# Intramural Athletics Program

Office Parenzo 184, (In Parenzo Gym) 572-5424  
Hours:  Monday -Thursday 12:00 PM - 10:00 PM  
Friday 12:00 PM - 5:00 PM

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I. Intramural Athletics at WSU

The Intramural Athletics Program is housed as part of the Athletic Program within the Division of Student Affairs and is one of the largest co-curricular activity programs that complements the formal academic curriculum. It offers extensive opportunities to CURRENTLY ENROLLED WSU athletic fee paying students, faculty and staff in over 25 competitive and structured activities each year. Participation in the program is voluntary and determined by interest. Participation can provide one with opportunities to have fun, learn new activities, meet new people, test one’s physical ability as well as offer a break from the routine. Team sports generally take on a league structure and a post season tournament to determine divisional champions. Special events range from one day to several day tournaments. Skill levels and divisions are established to allow competition for co-rec, men, and women teams for most sports.

The program could not be conducted on a successful level without the services of over 100 student scorekeeper/timers, officials, supervisors, and sport coordinators. Previous experience as an official is desirable, but not required. Training clinics are generally offered at the beginning of each new sport to teach the skills required. None of these jobs will prevent participation on a team. Whether working for pay or completing requirements for a class, the program provides practical training and hands on experience in the organization and administration of the overall program. Westfield State University is an equal opportunity/affirmative action educator and employer.

The program works in cooperation with programs in the Office of Student Affairs, Residential Life, and other Campus Programs, in their commitment to foster an environment where all individuals are treated with integrity, dignity, and worth. Discrimination on the basis of race, sex, religion, age, color, creed, national or ethnic origin, physical, mental, or sensory disability, marital status, sexual orientation, and status as a Veteran (or disabled veteran) is prohibited by WSU. Hazing is also prohibited. Participants are encouraged to stop by the Intramural Office, Parenzo 184, and meet with the Sport Coordinator and/or Intramural Director to provide feedback and/or concerns regarding activities and/or student officials/supervisors.

II. Health, Injuries, and Insurance

The Intramural Athletics Program will provide initial emergency care, such as bandages, ice, and transportation to the hospital to any participant injured during their contest. The Intramural Program will not provide services to prepare or maintain a player's readiness to participate.

1. The Intramural Athletics Program **DOES NOT CARRY HEALTH OR ACCIDENT INSURANCE** for the participants. Each participant should check their personal coverage and be certain that their medical insurance is adequate and current before participating in any activity.

2. It is a prerequisite for all full time students attending Westfield State University, to carry medical insurance.

3. It is the responsibility of every person participating in intramural sports, to ascertain whether they have any health conditions which make it inadvisable to participate in that sport. The College and Intramural Program DO NOT assume that responsibility. Persons who are uncertain should consult their physician.


4. The Intramural staff should be notified of all injuries sustained during intramural competition. The College Health Services is available to participants during their regular hours. Public Safety is available for assistance and transportation to a hospital, if needed. The city ambulance service is also available for a cost (generally covered by one’s medical insurance policy). An accident/injury report will be completed and a copy will be available to you. This form may be necessary for your insurance company.

5. The WSU College Infirmary is open from Sunday 4:00 p.m. to Friday 4:00 p.m. and Saturday 10:00 am to 6:00 p.m. The College Infirmary is located in Scanlon Hall.

III. Safety

The safety of all who participate in the program is of utmost importance to the organization and administration of each activity. Institutional resources are used to minimize the inherent risks to participants, spectators, and personnel. Specific policy and procedural guidelines established to eliminate hazards and prevent accidents include: sport rule modifications, training personnel, player control, equity of scheduling, environmental and equipment checks, and acknowledgment of risk forms.

In an effort to maintain a safe playing area all participants are to adhere to the following BLOOD RULE: Any player who is bleeding must be removed from the contest until the bleeding stops. An intramural staff member or game official has the authority to remove the player. If by removing the player who is bleeding, the team falls below the minimum number necessary to play (sport specific), the following will apply:

1. The game clock stops for a maximum of five (5) minutes to allow the player to stop the bleeding.
2. Either an intramural staff member or game official must approve the player to re-enter. If the bleeding is not stopped within the allotted five (5) minutes the team will default the game.
3. The allowance is only for players who are bleeding, and the team cannot continue to play without them, if there are no other available players.

