August 14, 2016

Dear Coyote Student-Athlete:

Welcome to Kansas Wesleyan University and congratulations on being one of the elite - the less than 10 percent of high school athletes that compete at the four-year college level. It’s a great honor --- and a responsibility.

At Kansas Wesleyan, we proudly compete as a member of the National Association for Intercollegiate Athletics (NAIA) and are focused on building a model NAIA program. This includes providing an outstanding experience for you as a student-athlete, giving you the opportunity to reach your potential academically and athletically. In addition, you will have the opportunity to participate in community service projects and learn valuable character traits like teamwork, persistence and leadership that will make you a sought after employee.

As a student-athlete, you also have a responsibility. First, you are a role model – to the youth of Salina and to those back at your high school and hometown. Keep that in mind as you make decisions. We are fortunate to be located in the welcoming community of Salina. Please help us continue to extend our quality reputation in your adopted hometown.

Second, we expect you to compete in the classroom as diligently as you compete in athletics. Give your classroom experience your best effort, and I’m confident you will join the majority of our student-athletes that are on the Dean’s List each semester.

Third, we expect you to give your teammates, athletic trainers, coaches and administration the same respect that you expect.

It’s a great time to be a student-athlete as we build a program that will not only become the pre-eminent athletics program in the Kansas Collegiate Athletic Conference (KCAC), but will become one with national acclaim. Thank you for joining us for the 2016-17 season. Best of luck with all of your endeavors.

Sincerely,

Mike Hermann
Vice President & Director of Athletics
Kansas Wesleyan University Student-Athlete Manual

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Student-Athlete Manual
Kansas Wesleyan Mission Statement

The mission of Kansas Wesleyan University is to promote and integrate academic excellence, spiritual development, personal well-being, and social responsibility.

KCAC Philosophy

Our intention is that intercollegiate athletics among Kansas Collegiate Athletic Conference (KCAC), members be an integral part of the total educational process. Through athletics, participants find one more avenue to experience and understand themselves, the competitors, and the world in which they live. In the act of competition, there is an emphasis on commitment, cooperation, high achievement and working toward a common goal. Member institutions, although varied and diverse, share a common commitment to Christian values, high standards of character development, moral integrity, and social values. The KCAC supports equity in all facets of athletics.

KCAC History

The KCAC roots go back to the first successful organization among Kansas colleges for athletics in 1890. This loose membership grew to 17 members, which included Kansas Wesleyan University, as well as the University of Kansas and Kansas State Agricultural College by 1920 and the name was altered to the Kansas Intercollegiate Athletic Conference. The original KCAC was disbanded in 1928 and a new conference was re-formed, which was again called the Kansas College Athletic Conference. The six original members included Kansas Wesleyan, Ottawa, Baker, Bethany, McPherson and St. Mary's of the Plains.

Current KCAC Members

<table>
<thead>
<tr>
<th>Institution</th>
<th>Location (Population)</th>
<th>Joined KCAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bethany College</td>
<td>Lindsborg, KS (3,464)</td>
<td>1928</td>
</tr>
<tr>
<td>Bethel College</td>
<td>North Newton, KS (1,779)</td>
<td>1938</td>
</tr>
<tr>
<td>Friends University</td>
<td>Wichita, KS (385,587)</td>
<td>1953</td>
</tr>
<tr>
<td><strong>Kansas Wesleyan University</strong></td>
<td><strong>Salina, KS (48,045)</strong></td>
<td><strong>1928</strong></td>
</tr>
<tr>
<td>McPherson College</td>
<td>McPherson, KS (13,218)</td>
<td>1928</td>
</tr>
<tr>
<td>Oklahoma Wesleyan University</td>
<td>Bartlesville, OK (36,245)</td>
<td>2015</td>
</tr>
<tr>
<td>Ottawa University</td>
<td>Ottawa, KS (12,575)</td>
<td>1928-1970, 1981</td>
</tr>
<tr>
<td>University of Saint Mary</td>
<td>Leavenworth, KS (35,816)</td>
<td>2000</td>
</tr>
<tr>
<td>Southwestern College</td>
<td>Winfield, KS (12,365)</td>
<td>1958</td>
</tr>
<tr>
<td>Sterling College</td>
<td>Sterling, KS (2,295)</td>
<td>1958</td>
</tr>
<tr>
<td>Tabor College</td>
<td>Hillsboro, KS (2,926)</td>
<td>1968</td>
</tr>
<tr>
<td>York College</td>
<td>York NE (7,766)</td>
<td>2016</td>
</tr>
</tbody>
</table>
The NAIA

The National Association of Intercollegiate Athletics (NAIA), headquartered in Kansas City, Mo., is a governing body of small athletics programs that are dedicated to character-driven intercollegiate athletics.

Since 1937, the NAIA has administered programs and championships in proper balance with the overall college educational experience.

The student-athlete is the center of all NAIA experiences. Each year more than 60,000 student-athletes have the opportunity to play college sports at NAIA member institutions.

The seed of the NAIA began 79 years ago with the tipoff of a men’s basketball tournament in Kansas City that has become the longest running event in college basketball. Out of the tournament grew the NAIA, an association that has been an innovative leader. The NAIA was the first collegiate athletics association to invite historically black institutions into membership and the first to sponsor both men’s and women’s national championships.

In 2000, the NAIA reaffirmed its purpose to enhance the character building aspects of sport. Through Champions of Character, the NAIA seeks to create an environment in which every student-athlete, coach, official and spectator is committed to the true spirit of competition through five core values.

