### TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Department Philosophy Statement</td>
<td>3</td>
</tr>
<tr>
<td>Sportsmanship</td>
<td>3</td>
</tr>
<tr>
<td>Academics</td>
<td>3</td>
</tr>
<tr>
<td>Academic Services for Student-Athletes</td>
<td>3</td>
</tr>
<tr>
<td>Student-Athlete Academic Office (SAAO)</td>
<td>3</td>
</tr>
<tr>
<td>SAAO Services</td>
<td>4</td>
</tr>
<tr>
<td>Change of Schedule ((Add/Drop)</td>
<td>4</td>
</tr>
<tr>
<td>Student-Athlete Class Notification Letter</td>
<td>4</td>
</tr>
<tr>
<td>Registration Review</td>
<td>4</td>
</tr>
<tr>
<td>Early Warning Report</td>
<td>4</td>
</tr>
<tr>
<td>Student-Athlete Workshops</td>
<td>4</td>
</tr>
<tr>
<td>Study Hall</td>
<td>4</td>
</tr>
<tr>
<td>Academic Center Staff</td>
<td>4</td>
</tr>
<tr>
<td>Class Attendance Policy</td>
<td>4</td>
</tr>
<tr>
<td>Student-Athlete Checklist</td>
<td>5</td>
</tr>
<tr>
<td>NCAA Compliance</td>
<td>5</td>
</tr>
<tr>
<td>Eligibility</td>
<td>5</td>
</tr>
<tr>
<td>Academic Ineligibility</td>
<td>6</td>
</tr>
<tr>
<td>Amateurism</td>
<td>6</td>
</tr>
<tr>
<td>Gambling</td>
<td>6</td>
</tr>
<tr>
<td>Playing Seasons</td>
<td>6</td>
</tr>
<tr>
<td>Athletic Training Room Policies</td>
<td>6</td>
</tr>
<tr>
<td>Protocol for Injury Care</td>
<td>7</td>
</tr>
<tr>
<td>Initial Assessment</td>
<td>7</td>
</tr>
<tr>
<td>Initial Treatment</td>
<td>7</td>
</tr>
<tr>
<td>Physician Referral</td>
<td>7</td>
</tr>
<tr>
<td>Continued Care/Follow-up</td>
<td>7</td>
</tr>
<tr>
<td>Discharge</td>
<td>7</td>
</tr>
<tr>
<td>Student Support Services/Contacts</td>
<td>8</td>
</tr>
<tr>
<td>Team Travel</td>
<td>8</td>
</tr>
<tr>
<td>Fundraising</td>
<td>8</td>
</tr>
<tr>
<td>Hazing</td>
<td>8</td>
</tr>
<tr>
<td>Drugs and Alcohol</td>
<td>8</td>
</tr>
<tr>
<td>Banned Drugs</td>
<td>9</td>
</tr>
<tr>
<td>NCAA Banned Substances Resources</td>
<td>10</td>
</tr>
<tr>
<td>Problem Solving</td>
<td>12</td>
</tr>
<tr>
<td>Disciplinary Process and Sanctions</td>
<td>12</td>
</tr>
<tr>
<td>SAAC</td>
<td>12</td>
</tr>
<tr>
<td>Life Skills</td>
<td>12</td>
</tr>
<tr>
<td>Awards Ceremonies</td>
<td>12</td>
</tr>
<tr>
<td>Social Networking</td>
<td>13</td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>13</td>
</tr>
</tbody>
</table>
ATHLETICS DEPARTMENT PHILOSOPHY STATEMENT

The Athletics Department at Saint Joseph’s College recognizes that athletics is a competitive environment, a valuable tool in teaching life skills to young men and women. Within the framework of competitive college athletics, the athletics staff works to highlight such life skills as: discipline, teamwork, sportsmanship, hard work, commitment, leadership, responsibility and time-management.