IV. Assumption of Risk and Release of Liability

Individuals who participate in the WSU Intramural Program must sign an entry/roster form prior to their participation. The entry/roster form includes the following ASSUMPTION OF RISK AND RELEASE OF LIABILITY STATEMENT:

1. I voluntarily desire to participate in the Intramural Program and understand that I must procure insurance, which will provide for general medical benefits and health and accident coverage for injuries or loss I may incur.
2. Prior to physical activity, I should check with my doctor(s) to ensure that participation will not be a risk to others or myself.
3. In consideration for the permission to participate in the designated sports activity, I hereby assume all risks associated with it and release other participants, Westfield State University (WSU), its officials, supervisors, and agents for any harm, injury, or damage which may befall me or my property while participating in or traveling to or from the activity. Such assumption of risk and release of liability includes, but is not limited to, acts by third parties or affiliated negligence on the part of other participants, WSU, its
officials, supervisors, or agents.

4. I have reviewed the eligibility rules and am currently affiliated with WSU and have signed this official entry/roster before my participation in the program.

5. I am aware that the activity is a dangerous activity and that I may suffer bodily injury or other damage arising out of participation in the activity, including travel to and from it.

I have read and fully informed myself of the contents of this release and assumption of risk. I sign it voluntary, and understand by signing I am limiting legal rights which might have otherwise been afforded me I also sign this form agreeing to play in the spirit of fair play and sportsmanship. Violations of intramural rules and regulations will subject me to intramural suspensions; and if applicable, to campus judicial and/or police action.

Team captains shall review the intramural eligibility and discuss them with the team members. The captain shall certify that the individuals on their team are currently affiliated with WSU, eligible for intramural participation, and have signed their names to the official entry/roster (Assumption of Risk and Release of Liability) form before their participation in the activity/program.

V. Hazing Policy/Law

Team managers/captains shall distribute a copy of the Massachusetts Hazing Law to each of the team members. The manager/captain shall certify that the individuals on their team have read the law and have them sign their names to the official entry/roster form before they participate in the activity/program.

VI. Competition and Skill Classification

Competition is divided into three divisions: co-rec, men, and women. Special rules equalize competition for men and women in the co-rec division.

The Intramural Program will offer multiple skill levels of competition based on the number of teams. Sports will generally use two skill levels: highly skilled and skilled. Each player or team is encouraged to select the level which best suits their skill and interest according to the following descriptions. Teams may be moved up or down during the season and prior to the post season tournament. To assist with the development of women=s participation, all women=s teams in good standing with the IM Department will compete in a post season tournament based on sport and skill level. Teams must be in good standing with the IM Department to continue to participate and/or compete in the post season tournament.

Highly Skilled: Players with average or better skill level who want to compete in a competitive environment.

Skilled: League is for players who want to play in a less competitive environment, new to the sport and/or seeking to meet new people.
VII. James Banacos Cup and Awards

**James Banacos Cup:** Awarded to the top men’s and women’s intramural team with the most points for the entire year.

The James Banacos Cup (College Championship) is dedicated and named after Jimmy Banacos of Watertown, MA Class of 1972. Jimmy AThe Little Greek was Mr. Enthusiasm. He was very active as a student at WSU in intramurals, as well as in varsity track and lacrosse. In the spring of 1970, Jimmy suffered a major crippling injury in a lacrosse game and has been totally paralyzed ever since. After a short battle with pneumonia, Jimmy passed away peacefully in Naples, Florida on July 5, 2005. Westfield State has not, nor will ever forget Jimmy!

**Criteria for Winning the Cup:**
1. Teams must demonstrate sportsmanship in all competition throughout the year.
2. Teams must uphold and follow all Intramural and College rules, regulations, and policies.
3. Teams must keep the SAME TEAM NAME and at least 1/3 of the same team members throughout the year.
4. Teams receive points for the following sports and are suggested to participate in as many as possible.