In 2010, the association opened the doors to the NAIA Eligibility Center, where prospective student-athletes are evaluated for academic and athletic eligibility. It delivers on the NAIA’s promise of integrity by leveling the playing field, guiding student-athlete success, and ensuring fair competition.

The NAIA sponsors 25 national championships for its more than 260 member colleges, universities and conferences.

NAIA

Champions
of Character

Live5

Student-Athlete Manual
Academic Achievement

The academic experience of student-athletes is of primary importance. While recognizing your dedication to athletic achievement, the University encourages all student-athletes to engage themselves in the pursuit of academic excellence as well.

The University provides several effective “safety nets” to assist students experiencing academic difficulty. Don’t be shy about using resources available to you. Given the many demands on your time, it is important that you seek out the academic support services of the institution whenever you experience academic difficulties. The first response to academic difficulty should be meeting with your course professor. Other resources are available through the Albert Nelson Student Success Center, located in the Memorial Library.

The NAIA recognizes teams that have a minimum of a 3.00 GPA for all eligible student-athletes. In 2015-16, 15 Kansas Wesleyan teams earned the honor:

<table>
<thead>
<tr>
<th>Sport</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volleyball</td>
<td>3.55</td>
</tr>
<tr>
<td>Women's Basketball</td>
<td>3.49</td>
</tr>
<tr>
<td>Women's Tennis</td>
<td>3.42</td>
</tr>
<tr>
<td>Women's Indoor Track</td>
<td>3.40</td>
</tr>
<tr>
<td>Women's Outdoor Track</td>
<td>3.40</td>
</tr>
<tr>
<td>Men's Basketball</td>
<td>3.40</td>
</tr>
<tr>
<td>Men's Golf</td>
<td>3.29</td>
</tr>
<tr>
<td>Women's Golf</td>
<td>3.28</td>
</tr>
<tr>
<td>Softball</td>
<td>3.27</td>
</tr>
<tr>
<td>Women's Cross Country</td>
<td>3.20</td>
</tr>
<tr>
<td>Women's Soccer</td>
<td>3.15</td>
</tr>
<tr>
<td>Men's Tennis</td>
<td>3.13</td>
</tr>
<tr>
<td>Men's Cross Country</td>
<td>3.09</td>
</tr>
<tr>
<td>Men's Indoor Track</td>
<td>3.09</td>
</tr>
<tr>
<td>Men's Outdoor Track</td>
<td>3.09</td>
</tr>
</tbody>
</table>

Class Attendance

Student-athletes are expected to review the missed class schedule with professors in the first two weeks of the semester. Students should then remind the professors as the conflict approaches. Absence from class because of athletic competition does not excuse a student-athlete from any kind of course requirement. Missed classes for travel for University sanctioned competition are excused absences. Respectful communication with professors is imperative and expected of all student-athletes.

Students are not permitted to miss class, seminars or labs to attend practice. Discuss your academic schedule with your coach so that he or she is aware of the days where there are class conflicts with practice.

Since student-athletes miss class during the term, class attendance is expected for those days when there is not a conflict with competition or travel. Students are expected to attend a partial class when the team departure comes during the scheduled class.
Student-Athlete Code of Conduct

All Kansas Wesleyan student-athletes should conduct themselves in an appropriate manner at all times. Respect for one’s institution, teammates, coaches, opponents and officials should be emphasized at all times.

Discipline Policy

The intercollegiate athletics programs at Kansas Wesleyan set a high standard for commitment, achievement and character. The Coyote students who choose to join these athletics programs choose to make sacrifices and accept the responsibility of representing Kansas Wesleyan University. A student-athlete represents Kansas Wesleyan at all times, on and off the playing surface, in and out of season. Appropriate conduct is expected at all times.

Each head coach has the responsibility for establishing behavior expectations for his/her team. The head coach has the responsibility for addressing violations. The Athletics Policy is intended to affirm the authority of the head coach while at the same time, establishing a base of understanding about appropriate conduct and the minimum outcomes for all student-athletes who violate those standards.

The following sanctions can be applied in instances where a report to Athletics (e.g., University discipline sanction, City of Salina police or other agency report, arrest, etc.) identifies a student-athlete as committing an offense. The policy is not designed to be used in situations involving violations of team rules or team alcohol policies by themselves, which clearly fall under the purview of the head coach.

In general, a minor violation is considered to occur in any situation where an individual:
- is charged with a disorderly persons offense or receives a citation and in looking at the totality of the circumstances, it is reasonable to believe the person committed the act (e.g., open container, false identification, underage possession of alcohol, hosting a party, etc.);
- is found guilty of a University disciplinary infraction and it assigned less than six months’ probation; or
- is found to have generally engaged in conduct that is deemed inappropriate, reckless, instigating or malicious, but does not rise to the threshold of a major violation.

A major violation is considered to have occurred in any situation where an individual:
- is charged with a felony and, in looking at the totality of the circumstances, it is reasonable to believe that the person committed the act; or
- is found guilty of a University disciplinary infraction and is assigned six months or longer probation due to the severity of the incident or any drug related offense, regardless of the length of the probation; or
- is found to have engaged in conduct that is deemed inappropriate, reckless, instigating or malicious.
<table>
<thead>
<tr>
<th>Minor</th>
<th>Major</th>
</tr>
</thead>
<tbody>
<tr>
<td>First: No department sanction, coach implements appropriate sanction and notifies department of action</td>
<td>Minimum suspension of 10% of scheduled contests</td>
</tr>
<tr>
<td>Second: Student-athlete meets with the director of athletics and receives sanction</td>
<td>Minimum suspension of 30% of scheduled contests</td>
</tr>
<tr>
<td>Third: Minimum suspension of 10% of scheduled contests</td>
<td>Dismissal from team</td>
</tr>
<tr>
<td>Fourth: Dismissal from team</td>
<td></td>
</tr>
</tbody>
</table>

If a student-athlete receives a citation from the police or is arrested, the student should contact his or her head coach as soon as practical.