The Saint Joseph’s College Athletics Department strives to:

• develop potential
• be community-minded
• provide a competitive environment where athletes are challenged to improve
• teach teamwork, unselfish play and sportsmanship
• follow NCAA guidelines
• provide support systems in the department - liaisons through which student-athletes can utilize all the campus resources of support: academic counseling, tutoring, personal counseling, career services
• provide quality leadership through coaching and cultivate future leaders

We embrace the NCAA Division III philosophy appreciating the balance of academics and athletics. The intent is that the athletic experience at Saint Joseph’s makes life-long sport fans/activity fans and is an important part in developing well-rounded, strong-minded, disciplined young men and women who strive for exceptional achievements. By providing solid leadership, we hope to build and inspire young leaders.

SPORTSMANSHIP

The National Collegiate Athletic Association and Saint Joseph’s College promote good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, consumption or possession of alcoholic beverages is prohibited.

ACADEMICS

Saint Joseph’s College and the Department of Athletics are committed to excellence in education. We are proud of the academic records of our student-athletes.

At Saint Joseph’s College, you are first and foremost a student. You must comply with all the policies, rules and regulations applicable to all members of the College student body.

Saint Joseph’s College adheres to the Division III philosophy that student-athletes should be integral members of the college community -- academics, athletics, community service and community support. Student-athletes are expected to be responsible for their success in the classroom and are expected to use resources available to them to help them succeed.

ACADEMIC SERVICES FOR STUDENT-ATHLETES

Student-Athlete Academic Office (SAAO)

As a student-athlete, you have additional responsibilities and time constraints not imposed on the general student body. Because the Department of Athletics understands this, the Student-Athlete Academic Office (SAAO) was established as an additional resource to help you take advantage of the excellent opportunities on the Saint Joseph’s College campus. Currently, the SAAO is led by Coach Rob Sanicola.

Please remember that the SAAO is only ONE resource and was not created to keep you isolated from other College professional staff. You must also interact with your College advisor, faculty, administration, and professionals within the College community. The SAAO works best as a liaison between you and the professional staff and campus community, providing you with all the knowledge to achieve excellence in the classroom.
SAAO Services

Change of Schedule (ADD/DROP)

Courses may be added/dropped within the first seven calendar days of each semester. The dates are published each year in the Academic Calendar. (Remember, you must be enrolled in a minimum of 12 credits to be eligible to practice and compete in your sport.)

Adding or dropping of courses require approvals from the student’s academic advisor, professor of the courses being added or dropped and the SAAO office. These approvals must be signatures on the Add/Drop form which is available from the Office of the Registrar.

Student-Athlete Class Notification Letter

Saint Joseph’s College does not have an excuse policy for College-sanctioned events. As a student-athlete, you should understand that each faculty member maintains full authority in terms of class attendance and may choose to deal with absences as he or she sees fit.

In an effort to make sure that you are staying on track with course work and effectively communicating with professors, through the Athletic Academic Success Office, each student-athlete is issued a class absence/notification letter. By signing and returning this form, the student-athlete acknowledges and accepts the responsibilities incurred with missed absences.

Registration Review

Saint Joseph’s College Department of Athletics and the Office of Academic Records and Student Advisement collaborated in an effort to minimize student-athlete absences due to match/game conflicts.

Early Warning Report

The early warning report was designed to help student-athletes receive feedback from faculty early in the semester. The form will provide specific feedback in your academic work, attendance and course average only if it is made available. The head coach of each respective sport will receive this feedback to disseminate to their athletes.

Student-Athlete Workshops

Academic-Athletic Workshops are available for students. Students can register for three workshops through Coach Sanicola (Study Skills, Time Management, Test-Taking Skills). These programs are offered by the Career Services Department (Tom Novak). Times and dates will be determined.

Study Hall

Because the academic success of each student-athlete is important to the Department of Athletics, many teams have organized study hall as part of the academic-athletic mentoring program.

The Academic Center on the third floor of Alfond Hall, room 326, is for all students. The Academic Center can assist with writing, skills, tutors, etc.

