

# 2016-17

## Intramural Sports Participant Policies and Procedures



Bellarmine University

8/20/2016

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## **PROGRAM AND UNIVERSITY MISSION**

### **Bellarmino University**

Bellarmino University is an independent Catholic university serving the region, nation and world by educating talented, diverse students of many faiths, ages, nations, and cultures, and with respect for each individual's intrinsic value and dignity. We educate our students through undergraduate and graduate programs in the liberal arts and professional studies, within which students develop the intellectual, moral, ethical and professional competencies for successful living, work, leadership and service to others. We achieve these goals in an educational environment committed to excellence, academic freedom, and authentic conversations that are not dominated by particular political or other narrow perspectives. Here we seek to foster a thoughtful, informed consideration of serious ideas, values and issues – time-honored and contemporary – across a broad range of compelling concerns that are regional, national and international. By these means, Bellarmine seeks to benefit the public interest, to help create the future, and to improve the human condition. Thus we strive to be worthy of our foundational motto: In Veritatis Amore, In the Love of Truth.

### **Intramural Sports**

At Bellarmine University we want to provide an Intramural Sports Program that will encourage students, faculty and staff to get involved in their Bellarmine University community. Intramural Sports will provide them opportunities to include themselves in a competitive environment and well as building lasting relationship at Bellarmine University. Activities are offered year round to appeal to a diverse campus population; a wide variety of sports and games are offered. We encourage the lifetime pursuit of an active, healthy lifestyle.

The Intramural Program at Bellarmine University is designed for maximum student participation. The program provides for extensive student involvement in the actual administration and supervision of every activity.

The objective of the program is to offer a wide range of activities that can be enjoyed by the majority of students. A determined effort will be made to provide an organized and supervised program that is responsive to the needs of all the students.

## CONTACT INFORMATION

### General

Sport, Recreation, and Fitness Center (SuRF)  
2001 Newburg Road  
Louisville, KY 40205

Phone: (502) 272-8312  
Fax: (502) 272-8048

[Campus Recreation](#)  
[IMLeagues](#)

### Contacts

Cody Jennings  
Director of Intramural and Club Sports  
(502) 272-8343  
[cjennings@bellarmine.edu](mailto:cjennings@bellarmine.edu)

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Recreation Intern  
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[rsimpson2@bellarmine.edu](mailto:rsimpson2@bellarmine.edu)

## **FACILITIES**

Facilities used by the Intramural Sports Program include the following:

### **Sport, Recreation and Fitness (SuRF) Center**

The SuRF Center is the hub of Intramural Sports. Here you can find the intramural office and recreation offices as well as:

- a) Main Gymnasium – 2 multi-use courts that provide space for basketball, volleyball, indoor soccer, floor hockey, Dodgeball and more.
- b) Indoor Tennis Courts – 3 indoor tennis courts that provide space for tennis and a variety of special events
- c) Outdoor Tennis Courts – 6 outdoor tennis courts used for tennis

### **Frazier Field and Baseball/Softball Complex**

The Frazier Field area is home to a number of Athletic Teams; Lacrosse, Field Hockey, Baseball and Softball. Intramural Sports also utilizes a number of these areas:

- a) Frazier Field (stadium) – Large turf field that can be used for a variety of events such as flag football, softball, ultimate Frisbee, outdoor soccer, etc.
- b) Grassy area between Frazier Field and softball field

## **ASSUMPTION OF RESPONSIBILITY**

BU Intramural Sports program participation is voluntary and individuals use facilities at their own risk. Participation in any physical activity involves inherent risk and even when safety precautions are utilized, injuries and accidents can occur. The Department of Sport, Recreation, and Fitness (SuRF) would like to encourage each individual to consult their physician and obtain adequate personal health/accident insurance prior to participation in our programs.

## **CHECKING IDENTIFICATION**

All participants must present a valid BU Student ID or a current SuRF Membership Card to participate in every game. If the membership card does not have a picture you will be required to show a picture ID with your membership card to play. **NO EXCEPTIONS!**

## HOW TO PLAY INTRAMURAL SPORTS

All intramural participants will be required to create an account on **IMLeagues.com**.

