.

Heart of America Athletic Conference

Central Methodist University is one of eleven members of the Heart of America Athletic Conference.

Avila University	Kansas City, Missouri
Baker University	Baldwin City, Kansas
Benedictine College	Atchison, Kansas
Central Methodist University	Fayette, Missouri
Culver-Stockton College	Canton, Missouri
Evangel University	Springfield, Missouri
Graceland University	Lamoni, Iowa
Lindenwood University	St. Charles, Missouri
MidAmerica Nazarene University	Olathe, Kansas
Missouri Valley College	Marshall, Missouri
William Jewell College	Liberty, Missouri

ACADEMIC POLICIES

Academic Honesty

Central Methodist University believes that honesty throughout life is a significant foundation of character and personal integrity. The university's Policy on Academic Honesty applies to all forms of academic work, including but not limited to quizzes and examinations, essays and papers, lab reports, oral presentations, surveys, take-home tests, etc. Every student is responsible for understanding this policy. By registering at the university, every student accepts the obligation to abide by this policy. Students are also responsible for understanding the particular policy applications required by each of their instructors and asking the instructor for clarification of any areas of uncertainty.

Academic honesty requires that each person accept the obligation to be truthful in all academic endeavors. To help members of the community understand the implications of academic honesty, the university provides the following explanation of academic dishonesty.

Academic dishonesty is any conduct that has either as its intent or its effect (independent of intent) the false representation of a student's academic performance. Academic dishonesty includes but is not limited to the following:

1. Cheating in any form (e.g., ghost-written papers, cheat sheets or notes, copying during exams, quizzes or other graded class work, etc.)
2. Collaboration with others on work to be presented contrary to the stated rules of the course
3. Stealing or having unauthorized access to examination or course materials
4. Falsifying records, or laboratory or other data
5. Submitting work previously presented in another course without the advance consent of the instructor
6. Knowingly and intentionally assisting any other student in any act of academic dishonesty (this includes intentionally allowing any other student to use or submit your academic work or performance, or other academic work supplied by you, under a name different from the author of the work) and

7. Plagiarism, which is a form of cheating and stealing. It is morally unacceptable as well as against academic policy. Plagiarism includes but is not limited to [1] representing as one's own work a paper or report written in whole or in part by someone else (from the unaccredited use of significant phrases to the unaccredited use of larger portions of material), [2] failure to provide appropriate recognition of the sources of borrowed material through the proper use of quotation marks, proper attribution of paraphrases, and proper citations. Paraphrase is the direct use of others' ideas, data, or structures of thought stated in language substantially different from the source upon which they depend, and therefore not requiring quotation marks even though the substance of the material is borrowed. In borrowed material, appropriate recognition of the source must be given.

The university will discipline students for infractions of the Academic Honesty Policy with various sanctions which it deems appropriate, up to and including suspension or expulsion from the university. Penalties internal to a course, including grades and expulsion from the course, are at the discretion of the instructor. Students can appeal instructors' internal course penalties to the Committee on Academic Standards and Admissions, whose decision is final. Instructors must report all penalties they impose for academic dishonesty, with a brief account of the offense, to the academic dean so that all violations are recorded. For serious or repeated offenses, the dean may impose further penalties beyond the course penalty. These penalties include but are not limited to notations in the student's file, notations on the student's transcript, probation, suspension, and expulsion. A decision by the dean can be appealed to the Faculty Committee on Academic Standards and Admissions, whose decision is final.

Academic Probation

Probation is imposed for one of two reasons: 1) failure of a full-time student to pass at least 24 hours during each year and/or 2) failure to make the following cumulative grade point average (GPA) each semester:

- 1-59 hours - 1.80 minimum GPA
- 60-89 hours - 1.90 minimum GPA
- 90 or more hours - 2.00 minimum GPA

Students with a cumulative GPA below these standards for two consecutive semesters may not continue at Central Methodist University without permission from the academic dean. During the second semester of probation, the student is ineligible to participate in extra-curricular or off-campus activities. All privileges may be returned when the student's cumulative GPA is raised to the minimum cumulative GPA.

Academic Suspension

Students who have been on academic probation for three semesters, have a semester grade point average (GPA) of less than 1.00 or fail to attain the following cumulative GPA will be suspended:

- 1-29 hours - 1.30 minimum GPA
- 30-59 hours - 1.50 minimum GPA
- 60-89 hours - 1.70 minimum GPA
- 90 or more hours - 1.90 minimum GPA

Suspension means the student may not return the following semester. Suspended students must petition the Academic Standards Committee in writing for readmission. Students who have been suspended twice are asked not to re-enroll at Central Methodist University.

Attendance Policy

Faculty members may set their own policy regarding the attendance of their class sessions, although attendance is always expected. It is the faculty member's prerogative to lower grades for lack of class attendance. Responsibility rests with the student to check on attendance requirements for each class. Individual faculty members may notify the vice president of student affairs if such obligations are not met. Students are expected to attend classes regularly, be punctual, and complete all work. The student should contact the faculty member **prior** to absence due to a university - sponsored activity. When practice schedules conflict with class schedules, student-athletes are required to attend class.

Incomplete Grades

The grade of “I”, or Incomplete, can be given by an instructor only when both of the following conditions are met: (1) the student is unable to finish the work of a course because of exceptional circumstances that can be documented, and (2) the student has completed at least three-fourths of the course work and can complete the remaining work apart from class meetings. All incomplete work must be completed by mid-semester of the following semester. After this time, if the “I” has not been removed, it will automatically convert to a grade of “F”. Additional work will no longer be accepted, and the grade appeals policy (below) will apply.

Grade Appeals

Students have the right to appeal a grade. All student appeals must be initiated, in writing, within one calendar year of the date the grade is first posted. In all steps of that appeal the faculty member must be consulted and the burden of proof is on the student. Students should first make every effort to resolve grade issues with the course instructor. This is the most likely avenue to produce satisfactory results. If the issue is not resolved with the course instructor, the student should next appeal to the division chair. In these appeals the course instructor will be consulted and the grade cannot be changed without the instructor’s consent. If the issue is still not resolved, and the student wishes to continue the appeal, the student should consult the academic dean who will direct the student in presenting a petition to the Academic Standards and Admissions Committee. The course instructor will be consulted in advance, notified of any hearings, and permitted to be present at the hearing. If a two-thirds majority of the Academic Standards and Admissions Committee judge that a change of grade is warranted, the committee will direct the registrar to make the change. The decision of this committee is final and binding on all parties.

Faculty-initiated grade change requests must be completed and filed with the registrar within one calendar year of the date the grade is first posted.

Graduation Requirements

Check the Central Methodist University catalog or ask your academic advisor for the requirements in your major area.