Academic Center Staff

Assistant Dean/Director, Vincent Kloskowski III, X7561, vkloskowski@sjcme.edu
Advising Coordinator, Holly Sanborn, X7562, hsanborn@sjcme.edu
Academic Center Assistant, Shanna Murphy, X7563, smurphy@sjcme.edu

CLASS ATTENDANCE POLICY

Student-athletes should never use athletics as an excuse. Each student-athlete is expected to alert his/her professors of game schedules at the beginning of each semester. Students CANNOT miss class for practice.
STUDENT-ATHLETE CHECKLIST

1. Attend all classes;
2. Communicate in person with your professor;
3. Contact professor at the beginning of the semester when having a problem in class;
4. Bring your game and team travel schedule to your professors at the earliest opportunity;
5. Request tutors at the beginning of the semester in course you may need help with;
6. Meet with tutors once they are assigned on a regular basis;
7. Set up and follow a daily/weekly study schedule;
8. Get help from professors and classmates when you do not do well on tests/quizzes/papers, or you do not understand subject matter;
9. Use the Writing Center if your written work needs improvement;
10. Attend study hall if you are required to, or need to improve your quality study time.

TAKE RESPONSIBILITY FOR BEING A GOOD STUDENT!

NCAA COMPLIANCE

Saint Joseph’s College adheres to NCAA Division III regulations. Each student-athlete receives a pre-season review of NCAA guidelines. All student-athletes must complete both NCAA and Saint Joseph’s College paperwork prior to ANY participation. For compliance-related questions, please contact Mike McDevitt, compliance Coordinator at X6671 or email mikemcdevitt@sjcme.edu.

Relevant portions of the NCAA Manual include:

ELIGIBILITY

• To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall be enrolled in at least a minimum full-time program of studies, be in good academic standing and maintain satisfactory progress towards a baccalaureate or equivalent degree.

GOOD ACADEMIC STANDING AND SATISFACTORY PROGRESS

All students participating in intercollegiate athletics must be full-time students (minimum 12 credit hours). Full-time students whose cumulative grade point average (GPA) reflect satisfactory academic standing and are making satisfactory progress towards a degree (as described in the statement on Good Academic Standing and Satisfactory Progress) are eligible for participation in intercollegiate athletics. Athletic eligibility is monitored and reviewed annually by the Athletic Eligibility Committee -- the Director of Athletics, the Faculty Athletics Representative and the Assistant Athletic Director/Academic Coordinator. This committee meets after each semester to review student-athletes’ academic standing. Students who do not meet the minimum academic standing and satisfactory progress benchmarks will be ineligible for participation in intercollegiate athletics. Students, who are ineligible, may appeal, through a formal letter, to the Athletic Eligibility Committee for reinstatement.

Full-time matriculated students are in good academic standing and making satisfactory progress in their degree program when they meet or exceed the cumulative credit and grade point averages listed below. The benchmarks are listed for the end of each academic year. (NOTE: Student-athletes are reviewed after each semester. Any student receiving a semester GPA of BELOW a 1.0 or earns less than 12 credits in a semester could possibly be deemed athletically ineligible for the next semester. Students who are ineligible may appeal through a formal letter to the Athletic Eligibility Committee)

<table>
<thead>
<tr>
<th>At Completion of Year of Attendance</th>
<th>Class Level</th>
<th>Minimum Cumulative Earned Credits Required</th>
<th>Minimum Cumulative Grade Point Average Required</th>
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</thead>
<tbody>
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<td>Junior</td>
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<tr>
<td>4</td>
<td>Senior</td>
<td>128</td>
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All Appeal Letters must:
- meet the deadline specified
- include student’s current status (total cumulative credits earned, cumulative g.p.a.)
- state expressly where they are ineligible (short credits? below the required g.p.a.? both?)
- clearly state the plan that the student AND THEIR ACADEMIC ADVISOR have agreed upon to obtain improvement and surpass eligibility standards

- A student-athlete shall complete his or her seasons of participation during the first 10 semesters in which the student is enrolled in a collegiate institution in at least a minimum full-time program of studies, as determined by the regulations of that institution.