**Drugs and Alcohol**

Students at Kansas Wesleyan University are expected to be acquainted with and to abide by both the State of Kansas and University regulations regarding the consumption of alcohol. At no time is it permissible to possess or consume alcoholic beverages on the University campus or during University-sanctioned road trips from the time the student leaves campus until the student returns. University policy prohibits the possession, distribution or use of illegal drugs.

**Tobacco**

The use of tobacco or tobacco products is not permitted by participants, coaches, cheerleaders, athletic trainers, game administrators or officials during all Kansas Wesleyan sanctioned competition and practices.

**Hazing**

Kansas Wesleyan University believes every team has the responsibility to create an environment within which all activities are pursued in a sound and productive manner. Any team or member of a team which includes hazing as part of its activities creates a risk for hazardous conditions.

Kansas Wesleyan defines hazing as “any activity or action which subtly, flagrantly, recklessly or deliberately demeans, embarrasses, threatens, invites ridicule or draws inappropriate or negative attention to a student-athlete or group of student-athletes.

Hazing also includes an attitude that one student-athlete is superior to another or that membership on the team must be earned through personal service or meaningless activities.
Action and activities that are prohibited include, but are not limited to the following:

- Any activity or action that may create a risk to the health, safety, welfare or property of the University or any member of its community.
- Paddling, beating or otherwise permitting a student to hit other students.
- Requiring or encouraging a student to wear degrading or uncomfortable garments.
- Depriving a student-athlete of the opportunity for sufficient sleep or interference with academic efforts.
- Requiring or encouraging a student to consume alcohol or drugs.
- Morally degrading or humiliating games or other activities that make a student the object of amusement, ridicule or intimidation.
- Any requirement that compels a student to participate in an activity which is illegal, perverse, publicly indecent or contrary to his genuine moral beliefs.

Kansas Wesleyan University is opposed to any form of hazing. Any violation of this policy should be reported to the head coach of the team, director of athletics, and, if necessary, the executive director of student development. Any student-athlete who violates this policy will be subject to penalization.

**Social Media Posting Policy**

A Kansas Wesleyan student-athlete represents Kansas Wesleyan at all times, on and off the playing surface, in and out of season. Appropriate public conduct and representation is expected at all times. With the explosion of social media, there is a greater chance now for a student-athlete to express himself or herself in a manner that can be creative, thought-provoking, humorous or serious. At the same time, there is a greatly increased chance to accidently or inadvertently get into situations that can carry with them serious consequences.

It is the policy of the Department of Athletics not to censor any student-athlete, coach or administrator who is interested in posting on social media. It is important to keep in mind a few guidelines to stay away from troubling situations.

First, student-athletes should consider that every post is public. Even private Twitter accounts can become public if they are retweeted. The general rule of thumb is to consider that all posts will be read by coaches, teammates, opponents, officials, parents, friends, Directors of Admission for graduate schools and prospective employers. Second, anonymous message boards and forums where posters use names to keep them anonymous are potential hazards for athletics teams. Discussing sensitive team information, such as injuries, recruiting, personnel changes and disciplinary situations may end up in a separate message board, blog or other media source.

The Athletics Discipline Policy will be invoked in cases where sound judgment is not used and material that is posted poorly represents Kansas Wesleyan University.
Team Travel

Student-athletes should remember that they are representatives of Kansas Wesleyan University whenever their team is on the road for competition. All trips begin when the team leaves campus and end upon return to campus. The following are a few items of importance:

Student-athletes will ride to and from all athletic contests with their team.

The only exceptions to this rule will be:

- A student-athlete may ride home and/or back to campus with his or her parents if the head coach gives permission.
- The director of athletics will decide any further exceptions to the above rule on a case-by-case basis. Requests must be made a minimum of one business day in advance of the trip.

Student-athletes will not be allowed to leave the game site with someone other than his or her parents.

When staying in hotel rooms, the charges and tax are the responsibility of the University. Incidental expenses such as telephone, room service or movies are to be paid by the room occupants prior to checkout. Coaches may prohibit pay movies from being charged to hotel rooms. Individuals are financially responsible for any property damage or theft. When individual responsibility cannot be determined, the entire team will be held responsible.

Room assignments are to be made by the head coach, and students are not permitted to change room assignments.

Recruiting Visits

Kansas Wesleyan student-athletes are occasionally asked to participate in recruiting activities during recruiting visits. Please remember the following guidelines:

- You may not arrange or permit excessive entertainment for a prospect on or off campus. Entertainment must be within the realm of normal student life at Kansas Wesleyan. Permissible activities include home athletic contests, theatre productions, music performances, etc. Other activities including visiting local restaurants or the movie theatre are also permitted.
- Alcohol should not be served or consumed in the presence of recruits. It is not permitted to serve alcohol to recruits, even at restaurants, make trips to bars with under-aged prospects or provide illegal substances to prospects.
Dispute Resolution Policy

Athletics has initiated a procedure to resolve interpersonal conflicts that arise as a result of a student-athlete’s participation in intercollegiate athletics. The University encourages open and honest communication between coaches and players. Most conflicts can be resolved by the individuals directly confronting issues and jointing seeking resolution.

