

East Stroudsburg University
Student Activity Association, Inc.

Recreation Center Leagues Participant Handbook



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∞ Table of Contents ∞

ARTICLE I. SPECIAL THANKS	4
ARTICLE II. ABOUT THE HANDBOOK	4
ARTICLE III. THE PROGRAM	4
SECTION 3.01 MISSION	4
SECTION 3.02 GOALS.....	4
SECTION 3.03 CONTACT INFORMATION.....	4
ARTICLE IV. GENERAL GUIDELINES.....	5
SECTION 4.01 RECREATION CENTER LEAGUES CULTURE	5
SECTION 4.02 UNIVERSITY POLICIES	5
SECTION 4.03 ALCOHOL AND DRUGS	5
SECTION 4.04 TOBACCO AND SMOKING	5
SECTION 4.05 FIRST AID.....	5
SECTION 4.06 BLOOD RULE.....	5
SECTION 4.07 CANCELLATION/INCLEMENT WEATHER.....	6
(a) <i>General Policy</i>	6
(b) <i>Lightning Policy</i>	6
SECTION 4.08 SPORTS RULES	7
ARTICLE V. PARTICIPATION	7
SECTION 5.01 PARTICIPANT’S PLEDGE	7
SECTION 5.02 ELIGIBILITY GUIDELINES	7
(a) <i>University Student Status</i>	7
(b) <i>Varsity Athlete</i>	8
(c) <i>Club Sport Athlete</i>	8
(d) <i>Professional or Semi-Professional Athlete</i>	8
(e) <i>Eligibility Contingencies</i>	9
SECTION 5.03 SPORTS’ LEAGUES RESTRICTIONS.....	9
(a) <i>One Team Rule</i>	9
(b) <i>Women Playing on Men’s Teams</i>	9
(c) <i>Leagues for Specific Groups: e.g. Sorority and Fraternity Leagues</i>	10
SECTION 5.04 PARTICIPANT’S RESPONSIBILITIES	10
(a) <i>Assumption of Risk</i>	10
(b) <i>Insurance</i>	10
(c) <i>Attire</i>	10
SECTION 5.05 IDENTIFICATION	12
(a) <i>eCard</i>	12
(b) <i>Forgotten eCard</i>	12
(c) <i>Failure to follow identification process</i>	12
SECTION 5.06 FREE AGENCY PROGRAM.....	12
(a) <i>Purpose</i>	12
(b) <i>Registering as a free agent</i>	12
(c) <i>Getting a free agent for your team</i>	13
ARTICLE VI. TEAMS	13
SECTION 6.01 GETTING INVOLVED.....	13
SECTION 6.02 TEAM REGISTRATION PROCESS.....	13
(a) <i>Standard Captains’ Meeting Process</i>	13
(b) <i>Captains’ Meeting Ticket System</i>	14
SECTION 6.03 TEAM NAMES.....	15
SECTION 6.04 TEAM JERSEYS	15
(a) <i>Color Assignment</i>	15
(b) <i>Art Work</i>	15
(c) <i>Numbers</i>	15