- A student-athlete becomes ineligible for intercollegiate competition in that sport if, after enrollment in college and during any year in which the student-athlete is a member of an intercollegiate squad or team, he or she competes or has competed as a member of any outside team in any non-collegiate, amateur competition during the institution’s intercollegiate season in the sport. There are exceptions, such as a high school alumni game; however, student-athletes must ask their college coach for clarification.

ADEademic Ineligibility

The Director of Athletics, the Faculty Athletics Representative and the Academic Coordinator meet to review student-athletes’ academic eligibility. Ineligible students will be notified by the Athletics Office and should contact their advisor and their coach to discuss steps towards reinstatement.

AMATEURISM

- Only an amateur student-athlete is eligible for intercollegiate athletics participation.
- A student-athlete shall not be eligible for participation in an intercollegiate sport if the individual takes or has taken pay, or has accepted the promise of pay in any form, for participation in that sport.
- An individual loses amateur status and thus shall not be eligible for intercollegiate competition in a particular sport if the individual:
  - Uses his or her athletics skill for pay in any form in that sport;
  - Accepts a promise of pay;
  - Signs a contract or commitment of any kind to play professional athletics;
  - Receives financial assistance from a professional sports organization
  - Subsequent to initial full-time collegiate enrollment, enters into a professional draft; or
  - Enters into an agreement with an agent.

GAMBLING

A student-athlete shall not knowingly participate in sports wagering activities or provide information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics competition.

PLAYING SEASONS

The number of practices, the number of games played during the regular season, the number of practices a coach can be in attendance during the “off-season” and the number of weeks a season can last are all regulated by the NCAA. The SJC compliance officer and each head coach coordinate these dates and track them each season.

ATHLETIC TRAINING ROOM POLICIES

The Athletic Training Room is located on the ground floor of the Alfond Center. All student-athletes seeking care must abide by policies set forth by the Head and Assistant Athletic Trainers.

Training Room Hours:

Monday - Friday, open by 12:00 PM, or by appointment - Weekend hours based on practice and game schedules

1. NCAA regulations require student-athletes to have physical examinations and updated medical history.
2. The training room will be open one hour before practice and two hours prior to each game in order to provide
more service hours.
3. Abusive language or behavior is not tolerated.
4. Please do not wear cleats or dirty sneakers in the training room. Also, please leave dirty articles of clothing outside the training room and change into clean clothes before treatments unless it is an emergency situation.
5. Keep shoes off the treatment or taping tables.
6. Taping tables are to be kept clear of books, bats, bags, etc.
7. Equipment, books, bags should be kept in assigned lockers and are not to be brought into the training room.
8. Treatments are given only upon a physician’s or athletic trainer’s approval. The medical staff will decide upon a treatment program for your injury.
9. Treatments are to be continued as prescribed until the medical staff states they are to be discontinued. DO NOT stop receiving treatments until you are advised to do so by the medical staff.
10. Your coach will be notified if successive treatment appointments are missed.
11. Treatment machinery is only to be operated by the athletic training staff. They are there to help you. Do not treat yourself.
12. Treatment in the training room is not an acceptable reason for being late for practice, or missing classes. You simply did not get to the training room early enough. Schedule rehab and/or treatment times that do not conflict with practice or class.
13. The training room is a treatment facility for injured athletes. If you are not being treated, please make room for others.
14. Horseplay is not allowed.
15. Everything that belongs in the training room should remain in the training room. Please do not remove any supplies or equipment without permission of the athletic training staff.
16. Return all loaned items to the training room (ace wraps, crutches, braces, etc.) ASAP.

**REPORT ALL HEALTH PROBLEMS OR POTENTIAL HEALTH PROBLEMS TO THE MEDICAL STAFF ASAP. ANY DELAYS IN CURE COULD PLACE YOUR ATHLETIC CAREER AT RISK!!**

**PROTOCOL FOR INJURY CARE**

**Initial Assessment**

The Certified Athletic Trainer on Duty will make an initial assessment/evaluation on the field or in the training room depending on the situation. If the ATC deems the situation an emergency, the emergency action plan for the appropriate field or training room will be activated.