The following steps are required to initiate the dispute resolution process:

Step 1  (initial contact)
Student-Athlete > Coach (preferred option)
Student-Athlete > Captain
Student-Athlete > Athletic Department Representative (i.e., athletic trainer)

Step 2  (informal dispute resolution meeting; can be requested by student)
Student-Athlete/Captain/Coach

Or

Student-Athlete/Coach/Director of Athletics

Step 3  (formal process)

Student-Athlete/Mediator (impartial non-department person)/Coach

Since student-athletes are encouraged to use the dispute resolution procedure when they believe they have been unfairly treated, it is critical there be no retaliation against an individual who initiates the procedure. Retaliation will not be tolerated and will be subject to University disciplinary procedures.


NAIA Academy

The NAIA Academy offers courses to assist student-athletes, including Live 5 and myPlaybook courses. The myPlaybook courses were added to prepare students for the NAIA drug testing program, which will begin at NAIA championships in 2017-18.

The courses below are required by year. Those students joining the university at transfers should catch up to their academic year by September 30.

**Freshmen**
- Live 5 Course #1: Learn to Live 5
- myPlaybook Course #1 NAIA Rules and PED Awareness

**Sophomores**
- Live 5 Course #2: Master the Fundamentals
- myPlaybook Course #2 Dietary Supplements and Sports Nutrition

**Juniors**
- Live 5 Course #3 Live 5 & Lead
- myPlaybook Course #3 Life Skills

**Seniors**
- Live 5 Course #4 Live 5 for Life
- myPlaybook Course #4 The Transition from College Athlete to Healthy Adult Lifestyle

Character Study courses are not required and students can opt out on the first screen

**Student-Athlete Advisory Committee**

Each individual sport program can have two individuals on the Student-Athlete Advisory Committee (SAAC). This group meets regularly to advise the director of athletics on issues, particularly as it relates to student-athlete welfare and other important issues related to the experience of the student-athletes. SAAC members will be sharing information from the meetings with the team members.

Jacob Lunz, a senior on the men’s basketball team, was elected president of the SAAC in December and will serve through the end of the fall semester. Raul Neri, a senior on the men’s basketball team, is the vice president; Shelby Mann, softball sophomore is the secretary.

The NAIA has a similar organization of student-athletes – the Association of Student-Athletes. Austin Blaue, a men’s golf athlete at Ottawa University represents the KCAC on the national group. The KCAC is planning to launch its Student-Athlete Leadership Team (SALT) during the 2016-17 academic year. Kansas Wesleyan will have two representatives on SALT.
The Everett Morgan Strength Training Center

The Morgan Strength Center is available for all students during the open hours, usually 8 am to 10 pm, Monday through Friday. Team conditioning sessions can be set up before or during open hours. If the center is closed, a coach must be present during conditioning. Student-athletes should keep in mind that the facility is open to all students during normal hours and should be willing to share equipment appropriately.

Please see the attached addendum for more information on the Morgan Strength Center.

Player-Guest Tickets

Student-athletes that compete in sports where Kansas Wesleyan charges for admission will receive four season passes for complimentary admission to home games. It is the responsibility of the student to distribute the passes to guests. The student can drop off passes in the athletics office for will call distribution up until 90 minutes before the gates open. Guests claiming will call tickets must present a picture ID to retrieve the ticket. There are no complimentary tickets for road games in the KCAC.

Student-Athlete Exit Surveys and Interviews

Each senior student-athlete will be asked to complete an exit survey near the end of his or her senior season. This information assists the athletics program in assessing the experience of our student-athletes. When completing the exit survey, students may also request an in-person exit interview with the director of athletics or the faculty athletics representative.

Each student completes an end of the year survey near the end of the competition season.

Transfer Regulations

The KCAC required one-year residence at the new institution before a student can be eligible to compete at another KCAC institution following the signing of a KCAC letter of intent or identifying at a KCAC institution. The one-year requirement cannot be waived by the KCAC institution.

The NAIA requires a 16-week residency period at a new institution before a student-athlete can be eligible. Students who have a strong desire to transfer should discuss options with their head coach.


**Student-Athlete Eligibility**

Students with questions about student-athlete eligibility should set an appointment with Jacob Ogle (833-4465) to discuss the details. A supplement to this document has the NAIA addresses the NAIA eligibility rules, particularly those related to Freshman Eligibility, Continuing Eligibility, Seasons of Competition, Transfer Eligibility, Amateurism and Eligibility Forms.