SECTION 6.05	LATE ENTRY	15
SECTION 6.06	TEAM ROSTERS	16
SECTION 6.07	SCHEDULING	16
SECTION 6.08	CAPTAIN’S JOB DESCRIPTION	16
ARTICLE VII. SPORTSMANSHIP		18
SECTION 7.01	DEFINITION	18
SECTION 7.02	TEAM SPORTSMANSHIP RATING SCORE	18
SECTION 7.03	SPORTSMANSHIP MATRIX	18
(a)	<i>How the Sportsmanship Matrix is used:</i>	19
SECTION 7.04	INDIVIDUAL BEHAVIOR	20
(a)	<i>Red and Yellow Cards or Technical Foul System</i>	20
(b)	<i>Yellow Card / First Technical Foul</i>	20
(c)	<i>Red Card / Second Technical Foul</i>	21
(d)	<i>Reinstatement Procedures</i>	21
SECTION 7.05	STUDENT CONDUCT AND COMMUNITY STANDARDS / UNIVERSITY POLICE	21
ARTICLE VIII. SPORTS LEAGUES ORGANIZATION		22
SECTION 8.01	SPORTS LEAGUES OVERVIEW	22
SECTION 8.02	SPORT SESSION/SEASON	22
SECTION 8.03	SPORTS LEAGUES	23
(a)	<i>Open</i>	23
(b)	<i>Co-Rec</i>	23
(c)	<i>Men (Competitive, Recreational, & Fraternity)</i>	23
(d)	<i>Women (Independent & Sorority)</i>	23
ARTICLE IX. SEASON PLAY		24
SECTION 9.01	SCHEDULING SEASON GAMES	24
SECTION 9.02	NUMBER OF SEASON GAMES	24
SECTION 9.03	RATING SYSTEM	24
SECTION 9.04	FORFEITURES	24
(a)	<i>No-Show</i>	25
(b)	<i>Forfeit</i>	25
SECTION 9.05	PROTESTS	25
(a)	<i>What are Protests?</i>	25
(b)	<i>Protest Procedures</i>	25
(c)	<i>Protest Outcomes</i>	26
ARTICLE X. POSTSEASON PLAY		26
SECTION 10.01	QUALIFICATION	26
(a)	<i>Teams</i>	26
(b)	<i>Players</i>	27
SECTION 10.02	SEEDING	27
SECTION 10.03	CHAMPIONS	27
(a)	<i>Sport/Leagues Champions</i>	27
ARTICLE XI. EQUIPMENT		27
ARTICLE XII. STUDENT EMPLOYMENT		27
SECTION 12.01	GRADUATE ASSISTANT	27
SECTION 12.02	SPORTS SUPERVISORS	28
SECTION 12.03	OFFICIALS AND SCOREKEEPERS	29

Article I. Special Thanks

The East Stroudsburg University's Recreation Center Leagues program would like to thank the following colleges and universities for their support in the creation of the Recreation Center Leagues' policies and procedures:

Georgia Institute of Technology, GA
The Ohio University, OH
Barry University, FL
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James Madison University, VA

Kutztown University, PA
Indiana University of Pennsylvania, PA
Pepperdine University, CA
University of Southern Mississippi, MS
Shippensburg University, PA
Slippery Rock University, PA
University of Illinois, IL

Article II. About the Handbook

This handbook is a reference guide for the operation and implementation of the Recreation Center Leagues program. With the intention of creating a level playing field and fairness in competition, the book is designed to inform all of the participants of operational rules and policies prior to game day. This document is intended to evolve as students' needs and issues are addressed and resolved.

Article III. The Program

Section 3.01 Mission

The mission of the Recreation Center's Recreation Center Leagues program is to offer a variety of competitive sports leagues for the ESU students. The program is dedicated to offering quality Leagues play that celebrates participation, inclusiveness, competition, and school spirit.

Section 3.02 Goals

1. Create structured league play that meets national standards.
2. Be a celebrated presence on campus.
3. Enhance campus student leadership development opportunities
4. Increase participant satisfaction and accountability.
5. Implement risk management procedures.
6. Assess the impact of program changes on the campus.

Section 3.03 Contact Information

Webpage: www.esu.edu/reccenter

Contact Information

Name	Position	Phone	Email
Lauren Motzkin	Assistant Director	570-422-2968	lmotzkin@esu.edu
Shawn Dean	Graduate Assistant	570-422-2979	sdean5@live.esu.edu
Front Desk		570-422-2970	

Article IV. General Guidelines

Section 4.01 Recreation Center Leagues Culture

The Recreation Center Leagues experience is a safe, positive, and competitive environment to participate with friends, demonstrate school spirit, and interact with other students regardless of status or skill level. The entire program is designed for peer supervision, from officiating to participation. It promotes student program ownership, accountability, inclusiveness, community, and the competitive fun of sports. The Recreation Center Leagues program celebrates and rewards positive spirit of participation.

Section 4.02 University Policies

All students are bound by university policies that include the Student Handbook and Code of Conduct. Recreation Center Leagues policies are a complement to, but do not supersede, the university's policies. By participating in Recreation Center Leagues, individuals are responsible for abiding by the contents of this document and those of the university.