**Initial Treatment**

If the injury is not an emergency then the Certified Athletic Trainer will treat all injuries based on first aid principles. Bone and joint injuries will initially be treated with rest, ice, compression and elevation (RICE) if immediate referral is not warranted.

**Physician Referral**

The Certified Athletic Trainer will refer injuries to the Team Physician. The Physicians are from Maine Medical Center Family Practice under the direction of Dr. William Dexter. The physicians will make as many weekly visits to the Saint Joseph’s College Athletic Training Room as the schedule allows. If a training room assessment/evaluation is not possible by the team physician, then the athlete will be referred to Maine Medical Center Family Practice Sports Medicine Division in Portland, Maine.

**Continued Care/Follow-up**

The Certified Athletic trainer will continue care according to the recommendations or protocols set forth by the team physician.

**Discharge**

Per doctor’s plan, the Certified Athletic Trainer will release the athlete from treatment when the athlete is functional and can return to activity. Conditions and terms of return to play will be discussed with athlete’s coaching staff in consultation with medical staff.
STUDENT SUPPORT SERVICES/CONTACTS

- The Counseling Center: Liz Weisen, David Lischer, X6630
- Academic Support: Vince Kloskowski, Shanna Webster x7563, Alfond hall
- Athletics Department - SAAO, X6673, Alfond Center
- Faculty Advisor
- Career Services: Tom Novak, X6636, Saint Joseph’s Hall

TEAM TRAVEL

- Positive Representation - You represent not only yourself, but your team, your coach and Saint Joseph’s College. Let your actions display RESPECT, sportsmanship, competitiveness and pride.
- ALCOHOL IS PROHIBITED.
- Dress according to team rules.
- All travel must be done in College-approved vehicles by College-approved drivers, unless authorized by the head coach and/or Director of Athletics.

FUNDRAISING

All fundraising efforts require Athletic Director approval prior to the date of the event.

HAZING

Student-athletes, managers and coaches cannot participate in any form of hazing or initiation as noted in the College’s Student Information Guide. Hazing activities are prohibited and any allegations will be investigated. If the policy is violated, involved student-athletes may be suspended or dismissed from the team.

Examples of such activities include, but are not limited to:

- Forced or expected to participate in tattooing, piercing, head shaving or branding
- Forced or expected to wear embarrassing clothing
- Forced or expected to drink alcohol or use drugs
- Forced or expected to consume inappropriate concoctions
- Instructed to participate in calisthenics not related to sport
- Required to act as a personal servant to players
- Transported and abandoned

DRUGS AND ALCOHOL

Consult your SJC Student Handbook to review college sanctions regarding drug and alcohol use.

The SJC Athletics Department and/or team coaching staff may apply sanctions to student-athletes over and above the college sanctions.

Student-athletes are also required to follow NCAA and ECAC rules regarding drug and alcohol use.

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee. Contact NCAA education services or www.ncaa.org/health-safety for the current list. The term “related compounds” comprises substances that are included in the class by their pharmacological action and/or chemical structure.

No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is at the student-athlete’s own risk. Student-athletes should contact their institution’s team physician or athletic trainer for further information.
BANNED DRUGS

The following is a list of banned-drug classes, with examples of substances under each class:

**Stimulants**
- Amiphenazole
- Amphetamine
- Bemigride
- Benzphetamine
- Bromantan
- caffeine¹ (guarana)
- Chlorphentermine
- Cocaine
- Cropropamide
- Crothetamide
- Diethylpropion
- dimethylamphetamine
- Doxapram
- ephedrine (ephedra, ma huang)
- Ethamivan
- Ethylamphetamine
- Fencamfamine
- meclofenoxate
- methamphetamine
- methylenedioxymethamphetamine (MDMA, ecstasy)
- methylphenidate
- nikethamide
- octopamine
- pemoline
- pentetrazol
- phenmetrazine
- phentermine
- phenylpropanolamine (ppa)
- picrotoxine
- pipradol
- prolintane
- strychnine
- synephrine (citrus aurantium, zhi shi, bitter orange)