### Eligibility Quick Summary

<table>
<thead>
<tr>
<th>Year</th>
<th>Hours</th>
<th>Hours in Last 2 Semesters</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th academic</td>
<td>12</td>
<td>24</td>
<td>2.0</td>
</tr>
<tr>
<td>3rd academic</td>
<td>12</td>
<td>24</td>
<td>2.0</td>
</tr>
<tr>
<td>2nd academic</td>
<td>12</td>
<td>24</td>
<td>2.0</td>
</tr>
<tr>
<td>1st academic</td>
<td>12</td>
<td>9</td>
<td>2.0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Hours</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th Season of Competition</td>
<td>72</td>
<td>2.0</td>
</tr>
<tr>
<td>3rd Season of Competition</td>
<td>48</td>
<td>2.0</td>
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<tr>
<td>2nd Season of Competition</td>
<td>24</td>
<td></td>
</tr>
<tr>
<td>1st Season of Competition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPORT</td>
<td>NAME</td>
<td>TITLE</td>
</tr>
<tr>
<td>----------------------</td>
<td>-----------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Athletic Training</td>
<td>Daniel O'Connell</td>
<td>Head Athletic Trainer</td>
</tr>
<tr>
<td></td>
<td>Katie Pierce</td>
<td>Athletic Trainer</td>
</tr>
<tr>
<td></td>
<td>Erin Heine</td>
<td>Athletic Trainer</td>
</tr>
<tr>
<td></td>
<td>Elizabeth Brown</td>
<td>Athletic Trainer</td>
</tr>
<tr>
<td></td>
<td>Amber Bell</td>
<td>Athletic Trainer/Central</td>
</tr>
<tr>
<td></td>
<td>Jourdan Perkins</td>
<td>Athletic Trainer/South</td>
</tr>
<tr>
<td>Baseball</td>
<td>Bill Neale</td>
<td>Head Baseball Coach</td>
</tr>
<tr>
<td></td>
<td>Nate Hancock</td>
<td>Assistant Baseball Coach</td>
</tr>
<tr>
<td></td>
<td>Tyler Tyson</td>
<td>Assistant Baseball Coach</td>
</tr>
<tr>
<td>Men's Basketball</td>
<td>Anthony Monson</td>
<td>Head Men's Basketball Coach</td>
</tr>
<tr>
<td></td>
<td>Dylan Liddell</td>
<td>Assistant Men's Basketball Coach</td>
</tr>
<tr>
<td></td>
<td>Charlie Wallrapp</td>
<td>Assistant Men's Basketball Coach</td>
</tr>
<tr>
<td>Women's Basketball</td>
<td>Ryan Showman</td>
<td>Head Women's Basketball Coach</td>
</tr>
<tr>
<td></td>
<td>Baylee Purdy</td>
<td>Assistant Women's Basketball Coach</td>
</tr>
<tr>
<td></td>
<td>Tyler Smith</td>
<td>Assistant Women's Basketball Coach</td>
</tr>
<tr>
<td>Bowling</td>
<td>Todd Zenner</td>
<td>Head Bowling Coach</td>
</tr>
<tr>
<td>Cheer &amp; Dance</td>
<td>Lorenzo Araujo</td>
<td>Head Spirit Coach</td>
</tr>
<tr>
<td>Cross Country/Track</td>
<td>Chris Sandefur</td>
<td>Head Cross Country/Track and Field Coach</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Assistant Cross Country/Track and Field</td>
</tr>
<tr>
<td>Football</td>
<td>Matt Drinkall</td>
<td>Head Football Coach</td>
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<tr>
<td></td>
<td>Vince Filipp</td>
<td>Assistant Football Coach</td>
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<td>John Michaletti</td>
<td>Assistant Football Coach</td>
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<tr>
<td></td>
<td>Rex Pippenger</td>
<td>Assistant Football Coach</td>
</tr>
<tr>
<td></td>
<td>Marcus Bradley</td>
<td>Assistant Football Coach</td>
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<tr>
<td></td>
<td>Wes Fleming</td>
<td>Assistant Football Coach</td>
</tr>
<tr>
<td></td>
<td>Braxton Peck</td>
<td>Assistant Football Coach</td>
</tr>
<tr>
<td>Golf</td>
<td>Randy Bemiss</td>
<td>Head Golf Coach</td>
</tr>
<tr>
<td></td>
<td>Howard Mahan</td>
<td>Assistant Golf Coach</td>
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<td>Men's Soccer</td>
<td>Phillip Bohn</td>
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<td>William Broomfield</td>
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<td>Sean Geoghegan</td>
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<td>Hector Quezada</td>
<td>Volunteer Assistant Men's Soccer Coach</td>
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<td>Women's Soccer</td>
<td>Blake Reynolds</td>
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<td>Diego Cocon</td>
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<td>Sean Geoghegan</td>
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<td>Hailey Torrez</td>
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<td>Jessica O'Hara</td>
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<td>Leo Mendez</td>
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<td>Michelle Marques</td>
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<td>Wrestling</td>
<td>Matt Oney</td>
<td>Head Wrestling Coach</td>
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Eligibility 101 - The Basics

Brenda Blackburn & Krishna Lee
NAIA Legislative Services

Today's Focus:
Fundamentals of Eligibility and the Bylaws

BACK TO BASICS

- Academic Eligibility
- Athletic Experience
- Transfer Situations
- Campus Responsibilities
- Eligibility Forms & Documents

Academic Eligibility

Terms of Attendance (TOA)
- Limit of 10 semesters; 15 quarters

Athletic Eligibility

Seasons of Competition (SOC)
- Limit of 4 seasons of competition in a given sport

Academic Eligibility: Terms of Attendance

An NAIA student may only compete during the first 10 semester terms of attendance or 15 quarter terms of attendance.

- TOA is any term (excluding summer sessions) in which the student becomes identified with an institution.

Identification: An association between the student and institution recognized by the NAIA.

- Participation in an intercollegiate contest
- Enrollment in 12 institutional credit hours as noted on the student's official transcript (Freshman Exception)
**Academic Eligibility: 12-hour Enrollment**

To compete, a student must be enrolled in a minimum of 12 institutional credit hours.
- At least 9 institutional credit hours must be at the NAIA institution
- Up to 3 institution credit hours from another institution - with prior permission from NAIA registrar - will count toward satisfying this rule
- If a student drops below 12 hours at any time, student must immediately stop competing.