Section 4.03 Alcohol and Drugs

- During a Recreation Center Leagues contest, drugs and alcohol are not permitted on or around any competition site.
- If a team and/or its spectators have alcohol or drugs in their possession, the team(s) will forfeit the match and be subject to disciplinary action from the Recreation Center Leagues director and the case may be referred to Judicial Affairs.
- Participants who arrive and/or attempt to play while intoxicated will be immediately ejected from the game and playing site. The team will be penalized for illegal participation and the individual will be subject to disciplinary action from the Recreation Center Leagues director with possible referral to Judicial Affairs.

Section 4.04 Tobacco and Smoking

During a Recreation Center Leagues contest, tobacco products and smoking are not permitted on or around any competition site.

Section 4.05 First Aid

- At every game, there will be a staff person certified in first aid and CPR as well as a first aid kit designed for first response.
- The first aid kit and staff are not permitted to provide services of an athletic trainer that include, but are not limited to, taping joints (e.g. ankles) or ice for post-play recovery.

Section 4.06 Blood Rule

- If a participant is bleeding, regardless of the severity, the game will be immediately stopped and the player will be removed from the game.
- The game may continue provided the playing area is free from blood.
- The player may not return to the game until the bleeding is stopped and soiled garments removed. The player may only return if the bleeding is able to be contained for the duration of the game.

- Recreation Center Leagues' staff may or may not see a bleeding injury. It is the responsibility of the injured/bleeding student, other players, and team captains to remove the individual from the game and obtain first aid from the staff.

Section 4.07 Cancellation/Inclement Weather

(a) General Policy

- Postponements of scheduled games will be made one hour prior to the start of the game. If a game is postponed, all games for that evening will be canceled. Information on postponements may be distributed by the following means:
 - Recreation Center Leagues board posting
 - Email to captains
 - Text message to captains
- Inclement weather cancellations will be rescheduled provided the team has open availability.
- Cancellations for other reasons will only be rescheduled in extreme circumstances.
- If a game is suspended due to inclement weather, games will only be rescheduled if a game is not considered complete. Please see specific game rules for the exact definition of a complete game.

Note: On game day, it is the responsibility of the team captain to find out the status of the game.

(b) Lightning Policy

(i) *National Severe Storms Laboratory Recommendations*

“The NSSL staff strongly recommend that all individuals should have left the game site and reached a safe structure or location by the time the person monitoring the weather obtains a flash-to-bang (lightning-to-thunder) count of 30 seconds equivalent to lightning being six miles away. This recommendation was developed as a practical way to make a judgment in situations where other resources such as technology and instrumentation are not available.

In addition, a smaller, but still real, risk exists with the presence of lightning at greater distances. Unfortunately, current science cannot predict where within the radius the next strike will occur. The existence of blue sky and the absence of rain are not protection from lightning. Lightning can, and does, strike as far as 10 miles away from the rain shaft. It does not have to be raining for lightning to strike.”

(ii) *Procedure*

Safety for all players will be the top priority for all Recreation Center Leagues events; therefore the following will be the procedure:

- If lightning is spotted by anyone at the playing field, he/she should immediately notify the Recreation Center Leagues staff.
- If the lightning has a flash-to-bang count of less than 30 seconds, the match will be suspended for 30 minutes and all those at the contest are highly recommended to go to a lightning safe location. The staff is required to go to a lightning safe location.

(iii) *Resuming Play*

Play will resume under the following conditions:

- 30 minutes have passed since the last flash-to-bang.
- The game has not met the minimum innings or time for a complete game
- The game is not moving following games back more than 30 minutes on the Leagues schedule.

Section 4.08 Sports Rules

Sports rules have been tailored to meet nationally accepted Recreation Center Leagues standards. Rules may be modified to protect players, to meet the constraints of the activity space, and time allotment. Current season's sport specific rules may be obtained from the Recreation Center Leagues office or the website. Team Captains must attend the captains' meeting to be informed of any rule changes. Please address all questions concerning rules and interpretations to the Recreation Center Leagues director.

Article V. PARTICIPATION

Section 5.01 Participant's Pledge

Upon signing in to a Recreation Center Leagues game, a player becomes bound by the ESU Student Code of Conduct and the Recreation Center Leagues Participant's Sportsmanship Pledge.