**Anabolic Agents - Anabolic Steroids**
- androstenediol
- androstenedione
- boldenone
- closebol
- dehydrochlormethyltestosterone
- dehydroepiandrosterone (DHEA)
- dihydrotestosterone (DHT)
- dromostanolone
- epitrenbolone
- fluoxymesterone
- gestrinone
- mesterolone
- methandienone
- methyltestosterone
- nandrolone
- norandrostenediol
- norandrostenedione
- norethandrolone
- oxandrolone
- oxymesterone
- oxymetholone
- stanozolol
- testosterone²
- tetrahydrogestrinone (THG)
- trenbolone

**Other Anabolic Agents**
- clenbuterol

**Diuretics and Other Urine Manipulators**
- acetazolamide
- bendroflumethiazide
- benzthiazide
- bumetanide
- chlorothiazide
- chlorothalidone
- ethacrynic acid
- finasteride
- flumethiazide
- furosemide
- hydrochlorothiazide
- hydroflumethiazide
- methylclothiazide
- metolazone
- polythiazide
- probenecid
- spironolactone (canrenone)
- triamterene
- trichlormethiazide

**Street Drugs**
- heroin
- marijuana³
- tetrahydrocannabinol (THC)³

**Peptide Hormones and Analogues**
- corticotrophin (ACTH)*
- growth hormone (hGH, somatotrophin)*
- human chorionic gonadotrophin (hCG) *
- insulin like growth factor (IGF-1) *
- luteinizing hormone (LH)*
- erythropoietin (EPO)*
- darbepoetin
- Sermorelin

*All respective releasing factors also are banned

**Anti-Estrogens**
- Anastrozole
- Clomiphene
- Tamoxifen

**and related compounds**

- ¹for caffeine—if the concentration in urine exceeds 15 micrograms/ml.
- ²for testosterone - an adverse analytical finding (positive result) based on any reliable analytical method (e.g., IRMS, GCMS, CIR) which shows that the testosterone is of exogenous origin, or if the ratio of the total concentration of testosterone to that of epitestosterone in the urine is greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.
- ³for marijuana and THC—if the concentration in the urine of THC metabolite exceeds 15 nanograms/ml.
The NCAA bans the following classes of drugs:

a. Stimulants
b. Anabolic Agents
c. Alcohol and Beta Blockers (banned for rifle only)
d. Diuretics and Other Masking Agents
e. Street Drugs
f. Peptide Hormones and Analogues
g. Anti-estrogens
h. Beta-2 Agonists

**NOTE:** Any substance chemically related to these classes is also banned. The institution and the student-athlete shall be held accountable for all drugs within the banned drug class regardless of whether they have been specifically identified.

**Drugs and Procedures Subject to Restrictions:**

b. Local Anesthetics (under some conditions).
c. Manipulation of Urine Samples.
d. Beta-2 Agonists permitted only by prescription and inhalation.
e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

**NOTE TO STUDENT-ATHLETES:**

There is no complete list of banned substances. Any substance that is chemically related to the class, even if it is not listed as an example, is also banned!
MEDICAL EXCEPTIONS

The NCAA recognizes that some banned substances are used for legitimate medical purposes. Accordingly, the NCAA allows exception to be made for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug. Exceptions may be granted for substances included in the following classes of banned drugs: stimulants (including those used to treat ADHD), beta blockers, beta-2 agonists, diuretics, peptide hormones, anabolic agents and anti-estrogens.

- Pre-approval is required for the use of peptide hormones or anabolic agents. The institution must submit required documents prior to the student-athlete competing while using medications containing these substances.
- For all other drug classes, the institution should maintain documents from the prescribing physician in the student-athlete's medical record on campus that include the diagnosis, course of treatment and current prescription.
- In the event that a student-athlete tests positive by the NCAA, the institution will be notified of the positive drug test, and at that time the director of athletics may request an exception by submitting required documents.
- Requests for exceptions will be reviewed by the chair of the drug-testing and drug-education subcommittee of the CSIMAS and reported back to the institution.