**Academic Eligibility: 2nd Term Freshman**

To participate in the student's second TOA, the student must:
- Have met entering freshman requirements (2 of 3): and
- Have earned at least 9 institutional credits prior to the second term
- Hours earned prior to identification at the NAIA school will not count.
- CLEP hours will count if taken after school starts.

**Academic Eligibility: Entering Freshman Requirements**

A student is considered an entering freshman until he/she has identified with a post-secondary institution of higher education for at least 2 semesters/3 quarters (or equivalent).

Freshmen must meet 2 out of 3 requirements:
- 2.0 Cumulative GPA
- Finish in top half of the student's graduating class
- Minimum standardized test scores of:
  - 18 on the ACT; or
  - 850 on the SAT (Math & Reading only)

Early determinations are available after a student's 6th and/or 7th semesters of high school.

**Academic Eligibility: Continuing Eligibility**

24-Hour Rule:
- Passing coursework and earning credits in a manner consistent with the expectations of a full-time student.
- Considers terms of attendance and earning expected credits over previous 2 semester/3 quarter TOAs

Progress Rule:
- Earning credits so that one's academic achievement aligns with one's athletic experience
- Considers seasons of competition and earning expected credits prior to the start of the next SOC

**Academic Eligibility: Freshman Exceptions**

Home Schooled Students:
- Test score requirement: 20 ACT / 950 SAT; OR
- Individualized review by the NAIA Homes School Committee

Students with Learning Disabilities:
- Meet entering freshman eligibility requirements; OR
- Individualized review by the LDAC and NEC

For more information on how to submit Home School Waivers & Exceptions for students with learning disabilities... see process workshop powerpoint

**Academic Eligibility: 24|36-Hour Rule**

To compete, a student must have earned:
- 24 credits during the student's previous two semester TOAs; or
- 36 credits during the student's previous three quarter TOAs

This calculation may include:
- "Non-term" hours earned after the student's 2nd most recent TOA.
- No more than 12 non-term hours can apply to the calculation.
**Academic Eligibility: Progress Rule**

To compete in a student's 2nd SOC:
- 24 semester / 36 quarter institutional credits accumulated.

To compete in a student's 3rd SOC:
- 48 semester / 72 quarter institutional credits accumulated.

To compete in a student's 4th SOC:
- 72 semester / 108 quarter institutional credits accumulated
- 48 semester / 72 quarter general education and/or major institutional credits accumulated.

**Academic Eligibility: 2.0 GPA Requirement**

- Junior academically and/or 3rd Season of Competition, or
- Senior Academically and/or 4th Season of Competition

Calculating GPA:
- First TOA at your institution: cumulative GPA from all transcripts
  
  Cum GPA = \[ \frac{\text{Total Quality Points achieved}}{\text{Total GPA Hrs. attempted}} \]

- After initial TOA at your institution: use institution's cumulative GPA policy for all students
- Retention/Graduation GPA is only used if it is the only GPA
- If multiple "cumulative GPAs" appear, use whichever GPA institution uses to determine honors, graduation, etc.
Athletic Eligibility: Seasons of Competition

Athletic Eligibility: Intercollegiate SOC
A student is charged one season of competition for any participation in an exhibition or intercollegiate contest:
- One pitch, one play, one second
- A student may be awarded a season back if they meet the criteria listed in the Medical Hardship bylaw (Article V, Section M).

For more information on Medical Hardships, see processes workshop powerpoint.

Transfer Rules
Definition of a Transfer
- A student who becomes identified with an NAIA school after having been previously identified with another institution.

General Transfer Residency Rule
- A student with prior participation at a 4-year institution must serve a 16-week residency period prior to NAIA participation.
- Residency Rule Exceptions:
  - Most recent intercollegiate participation was at 2-year institution
  - Did not participate at the most recent 4-year institution
  - Has both a 2.0 GPA and written release

Athletic Eligibility: Non-Collegiate Competition
Who is subject to a competitive experience review?
- Eligibility Center Determinations
  - Any student who will enroll at an NAIA institution a year or more after high school graduation.
- Campus Certification
  - Any student with a break in full-time enrollment.
  - Any student who, while at a non-NAIA institution, was not charged seasons of competition for every year of full-time enrollment.

Transfer Rules
- Transfer student who represents 2 institutions in one academic year can be charged 2 SOCs in a 12-month period
- JuCo Exception: JuCo grad who participated at JuCO, transfers to NAIA school in same sport season and is otherwise eligible
- Mid-Year Transfers and Spring Events
  - Student must be certified as eligible to participate in next SOC
  - Applies even for spring scrimmages, where student won’t be charged a SOC
Sports Medicine Information

Defining Athletic Training
The Board of Certification (BOC) Certified Athletic Trainer, or ATC, is a highly educated and skilled professional whose specialty is in athletic health care. The ATC is recognized as an Allied Health Professional. As a sports medicine expert and member of the complete health care team, the ATC works under the direction of a licensed physician and in cooperation with other health care professionals and sports team members.

“Athletic Trainers (ATs) are health care professionals who collaborate with physicians. The services provided by ATs comprise prevention, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions.”

* Athletic training is recognized by the American Medical Association (AMA) as a health care profession.

Objective
The objective for the Athletic Training Room are to provide the highest level of athletic and sports medicine care to the intercollegiate student-athletes of Kansas Wesleyan University. This includes the care, prevention and rehabilitation of athletic injuries and helping to direct the nutritional and physiological needs of the student athlete.