*\*\* IMLeagues offers a **live support button** in the top right corner of all pages, please use this button if you encounter any difficulties.\*\**

To create an IMLeagues account:

1. Go to [www.imleagues.com/Bellarmino/Registration](http://www.imleagues.com/Bellarmino/Registration)  
**OR**  
Go to [www.imleagues.com](http://www.imleagues.com) and click **Create Account**
2. Enter your information, **and use your School email** (@bellarmine.edu) and submit.
3. You will be sent an activation email, **click the link in the email to login and activate your IMLeagues account.**
4. You should be automatically joined to your school – If not you can search schools by clicking the “Schools” link

How to sign up for an intramural sport:

1. Log in to your **IMLeagues.com** account.
2. **Click the Create/Join Team button** at the top right of your User Homepage page  
**OR**  
Click on to “Bellarmino University” link to go to your school’s homepage on IMLeagues.
3. The current sports will be displayed, click on the sport you wish to join.
4. Choose the league you wish to play in (Men’s, Women’s, Co-Rec, etc.)
5. Choose the division you’d like to play in (Monday 5PM, Tuesday 5PM, etc.)
6. You can join the sport one of three ways:
  - a. **Create a team (For team captains)**
    - i. Captains can invite members to their team by clicking the “Invite Members” link on the team page. Any invited members must accept the invitation to be joined to your team.
      1. If they’ve already registered on IMLeagues: search for their name, and invite them
      2. If they haven’t yet registered on IMLeagues: scroll down to the “Invite by Email Address” box, and input their email address.
  - b. **Join a team**
    - i. Use the Create/Join Team Button at top right of every page
    - ii. Accepting a request from the captain to join his team
    - iii. Finding the team and captain name on division/league page and requesting to join
    - iv. Going to the captain’s playercard page, viewing his team, and requesting to join
  - c. **Join as a Free Agent**
    - i. You can list yourself as a free agent in as many divisions within a league as you’d like. You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team.

## PLAYOFF FORMAT/ELIGIBILITY

- Season ending tournaments take place for league competitions.
- In most league activities all teams will be eligible for the playoffs if they meet the following criteria:
  - 3.0 average sportsmanship rating
  - At least one win (dependent upon number of entries)
- If weather or extraordinary conditions exist, the Intramural Director may suspend league play. In that case, all teams that qualify for post-season play at the time of the suspension will be entered into the tournament.

## ROSTERS

All participants must REGISTER FOR THEIR TEAM ON IMLEAGUES BEFORE PARTICIPATING. All waiver forms must be signed electronically, so they must be registered on the team before participating. It is the job of all Intramural Captains to ensure their teammates are aware of this new policy.

- **Transfer of a player:** Any individual placed on one team roster may not transfer to another team in that sport during that season.
- **Alumni:** Will be charged \$10 per team member. This must be paid prior to registering.
- **Playoff Rosters:** No players may be added to the rosters once playoffs begin.

## PARTICIPANT CODE OF CONDUCT

Participation in all Sport, Recreation, and Fitness (SuRF) facilities and programs is a privilege. All participants who participate in SuRF programs or who utilize SuRF facilities agree to adhere to the following Code of Conduct:

Participants are expected to:

- Treat the Sport, Recreation, and Fitness (SuRF) staff and facilities with respect
- Act with character and courtesy while respecting the rights, welfare and dignity of all others in SuRF facilities
- Respect the officials and all Bellarmine Intramural Sports Staff members
- Adhere to the rules & policies set by SuRF & Bellarmine University facilities and programs. SuRF violations that occur in intramural play will affect the ability to use all SuRF programs and facilities.
- Act in a safe, responsible manner.
- The Bellarmine University Intramural Sports Program reserves the right to change any team name that is deemed inappropriate or offensive to participants. Please use proper judgment when selecting a uniform or artwork.

## ALCOHOL

In accordance with University policy, alcohol consumption prior to participation or during Intramural Sports is not only unsafe, but also a violation of university rules, and if you are underage, illegal. As a reminder, the Intramural Sports staff strictly enforces the zero tolerance alcohol policy during all intramural competitions.

Participants engaging in inappropriate behavior or violating SuRF/University policies during Intramural Sports competition, or in facilities may be subject to having their participation privileges revoked and could face possible university disciplinary action.

## SPORTSMANSHIP RATING SYSTEM

During Intramural league play, teams will receive sportsmanship ratings by the officials and Intramural staff. Teams are required to have an average of a 3.0 sportsmanship rating in order to be eligible for the playoffs. The rating scale is as follows:

**“4” Outstanding Sportsmanship and Conduct:** All players cooperate fully with staff, officials, and the opposing team throughout competition. Players “go out of their way” to be courteous and sportsmanlike. The captain respectfully converses with staff and officials when needed and has full control of his/her team.