NAIA Eligibility Requirements

Central Methodist University is a member of the National Association of Intercollegiate Athletics (NAIA). In order to participate in intercollegiate athletics, first-time freshman student-athletes must meet two of the following three requirements based on final high school transcripts:

1. Rank in the top half of your graduating class
2. Achieve a cumulative GPA of 2.0 on 4.0 scale
3. Achieve a minimum composite score of 18 on the ACT or 1290 (combined) on the SAT (critical reading and critical math)

Student-athletes who do not meet two of the three requirements are not eligible to complete in intercollegiate athletics for the first two semesters at Central Methodist University or at any other NAIA institution.

Eligibility requirements for transfer students differ. Please contact your admissions counselor for more information.

A Freshman Student-Athlete must be enrolled in a minimum of 12 institutional credit hours at the time of participation; or, if the participation takes place between terms, the student must have been identified with the institution the term immediately before the date of participation.

A Freshman Student-Athlete must have accumulated a minimum of nine (9) institutional credit hours prior to identification for the second term of attendance. Only those institutional credit hours earned after identification (at any institution) may be applied toward meeting the nine (9) institutional credit hour rule for a second-term freshman.

To participate in a SECOND SEASON in a sport, the student-athlete must have accumulated a minimum of 24 institutional credit hours in the two immediately previous terms of attendance in a semester system or 36 institutional credit hours in the three immediately previous terms of attendance in a quarter system.

To participate in a THIRD SEASON in a sport, the student-athlete must have accumulated at least 48 semester/72 quarter (or equivalent) institutional credit hours. Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student's current institution and submitted to the registrar for posting on the transcript shall apply.

To participate in a FOURTH SEASON in a sport, the student-athlete must have accumulated at least 72 semester/108 quarter (or equivalent) institutional credit hours, at least 48 semester/72 quarter hours of which must be in general education and/or in the student's major field of study.

To participate in a third and/or fourth season in a sport, all student-athletes must have and maintain a total cumulative GPA of at least 2.000 on a 4.000 scale. The GPA for student-athletes with continuing identification shall be calculated according to the official institutional policy for all students. The GPA for entering transfer students shall be calculated by dividing all quality points achieved by the total number of hours attempted for all courses listed on all official transcripts from all institutions previously attended.

Transfer students shall use institutional credit hours as certified by the previous institution(s) to meet this requirement only for their first term of attendance at a member institution. Thereafter only institutional credit recognized by the student-athlete's current institution and submitted to the registrar for posting on the transcript shall apply.

Repeat courses previously passed with a grade of "D" or better in any term, during summer, or during a non-term cannot count toward satisfying the 24/36 credit hour rule.

A maximum of one repeat course per term previously passed with a grade of "D" (or the equivalent) may be counted toward satisfying the 12-hour enrollment rule.

Repeat courses previously passed with a grade of "C" or better cannot be applied to meet either the 12-hour enrollment rule or the 24/36 credit-hour rule.

Non Term Classes No more than 12 institutional credit hours earned during summers and/or during non-terms may be applied to meet the 24/36 institutional credit-hour requirement. Such credit must be earned after one or both of the two immediately previous terms of attendance.

Playing Seasons A student-athlete may participate four (4) seasons in one sport in 10 semesters, 12 trimesters, or 15 quarters of attendance, if otherwise eligible. The 10 semesters need not be consecutive. During the ninth or tenth semester, or equivalent, the student-athlete may participate in any sport in which the student has not already used four seasons of competition.

Season of Competition: Participation in one or more intercollegiate contests whether in a varsity, junior varsity, or freshman program. Seasons of competition for a transfer student will be determined under the rules of the association under which they competed.

Standards of Satisfactory Academic Progress to Maintain Financial Assistance Eligibility

All students who receive CMU, federal, or state financial assistance must make satisfactory progress academically. In order to assure that the full-time student makes satisfactory progress, the following normal and minimally acceptable standards of academic progress by semester will be used, along with a satisfactory grade point average (GPA) as listed on the following page.

If a student begins a semester as a full-time student, that semester is counted for student aid eligibility even if the student withdraws or becomes a part-time student during the semester.

Semester Completed	Normal Cr. Hrs. Completed	Minimum Acceptable Cr. Hrs. Completed	Minimum GPA Required	
1	15	9	1.8	
2	31	21	1.8	
3	46	35	1.9	
4	62	49	1.9	
5	77	61	2.0	
6	93	73	2.0	
7	108	85	2.0	
8	124	98	2.0	
9		111	2.0	
10		124	2.0	

Transfer students will be evaluated individually according to the above standards of progress to determine the number of semesters of aid eligibility.

A student who does not meet the minimum acceptable standard after two semesters will be placed on financial assistance probation and has the following options: (1) The student may enroll for the necessary number of hours during the summer term. Upon successful completion, aid eligibility is re-established for the following fall semester. (2) The student may receive financial assistance for the following semester but must successfully complete the minimum hours and attain the GPA required at that level by the end of the semester. If the option followed does not succeed, financial assistance will be suspended.

A student who is receiving financial assistance but fails to meet the above standards of progress and so loses financial assistance eligibility may appeal the decision. The student may petition for reinstatement by submitting an appeal in writing to the office of financial assistance for review by the financial assistance faculty committee. Mitigating circumstances, if any, will be given due consideration.

Athletic Scholarships

A student-athlete's athletic scholarship shall be renewed from year to year for a period of four years unless cancelled for one or more of the following reasons:

- The student-athlete becomes ineligible for intercollegiate competition for academic reasons
- The student-athlete voluntarily withdraws from participation in intercollegiate competition
- The student-athlete violates established rules of conduct
- The student-athlete fails to meet established requirements of team membership
- The student-athlete receives a second positive result under the drug testing policy.

An athletic scholarship may not be cancelled for such reasons as the student-athlete's lack of athletic ability or skill, poor athletic performance, or injury to the student-athlete which prevents participation in intercollegiate athletics.

Athletic scholarships which are canceled must be canceled at the end of an academic semester unless the cancellation is due to ineligibility for academic reasons. Athletic scholarships canceled for academic reasons may be canceled immediately upon the student-athlete's becoming academically ineligible.

Fifth Year Aid

Fifth year athletic financial aid is not guaranteed. Fifth year athletic financial aid is awarded based on funds available. NAIA academic eligibility requirements must be met in order to receive aid.

Each student-athlete

- Must be enrolled in a minimum of 12 hours
- Must have passed a minimum of 24 hours during the previous academic year
- Must maintain a minimum cumulative GPA of 2.0
- Must have at least 80% of specific degree requirements completed.

Student-athletes receiving fifth-year athletic financial aid will be asked to complete specific service duties within the Department of Athletics. Those deemed uncooperative or unwilling to complete service duties may have their aid reduced or cancelled. Aid will be awarded on a semester-by-semester basis, renewable upon satisfactory completion of the following requirements:

- Must pass a minimum of 12 hours per semester
- Must maintain a minimum cumulative 2.0 GPA.
- Must complete assigned service duties.