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Points are awarded as follows:
- Participation & completion of season: 25 points
- Championship: 14 points
- Runner-up: 10 points
- Semi-finals/play-offs: 8 points
- Quarter-finals/play-offs: 4 points
- First place - regular season: 2 points
- * 1 team member completing the road race: 10 points

Intramural Championship t-shirts are presented to the highly skilled and skilled champions at the end of the post season tournament. **Although there is no limit to the number of players on most intramural rosters, there have been limits established for the number of t-shirts to be awarded for each activity.**

Annual awards are given to honor WSU students who left us before their time.

**Paul Bartley Memorial Award:** is given to one or two teams for sportsmanship during the year.

Paul Bartley, a member of the class of 1977, was an active young man involved with WSU Intramural Program for the 12 years he was here. Paul, a native of Watertown, MA, was liked by all and enjoyed playing and participating in Westfield State programs. He was killed in an
automobile accident in January of 1975, but will always be remembered at WSU.

Luke Byrne Memorial Award: is given to the one or two outstanding students for sportsmanship throughout the year and/or college career at WSU.

Luke Byrne graduated from WSU in June of 1980 after four years as a very active student/athlete. Luke, from Tewksbury, MA, was named to the first two Football All-Star Teams and was a true example of sportsmanship in all aspects of campus life including Intramurals. In September of 1980, Luke lost his life trying to assist in breaking up a disturbance in Lowell, MA.

Wayne D. Carlson Memorial Award: is given to the student who contributed the most to aquatic sports.

Wayne Carlson played as hard or harder than any other sport participant did at WSU. He was very active with the aquatic program and water polo, as he was in high school with swimming and football in Wilbraham. Wayne was a member of the class of 1980 and was to be a junior in the fall of 1978. Wayne lost his life in June 1978 to Leukemia, but there is no question his spirit remains here in athletics and we remember and thank him for that.

Carol Kelly Memorial Award: is given to the male and female student who best exemplifies the way in which Carol is remembered. She demonstrated the following qualities at WSU in intramural and varsity sports: leadership, loyalty, athletic ability, and high spiritedness.

Carol Kelly was a senior when she lost her life in an automobile accident on December 29, 1993. During her 3 2 years at WSU, Carol played varsity soccer and almost all of the intramural activities. She, always fun loving and happy, made a positive impact on everyone she came into contact with. WSU remembers Carol.

Steven Kerr Memorial Award: is awarded to a man and woman for their sports ability/competition and sportsmanship.

Steven Kerr was a member of the Class of 1991. He was killed in an automobile accident in August of 1989. He was an All-Star member of the Westfield State Lacrosse team and very active in Intramurals. Steve’s teammates in lacrosse and intramurals knew what kind of an athlete he was. He played every game like it was his last, no matter who the opponent was or what the scoreboard read. His amazing athletic ability enabled him to compete and excel at anything he tried. Steve made an impact on everyone he was associated within 20 short years of life.

John “Okie” O’Connell Award: is awarded to a man and woman who best resembles Okie’s sportsmanship and athleticism.

Okie was a 21 year old senior when he passed on October 21, 2005. He was struck in the head while trying to break up a fight and passed away the following day. He was always there to help his friends or anybody in need. He stood out for his positive attitude and contagious smile. He played a variety of intramural sports while a student at WSU and he will never be forgotten. “Legends never die”.
The Intramural Program was developed to provide competition/recreation during the academic year for WSU students, staff, and faculty who do not participate in other organized sports on campus, and do not have the benefit of professional coaching, scheduling, equipment and/or facility use. Some eligibility restrictions are necessary to provide fair opportunities for participation for the majority of the students on campus. These restrictions have been developed by the students and reflect the philosophy of the Intramural Program at WSU. Individuals deemed ineligible to participate may seek reconsideration by written petition to the Director and must be done prior to any participation. Violation of any eligibility rule will cause the contest to be automatically defaulted.

1. **Eligibility:** The program is open to full time, day, athletic fee playing WSU students; and staff, and faculty.

2. **Sign activity entry/roster:** Players must put their name and signature on the entry/roster form in the Intramural Office before playing in a contest to be an eligible participant in the contest. No changes are permitted to team entry/roster forms after the specific date given at the captains meeting. Speak with Director for special circumstances requiring approval. **Placing a name on the score sheet does not make the person eligible to participate!**

3. **Playing on more than one team:** Once you have played for a team, you may not switch to another team! A participant can play for only one team in the co-rec, men=s or women=s divisions, even if they are in different skill levels. However, a participant can play on a co-rec and men=s or women=s team in the same sport.