For more information, please go to
www.NCAA.org/drugtesting

National Collegiate Athletic Association

APPEALS

The NCAA drug-testing program allows an institution to appeal a positive drug test on behalf of a student-athlete who has tested positive or who violated NCAA drug-testing protocol.

- The institution must submit in writing the grounds for the appeal and a summary of the institutional drug-education program.
- At least three members of the drug-education and drug-testing subcommittee of the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports (CSIMAS) hear appeals.
- Appeals are conducted by telephone conference.
- The director of athletics or designee and the student-athlete must be on the appeal call.
- The NCAA does not restrict the nature of the appeal, that is to say that the NCAA will not restrict access for any reason to an institution that wishes to appeal and has satisfied the appeal procedures.
- In the event that the appeal is accepted, no further action regarding the student-athlete's eligibility need be taken. In the event that the subcommittee denies the appeal, the provisions of Bylaw 18.4.1.5 will be applicable.

Questions about supplements?
www.drugfreesport.com/REC
(Passwords: ncaa1, ncaa2, ncaa3)
or 877/202-0769

National Institute on Drug Abuse (NIDA)
www.drugabuse.gov

National Institute on Alcohol Abuse and Alcoholism (NIAAA)
www.niaaa.nih.gov

Commonly Abused Substances
Impact on Athletic Performance and Eligibility

ALCOHOL: Alcohol is a nervous system depressant. At high dosages, effects include mood swings, impaired judgment and inability to control motor functions. Alcohol can impair an athlete's performance through dehydration, depleting vital nutrients and interfering with restful sleep and recovery.

TOBACCO: Tobacco contains nicotine, a stimulant, and a multitude of damaging chemicals. Smoking damages lung tissue and reduces lung capacity. Sput tobacco use contributes to inflammation of soft tissue in the mouth and raises the risk of oral cancers. Tobacco use in all forms is prohibited during practice and competition by student-athletes and game personnel, and may result in ejection from the game.

MARIJUANA (BANNED): Marijuana contains the active ingredient THC. Marijuana use is linked to anxiety and panic reactions, respiratory damage, short-term memory impairment and a decreased focus on goals and personal achievement. Marijuana use is BANNED by the NCAA and can result in loss of eligibility.

COCAINE (BANNED): Cocaine is a stimulant that can contribute to agitation, elevated heart rate and increased blood pressure; toxic levels can result in respiratory failure and heart attack. Cocaine is an illegal drug and BANNED by the NCAA.

ANABOLIC STEROIDS (BANNED): Anabolic steroids are synthetic versions of the male hormone testosterone. Steroid use changes the body's hormonal balance, exaggerating male sex characteristics, and can contribute to increased acne, mood swings, secondary sex characteristic changes and violent behavior. Long term heavy use has been implicated in organ damage. All anabolic steroids are BANNED by the NCAA.

NARCOTICS: Narcotic analgesics (pain killers) block pain and cause sleepiness, and at higher doses affect breathing, heart rate and blood pressure. Narcotics are not banned by the NCAA, but are controlled substances and should be obtained only from qualified medical personnel through a prescription.

STIMULANTS (BANNED): This group of drugs includes a wide variety of chemicals, ranging from caffeine and ephedrine to Ritalin and Adderall (amphetamine). Stimulant abuse can cause anxiety, panic, paranoia and delusions. Stimulant use during exercise can contribute to increased body temperature and dehydration. Stimulants are BANNED by the NCAA — see "Medical Exceptions" for prescribed drugs.
PROBLEM SOLVING

The Athletics Department staff strives to provide SJC student-athletes with a quality athletic experience. We consider an important function of the Athletic Department to be helping student-athletes with any problem. However, part of being a college student means to become a problem-solver or work to improve on being a problem-solver.

When student-athletes need assistance, there are many avenues by which help or answers may be found: your team captain, your Student-Athlete Advisory Committee (SAAC) member, your assistant coach or head coach, the Athletics Director or Senior Woman Administrator. The sooner a problem or concern is recognized, the sooner we can begin to find a solution.