**“3” Good Sportsmanship and Conduct:** Team members are in control throughout the contest. Sportsmanship and actions of team members are at acceptable levels. Team does not show any aggressive dissent towards staff or opposing team. No sportsmanship related disciplinary action is taken against any team member.

**“2” Average Sportsmanship and Conduct:** Minor dissent towards officials, staff, and/or opponents that may or may not result in a yellow card. Teams that receive a sportsmanship related YELLOW CARD will earn no more than a “2” rating for that contest.

**“1” Below Average Sportsmanship and Conduct:** Team members continually exhibit dissent towards officials, staff, and/or opponents (“trash talking”) either on or off the playing field/court and/or sidelines. The team captain shows little control over the actions of his/her teammates or him/herself. Teams that receive multiple sportsmanship-related YELLOW CARDS or a RED CARD will earn no more than a “1” for that contest.

**“0” Poor Sportsmanship and Conduct:** The team is completely uncooperative, out of control or shows no respect for staff and/or opponents. The team captain shows no control over the actions of his/her teammates or him/herself. Any team that receives a “0” rating for a contest may face disqualification from the remainder of the season. Teams that forfeit will also receive a “0” rating in sportsmanship.

Any team that receives 3 yellow cards (or the equivalent) during a single contest will forfeit the match to the opponent. Repeated display of poor sportsmanship (players from the same team who are repeatedly getting red or yellow cards) may result in the team being removed from the league.

## FORFEITS/DEFAULTS

The objective of Intramural Sports is to involve the members of the student body in an active program. If a team forfeits a game, the objectives of the program are not met and students are deprived of active participation. It is with this principle in mind that the following rules governing forfeits have been made:

- Teams will be allotted a 5 Minute “Grace Period” before the start of the game. For each minute a team is late the other team will receive points based on the activity. The game clock will start at game time and the time will be deducted from the game.
- **Default:** If a team notifies the Intramural Office with enough time to inform the opponent, the game will be declared a default rather than a forfeit.



- To receive a win by forfeit a team must have the minimum number of players required to begin the game according to the rules for the sport present at the scheduled location and at the scheduled time “ready to play” (appropriate footwear, appropriate attire, etc.).
- Teams winning by **forfeit** will receive a “4” for sportsmanship, teams losing by **forfeit** will receive a “0” for sportsmanship, teams winning by **default** will receive a “4” for sportsmanship, and teams losing by **default** will receive no grade for sportsmanship.

The Intramural Director has the sole responsibility for postponements in case of inclement weather. The three factors to be considered will be the field conditions, current weather conditions, and the safety of our participants.

## PROTESTS

Questions pertaining to **interpretation** of rules on the part of game officials must be resolved by the Intramural Sports staff at the time the protest occurs and prior **to the next live ball**. **Judgment cannot be protested!** The procedure shall be:

- If a team/participant feels that the official has misinterpreted a rule the Team Captain shall calmly and immediately request a “time out” and inform the official that he/she wishes to have a ruling on the interpretation by the Intramural Sports staff member present.
- No protest will be accepted which involves the judgment of the game official(s). The judgment of the official(s) is **final**.
  - Example: One foot in bounds while in possession of the ball constitutes a legal catch in flag football.  
**Case 1:** An official rules the pass incomplete because the “player did not have two feet in bounds”. This is a misinterpretation of the rule, which **IS** grounds for a protest.  
**Case 2:** An official rules the pass incomplete because the “players first foot landed on the sideline”. This is a judgment call, which **IS NOT** grounds for a protest.
- If corrections are necessary the Intramural Sports staff in charge shall rule immediately and the team/participant shall **not** be charged with a time out. However, if the official’s interpretation was correct the team/participant **will be** charged with a time out.
- If a protest is upheld or denied, play will resume from the most appropriate point that it was stopped.
- Eligibility protests must be submitted in writing to the Intramural Sports Director by 5:00PM the day following the game.
- In playoffs, a team must protest eligibility prior to the next scheduled round involving the team.
- In cases of disagreement between individuals in matches without officials, the Intramural Staff Member on site will make a final decision on the disagreement.

## ELIGIBILITY RULES

The following rules and regulations shall govern eligibility of students who may participate in Intramural Sports at the Bellarmine University.