4. **Participating in a contest:** Each player must be listed (first and last name) on the score sheet and checked in prior to participation in the IM contest. All names checked on a score sheet will be considered as participating in that contest.

5. **Assumed Name:** People who participate using an assumed name are ineligible.

6. **Varsity Award Winners:** Students who received a varsity award (letter) at WSU or at other institutions are not eligible to compete in the Intramural Program in the same or similar sport for one academic year.

7. **Intercollegiate Squad Members:** Any individual who is or has been a member of a varsity, junior varsity, red shirt squad, practices with these squads regularly, is ineligible to compete in that intramural sport until they have been out of that varsity sport for one academic year. Membership shall include persons practicing or working out with the team whether they play or not. Students who make the varsity squad and quit are ineligible.

8. **Varsity Athletes in Related Sports:** Current varsity athletes may participate in other intramural activities outside their varsity sport. However, they may not participate in that sport or related activity. Examples include: football/flag football or punt, pass, kick; baseball and softball/ home run derby or softball; soccer/indoor soccer or soccer; and volleyball/sand volleyball, volleyball, or wallyball.

9. **Professional Athlete:** People who, for any form of compensation/income, compete or have competed in their sport or related intramural sport are ineligible.

10. **WSU Club Sport Members:** Any WSU student who is currently a member of a sport club may participate in the intramural program in their sport or related sport, under the following conditions:
    1. They are properly listed as a member of the intramural team following regular eligibility guidelines.
2. No more than two club members may be on any intramural entry/roster in six person volleyball, soccer, or softball. No more than one club member is allowed per team in bowling, floor hockey, indoor soccer, sand volleyball, or wallyball. One varsity field hockey player can play on a women’s floor hockey team. Field hockey players and club members must be noted on the entry/roster form.

3. The individual/team must participate in the level of competition determined for the specific sport.

4. Any person that competes in scheduled contests, is on the club roster, and/or practices with the club is considered a member of the club for that academic year.

11. **Eligibility of Opponents:** When questioning the eligibility of an opponent it is **mandatory** for the protesting player(s)/team(s)/official(s) to announce those questions to the opposing captain **AND** game official(s) before the game is completed. The official/supervisor will indicate on the score sheet that the contest is under protest. The player(s)/team(s)/official(s) needs to follow up by completing the protest form within 24 hours after a league contest and within one hour after a post season tournament contest. (Section XV)

12. **Academic Failure and/or Academic Probation:** Any students on Academic Failure and/or Academic Probation cannot participate in any Intramural Activities. Individuals who violate this rule will face disciplinary actions by the IM Department and the team will default all contests in which the individual(s) played.

13. The IM Program reserves the right to handle eligibility violations without formal protests.

**IX. Team Captains and Responsibilities**

Experience has proven that teams contending for the top honors have alert and efficient captains. These individuals serve as a contact between Intramurals and their team(s). Matters affecting the team are communicated to each team captain in most cases, and in turn he/she is responsible for conveying the information to the team members.

Information about cost, how to enter, scheduling, an entry/roster form, and game rules are provided for each activity. Captains should visit the IM Office frequently and become acquainted with the staff and the organization of the program. Other primary duties include:

1. Inform members of your team about activities available and promote participation.

2. Enter the team in the desired sport before or on the announced deadline date. As you register your team, you will turn in your entry/roster form with names and signatures and **pay the registration fee**. Each activity requires a minimum number of player names and signatures before the team entry will be accepted.

3. Represent, or see that the team is represented, at all captain=s meetings, disciplinary matters and/or protests. Cooperate fully with all intramural staff performing their duties.

4. See that all players sign the official team entry/roster form before they participate in intramural competition. You may add/delete players during the time specified in the captain=s meetings. However, any entry/roster changes must be completed in the IM Office and prior to their participation. Once you have played for one team you may not switch to another team. These entry/roster forms are alphabetized by team names and kept in notebooks in Parenzo 184.