Dropping or failing classes, or lack of attendance while on fifth year aid may affect aid for future semesters.

Student-Athlete Champions of Character Council

Mission

The role of the Student-Athlete Champions of Character Council is to enhance the total student-athlete experience by promoting the opportunity for all student-athletes; protecting student-athlete welfare; and fostering a positive student-athlete image, while maintaining the five core values of the NAIA Champions of Character Program. (Sportsmanship, Responsibility, Servant Leadership, Respect, and Integrity)

Membership

The Champions of Character Council is comprised of at least 14 student-athletes (one for each varsity sport), Champion of Character Coach, Athletic Faculty Representative, Assistant Athletic Director, and the Athletic Director.

Champions of Character Council

- Generate a student-athlete voice within the NAIA & CMU Structure
- Actively participate in the administrative process of athletics programs
- Responsible for the leadership of that team on and off the field/court
- Promote a positive student-athlete image
- Adhere to the five core values of Champions of Character
- Build a sense of community

Champions of Character Council Projects

- Actively participate in the Champions of Character Programs and Events
- Assist in the Athletic Orientation Programs
- Responsible for Spirit Days
- Responsible for the Fall and Spring CMU campus service projects
- Responsible for off-campus service projects for each athletic program
- Assist in community programs for kids
- Assist the Athletic Department in family weekend, homecoming, hall of fame events, special events, etc.

CENTRAL METHODIST UNIVERSITY
DEPARTMENT OF ATHLETICS
DRUG EDUCATION, PREVENTION AND TESTING PROGRAM

OVERVIEW

As a part of Central Methodist University's commitment to liberal arts education, development of moral and intellectual responsibility, and safeguarding the health of its student athletes, this policy establishes the Department of Athletics position on the use or abuse of alcohol and/or drugs. Central Methodist University recognizes that the state of an athlete's health affects performance and undermines the integrity of athletic competition. Drug and alcohol use may pose a risk of injury or possible long-term effects to the person using and others. The Department of Athletics has established this program and policy in accordance with NAIA policies on substance abuse. The policy was developed to educate its student athletes and to detect users/abusers for intervention strategies, and with continued athletic participation. Also, it is the intent of this policy to inform athletes and coaches of Central Methodist University's position and provide guidelines for consistent strategies concerning situations involving drug and alcohol usage. This policy may be amended from time to time without prior notice to the student-athletes.

Athletic competition and participation are a learning experience in its own right, teaching and enhancing not only physical skills, but enhancing values of the highest order: commitment, honesty, integrity, cooperation, teamwork, dedication, and discipline.

It is a privilege, not a right, to participate in the athletic programs and represent Central Methodist University. The student-athlete is expected to acknowledge that this privilege has expectations for compliance with the university drug education and testing program as outlined in this document.

PURPOSE & OBJECTIVES

1. Adhere to the five core values of the NAIA Champions of Character Program:
 - a. **Respect** your teammates, your opponents, and the game.
 - b. Behave **responsibly** and make appropriate decisions.
 - c. Promote and preserve the **integrity** of NAIA athletics and the welfare of student-athletes.
 - d. Model good **sportsmanship**.
 - e. Sharing your enthusiasm with teammates and taking Servant Leadership to the community.
2. Provide educational experiences in order to have informed athletes who are aware of the consequences of substance abuse.
3. Institute a testing program to detect possible use of banned drug classes and alter behavior.
4. Develop intervention programs to provide athletes with a support system for rehabilitation and educational awareness.
5. Retain student-athletes in athletic programs by encouraging them to accept the responsibilities and consequences of the university drug education and testing program.
6. The substance abuse educational program at Central Methodist University will emphasize prevention of substance abuse problems, although procedural steps are in place when an evident problem is in need of resolution.
7. The fundamental purpose of the program is to detect drug use/abuse problems through drug testing. This may include random, reasonable suspicion follow-up, re-entry, team testing, and post-season testing.
8. A vital component of the program involves a "self-report" clause. If student athletes feel that they may have a substance abuse problem, they may self-report without any fear of jeopardizing their status as an athlete. The main purpose of the entire program is to allow athletes to get treatment when needed. The student will have 30 days to become clean and then will be tested. If the test is positive this will result in a first positive test. (consequences to follow.)

PROHIBITED DRUGS

Any drug that is procured illegally or is prohibited by law, including the sale, purchase, or possession of said drug, will be prohibited by the university. Drugs obtained by medical prescription or purchased over the counter that are incompatible with the integrity of the athletic program or are used inappropriately will be banned by the Department of Athletics. If these drugs represent a possible risk to the student-athlete or jeopardize the health of the individual, the Department of Athletics can mandate drug screening or testing to preserve the integrity of the program.

No officer, employee, or agent of Central Methodist University may supply any student-athlete with any drug or substance that may endanger the health of the athlete or affect athletic performance in any way. Stated personnel cannot encourage or induce any student-athlete to use prohibited substances except as prescribed by qualified medical personnel for treatment of the student-athlete.

WHO IS INCLUDED IN THE PROGRAM?

The program and policy will affect and include all “student-athletes.” Throughout this program and policy statement this entire group will be labeled as such.

Taken from NCAA definition of a Student-Athlete and NAIA criteria for receiving athletic financial aid:

A student-athlete is a student whose enrollment was solicited by a member of the athletics staff or other representative of athletics interest with a view toward the student’s ultimate participation in the intercollegiate athletics program. Any other student becomes a student-athlete only when the student reports for an intercollegiate squad. Any of the following criteria would apply to those students meeting the above definition:

- a. being listed on NAIA eligibility certificate
- b. being covered by the institution’s athletic insurance program
- c. practicing with the team and/or receiving coaching instruction
- d. receiving institutional financial assistance based on the intent of participating in a sport (i.e. waiting to establish eligibility)
- e. list on squad list
- f. receiving CMU financial assistance

POLICY:

- 1) It is not the intent of the Department of Athletics to intrude upon the private lives of its athletes. However, the department is concerned with those situations where the use/abuse of alcohol and/or drugs seriously impairs an athlete’s health, academic performance, or athletic performance.
- 2) The Department of Athletics prohibits the presence or use of alcohol or drugs during any athletic competition and strongly believes that student- athletes should not engage in the abuse or use of any illegal drug.
- 3) All student- athletes are to attend a mandatory meeting on a yearly basis concerning the drug education and prevention program.
- 4) A mandatory interactive seminar will be presented to Central Methodist University athletes concerning relational issues. Intervention topics are virtually limitless.
- 5) All student- athletes will be required to participate in an interactive seminar that will focus on substance abuse and its effects on health and athletic performance.
- 6) Both legal and illegal drugs are considered within the parameters of this policy. For this policy, illegal drugs include those that are not legally obtainable and drugs that are legally obtainable but have been obtained by fraudulent means or device.
- 7) This policy covers arriving at matches, games, practices, scrimmages, or any NAIA or school-sponsored event under the influence of any drug which negatively affects the athlete’s performance.
- 8) Central Methodist University student- athletes will be randomly selected for mandatory testing to detect alcohol and/or drug use.
- 9) If a student- athlete is believed to be impaired or under the influence of said substances, a confidential investigation will occur. Drug testing will be a part of this procedure to detect substance abuse within the investigation.
- 10) Compliance with these requirements is a prerequisite to athletic competition by student- athletes.