As a participant in Recreation Center Leagues, I acknowledge that I am a role model for Recreation Center Leagues, the campus, and my peers. I will remember that Recreation Center Leagues is an outlet for fun, social interaction and an extension of the classroom, offering students learning experiences. I must show respect for all players, coaches, spectators, officials, and support groups. I will support, encourage, and uplift the teams involved. I understand the spirit of fair play and that good sportsmanship is acceptable by the standards of East Stroudsburg University. I hereby accept my responsibility to get informed of all rules and policies as well as be a model of good sportsmanship that comes with participating in Recreation Center Leagues.

Section 5.02 Eligibility Guidelines

The following guidelines are requirements for an individual who is interested in playing Recreation Center League sports. An individual's status as a student or student-athlete (varsity, club sport, professional, and semi-pro) must meet the requirements listed below to be eligible for Recreation Center Leagues and specific sports. Each participant is responsible for his/her own eligibility status.

(a) University Student Status

A participant is not eligible for a roster unless **ALL** of the following criteria are met:

- ESU graduate or undergraduate degree-seeking student
- Enrolled in 3 or more credits for the semester the sport is offered
- Must have a health form on file
- Must have a waiver of liability on file for each sport a student plays in the Recreation Center Leagues office
- Must have an eCard
- Must not have any varsity, club sport, professional, or semi-pro play restrictions (see sections below)
- Have their student account cleared (Session Paid) as dictated by university enrollment

(b) Varsity Athlete

(i) *Definition:*

A varsity athlete is defined as a student that is a letter recipient or on the practice squad for a sanctioned varsity sport at ESU or at another Institution of Higher Education. Redshirt athletes may be eligible but must be cleared by the Leagues Office.

(ii) *Current Varsity Athlete Restriction*

Current members of a varsity squad at East Stroudsburg University are not eligible to compete in corresponding activities. Restrictions are as follows:

Varsity	Recreation Center Leagues Sport(s)
Basketball	Basketball Leagues, Tournaments, Special Events, and Contests
Football	Flag Football, Arena Flag Football
Soccer	Soccer, Indoor Soccer
Softball/Baseball	Softball, Wiffleball, High Speed Contests
Volleyball	Volleyball, Beach Volleyball, Wallyball
Tennis	Tennis, Racquetball

(iii) *Past Varsity Athlete Restriction*

Any member of a varsity athletic team whose eligibility ends or discontinues participation for any reason may not participate in the corresponding Recreation Center League sport for one (1) year and one (1) week (372 days).

(c) Club Sport Athlete

(i) *Definition:*

A club sport athlete is defined as a student that is listed on an official club sport roster that has been submitted and approved by the Club Sport director. The date the student is added is the date that he/she becomes a club sport athlete.

(ii) *Restriction*

Based on the number needed to fill a team, a team's roster may have no more than 33% of club sport athletes in the corresponding sport.

(iii) *Scenario Example*

A Recreation Center Leagues volleyball team has 33% of its membership as club volleyball players and has played two games. If one of the team members joins the club, he/she will become ineligible to play in the volleyball Leagues. If the player plays in any Recreation Center Leagues games after the date of joining the club, the team will forfeit its game(s).

(d) Professional or Semi-Professional Athlete

(i) *Definition:*

An individual that has or had professional or semi-professional playing status in a corresponding sport.

(ii) Restriction

This individual may not compete in the corresponding sport for a period of 1 year, 1 week, 1 day after the completion of their last professional season.

(e) Faculty, Staff, Alumni, and Retirees

A participant falling within the faculty, staff, alumni, and/or retiree categories is not eligible for a roster unless **ALL** of the following criteria are met:

- Must hold an active regular membership to the Recreation Center (Early Bird and Spouse Domestic Partner Memberships are excluded)
- Must have membership fee paid in full for the duration of the phase
- Must have a waiver of liability on file for each sport a member plays in the Recreation Center Leagues office
- Must have an eCard
- Must not have any varsity, club sport, professional, or semi-pro play restrictions (see the previous section)

(f) Eligibility Contingencies

- The Recreation Center Leagues staff cannot assume responsibility for a player's eligibility but will assist team captains and individuals with eligibility interpretation questions prior to competition.
- Any player found to be ineligible after competing will result in his/her team forfeiting the game(s) in which he/she played.
- The Recreation Center Leagues director reserves the right to put into effect any new rule regarding eligibility, etc. Prior to doing so, the director must properly inform each team captain by email or phone.