5. Be sure all players on your team have knowledge of and meet the eligibility regulations.

6. Study procedures governing participation in the program and the sport specific rules.
Make sure your players are aware of these rules.

7. Notify all team members of the date, place, time and color of jersey of each contest the individual and/or team plays. **Teams are responsible for checking the league and playoff schedules in person.** Schedules are posted on the IM bulletin board located outside Parenzo 184.

8. You are responsible for contacting the Sport Coordinator, Intramural Director, or Office by Wednesday, 6:00 p.m. of the week before schedules are posted to request schedule arrangements. All arrangements must be completed and approved by the IM Director and/or Sport Coordinator. Verbal agreements between opponents will not be accepted by the IM Program (Section XIII.)

9. Provide extra personnel, such as scorekeeper or officials when required.

10. All protests must be announced to both the opposing captain and officials at the time of the infraction. Team(s)/player(s)/official(s) must submit a completed protest form to the IM Office within 24 hours after a league contest and within one hour after a post season contest. (Section XV.)

11. In your absence at a contest, see that the spokesperson/captain representing the team has knowledge of and plays according to the rules of the game and college policies (pet, bikes, drugs, etc.). Maintain control of team and spectator behavior in terms of conduct, safety, and sportsmanship at intramural games. You will be held responsible and shall not allow team members to participate if they have been consuming alcohol and/or drugs prior to or during your contest.

12. Notify the IM staff of any safety hazards/injuries regarding equipment, facilities, etc. Please share with your team the intramural policy regarding first aid supplies and the need to prepare yourselves to play.

13. Captains can speak with IM Director and/or Sport Coordinator concerning adding someone due to documented injuries. See IM Director for details.

14. Assist the IM Department with the recruitment and individuals interested in and dedicated to sports officiating.

**X. Entering an Intramural Event/Activity**

1. Pick up an information sheet and entry/roster form in the IM office Parenzo 184, available prior to the entry date. Event flyers will be posted around campus.

2. Enter the team in the desired sport before or on the announced deadline date. As you register your team, you will turn in your completed entry/roster form and pay a $25 registration fee.

3. Team sport requires a minimum number of players before your entry will be accepted. You may add/delete players during the time specified in the captain=s meetings.

4. Select the league, division, and skill level, which best suits your needs.

5. Game rules will be distributed at the captain=s meeting, which is generally conducted the same night the entry/roster is due. Game rules, policies/procedures, etc. are discussed at the meeting. Individual and dual activities take on several different styles and tournament structures. Each sport will have information printed and available outside Parenzo 184 prior to the event, which any interested person should read.

6. In some events with enough entries players can compete in various skill levels. Otherwise, players/teams will be placed in the same league.

**XI. Players without a Team**
For programming purposes, the IM Program will only accept complete teams during the entry process for team sports. If you wish to participate in a team sport and do not know enough people to form your own team, you should do any/all of the following:

1. Register your name and phone number on the free agents=s list located in Parenzo 184.
2. Attend the captains meeting for your sport and try to get on a team at the meeting.
3. After the teams have entered, come to Parenzo 184 and review the team rosters. Contact team captains directly to see if they could use another player
4. Combine with the other free agents to form your own team.

XI. Registration Fees and Refunds

A $25.00 registration fee is required to enter intramural activities and must be paid at the time the entry/roster form is turned in. Failure to field a team, show up, or otherwise dropping out of the program are not acceptable reasons for a refund.

The registration fee can be transferred from one sport to the next by the captain. Refunds can be applied for after the post season tournament or at the end of the academic year. The fee does not transfer from academic year to academic year.

XIII. Captains Meeting

Meetings are conducted for all team sports and some special events to discuss policies/rules, scheduling, safety, procedures, etc. If a team is not represented at the meeting they will not be scheduled. League openings will be filled immediately with teams/individuals on the waiting list. However, teams will not be added during the final week of league play or in the play-offs. Dates, locations, and times of meetings are available in Parenzo 184 or call x5424.