General Policy
The athletic training staff will operate within the guidelines outlined in the NCAA Sports Medicine Handbook (as adopted by the NAIA), the NAIA Manual, and the Kansas Collegiate Athletic Conference guidelines. The athletic training staff will also adhere to the KWU Faculty/Staff and Student Handbooks.
At all times, the welfare of the student-athlete will be of utmost priority in the actions of the sports medicine staff. All medical decisions are made under the supervision of the KWU team physicians.

The Athletic Training Room
The Athletic Training Room is a coed facility appropriate attire and dialogue are expected.

Hours of Operation
The Athletic Training Room will be open to “walk-in” services from the hours of 9:00 AM to 2:00 PM Monday through Friday. These hours will be maintained during the season to allow for more accessibility for ongoing care and rehabilitation. The Athletic Training Staff will determine specific treatment hours for a team’s practice and competition.

Contagious Disease
Any Student-Athlete with a contagious or potentially contagious illness should avoid direct contact, regardless of the setting. Students suffering from a cold, sore throat, respiratory illness, intestinal illness, or other condition with an oral temperature of 101° or greater should report to an Athletic Trainer.
Sports Medicine Information

Missed Class for Illness
If a student must miss class or clinical assignment due to illness, they should contact their instructor prior to their absence. If unable to contact their instructor prior to class, they should contact him/her as soon as possible after the conclusion of their class. The Athletic Training staff does not/will not excuse any Student-Athlete from missing their assigned class or assignment. Only the Academic Provost office can officially excuse any student from a class. Additionally, no professional staff member can send a note excusing a student from a class due to illness or injury; except as stated in the KWU Concussion Policy.

Responsibility for Reporting Injuries
The student-athlete must be an active participant in his/her healthcare and as such, it is his/her responsibility to report all injuries and illnesses, including signs and symptoms of concussions, to KWU’s medical staff. The student-athlete must fully disclose in writing any prior medical conditions and will also disclose any future conditions to the KWU’s medical staff.

Concussion Facts:

1. A concussion is a brain injury for which I am responsible for reporting to KWU’s team physician or certified athletic trainer.

2. A concussion can affect my ability to perform everyday activities, including reaction time, balance, sleep, concentration and classroom performance.

3. It is my responsibility to report to a member of the KWU’s medical staff if I receive a blow to the head or body and experience signs or symptoms of a concussion, which may include: headache, blurred vision, weakness in one arm or leg, loss of consciousness, stumbling, loss of balance, nausea/vomiting, confusion, memory loss, or change in personality (including irritability and depression).

4. I may notice some symptoms of a concussion immediately, but other symptoms may show up hours or days after the initial injury. It is my responsibility to report any delayed signs or symptoms to the KWU’s team physician or certified athletic trainer.

5. If I suspect a teammate has a concussion, I am responsible for reporting the injury to the KWU’s team physician or certified athletic trainer.

6. I will not return to play in a game or practice if I have received a blow to the head or body that results in concussion-like symptoms until I am cleared by a member of the KWU’s medical staff.

7. Following a concussion, the brain needs time to heal. I am more likely to have a repeat concussion if I return to play before my symptoms resolve. In rare cases, repeat concussions can cause permanent brain injury or death. Because of this, I understand it is important to accurately report my signs and/or symptoms if I have been diagnosed with a concussion.
Sports Medicine Information

Referral Protocol
In the event that a student-athlete is injured or becomes ill, the student-athlete must first contact the Athletic Training staff.

1. Upon completion of an examination, an Athletic Training staff member may refer the student-athlete to a team physician or a consulting physician. The student-athlete MUST report to the Athletic Training staff before seeing a physician.
   a) All non-athletic related injury and/or illness will be the responsibility of the student-athlete. (See INSURANCE COVERAGE for explanation of benefits)

2. In the event a student-athlete sustains a non-athletic illness and must be referred to a physician specialist outside the confines of the team physician, the student-athlete will be held responsible for all medical payments.

3. Head Coaches, assistant coaches, student coaches, managers, or any other KWU personnel shall not be permitted to schedule appointments for any student-athlete without first consulting the Athletic Training staff. Any referrals without following proper procedures may result in the student-athlete being held responsible for payments. In the event of an athletic related emergency, or the athletic training staff is unavailable, any KWU personnel should provide the student-athlete access to a medical facility of choice.

4. The student-athlete will be responsible for payment of any fees resulting from missed appointments, including dental, eye exams, physical therapy, or any other medical problem.

5. If the student-athlete receives care from any allied health professional unauthorized by the KWU Athletic Training team or athletic department, all responsibility for this kind of treatment or any expenses will be that of the student-athlete. Further, a student-athlete who seeks treatment from an unauthorized allied health professional may not return to participation until released by KWU team physicians. Failure to report unauthorized medical treatment may result in further injury for which the athletic training staff and the athletic department will not be responsible and may result in suspension or further penalty at KWU's discretion.

6. The team physicians shall be kept informed of all injuries and or illnesses and have the final authority with regard to all medical disqualifications, treatment, medical hardships, and return of the student-athlete to full participation.