Section 5.03 Sports' Leagues Restrictions

(a) One Team Rule

(i) Rule

It is illegal for any person to play on more than one team in the same sport. The rule is imposed at the time of sign-in; the player does not have to physically play in the game.

(ii) Penalties

- The second team that he/she has played on will forfeit the games in which he/she has signed on the game sheet. The individual will be ineligible for all competition for the remainder of the season.
- Depending on situational factors, further penalties will be at the discretion of the director.

(iii) Rule Exception

Participation on a co-rec team in one sport and another team in the same sport is allowed. For example, if you play on a men's volleyball team, you may also play on a co-rec volleyball team.

(b) Women Playing on Men's Teams

A woman is allowed to participate on all levels of men's teams, but would become ineligible for a women's team in that sport.

(c) Leagues for Specific Groups: e.g. Sorority and Fraternity Leagues

- Individuals participating on a team in these Leagues must maintain current membership in the group for which he/she plays.
- Players in this league are not eligible for other Leagues with the exception of the Co-Rec Leagues.

Note: For Roster Guidelines, see Section 6.06 - Team Rosters pg 16.

*** If at any time during the season, a player's membership is revoked for any reason from a specific group, he/she is not eligible to participate for that team or any other team in that sport.

Section 5.04 Participant's Responsibilities

(a) Assumption of Risk

- Users assume the risk of injury, even death, while voluntarily participating in recreational activities.
- All participants are strongly urged to have regular medical check-ups and carry complete health insurance coverage that includes dental and vision. Members may be required to show evidence of health insurance coverage.
- The Recreation Center Leagues program does not assume responsibility for injuries. However, basic first aid will be available at game sites.

(b) Insurance

The Recreation Center Leagues program does not offer or carry insurance for Recreation Center Leagues participants. It is the responsibility of the individual to have and maintain insurance coverage for the duration of Leagues play.

(c) Attire

(i) *General*

- Wear appropriate workout clothing that does not convey any profane and/or bigoted messages. (See Section 6.02 for team jersey regulations)
- For the health and safety of participants, individual sports may have additional attire requirements.
- The Recreation Center Leagues staff reserves the right to disallow participation on the basis of improper clothing that may damage a playing surface or endanger other participants.

(ii) *For the BODY*

- Wear athletic attire appropriate for the current weather conditions.
- Shorts, sweatpants, and wind pants are acceptable.
- Jeans are not recommended for play and are prohibited for any basketball event.
- Leather belts and belts with metal buckles or knots are not permitted.
- Depending on the specific sport, additional protective equipment such as pads, helmets, face masks, or shields may be required.

(iii) *For the FEET*

- Athletic footwear is required for all sports. Bare feet, sandals, socks, boots and dress shoes are unacceptable. Rule exception: Sand Volleyball.
- For indoor competitions, athletic shoes must be non-marking.
- For outdoor competitions, rubber, plastic or plastic-tipped cleats are recommended to prevent slips and falls. Metal cleats are strictly prohibited from all Recreation Center Leagues contests.

(iv) *For the HEAD*

- Items worn on the head may not have a bill (hard or soft) or any hard surface. This rule does not apply to the following sports: sand volleyball, softball, and wiffleball.

(v) *For the EYES*

- Prescription Glasses: If worn during competition, glass guards or unbreakable lenses are highly recommended during play.
- Sun Glasses are not permitted during competition with exception of softball and outdoor volleyball, and soccer goalies.

Sport	Attire Rule	Justification
Flag Football	Shorts that have pockets may not be worn nor may they be turned inside out. Shirts must be tucked in.	Pocketed shorts have led to broken fingers, hands, and flag-guarding issues. Untucked shirts lead to flag-guarding penalties.
Basketball	No jeans or belts.	Body to body contact is unavoidable and these items can limit safe movements and can cut and/or puncture player's skin.
Soccer	Shin guards strongly suggested.	There is an extremely high risk of being severely injured by an opponent unintentionally kicking the shin area.
Racquetball	Goggles required.	Due to the risk of eye injury and enclosed space.