### General

- All participants are required to present a valid BU ID card to Intramural staff when signing in to each contest. Alumni must show a valid picture ID card.
- No spouses of current BU students, faculty/staff are eligible to participate in Intramurals.

- In order to participate in Intramurals a participant must be currently enrolled at BU, be current faculty/staff, or BU alumni (and have paid \$10).
- A player will be considered to have participated in a game if the person's name appears on the score sheet or roster.
- A player may represent only one single sex team (**Single Sex Teams are defined as: Men's and Women's**) and one co-rec team (**A Co-Rec Team is defined as: Men and Women participating on the same team in a designated Co-Rec division**) (if offered) in a sport during a given season.
- If a player participates for two single sex teams or two co-rec teams, that player will be ineligible from participating in that sport on a single sex team or co-rec team for the remainder of the season.
  - Example: John Doe plays for Men's Team A on Monday night. On Tuesday night John Doe plays for Men's Team B. John Doe has violated Intramural policy by participating on two single sex teams. John Doe is now ineligible from participating on a single sex or co-rec team for the remainder of that sport season.
- What happens to the team if a player participates illegally?
  - If the player in question participated in a game for your team illegally your team will default that game and any other games he/she participated in illegally.
  - It is the responsibility of the team captain to make sure all players are only playing on **one single sex team and one co-rec team**.

## Varsity Athletes

Any individual participating as a roster member of a varsity athletic team is ineligible to participate in that intramural sport or associated sport until one year after the last varsity competition is held. Varsity teams are defined as being those teams sponsored by the Athletic Departments (to include freshman, junior varsity, or varsity divisions).

## Professional Athletes

A student who has played as a professional team in a sport is ineligible to play that sport or associated sport in Intramural competition. **Definition of Professional:** a person who receives compensation for participating in a sport. Professional athletes may participate in intramural activities in which they are not considered professionals.

## New Rules and Clarifications

The Intramural Director reserves the right to put into immediate effect any new rules deemed necessary for safe and effective sport management, but before doing so will update the rules on the web site and e-mail each captain. It is each team's responsibility to know the existing rules for Intramural Sports. Lack of knowledge of any intramural rule is not an excuse!

The Intramural Director and staff are vested with the responsibility of interpretation of rules for the Intramural Sports Program.

The Intramural Director and staff are vested with the responsibility of postponing, canceling or forfeiting games, ejecting players, and/or taking any other necessary action to assure that all intramural contests are played within the rules and realm of good sportsmanship.

## RESPONSIBILITIES OF TEAM CAPTAINS

The Intramural Captain is the contact person between the team and the Intramural Director. If a team is to compete successfully in Intramural Sports, a good captain is absolutely necessary. Matters concerning the team are communicated to the captain and he/she is responsible for disseminating the information to the team members.

- **Responsible for ensuring all teammates are registered on team on IMLeagues PRIOR to coming on site to play.**
- Responsible for the actions of his/her team and fans. It is also the duty of the captain to familiarize his/her team with the rules of play and Intramural Sports policies and procedures in this document.
- Familiarizing his/her team with all the eligibility rules, game rules, and other information.
- Checking the eligibility of all team members according to Intramural Sports Policies and Procedures.
- Notifying his/her team members of the date, place and time of each contest and to show up 15 minutes early to sign in and warm up.
- Checking the results recorded on the IMLeagues web site after each contest, thereby making sure that all results are recorded correctly.
- Notifying the Intramural Director of any change of captain or contact information.
- If protesting, submit written protest to the Intramural Director by 5:00 p.m. on the day after the contest was played.
- Informing the Intramural Director about special information regarding your team.
- Promoting fair play in all sports.
- Meeting to discuss incidents, policy/rule changes, etc. as requested on special occasions.

Information sent out by the Intramural Director should be read with care and followed with appropriate action. Each captain should also see that the members of his/her team are given the opportunity to read and interpret all pertinent communications.

## POINT SYSTEM

The point system is designed to award groups of friends or organizations for participating in all intramural activities.

Points can be earned throughout the academic year for participation, sportsmanship, and success.

Participants can earn points in multiple divisions for team sports (basketball, football ,etc.), special events (Canoe Regatta, Battleship, etc), and for individual/dual events (tennis, ping pong, etc.)

The full details for the Points System can be found on IMLeagues under Info -> Handbooks and Manuals.

The overall champion will be determined by the group with the most points at the end of the year.