PROCEDURE

- 1) All Student- athletes and recruits will be informed of the Central Methodist University Department of Athletics Drug Education, Prevention and Testing Program.
- 2) The contents of the program will be thoroughly explained to all student- athletes and recruits.
- 3) All student-athletes and/or students receiving athletic scholarships are required to adhere to the conditions of the screening and testing program and will be required to sign a copy of this policy.
- 4) For selection purposes, all student-athletes will be coded.
- 5) An outside laboratory will act as the drug testing company for the Central Methodist University Department of Athletics Drug Education and Prevention Program.
- 6) The selection is entirely at random except selection due to “just cause”. For the purpose of random testing, all student- athletes may be tested any time and on more than one occasion.
- 7) Random selection of student-athletes will be done by a computerized random- generation process.
- 8) Student- athletes may be asked to submit to a test if just cause exists to show that they may be impaired or under the influence of drugs. “Reasonable Suspicion” is determined and documented by the Athletic Director, the Head Athletic Trainer, and/or the University Counselor.
- 9) The Department of Athletics reserves the right to mandate testing when there is reasonable suspicion of inappropriate drug use. Samples of this suspicion include but are not restricted to the following:
 - a. Odor of alcohol and/or residual odor peculiar to some chemical substance or drugs;
 - b. Discovery or presence of substances in an student athlete’s possession or living quarters;
 - c. Sudden changes in performance;
 - d. Repeat failure to follow instructions;
 - e. Frequent tardiness or absence;
 - f. Violation of team policies
 - g. Reported possession and/or use of prohibited substances;
 - h. An arrest or conviction related to prohibited substances;
 - i. University disciplinary action related to prohibited substances; or documented unusual patterns of absence from training and/or competition that could be related to use of prohibited substances.
 - j. Weight loss / irritability
- 10) Student- athletes will be required to sign Consent and Release of Liability Forms at the mandatory instructional meeting and upon selection for a drug test.
- 11) The student- athlete does not have to have any notice for a drug test by intercollegiate athletes as stated by the NCAA testing guidelines.
- 12) The National Center for Drug Free Sport will randomly select athletes for testing. The athlete will be personally notified and MUST report to the testing site.
- 13) The sample will be delivered to The National Center for Drug Free Sport and the results will be returned to the Office of the Director of Athletics. The results of the test will be communicated to the athlete by the Office of the Director of Athletics and confidential drug test results will be kept on file in the Office of the Director of Athletics.

TEST RESULTS

If a sample is negative, the results will be communicated to the athlete. Failure of the athlete to cooperate with the testing procedure by not appearing for the testing process, not producing a sample, or attempting to alter or destroy the sample will all be equivalent to a “positive” test result.

If the sample is positive, the following steps will be followed:

- (1) An independent “Medical Review Officer” will review the positive test result and may consult with the student-athlete. The MRO will report the result of the investigation to the Director of Athletics.
- (2) The athlete will be notified in person of the results of the test.
- (3) The athlete will be allowed to appeal the results of the test to the Substance Abuse Council.
- (4) If a student-athlete has used a prohibited substance and self-reports this conduct prior to the notification for testing; he/she will be tested for reasonable suspicion.

CONSEQUENCES OF A POSITIVE TEST RESULT

(1) First “positive” test result

- (a) The student-athlete will meet with the Director of Athletics, the Head Athletic Trainer, and the Head Coach or Coaches of the respective sport(s).
- (b) The student-athlete will be asked to notify his/her parents or guardians in the presence of the Director of Athletics, the Head Athletic Trainer, and the Head Coach or Coaches of the respective sport(s).
- (c) The student-athlete will be suspended from the athletic program for at least 30% of the program’s competition schedule and until compliance with the consequences is complete.
- (d) Any student- athlete who test “positive” will be referred to professional evaluation and/or rehabilitation or treatment at the student athlete’s own expense. A follow up drug test will be conducted at the discretion of the overseeing physician to monitor the cessation of the student athlete’s substance use/abuse.
- (e) The student-athlete **MUST** have a negative test result before he/she can be reinstated on the team roster.

(2) Second “positive” test result

- (a) The student-athlete will meet with the Director of Athletics, the Director of Sports Medicine, and the Head Coach or Coaches of the respective sport(s).
- (b) The student-athlete will be asked to notify his/her parents or guardians in the presence of the Director of Athletics, the Head Athletic Trainer, and the Head Coach or Coaches’ of the respective sport(s).
- (c) The student-athlete will be dismissed from the sport team and other related Department of Athletics events for a period of no less than one full calendar year following the official notification of the second positive test result. All athletic- related financial aid will be terminated at the end of the semester in which the second “positive” test result is recorded.
- (d) A student-athlete may apply for reinstatement to the sport team and the athletic department by completing a drug education program and having a “negative” test result (This new test will be randomly assigned and will be the expense of the athlete) once the calendar year has passed.

SPECIAL CONDITIONS

- (1) Any athlete legally charged with the sale, purchase, transfer, or possession of an illegal substance will be suspended from the team until he/she is cleared of those charges. (If this action takes place on the campus of Central Methodist University, the student code of conduct policy will be followed as well as the local, state and federal laws.)
- (2) Any athlete convicted of the aforementioned charges will be immediately dismissed from the program, and all athletic- related financial aid will be terminated at the end of the semester in which the athlete is currently competing.