XIV. Cancellation and Rescheduling of Games

Contests may be canceled by the IM Department based on weather, safety, and facility availability. Contests are rarely rescheduled because of the high demand on the limited WSU facilities. If your team knows they are unable to compete on a given day of the week or time of day, they need to place that information on the entry/roster form when turned in or at the captains meeting. If it is a one-time occurrence, then you are responsible for contacting the Intramural Director or Office by Wednesday, 6:00 p.m. of the week prior to request schedule arrangements. The IM Program will do as much as we can to accommodate all teams. This is why it is highly recommended to have additional names listed on the entry/roster rather than the minimum number.

All arrangements must be completed and approved by the IM Director and/or Sport Coordinator. The IM Program will not accept verbal agreements between opponents.

XV. Forfeits

Forfeit time is five minutes past the scheduled start of the contest (game time). Game time is by the official/supervisor=s watch clock on the field/court. **It is highly recommended that**
teams/individuals arrive early, instead of late! The minimum start number for the sport must be present to win by forfeit or both teams will be given a forfeit. If one team is not ready to play at game time:

1. The team ready to play wins the contest by forfeit.
2. However, if the required minimum number of players arrives within the five minutes after game time, the game will be played and recorded as an official game. Length of the contest will be shortened according to the lateness of the new start time. If both teams are ready to play at the designated start time, but due to a previous game running long the teams will receive the full allotment of time for their contest.

If a team cannot fulfill their commitment to compete their schedule, they are encouraged to notify the IM Department of their wish to be dropped from the schedule. After a team forfeits a scheduled league contest, they must pay another registration fee before they will be allowed to compete in IM Sports Activities.

XVI. Protests

Protests are permitted in intramural sports in order to assure fairness to a player or a team. Protests shall be accepted and considered, if they actually affect the final result of the contest and include a misinterpretation of a playing rule and/or player eligibility. Protests will not be considered if they are based on a decision involving the accuracy of official=s judgement or does not follow the procedure listed below.

All protests must be announced to the opposing captain and officials at the time of the infraction when the misinterpretation of a playing rule occurs and/or before the completion of the contest for player eligibility. The official/supervisor will make a note on the score sheet to indicate the contest is under protest. A protest form must be submitted by the team representative to the IM Office within 24 hours after a regular season contest and within an hour following a post season or tournament contest.

XVII. Protest Solution

The eligibility of players from both teams is reviewed. The protest is then reviewed for validity. If accepted, the Director, and/or Sport Coordinator(s) will hear protests. Individuals may be asked to provide additional information. During tournament play, protests will be reviewed before the next scheduled contest, generally the next day. Decisions will be final with no further appeal process.

If the protest is upheld, the game may be replayed at the point determined by the director/sport coordinator, or the game could be defaulted.

XVIII. Play-offs and Post Season Tournament

Team sports generally play a regular season followed by a post season single elimination play-off tournament to determine the champion. The following guidelines will apply:

1. In most cases teams in the men=s highly skilled and skilled divisions must be .500 or
above during the regular season to qualify for play-offs. Exceptions are based on the number of regular season contests, number of teams in the sport, and facility and time constraints. All women’s teams in good standing with the IM Department will compete in a post season tournament based on sport and skill level.

2. Tournament brackets will be posted on the bulletin board located outside Parenzo 184. Check your league schedule for the specific date in which brackets will be posted. It is the responsibility of the teams to check the brackets in person.

3. Play-off games may be scheduled at different times, locations, and/or days from the regular season. The IM Department will try to avoid conflicts of teams playing more than one sport at the same time, if the team uses the same name. Please be sure you have enough players on your team to avoid other conflicts.

4. Teams may be moved to a different skill level for post season based on their season record, abilities, and original skill level request.

XIX. Player and Team Conduct

The development of team and individual sportsmanship is of fundamental importance in all intramural activities. A team is responsible for the actions of the individual team members and spectators related to their team. The team captain’s efforts in assisting officials/staff to calm difficult situations and restrain troubled teammates is the key to controlling team conduct.

An ejection from any intramural contest for inappropriate behavior carries a minimum one game suspension, to be served in that team’s next game immediately following the ejection. Ejection from a game on any day results in suspension from all intramural competition for the remainder of that day.

A. ACTS OF SUSPENSION

These sanctions apply before, during, and after all intramural events.