DISCIPLINARY PROCESS AND SANCTIONS

The Department of Athletics’ disciplinary process is independent of the college’s judicial process. Sanctions levied by Athletics could occur over and above those levied by the Dean of Student Activities office.

Coaches insist that student-athletes inform their coach immediately and in person of possible violations. When the Department of Athletics becomes aware of an alleged violation a department staff member will take steps to verify the validity and accuracy of the report. These steps could include interviews with students and employees, or of non-college people having knowledge of relevant facts; examination of documents and other necessary steps.

Upon the department’s satisfaction that there is sufficient information collected, sanction, if applicable, shall be issued. Possible sanctions include but are not limited to:

1. Warning
2. Probation
3. Community Service
4. Restitution
5. Temporary Suspension
6. Suspension
7. Removal from team and/or Athletic Department activities

SAAC

The Student-Athlete Advisory Committee (SAAC) is an NCAA-required committee. The SAAC is made up of student-athletes from each varsity team assembled to provide insight on their experience and offers input on the rules, regulations and policies that affect student-athletes’ lives on NCAA-member institution campuses. SAAC meets on a regular basis and works with student-athletes to address issues, raise awareness and encourage community involvement on campus.

LIFE SKILLS

Life Skills is a program extended from the NCAA, put forth by over 300 institutions across the country. Saint Joseph’s has been a Life Skills member for years and through this program, we work to present our student-athletes with programming that addresses different educational items such as substance abuse, career development, leadership, etc.

AWARDS CEREMONIES

Each team is encouraged to have an annual end-of-the-season dinner/banquet. At this banquet, coaches may choose to recognize seniors and/or annual team award winners.

The Athletic Department (along with SAAC) will host a ceremony for seniors at the end of the year. The department will also recognize some selected end-of-the-year ‘special achievement awards’.
SOCIAL NETWORKING

In this day and age of increased technological resources, student-athletes must be especially cautious. Social networking sites that include but are not limited to Facebook, Twitter, MySpace, Friendster and YouTube. These sites can serve as valuable tools, but can also be the source of problems.

If Saint Joseph’s College student-athletes choose to have profiles on these sites, they will be held responsible for all materials in their profile.

- Do not post offensive or inappropriate material; this includes information, photos and items posted by you or posted by others on your page.
- Remember that as a student-athlete you not only represent yourself, but you represent your team, your teammates and Saint Joseph’s College. Student-athletes could face disciplinary actions for violation of the standards or philosophies of Saint Joseph’s College, the Athletics Department and/or the NCAA.
- BE SAFE. BE SMART. BE RESPONSIBLE. Don’t give out personal information (home address, birth date, etc.). Know that graduate schools and employers have been known to search these sites thoroughly when considering prospective job candidates.
- Saint Joseph’s College (coaches & administration) has the right to monitor these sites.

SEXUAL HARASSMENT

The Saint Joseph’s College policy for Sexual Harassment is as follows:

Sexual harassment is defined as conduct of a sexual nature (which may be verbal, non-verbal, or physical) that has the effect of substantially interfering with an individual’s work performance or creating an intimidating, hostile or offensive work or learning environment.

Unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or education or
2. Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting that individual, or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual’s academic or work performance or creating an intimidating, hostile or offensive employment or educational environment. Sexual harassment may involve individuals of the same or different gender. Sexual harassment is most frequently associated with those situations in which a power differential exists between persons involved; however, it also may occur between individuals of the same College status, e.g., student-student and employee-employee.

Examples of conduct, which may, if continued or repeated, constitute sexual harassment, are:
unnecessary touching, patting, hugging or brushing against a person’s body, staring, ogling, leering, whistling, sexually explicit statements, comments, jokes, or anecdotes, graphic comments about a person’s clothing or body, sexually suggestive objects or pictures in the workplace, harassing use of electronic mail or telephone communication system, other physical or verbal conduct of a sexual nature.

Such conduct, whether intended or not, constitutes sexual harassment and is illegal under both state and federal law. Violations of this policy will not be permitted.