(vi) *Jewelry*

1) New Jewelry Clause

NO JEWELRY: All jewelry must be removed prior to the start of the contest. Exceptions are made for medical bands. Taping is allowed, but up to the discretion of the Leagues staff.

2) Justification

This policy has been enacted in response to the overwhelming documentation of injuries across the nation. Because of the proximity and contact with others participating in a game(s), students playing with jewelry have had minor and major injuries that have included but not limited to the following reports: piercing being torn from the location,

inadvertent choking because of a necklace, cuts to other players because of a sharp object, and loss and major injury of a digit because of inadvertent strangulation from a bracelet.

3) Penalties

Any player that refuses to remove jewelry during a contest will be given a penalty based on the sport for the violation. All penalties associated with the violation will be assessed (10-yard unsportsmanlike, technical foul, etc.) The player to whom the yellow card is given must leave the game, remove the jewelry, and may not return until the next opportunity to substitute according to the rules governing the sport.

Section 5.05 Identification

(a) eCard

- Only eCards with the participant's name and picture will be accepted regardless of a temporary card issued by the eCard office or the excuse.
- Each participant must present his/her eCard to the league supervisor to check in.
- A participant is required to have an eCard for his/her initial game of a season. (For additional information, see Section 6.06 – Team Rosters)

(b) Failure to follow identification process

- Failure to check-in will result in an ineligible player.
- A participant who uses an assumed name or plays under the name of another student shall forfeit his/her right to participate in the Recreation Center Leagues program for one (1) year. All of the games in which he/she participated in shall be retroactively forfeited.

Section 5.06 Free Agency Program

(a) Purpose

The free agency program is designed for students that do not have a team to have the opportunity to participate in Recreation Center Leagues. The program attempts to get each free agent on a team, but does not guarantee placement. In addition, the program allows team captains who are short players on their team to recruit enough to field a team in a specified sport.

(b) Registering as a free agent

- Free agent registration begins the first day of the phase and continues until the end of the regular season.
- To register to be a free agent, players can register online or visit the Recreation Center Leagues office in the Recreation Center.

(c) Getting a free agent for your team

- To get a free agent, team captains can go online and select individuals to play in their Leagues.
- If there are enough free agents in a particular sport, a team of those individuals may be formed and a captain identified.

Article VI. TEAMS

Section 6.01 Getting Involved

The campus offers many outlets for an individual or a group to organize a team. Any group is eligible to participate in the Recreation Center Leagues Sports Program provided its membership is not denied to anyone on any basis prohibited by applicable law, including but not limited to race, color, national origin, sexual orientation, religion, sex, age, veteran status, or disability. By entering a team, a group agrees that it is in compliance with this policy against discrimination.

Section 6.02 Team Registration Process

(a) Standard Captains' Meeting Process

Step A:

Attend the captains' meeting! The captain or his/her team appointee must attend the captains' meeting. Items that will be discussed are Recreation Center Leagues policies, procedures, sport rules (past/edits), and the upcoming Leagues will be discussed as well as a forum for captains to request information or give feedback on the Leagues. In addition, the Recreation Center Leagues staff will collect every teams' availability to create division on IMLeagues which will dictate day, time, and location.

Step B:

Immediately following the meeting, the captain interested in adding a team must pay the registration fee and will receive an online registration code for IMLeagues.

Step C:

During the identified online registration times, the team will need to follow these steps:

Create an **IMLeagues** account: (First Time User)

1. Go to www.esu.edu/reccenter: from the Leagues drop down menu, select Schedules and Results.
2. You will be directed to: ESU IM Leagues Website
3. Enter your information **using your school email (@live.esu.edu)** and submit.
4. You will be sent an activation email, **click the link in the email to login and activate your IMLeagues account.**
5. You should be automatically joined to your school – If not, you can search schools by clicking the "Schools" link

How to create a team: (Returning Users)

1. Go to www.esu.edu/reccenter: from the Leagues drop down menu, select Schedules and Results.
2. You will be directed to: ESU IM Leagues Website
3. Click Log-in and enter with your email address and password.