URINE SPECIMEN COLLECTION PROCEDURE

1. Upon entering the collection station, the athlete will provide photo identification and/or a client representative/site coordinator will identify the athlete, and the athlete will be officially signed into the station.
2. The athlete will select a sealed collection beaker from a supply of such and will record his/her initials on the collection beaker’s lid or attach a unique bar code to the beaker.
3. The athlete will be required to wash his or her hands with water only. No soap is to be used.
4. A collector, serving as validator, will monitor the furnishing of the specimen by observation in order to assure the integrity of the specimen until a volume of approximately 85 ml is provided (volume may vary and is dependent upon client protocol and drugs being tested).
5. Only members of the drug-testing crew should serve as validators. Validators who are of the same gender as the athlete must observe the voiding process. The procedure does not allow for validators to stand outside the immediate area or outside the restroom. The athlete must urinate in

- full view of the validator (validator must observe flow of urine). The validator must request the athlete raise his/her shirt high enough to observe the midsection area completely to rule out any attempt to manipulate or substitute a sample.
6. Validators and other collectors must never handle the athlete's beaker or specimen until after the specimen is enclosed in the appropriate vials.
 7. Athletes may not carry any item other than his/her beaker into the restroom when providing a specimen. Any problem or concern should be brought to the attention of the crew chief for documentation.
 8. Once a specimen is provided, the athlete is responsible for keeping the collection beaker closed and controlled.
 9. Fluids and food given to athletes who have difficulty voiding must be from sealed containers (approved by the collector) that are opened and consumed in the station. These items must be caffeine- and alcohol-free and free of any other banned substances.
 10. If the specimen is incomplete, the athlete must remain in the collection station until the sample is completed. During this period, the athlete is responsible for keeping the collection beaker closed and controlled.
 11. If the specimen is incomplete and the athlete must leave the collection station for a reason approved by the collector, the specimen must be discarded.
 12. Upon return to the collection station, the athlete will begin the collection procedure again.
 13. Once an adequate volume of the specimen is provided, the collector who monitored the furnishing of the specimen by observation will sign that the specimen was directly validated, and a collector will check the specific gravity and if in range measure the pH of the urine in the presence of the student- athlete.
 14. If the urine has a specific gravity below 1.005 (1.010 if measured with a reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
 15. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.
 16. If the urine has a specific gravity above 1.005 (1.010 if measured with a reagent strip) and the urine has a pH between 4.5 and 7.5 inclusive, the specimen will be processed and sent to the laboratory.
 17. The laboratory will make final determination of specimen adequacy.
 18. If the laboratory determines that an athlete's specimen is inadequate for analysis, at the client's discretion, another specimen may be collected.
 19. If an athlete is suspected of manipulating specimens (e.g., via dilution), the client will have the authority to perform additional tests on the athlete.
 20. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the athlete will select a specimen collection kit and a uniquely numbered Chain of Custody Form or set of Specimen Bar Code Seals from a supply of such.
 21. A collector will record the specific gravity and pH values.
 22. The collector will pour approximately 60 ml of the specimen into the "A vial" and the remaining amount (approximately 25 ml) into the "B vial" (required volume is determined by client and/or laboratory) in the presence of the athlete
 23. The collector will place the cap on each vial in the presence of the athlete; the collector will then seal each vial in the required manner under the observation of the athlete and witness (if present).
 24. Vials and forms (if any) sent to the laboratory shall not contain the name of the athlete.
 25. All sealed specimens will be secured in a shipping case. The collector will prepare the case for forwarding.
 26. The athlete, collector and witness (if present) will sign, certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded. If deviations are alleged, the athlete will be required to provide another specimen.
 27. After the collection has been completed, the specimens will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.
 28. The specimens become the property of the client.

29. If the athlete does not comply with the collection process, the collector will notify the client representative/site coordinator and third party administrator responsible for management of the drug-testing program.
30. On occasion, a client may choose to test using a single specimen kit. The collector will follow the split specimen procedures up to the point where the athlete selects a sealed kit. With a single specimen kit, the collector beaker may serve as the secured vial for transporting the specimen to the laboratory. The collection will instruct the athlete to provide at least 35 ml of urine allowing for a 5 ml pour-off to measure specific gravity and pH on site. A single vial will be processed and transported to the laboratory for analysis.

APPEAL PROCESS

Student-athletes who test positive for a banned substance by the laboratory retained by the University may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete's request for additional testing of the sample, the Director of Athletics will formally request the laboratory retained by the University to perform testing on specimen B (The student-athlete is responsible for the cost of any and all follow-up testing). Specimen B findings will be final, subject to the results of any appeal. If specimen B results are negative, the drug test will be considered negative.

Student-athletes who test positive under the terms of the Intercollegiate Athletics Alcohol, Tobacco and Other Drug Education and Testing Policy will be entitled to a hearing with the Director of Athletics or his/her designee prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by 8:00 AM on the next business day. Requests must be in writing and received by the Director of Athletics.

The student-athlete may have an advocate or other representative present if the student so desires. However, the student-athlete must present his or her own case. The meeting should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be confidential. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final.

REASONABLE SUSPICION SCREENING

A student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is individualized reasonable suspicion to believe the participant is using a prohibited drug. Such reasonable suspicion may be based on objective information as determined by the Director of Athletics or by an Associate/Assistant Athletic Director, Head Coach, Assistant Coach, Head Athletic Trainer, Assistant Athletic Trainer, or Team Physician, and deemed reliable by the Director of Athletics or his/her designee.

Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, or 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal involvement.

If suspected, the Director of Athletics or his/her designee will notify the student-athlete and the student-athlete must stay with a member of their coaching staff, the athletics administration staff, or the sports medicine staff, until an adequate specimen is produced.

Note: The possession and/or use of illegal substances may be determined by means other than urinalysis. When an individual is found to be in possession of and/or using such substances, he/she will be subject to the same procedures that would be followed in the case of a positive urinalysis (e.g., using on-site saliva testing products to determine alcohol consumption).

SAFE HARBOR PROGRAM

A student-athlete eligible for the Central Methodist University Safe Harbor Program may refer himself or herself to the program for voluntary evaluation, testing, and counseling. A student is not eligible for the program after he or she has been informed of an impending drug test or after having received a positive Central Methodist University drug test.

Central Methodist University will work with the student to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanction except those listed in this section (the team physician may suspend the student from play or practice if medically indicated). A student will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty (30) days, as determined by the treatment plan. A student will not be permitted to enter the Safe Harbor Program thirty (30) days prior to NAIA or Conference postseason competition. A student-athlete will only be permitted to enter the Safe Harbor Program one time during his/her athletic eligibility at Central Methodist University.

If a student-athlete is determined to have new substance use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate sanctions as detailed in the Central Methodist University program. Entering the Safe Harbor Program will be treated as a positive test as it relates to sanctions and any positive test after the initial Safe Harbor Program test will be treated as the next subsequent positive.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of students eligible for random drug testing by Central Methodist University.

The Director of Athletics, the Athletic Director for Student and Academic Services, the Head Athletic Trainer, the student-athlete's Head Coach and the Team Physician may be informed of the student's participation in the Safe Harbor Program. The athletic trainer assigned to that sport also may be notified, if medically appropriate. The assistant coach(es) also may be informed at the discretion of the head coach. Other university employees may be informed only to the extent necessary for the implementation of this policy.

Student-Athletes General Information & Policies

Expectations of Student-Athletes

The decision to participate in intercollegiate athletics at Central Methodist University brings with it special academic obligations and responsibilities in addition to those required of other college students. The student-athlete is subject to adherence to all academic eligibility rules of the National Association of Intercollegiate Athletics (NAIA), the Heart of America Athletic Conference and Central Methodist University.