<table>
<thead>
<tr>
<th>BEHAVIOR</th>
<th>MINIMUM NUMBER OF GAMES SUSPENDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to cooperate with staff. -i.e. not showing ID and insisting on playing.</td>
<td>1</td>
</tr>
<tr>
<td>False representation of one’s self or others by using another student’s ID.</td>
<td>1</td>
</tr>
<tr>
<td>Continued infringement of spirit and intent of the game. -i.e.: continued rule violations and unsportsmanlike conduct</td>
<td>1</td>
</tr>
<tr>
<td>Public indecency. -i.e. mooning</td>
<td>1</td>
</tr>
<tr>
<td>Excessive arguing with officials, staff, or participants.</td>
<td>2</td>
</tr>
<tr>
<td>Throwing equipment. -i.e. throwing balls and equipment across playing fields</td>
<td>2</td>
</tr>
</tbody>
</table>
Purposeful destruction of equipment. -i.e. breaking hockey sticks/soccer nets
Abusive language at an IM staff.
- i.e. derogatory remarks about his/her character or physical violence as a threat
Spitting towards or at an official, staff, or participant.
Pushing or fighting with an official, staff, or participant. -i.e. physical contact
Under the influence of drugs/alcohol.
Multiple team members involved in a fight with an official, staff member, or another team during an intramural event (suspension of team name).

- All suspensions and rulings are subject to change or increase pending further evaluation by the Intramural Advisory Board. All acts listed or not listed are subject to review by the Intramural Advisory Board.

Team captains will be notified of the suspended status of their players during their meetings to discuss the team=s unacceptable rating.

The Director and/or Sport Coordinator(s) reserve the right to suspend any participant or team from intramural competition for conduct, behavior, or attitude that they perceive as interfering with the orderly conduct of activities and/or safety of the individuals participating in the intramural program.

B. Appeals for Behavioral Problems

Only sanctions of more than two games can be appealed by the individual. A written appeal must be filed within 48 hours of the sanction. During the appeal process, the burden of proof shifts from the Intramural Department to the individual. IT IS NOT A HEARING. The process is a review of the record of the incident(s) and reasons for the excessive behavior. Individuals will remain suspended during the appeal process. The decision by the Intramural Program to refer individual(s)/team(s) to the Judicial Affairs Office can not be appealed. Acceptable reasons for appeals are new information concerning the contest becomes available, and/or the sanction is too severe for the offense. The appeal will be reviewed by the Intramural Director and/or person(s) designated by the Intramural Director. During play-offs, the Director and/or Sport Coordinator(s) prior to the next scheduled contest, will hear the appeal.

XX. Alcohol/Drugs

The use, possession, sale and/or consumption of alcohol/drugs at any intramural activity is strictly prohibited and is a violation of WSU conduct regulations for faculty, staff, and students as stated in the Student Handbook. In addition, players or spectators who have consumed and/or are under the influence of substances are a safety concern both to themselves and others at the
contest. Individual(s)/team(s)/captain(s) who fail to cooperate or control the situation will cause the contest to be stopped. Violators may be referred to WSU Police and/or the Judicial Affairs Office.

XXI. **Self Officiated Leagues**

Individuals and team sportsmanship is of paramount importance in all-self officiated activities. The responsibility to ensure fairness in all contests is shared by the teams involved. If IM staff are needed to intercede and remove/eject player(s)/spectator(s) for any inappropriate conduct the situation will be handled very seriously. **Minimum sanctions will likely remove the player involved for the remainder of that sport season.** Although no formal rating takes place, teams will be held to a very high code of conduct. Absolutely no inappropriate behavior of any kind will be tolerated!

XXII. **Facilities**

WSU facilities are under great demand and heavily used. We use the following campus areas to operate the Intramural Program: Parenzo and Juniper Park gyms, Alumni Field (Turf), grass field next to the softball field, and the campus green outside Ely. With the high use and traffic in all facilities, participants are asked to be responsible for their own garbage/trash. Your cooperation and help is also needed with keeping bicycles and other hazards away from playing areas. Please notify IM staff of any safety hazards regarding the equipment or facility.