7. In the event that a Student-Athlete sees a Physician outside the KWU Sports Medicine Advisory Team, the Student-Athlete must fill out and request all medical records to be sent to the KWU Athletic Training Department. This medical information release form is to allow all medical information to be transferred to the Team Physician and to be permanently placed in the Student-Athletes file for future consultation with the referring/secondary Physician.
Sports Medicine Information

Insurance Coverage
In the event a student-athlete needs to see a medical doctor for a sport related injury/ailment, Kansas Wesleyan University insurance will act as a secondary policy, covering up to half of medical costs if the student-athlete does not have their own primary policy. Student athletes should obtain their own primary insurance prior to participation. Upon injury, the athletic trainer will file a claim report to the insurance company. Student-athletes must present a secondary insurance card to the doctor office prior to being seen, along with their primary insurance card, and photo identification.

Medical Files
The files listed below are to be maintained within the AT area for explicit use by the Professional Staff for the maintenance of health records for all competing Student-Athletes. These files are maintained in paper form with some also kept electronically.

1. Departmental Pre Season Physical Packet
   a. Contact information
   b. Personal health insurance information
   c. Medical History
   d. Immunization records
   e. Physical examination
2. AT HIPAA Authorization / Consent Form
3. Injury reports
4. Treatment and rehabilitation records
5. Doctor Notes
# Concussion

**A Fact Sheet for Student-Athletes**

## What Is a Concussion?
A concussion is a brain injury that:
- Is caused by a blow to the head or body.
- From contact with another player, hitting a hard surface such as the ground, ice or floor, or being hit by a piece of equipment such as a bat, lacrosse stick or field hockey ball.
- Can change the way your brain normally works.
- Can range from mild to severe.
- Presents itself differently for each athlete.
- Can occur during practice or competition in ANY sport.
- Can happen even if you do not lose consciousness.

## How Can I Prevent a Concussion?
Basic steps you can take to protect yourself from concussion:
- Do not initiate contact with your head or helmet. You can still get a concussion if you are wearing a helmet.
- Avoid striking an opponent in the head. Undercutting, stepping on a head, checking an unprotected opponent, and sticks to the head all cause concussions.
- Follow your athletics department’s rules for safety and the rules of the sport.
- Practice good sportsmanship at all times.
- Practice and perfect the skills of the sport.

## What Are the Symptoms of a Concussion?
You can’t see a concussion, but you might notice some of the symptoms right away. Other symptoms can show up hours or days after the injury. Concussion symptoms include:
- Amnesia.
- Confusion.
- Headache.
- Loss of consciousness.
- Balance problems or dizziness.
- Double or blurry vision.
- Sensitivity to light or noise.
- Nausea (feeling that you might vomit).
- Feeling sluggish, foggy or groggy.
- Feeling unusually irritable.
- Concentration or memory problems (forgetting game plays, facts, meeting times).
- Slowed reaction time.

Exercise or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games may cause concussion symptoms (such as headache, tiredness) to reappear or get worse.

## What Should I Do If I Think I Have a Concussion?
Don’t hide it. Tell your athletic trainer and coach. Never ignore a blow to the head. Also, tell your athletic trainer and coach if one of your teammates might have a concussion.
Sports have injury timeouts and player substitutions so that you can get checked out.

Report it. Do not return to participation in a game, practice or other activity with symptoms. The sooner you get checked out, the sooner you may be able to return to play.

Get checked out. Your team physician, athletic trainer, or health care professional can tell you if you have had a concussion and when you are cleared to return to play. A concussion can affect your ability to perform everyday activities, your reaction time, balance, sleep and classroom performance.

Take time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a repeat concussion. In rare cases, repeat concussions can cause permanent brain damage, and even death. Severe brain injury can change your whole life.

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**It’s Better to Miss One Game Than the Whole Season. When in Doubt, Get Checked Out.**

For more information and resources, visit [www.NCAA.org/health-safety](http://www.NCAA.org/health-safety) and [www.CDC.gov/Concussion](http://www.CDC.gov/Concussion).

[Sources](http://www.NCAA.org/health-safety) [CDC.gov/Concussion]

Reference to any commercial entity or product or service on this page should not be construed as an endorsement by the Government of the company or its products or services.
Strength & Conditioning

- Location
  - Everett Morgan Strength Training Center (Lower Level of the SAC)

- Hours of Operation
  - Academic Years Hours
    - Monday – Thursday: 8 am – 10 pm
    - Friday: 8 am – 8 pm
    - Saturday: 1 pm – 3 pm
    - Sunday: 5 pm – 9 pm
    - Special hours during holidays/breaks
  - Summer Hours
    - Monday – Friday: 4 pm – 7 pm
    - No weekend hours

- Intended Users
  - KWU Students, Faculty, & Staff – free of charge
  - All outside guests must first receive permission from Fitness Center Coordinator

- Rules & Regulations
  - All users must be 17 years of age to use the facility – unless under the direct supervision of an adult
  - Proper exercise attire (shirt & shorts) and close-toed athletic shoes are required
  - No food, drink, or chewing gum are allowed – water bottles are permitted
  - Please wipe down all equipment before and after use
  - Use spotters on all heavy lifts. Fitness Center staff can assist in spotting
  - Return and rack all weights/dumbbells when finished
  - Return all bars to the standard position when finished
  - Do not slam weights together or drop dumbbells, bars, or plates on the floor
  - Do not throw medicine balls against the wall
  - Do not lean against or put your hands on the mirrors
  - Horseplay or unsafe activity is not acceptable
  - The use of profanity will not be tolerated
  - Do not prop open doors to the Fitness Center
  - Personal stereos with headphones are acceptable – any larger devices will not be permissible

- Fitness Center Contact
  - Sean Geoghegan, Assistant Soccer Coach/Fitness Center Coordinator
  - SAC 123; sean.geoghegan@kwu.edu