The student-athlete is, first and foremost, a student and is expected to strive for and obtain an academic degree at Central Methodist University. The athletic department's main interest is the general welfare and academic achievement of every student-athlete. The student-athlete is required to communicate on a regular basis with academic advisors and instructors regarding academic concerns and progress, and classes missed due to athletic participation.

Student-athletes are responsible for making positive choices and decisions regarding their personal and academic lives. Student-athletes are not only representing the community and the college but ultimately themselves. The athletic department encourages each student-athlete to act as a responsible adult in his/her pursuit of becoming a successful college graduate.

As an NAIA institution the university is committed to the NAIA's "Champions of Character" program, in which every NAIA student-athlete, coach, official, and spectator is committed to the true spirit of competition through respect, integrity, responsibility, servant leadership, and sportsmanship.

Conduct

Unethical conduct by an enrolled student-athlete may include, but is not limited to, any behavior on or off campus that involves the following: inappropriate language; possession and/or consumption of alcohol on CMU property and/or official school events, etc.; DWI; MIP drug use; trafficking in drug and alcohol-drug contribution to minors; damage to property; injury to others; theft/vandalism; harassment/intimidation; excess rowdiness that involves the team (hazing/initiations), etc. In addition, student-athletes must follow all CMU rules and regulations, and city, state, and federal laws.

Consequences of unethical conduct

The consequences of such behavior may result in: suspensions, release from the team and/or the university, loss of athletic aid, community service, therapy, or any combination of these. Decisions are made by the head coach/athletic director and the Vice-President of Campus Life.

Athletic Practices, Meetings, Work-outs, Trips and Competitions

Student- Athletes are expected to conduct themselves in a respectful and sportsmanlike manner.

Unacceptable behavior includes, but is not limited to: taunting opponents, coaches, or fans; abusing officials, either physically or verbally; using profanity; fighting; throwing objects in an attempt to cause harm or express anger; making derogatory statements to the opponents, media, fans, fellow athletes, or coaches, including ones about Central Methodist University.

Alcohol Policy

The department of CMU athletics does not condone the illegal or irresponsible use of alcohol. Student-athletes are advised that the legal drinking age is 21 years of age in the State of Missouri. Even students who are of the legal drinking age must abide by the Central Methodist University's Student Conduct Code rules and regulations relating to alcohol and shall not drink, be under the influence of, or be in personal possession of alcohol on campus, during any intercollegiate athletic or campus event (which may include off-campus locations), athletic practices, or road trips associated with the university and athletic events.

In addition to the negative health effects associated with alcohol, a student-athlete will be accountable for any alcohol-related incident in which he/she is involved. In such cases, the student-athlete is subject to the CMU Department of Athletics, team and/or university disciplinary action dependant upon the incident's legal implications.

Tobacco Policy

The use of tobacco (smoke or smokeless) is prohibited in connection with any intercollegiate team function by participants, coaches, cheerleaders, athletic trainers, game administrators, and officials. A team function is defined as any activity which is held as a team (including athletic department functions), whether meetings, practices, games, or informal workouts on and off the grounds of CMU. This also includes team-related activities in the training room, locker room, weight training facilities, indoor turf field, and all athletic facilities. The department of CMU athletics also strongly encourages its student-athletes to abstain from tobacco use in their private lives.

Illegal Drugs

Possession, manufacture, distribution, use, or sale of marijuana, drug narcotics or other controlled substances classified as illegal under Missouri State law, is prohibited on university owned or controlled property, university owned vehicles, or leased vehicles or at any university-sponsored or supervised function.

Physical Harm to Others

Detaining a person against his or her will or threatening or physically abusing another person is prohibited. Prohibited conduct includes that directed toward a member of the University community which occurs off campus as well as that which occurs on campus.

Verbal Abuse to Others

Verbal behavior that involves an expressed or implied threat to interfere with an individual's personal safety, academic efforts, employment, a CMU official's duties, or participation in University-sponsored activities, and which would cause a reasonable person to have a reasonable apprehension that such harm is about to occur, or "fighting words" that are spoken face-to-face as a personal insult to the listener or listeners in personally abusive language, inherently likely to provoke a violent reaction by the listener to the speaker, is prohibited.

Inappropriate Language

Foul/inappropriate language will not be tolerated on Central Methodist University campus and official trips/events.

Gambling

Central Methodist University "regulations state that", staff members of the Athletic Department (coaches, administrators, training room staff, etc.) and student-athletes cannot knowingly provide information to assist individuals involved in organized gambling activities concerning intercollegiate athletic competition, solicit a bet on any intercollegiate team, accept a bet on any team representing an institution, solicit or accept a bet on any intercollegiate competition for any kind of tangible value (cash, t-shirt, dinner) or participate in any gambling activity that involves professional athletics through a bookmaker, parlay card or any other method employed by organized gambling. If a student-athlete is caught gambling, his/her eligibility to participate intercollegiate athletics will be jeopardized.

Athletic Transportation

All student-athletes, managers, films, trainers, etc, must use college- arranged transportation to and from all athletic events. The only exception to this is prior verification in writing from a parent/guardian that the student-athlete is riding with them or another parent. Any other exception must be approved by the Athletic Director.

Point of Emphasis

All members of the travel party must adhere to the Central Methodist University's rules and policies as if they were on the campus of Central Methodist University.

Student-Host

If you are a student-host or representing CMU with recruits or persons outside the CMU community, you will represent CMU in a positive fashion, following all CMU rules/policies and all evaluations and comments concerning other schools and their programs will be non derogatory.

When you are attending other athletic events

When you attend other athletic events, remember that you are expected to demonstrate good sportsmanship as well.

Student-Athlete Grievance Procedure:

The following procedures have been established to help guide a student-athlete through a potential grievance (with a staff member of the Athletic Department) and hopefully settle the matter in a professional manner:

1. The student-athlete should meet with the staff member with whom he/she has a grievance.
2. If the grievance is not resolved to the satisfaction of the student-athlete, the student-athlete should write a statement in full detail about the grievance and submit that statement to the Athletic Director. The Athletic Director's office will then set up an appointment between the student-athlete and the Athletic Director.

Evaluation of Coaches by Student-Athletes:

The student-athletes will have the opportunity to evaluate their respective head coaches. The instrument will be administered by the Athletic Director at a team meeting, approximately halfway into each season and at the end of the season.

Media Release

All student-athletes are asked to complete a Media Release form provided by the Athletic Department. This information will be used for the athletic website and media publications.

Dual Sport Athletes:

A student-athlete who is participating in back-to-back sports will only attend the in-season practice until the first season is completed or until the coach releases him/her. The student-athlete will be allowed to practice specific skills for the upcoming sports as long as it is done on the athlete's own time and not in conjunction with the second sport's actual practice time. If an athlete voluntarily chooses to "observe" a practice, this is acceptable as long as the coaches do not "expect" an athlete to attend and the athlete does not in any way participate in practice.