Specific Rules for using Alumni Field:
1. No pets allowed anywhere in the stadium (outer fence).
2. No bicycles and/or roller blades (etc.) allowed inside the outer fence.
3. No smoking allowed inside the outer fence.
4. No sunflower seeds or chewing tobacco allowed inside the outer fence.
5. Only legal footwear allowed: soft pliable cleats, tennis shoes, running or turf shoes.
6. No food or beverages allowed EXCEPT WATER in or on field areas.

XXIII. **Equipment**

Although most participants have their own equipment, a limited amount of equipment is available for checkout. Users shall be responsible for payment for loss and/or all damages to equipment items (other than normal wear and tear). Completion of the check out form and **individual=s own current WSU photo ID card** is needed to checkout any of the following items: basketball, football, frisbee, soccer ball, softball, softball bat, and/or volleyball. A wallyball set can be signed out when the Wellness Center is open. The Wellness Center is located in the basement of Ely. The wallyball is played in the racquetball court.

XXIV. **Proposal for New Activity/Event**

Students, staff, and faculty are encouraged to introduce new activities to be included in the next academic year=s Intramural Calendar of Events. Approval is based upon philosophy of program, facility(ies) required, student interest, safety, cost of equipment, personnel needs, etc.
Applicants should be mature, self-motivating, possess a willingness to learn and lead, capable of making decisions, solving problems, resolving conflict in group situations, committed to promoting and valuing cultural diversity, interested in customer service, and capable of acting in a professional manner while performing their duties.

**Internship Experience:** Non-paying position for college credit to complete degree program. Represent the Intramural and Athletic Departments assisting Intramural Director in administration of Intramural Program. Will be assigned a variety of responsibilities associated with the implementation of a comprehensive college recreation program. Duties include assisting with the organization and administration of team sports, informal programs, publicity, facility supervision, supervision of student staff, recruitment and training of intramural staff, assist in scheduling staff and leagues, supervising intramural activities, and other assignments to facilitate the program. Must have specific knowledge of game rules in order to interpret the rules to assist players, officials, and supervisors. May also assist with athletic game management.

**Sport Coordinator:** Work study or trust fund positions available. Represent the Intramural Department and assist Director in organization and administration of team sports, informal programs, publicity, facility supervision, supervision of student staff, recruitment and training of intramural staff, assist in scheduling staff and leagues, supervising intramural activities, and other assignments as assigned. Must have specific knowledge of game rules in order to interpret the rules to assist players, officials, and supervisors. Assist with athletic game management.

**Sport/Event Supervisor:** Work study or trust fund positions available. Represent the Intramural Department and assist in the preparation and supervision of activity areas and officials during the event; assist in coordination of special events; work at special events, captain’s meetings, and team sign-ups. Must have a general knowledge of program policies in order to assist players and officials. Will handle on-site conflicts, discipline problems, behavioral ratings, etc. Will handle/ oversee first aid/emergency situations when necessary. Complete all paper work for injuries, disciplinary, and other unusual situations within 24 hours and provide to the Director and/or Sport Coordinator.

**Sport Official:** Work study or trust fund positions available. Represent the Intramural Department and facilitate IM team sport contests. Must have rule knowledge in specific team sports as well as general knowledge of program policies. Training clinics are generally conducted a week or two prior to the activity beginning. Prior experience is desirable but not required.

**Sport Scorekeeper:** Generally work-study. Represent the Intramural Department and assist officials and supervisors. Should have rule knowledge in specific team sports as well as general knowledge of program policies. Training clinics are generally conducted a week or two prior to the activity beginning. A background in sport/recreation helpful, but not required.

**Office Staff:** Work study preferred. Represent the Intramural and Athletic Departments and manage the offices during open hours. Assist with special events, captain’s meetings, and team sign-ups. Daily tasks include opening/closing Parenzo 184; recording game results; preparation of score sheets/equipment for contests; preparation for and check-in of officials; answering telephone and assisting participants, handling first aid/emergency situations when necessary;
completion of appropriate forms when needed; distribution of promotional materials; equipment checkout/check-in for participants. Must have knowledge of program policies to assist players and teams.

**Athletic Game Management**: Generally work-study. Represent the Intramural and Athletic Departments at home varsity games. Duties include ticket sales, ticket taker, crowd control, security, parking assistant, facility setup/breakdown, and ball person.

*WSU is an equal opportunity/affirmative action educator and employer.*