# **Intramural Sports Program**



# Team Captain Handbook

Regis University

Office of Student Activities

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### **Vision Statement**

Consistent with the mission of University, the Intramural Sports Program at Regis strives to provide students, faculty, and staff with the opportunity to nurture their character, pursue physical fitness, and make intelligent decisions within a competitive recreational environment.

In pursuit of this vision, Intramural Sports is dedicated to providing a broad range of quality recreational programs designed to meet the diverse athletic needs of the Regis University population. It is the organization's belief that the intramural athletic program at Regis University will enhance the University experience by dedicating itself to:

- ✓ Providing an opportunity to develop leadership skills.
- ✓ Creating an environment where participants work within teams and build relationships.
- ✓ Presenting organizations a means of developing community.
- ✓ Offering students, faculty, and staff the opportunity to encourage and challenge themselves and each other.
- ✓ Allowing a means of improving both physical and mental health.
- ✓ Encouraging the development of new skills and competencies.
- ✓ Introducing students to activities which can potentially serve them throughout a lifetime.

# Your Job as Team Captain

Just as the ill-fated Pequod was commanded by the monomaniacal Ahab, so must each Intramural team have a devoted captain. As captain, your first and foremost responsibility is setting up your team online and recruiting dedicated players.

Some of the more important responsibilities of your position as the season progresses include:

- ✓ Making sure all of the players on your team are registered online and show up on the team roster prior to the player registration deadline.
- ✓ Keeping members of your team well informed of all rules and expectations
- ✓ Representing your team at all intramural meetings.
- ✓ Notifying your team of scheduled games or activities, and strongly encouraging participation.
- ✓ Keeping your teammates and spectators under control at all intramural events.

This handbook is meant to serve as resource to enable you as a captain. It includes important information relevant to your sport, and it is your responsibility to educate your team as to the rules, expectations, consequences, and all other aspects of Intramural Sports at Regis University.

# **Participation & Eligibility Guidelines**

As a condition of registering with Intramural Sports, every participant has agreed to abide by the following terms and conditions:

Participation in Intramural Sports is limited to currently enrolled, full-time Regis University students, faculty members, and staff. Regis University assumes no responsibility for injuries received during intramural athletic activities. Students, faculty, and staff are reminded that intramural participation is entirely voluntary. Further, it is recommended that all participants have a physical examination and appropriate medical insurance prior to participation.

Participation in Intramural Sports is subject to the following guidelines:

- ✓ Participants must carry a Regis University identification card with them to all intramural activities and be willing to produce it to a staff member if asked.
- ✓ Students must sign a written or electronic waiver releasing Regis University from liability prior to participation.
- ✓ Students must be signed to a team's roster prior to taking the field/court.
- ✓ Participants can only play on one team per sport.
- ✓ Participants must wear appropriate athletic attire, **including athletic shoes**, and are prohibited from wearing earrings or jewelry that is worn loosely.
- ✓ No team can carry or play more than two varsity athletes or intercollegiate club sports athletes on their roster.
- ✓ No varsity athlete or intercollegiate club sports athlete can participate in the same sport in which he/she represents the University.
- ✓ Scholarship athletes are *strongly encouraged* to discuss participation in Intramural Sports with their varsity coach, prior to signing on to a roster.
- ✓ By participating in Intramural Sports, students agree to abide by the Intramural Code of Conduct. Intramural Sports privileges may be suspended or revoked given repeated code of conduct violations.

# **Free Agents**

It is our deepest desire to expand the Intramural Sports program here at Regis University, and in an effort to do so we have introduced "free agency" into our program. Students who want to play but aren't part of an established team are able to sign up online as individuals, in the hopes of joining a team in need.

As a team captain, it is up to you to explore the option of inviting free agents to your team.

# **No Referee Policy**

The intramural program went to a no referee policy in 2000. The decision to go with such a program has been based upon both philosophical and fiscal considerations. Philosophically, the decision to take referees off the court puts the responsibility of making calls and addressing inappropriate behavior on the shoulders of the participants themselves. Intramural Sports are recreational sports, rather than varsity or professional contests, and should be an opportunity for students to enjoy competing without ripping referees for noncalls. The no ref policy relies heavily on the leadership of each team captain. Captains will be responsible for educating their team members on the rules of each sport and what is expected of them as participants. Captains are also responsible for monitoring players during the game. If a call is contested between two participants, it is the responsibility of the two team captains to sort out a solution. Captains also need to ensure that they monitor the attitudes of their team members and communicate with the opposing team regarding issues.

### **Team Names**

The Intramural Sports staff reserves the right to prohibit or modify team names that it deems to be in poor taste, derogatory, or profane.

### **Schedules**

Team schedules for league play will be available online within 48 hours following the "Team Registration Deadline." It is the responsibility of the team captain to check game times/schedules. The Intramural Sports program **WILL NOT** call individual teams or captains to inform them of their first game. Missing the first game of the season due to failure to check the schedule will count as a forfeit.

For the sake of fairness and simplicity, we do not allow game time rescheduling. If a team is unable to field the minimum required amount of players at a scheduled game time, that team will forfeit.

## **Timeliness**

It is crucial that your team be punctual to all games. If you do not have enough players to field a team 5 minutes after the scheduled start of your game, your team will be assessed a forfeit.

The clock starts at the scheduled start of game time, meaning if teams are unable to begin on time they lose playing time.

### **Forfeits and No-Shows**

#### 1. Forfeits

If a team, for whatever reason, is unable to field the minimum required number of players at a scheduled game time, that team will forfeit. Excessive forfeiting will result in a team losing their spot in the playoffs, or being expelled from the season altogether.