The only exception to this policy would be if the two coaches involved with an athlete collectively make a commitment to the athlete during the recruiting process and/or before both teams begin practice. (These exceptions also must be approved by the Athletic Director.)

Criteria for Lettering

The criteria for lettering in each varsity sport are established at the direction of the head coach of that sport. You may receive an award upon the recommendation of your coach and the approval of the Athletic Director.

Awards

Special Awards must be recommended by the head coach to the Director of Athletics and must not violate NAIA and/or HAAC rules. National, regional, and conference academic awards are based on the regulations of their governing bodies.

Any student-athlete who is a national champion in an individual or team sport will receive a ring.

All senior student-athletes who have completed their eligibility will receive a letterman blanket at the end of the year All-Sports banquet.

CMU Equipment

Equipment check-out for athletic squads will be arranged by the head coach. Student athletes are required to return all equipment within one week (7 days) after the completion of their last scheduled athletic competition. Equipment return times will be scheduled by the head coach. All issued equipment is the sole responsibility of the student athlete and he/she, will be held financially accountable for such equipment.

Tutorial Services

Tutors are available in all the major subjects. Tutors are recommended by the faculty to assist students having difficulty or wanting improvement in a course. Tutors are available at no charge. Call the Learning and Teaching Center at Ext. 58283 for more information. (Located on the 3rd floor of Cupples Hall)

Specific Team Rules

Coaches may have team rules that may be more stringent than the Athletic Department's policies/rules and may cover areas not cited in the CMU Student Athlete Handbook.

Weight Room Rules and Policies

1. NO UNSUPERVISED TEAMS IN WEIGHT ROOM
2. NO BACKLESS SHOES, TOELESS SHOES, OR CLEATS
3. NO SLEEVELESS SHIRTS
4. TEAMS SHOULD WEAR CMU COLORS OR APPAREL IN THE WEIGHT ROOM
5. NO MED BALL THROWS IN WEIGHT ROOM
6. DISINFECT ALL EQUIPMENT AFTER USE
7. RACK ALL WEIGHTS AFTER USE
8. RETURN EQUIPMENT TO APPROPRIATE PLACE
9. OLYMPIC LIFTS (JERK & SNATCH) SHOULD BE DONE ON PLATFORMS AWAY FROM THE FANS
10. BUMPER PLATES ONLY ON THE PLATFORMS
11. LANGUAGE SHOULD BE APPROPRIATE WHILE USING THE WEIGHT ROOM
12. WHEN LIFTING WITH A PARTNER CLAMPS SHOULD BE USED AT ALL TIMES

Athletic Training Rules and Policies

1. No Lounging in the athletic training room. If you are not being treating or waiting to be treated, you should not be in the athletic training room.
2. No profanity or horseplay will be tolerated in the athletic training room.
3. A morning Sports Medicine Clinic is utilized for treatment of ALL athletes. Afternoon clinic is used for pre-practice and game preparation.
4. When you have an appointment for morning clinic, check in at the front desk and wait in the lobby for someone to come get you. Leave all shoes and bags in the reception area.
5. Enter and exit the athletic training room through the front door only. DO NOT go through the classroom or the taping room.
6. No athletic equipment is to be brought into the athletic training room.
7. After practice, you MUST shower before receiving treatment (after practice treatment is authorized by the supervising athletic trainer only).
8. Treatment hours will be from 8:00 am to 12:00 pm Monday through Friday. You must sign up for a treatment appointment prior to receiving treatment. If you are to receive treatment and do not show up, you will be considered "healed" and are "full to go" for that day. If you have a class conflict with morning treatments, you must notify the certified athletic trainer in charge of your sport a day ahead of time.
9. No treatments will be given after 12:00 pm unless prior arrangements have been made with the supervising certified athletic trainer in charge of your sport.
10. This is a **Co-Ed** athletic training room. Wear proper clothing and behave in a responsible manner at all times while in the athletic training room. You must respect the privacy of other athletes receiving treatment at all times.
11. All taping must be approved by the certified athletic trainer in charge of your sport before being taped. Only necessary taping will be done.
12. Report all illnesses or injuries directly to the certified athletic trainer in charge of your sport, no matter how slight you think it might be. **DO NOT go to a doctor or hospital on your own unless it is an emergency in the evening.** There are standard procedures to be followed and failure to do so may result in non-coverage by the secondary insurance policy for athletes.

Athletic Training Staff

Mission Statement:

Our goal is to provide an excellent standard of healthcare to our student- athletes as well as a top- notch educational environment for our athletic training students.

As a student- athlete, please communicate with our staff regarding injuries, illnesses, and accidents as soon as they occur. Therefore, we can get you on the road to recovery successfully without delay and minimal missed practice and game time. ***Our job is not to hold you out from play, but instead to help you return to play as soon as possible and safely from injuries.*** As a student- athlete you need to learn the difference between ***pain and injury***; we are not here to baby you, only to help rehabilitate your injuries. All student athletes are treated equally, regardless of varsity or junior varsity playing status.

Certified Athletic Trainer:

Certified Athletic Trainers' Duties: To provide all realms of healthcare within our ramifications to our student- athletes at the highest level. This includes injury evaluations, therapy, taping, bracing, injury education, injury counseling, and general illness evaluations. It is our responsibility to communicate with not only the student- athlete but the coaching staff and parents involved in the situation as well. We must keep up- to- date records and oversee all insurance claims and information with regards to injuries involving CMU practices and games. We are in attendance for all in-season practices and games to the best of our ability, no matter what time the practice is held. There will be open communication about each injury between the athletic training staff and the coaching staff. Together, we will make game status decisions with the ultimate responsibility being on the certified athletic trainer and the team physician.

Athletic Training Students:

Athletic Training Students: This includes sophomore through senior status. Their duties are to help provide evaluations, taping, bracing, injury education, and therapy- all with direct supervision of the certified athletic trainer. Athletic Training Students are allowed to work no more than 20 hours a week. They are allowed to work holiday and seasonal practices and games as desired. Their responsibilities also include helping with towels and water during game time- outs, half- time, and all practices. Their duties do not include chart keeping, video recording, or van driving unless deemed necessary by the certified athletic trainer in charge of the team. Travel is a part of their duties under supervision of CMU's team certified athletic trainer or the certified athletic trainer of the home team.

Observational Athletic Training Students:

Observational Athletic Training Students: This includes the freshman/first year class. They will help dispense water and towels during game time- outs, half- times, and practices. They can only observe in evaluations, taping, bracing, therapy, and counseling times. Their practice and game times do not include work but do include observational time and proficiency fulfillment. Their duties do not include chart keeping, video recording, or van driving. No travel is involved unless they are traveling with the certified athletic trainer on a special occasion game of some sort.

Professionalism:

All Athletic Training Staff is expected to act in an appropriate manner, including professionalism, responsibility, and meeting the healthcare needs (within reason) of all student athletes participating in varsity or junior varsity basketball. In return, we expect nothing less from the student- athlete being cared for. If at anytime you do not feel as though you are being treated fairly or with respect, please report to the certified athletic trainer in charge of your team so the incident may be resolved.

Athletic Training Room Rules:

Athletic Training Room Rules are including in this packet for you to learn and abide by at all times as a student- athlete. Your coach will be notified when any of the rules are broken.

Primary Medical Insurance:

It is your full responsibility as a student- athlete participating at CMU to maintain a primary medical insurance **that covers intercollegiate athletics** all times throughout your season, including pre-, in-, post-, and off- seasons. If your medical insurance lapses at any time, or does not cover athletic injuries, we are not responsible for any medical bills pertaining to CMU athletics. You must have a valid copy of your insurance card on file with your certified athletic trainer, along with all physical paperwork filled out completely and accurately. If your insurance changes anytime throughout the year, you must let us know immediately.

Medical Bills/Claims:

It is your responsibility to communicate with your certified athletic trainer regarding received medical bills, documents, and claims in a timely fashion. Otherwise, there is no guarantee of payment. We will make you aware of everything you need to fill out or follow up on during an accident, including communicating with parents. We do not receive medical bills; only you and your parents receive information from an injury, so it is your responsibility to bring us all necessary paperwork we request.

Going To A Doctor On Your Own:

At no time do you have permission to go to a doctor on your own without your certified athletic trainer's permission involving an injury or accident related to CMU athletics, unless it is an emergency situation. We are not responsible for medical bills in which you choose the physician attending without our permission. However we are willing to give advice if you have to go to a doctor on your own for a non-CMU injury.

Bracing, Wraps, Any Medical Equipment:

Anytime during the season you may be given medical equipment by our athletic training staff, including but limited too: ankle braces, knee braces, thigh sleeves, knee straps, shoulder braces, mouth pieces, ace wraps, crutches, and portable electrical stim machines. It is your responsibility to return the equipment as soon as you are finished with it unless otherwise decided upon by your certified athletic trainer. If you do not return medical equipment when requested, we have the right to bill you for that piece of equipment.

Helpful Phone Numbers

Emergency (911)

Central Dispatch for Howard County 248-2241

Police	248-2241
Sheriff	248-2477
After 5 p.m.	248-2490
Fire Department	248-3344
Ambulance	248-2220
Missouri State Highway Patrol	1-314-751-1000
Emergency only	1-800-525-5555
Statewide Road Conditions	1-800-222-6400

Medical Concerns

CMU Health Clinic	58285 or 248-6285
Family Health Inc, Fayette	248-2900
University Physicians - Fayette	248-2217
Campus Counselor	58274 or 248-6274
Campus Minister	58222 or 248-6222
Family Counseling Center, Fayette	248-3313
University Behavioral Health Services, Fayette	248-2197

Academic Concerns

Academic Dean	56211 or 248-6211
Registrar's Office	56265 or 248-6265

Concerns or Complaints

Campus Counselor	58274 or 248-6274
Dean of Students	58223 or 248-6223

Departments and Rooms

Admissions	52251 or 248-6251
Alumni Relations	56214 or 248-6214
Athletic Department	64346 or 248-6346
Bookstore	58226 or 248-2233
Business Office	56207 or 248-6207
Career Development	58218 or 248-6255
Computer Helpdesk	56197 or 248-6197
Counseling Services	58274 or 248-6274
Financial Aid	56245 or 248-6245
Fresh Ideas Food Service	58299 or 248-6299
Learning & Teaching Center	54287 or 248-6287
Mail Room, Brannock Hall	56215 or 248-6215
Student Mail Room	58203 or 248-6203
Maintenance (Plant Operations)	55295 or 248-6295
Phillips Recreation Center	64349 or 248-6349
President's Office	56221 or 248-6221
Public Relations	56238 or 248-6238
Smiley Library	54271 or 248-6271
Student Development Office	58223 or 248-6223
Registrar's Office	56265 or 248-6265
Security Officer	cell 660-202-0848

**Central Methodist University Department of Athletics
Drug Education & Testing Program
Student-Athlete Consent Form**

I, _____, hereby acknowledge that I have received a copy of, read and been given the opportunity to ask questions regarding the Drug Education & Testing Program implemented for the Department of Intercollegiate Athletics at Central Methodist University. I understand the policies, procedures and my responsibilities as described in such policy.

As a condition to my participation in intercollegiate athletics at Central Methodist University, I consent to participate in the Drug Education & Testing Program. I understand that my participation in this program includes the collection and testing of my urine at various times during academic year for drugs, alcohol, and/or other banned substances.

I further consent to the release of the results of any drug test to the Director of Athletics or his/her designee, Assistant Director of Athletics, my Head Coach, the Head Athletic Trainer and/or Assistant Athletic Trainers, Team Physician, Appeals Committee and/or my parent(s) or guardian(s). I acknowledge and understand that a copy of this consent form may be sent to my parent(s) or guardian(s) along with a copy of the Drug Education & Testing Program. To the extent set forth in this document, I waive any privilege I may have in connection with such information.

Central Methodist University, its officers, employees, and agents are hereby released from legal responsibility and/or liability for the release of any information and/or record as authorized by this consent form. I fully and forever release and discharge the aforementioned parties from any claims, demands, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated or unanticipated, resulting from my participation in Central Methodist University's Drug Education & Testing Program including those claims, demands, rights of action, or causes of action arising out of any positive result under such Drug Education & Testing Program.

Student-Athlete Signature

Date

Printed Name of Student-Athlete

Date of Birth

Social Security Number

Sport(s)

Champions of Character **Student-Athlete Pledge**

Each game and practice I participate in will provide me with an opportunity to be a Champion of Character. I pledge, as an NAIA student-athlete, to accept the five core character values of the NAIA and will do my best to represent the NAIA, my institution, my teammates, and myself by:

respecting my opponent, the officials, my teammates, my coach, myself and the game;
taking **responsibility** for my actions in all areas of my life;
having the **integrity** to stand by my word;
providing **servant leadership** where I serve others while striving to be a personal and team leader;
and being an example of **sportsmanship** by holding myself to the highest standards of fair play.

Student-Athlete's Name _____

Institution _____

Sports Team _____

Student-Athlete's Signature _____ Date: _____

Consent of Understanding CMU Student-Athlete Handbook

I, _____, in signing this athletic form of character, acknowledge that I understand all of the student athlete handbook rules and policies will work to abide by them at all times and in everything that I do. If I falter in any of the student athlete handbook materials, I also understand that I am subject to the repercussions set forth by the athletic department and university officials. I also acknowledge that faltering in any of the student athlete handbook rules and policies could result in my dismissal from your athletic team, and the revocation of my scholarship and any other institutional aid.

Signature: _____ Date: _____