If a team is aware in advance that they will not be able to field enough players during a game time, it is up to the captain of that team to contact Brandon Blessing, the Director of Intramural Sports, at least 24 hours in advance to let him know they will be forfeiting. This way, the Director can notify both his staff and the opposing team, and no one's time is being wasted.

#### 2. No Shows

If a team fails, for whatever reason, to show up at a scheduled game time, and that team's captain failed to notify the Director of Intramural Sports at least 24 hours in advance, it will be considered a "No Show." The first "No Show" will result in a documented warning which will be filed with the team captain, the Director of Intramural Sports, and the Assistant Director of Student Activities.

If a second "No Show" occurs, the team will automatically be expelled from the season; all remaining scheduled games will become a "bye" for the opposing team.

## Game Check-In & Check-Out

#### 1. Check-In

Rosters will be printed on the score sheet of every game. Prior to the start of each contest, players are required to present a Regis University photo ID to the designated Intramural Sports Council member. No exceptions will be permitted.

#### 2. Check-Out

Results are recorded on the official score sheet. At the end of each contest, it is the responsibility of the team captain to sign the official score sheet. By signing the score sheet, the team captain verifies the score of the contest and the sportsmanship rating. Captains are responsible for checking league standings and reporting any inaccuracies to the Director of Intramural Sports. All scores, standings and rankings will be posted on the Intramural Sports website within 48 hours of the contest.

### **Rain Outs & Cancellations**

In the event of inclement weather, each team is responsible for contacting the Office of Student Activities or the Director of Intramural Sports to find out if their game has been cancelled or postponed. Intramural Sports staff members **WILL NOT** make calls to team members or captains to inform them of a cancellation!

The Intramural Department reserves the right to cancel all or part of a sport season due to poor weather or any other unforeseen circumstances.

### **Awards**

The most significant rewards for active participation and success in the Intramural Sports Program are not material. However, to provide participants with a tangible reward, specially designed t-shirts will be presented to winning team members. Champions will also be recognized through publicity (in the Highlander, for example).

### **Intramural Code of Conduct**

Intramural Sports participants are reminded that the University Standards of Conduct, as outlined in the Student Handbook, are applicable to all University sponsored events, including intramural events. Students are encouraged to review the handbook sections entitled "Student Conduct Expectations" and "Prohibited Conduct."

Students violating these standards will be subject to: referral to the student judicial process, ejection from the game and playing area, suspension from intramural activities, and potential expulsion from intramural activities for the remainder of the student's academic career at Regis.

Specific types of conduct that will not be tolerated on the field of play include, but are not limited to:

- ✓ Using or being under the influence of alcohol.
- ✓ Excessive contact in a non-contact sport.
- ✓ Physically or verbally assaulting any player, ISC Member, or bystander.
- ✓ Repeated use of obscenities.
- ✓ Issuance of threats or threatening behavior.
- ✓ Overly aggressive or unsportsmanlike conduct.
- ✓ Failure to comply with a university official, including ISC staff.

In addition, Intramural Sports recognizes the importance of good sportsmanship. Individuals are encouraged to bring their character with them when they play, and not leave it courtside. Intramural Sports is committed to encouraging the following personal conduct on the playing area:

- ✓ Treat competitors with respect, regardless of their abilities and skill level.
- ✓ Handling oneself with a measure of self-control and personal dignity.
- ✓ Develop a healthy spirit of competition that is not contingent upon degrading other competitors.
- ✓ Display a sense of fairness, honesty, and integrity when interacting with participants and staff.

#### Consequences

Violations may result in any of the following sanctions, depending upon the seriousness of the incident and whether it is committed by a first or repeat violator.

- ✓ Suspension from Intramural Sports for a period of time determined appropriate, ranging from one game to an entire season or academic year.
- ✓ Expulsion from further Intramural Sports participation for the remainder of the student's academic career at Regis.
- ✓ Referral to the Student Judicial Process

Sanctions will be determined by the Director of Intramural Sports in consultation with the Assistant Director of Student Activities. Appeals for such sanctions will be sent to the Director of Student Activities, or his designee.

# **Sportsmanship Rating**

Your team will be rated each game on the level of sportsmanship you bring to the competition. The Intramural Staff will use their knowledge of the rules and policies, and their observations of your play on the court and interactions with your opponents and teammates, to determine your sportsmanship rating on a scale of 1-5. The sportsmanship rating will be recorded at the end of each competition on the game sheet. Captains are required to sign the game sheet following each game. This signature states that they are aware of the outcome of the game, their score, and their sportsmanship rating, and they agree with it.

Sportsmanship ratings can be tracked online. Teams with an average sportsmanship rating below 3.5 at the end of the regular season will not be eligible for playoff competition.

# **Important Contact Information**

303-901-6835

Campus SafetyWellness CenterStudent Activities303-458-4122303-458-3558303-458-3505Jeff StricklandMargie Rodgers

720-210-7249

# **Captain's Rating of ISC Staff Members**

Here at Regis University, Student staff are responsible for running the entire Intramural Sports Program, which is generally the responsibility of professional staff members at larger institutions. As a result, the program offers an invaluable experience for leadership development. However, as students trying to offer a professionally structured program in a fun and competitive environment, we recognize that we have our work cut out for us.

If you wouldn't mind taking a moment to complete the following evaluation, we would be very grateful. Honestly appraising our program will help us to make important improvements and additions in the future.

Team Name:
Captain Name:
Did the Intramural Sports Council members manage your games well?
Did the ISC members understand the rules and make fair calls, when needed?
YANI
What is your biggest complaint regarding your experience with Intramurals this season?
How would you suggest improving Regis' Intramural Sports program?