4. The current sports will be displayed, click on the sport you wish to join.
5. Choose the league you wish to play in (Men's, Women's, Co-Rec, etc.)
6. Choose the day and time range that is best for your team (Sunday 12pm-6pm, Tuesday 5pm-7pm, etc.)
7. Create team (for team captains):
 - a. Choose an appropriate team name then enter your six-digit student ID number
 - b. You may upload or search for an appropriate team logo
 - c. Enter your phone number and choose a team color
 - d. Enter your unique coupon code - _____ - and press "apply"
 - e. 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

Step D:

Get the team's schedule from the IMLeagues website and get your team to the field.

(b) Captains' Meeting Ticket System

For sports with team entry limitations, a ticket system and waitlist protocol will be enacted to monitor the number of teams allowed, and the order in which captains arrive to the meeting. The system will follow these procedures:

1. Two types of tickets will be created representing the number of IMLeagues Captain's Cards available for sale (Team Tickets) and the number of which teams may be entered on the waitlist (Waitlist Tickets).
2. The two types of tickets (Team Tickets and Waitlist Tickets) will be controlled by the Leagues Supervisor and may be handed out starting 10 minutes prior to the captains' meeting's advertised time.
3. Once the Team Tickets have been exhausted for a sport, the Leagues Supervisor will hand out the numbered Waitlist Tickets.
4. All team captains must then stay for the mandatory Captains' Meeting. At the completion of the meeting, captains who wish to purchase their Captain's Card or Waitlist Space will be queued in order of the numbers listed on their card.
5. Once the registration fee is collected, captains will be given their official IMLeagues Captain's Card with the instructions and their access code (see Section 6.02 above).
Note: All purchases of Captain's Cards and Waitlist Spaces are non-refundable.
6. Captains will then use their Captain's Cards to register their team online the next day from starting at 10 AM at www.imleagues.com/ESU.

7. At the completion of Online Registration, which is typically the Friday after the captain's meeting at 12 PM, any remaining spaces available on the schedule will be offered to the Waitlisted Teams in the order of their registration. These teams must then pay the balance for their team's entry.

Section 6.03 Team Names

- A team is permitted to select its own team name and is encouraged to be fun and creative in its selection.
- The Recreation Center Leagues staff reserves the right to change any team name that is deemed inappropriate or offensive to participants (e.g. name involving profanity or of a sexually implicit nature). Please use proper judgment when selecting your team name. If you are unsure if a team name will be acceptable, please contact the Recreation Center Leagues staff.
- If two teams in the same sport select the same team name, both teams will be required to change their names.

Section 6.04 Team Jerseys

During the team registration process, teams are to select team color based on the choices in each division.

(a) Color Assignment

Colors availability in a division is on a first come, first served basis. *Note: Teams will be informed of the color assigned after the completion of the sports online registration period.*

(b) Art Work

When selecting jersey artwork, please use proper judgment. To avoid any issues, it is recommended that team artwork be approved by the director or assistant director. If artwork is deemed unacceptable, the team will be required to discontinue the use of the jersey and purchase new ones at the expense of the team.

(c) Numbers

Designated sports, such as basketball, will require jerseys to have digits on the front and back. Only whole numbers 0-99 (no letters or symbols) may be used and must be legible. No number may be duplicated on the team. Numbers must also be permanently affixed to the shirt/jersey and clearly visible; taped numbers will not be accepted.

Section 6.05 Late Entry

A team that fails to register by the deadline and is not present will not be accepted into the Leagues if the schedules have been completed. Exception: If a division only has 3 teams register, a late entry will be accepted for that division to have a season.

Section 6.06 Team Rosters

- Rosters may only be made up of participants that meet all of the eligibility guidelines. See Section 5.01.
- Official rosters are created by a student's signing in at the game, his/her name appearing on the score card denoting actual participation in a contest.
- At the time of sign-in, the participant must fill out a Leagues Waiver form and present his/her eCard.
- A Waiver handed in on behalf of a player, but who is not present at the time of submission, will not be added to the roster.
- If a team wins by a "no-show," all members of the winning team who signed in are considered to have "played" in the match.
- Once a team member is placed on a roster, that individual is locked into that team.
- Teams may add players to their roster until the final second of their final regular season game, or prior to a Leagues staff member declaring the game officially over. Once time has expired on the game clock during their final regular season contest, or the contest is declared complete, the roster will be frozen.
- Roster limits are as follows:

# per Side	Roster Min	Roster Max
10v10 (Softball)	7	18
7v7 (Flag Football & Outdoor Soccer)	5	15
6v6 (Volleyball)	4	12
5v5 (Basketball & Team Handball)	4	12
4v4 (Indoor Soccer, Wiffleball, Dodgeball & Wallyball)	3	8
3v3 (Arena Flag Football & Basketball)	2	6
2v2 (Racquetball, Pickleball, Badminton & Hantis)	1	3
All Singles Sports	1	1

Section 6.07 Scheduling

- Although all of the scheduling takes place online, teams may request days and times on a first-come, first-served basis.
- Teams are not guaranteed to be placed in a division on a specific date or time.
- The Recreation Center Leagues office will work with teams to work around special requests.
- In the event of rescheduling or playoffs, the Recreation Center Leagues office cannot guarantee that a team's request can be met.

Section 6.08 Captain's Job Description

A captain is the team's designee that the Recreation Center Leagues office will directly communicate with during a sports season. The team captain's voice and actions represent the team's decision on all issues; therefore, the team captain must strive to develop and achieve the following leadership skills for a successful sports season:

- 1) Be Informed

- Attend all mandatory meetings. Teams not represented at the meeting may be removed from Leagues play and schedules.
 - Verify your team's statistics. A team's game scores, wins, and losses are considered final when it plays its next regular season game.
 - Ensure he/she is familiar with the rules of play and the Recreation Center Leagues policies and procedures contained in this document.
 - Be familiar with sportsmanship guidelines and ratings as well as overall team ratings.
 - Pose questions when topics are unclear.
- 2) Be a Communicator
- Speak on behalf of the team during a game, in the office, and for a protest.
 - Share sport rules and this document with team members.
 - Maintain communication with the Recreation Center Leagues office throughout the season in regard to schedules, entries, playoffs, sportsmanship, and constructive feedback.
 - Point person of entire team.
 - Be the only voice questioning an official, with a positive and unaggressive tone.
- 3) Be an Organizer
- Getting a team together and registering for a sport.
 - Ensure the eligibility of each player based on the Recreation Center Leagues rules (see Section 5.01 and Section 5.03)
 - Get enough players to the field to begin a game. Game time is "No-Show" time.
 - Prior to and after the game, ensure the playing is clear of trash and debris.
 - Maintain organization at the contest through controlling players, coaches, and spectators.
 - Responsible for the care and return of all equipment borrowed by the team.
 - Inspect the field of play to identify any unsafe areas that could cause harm to any player and report any areas you deem questionable or unsafe to the Recreation Center Leagues staff.
- 4) Demonstrate Ethical Decision-Making
- Reveal integrity when questioning rule interpretations.
 - Honor the outcome effects of decisions for both teams, not simply yours.
 - Demonstrate true sportsmanship by "refereeing" yourself. If you do something incorrect, take responsibility for your action, be honest, and default to your opponent.
- 5) Lead by Example
- Your actions will represent your team and guide your team's attitudes and actions. If you demonstrate positive and ethical behavior, the greater the chances are that your players will reflect the same behavior over time.
 - Your players will not do something you are not willing to do.
 - Display good sportsmanship.
 - Support the Recreation Center Leagues staff in inclement weather postponements.

Article VII. SPORTSMANSHIP

Section 7.01 Definition

“Sportsmanship is conformance to the rules, spirit, and etiquette of sport. Sportsmanship expresses an aspiration or ethos that the activity will be enjoyed for its own sake, with proper consideration for fairness, ethics, respect, and a sense of fellowship with one's competitors.”

- (<http://en.wikipedia.org/wiki/Sportsmanship>)

Section 7.02 Team Sportsmanship Rating Score

The ESU sportsmanship rating system has been designed to promote good sportsmanship. At the completion of a game, the Recreation Center Leagues’ officials rate each individual team on their conduct and attitudes during the contest. The rating system is as follows:

Category	Score	Attitude	Sportsmanship Criteria
True Spirit of Competition	4.0	Excellent	<ul style="list-style-type: none"> A pleasure for the officials and opponents to interact with. Team has winning and losing in perspective; their conduct provides an example for the Leagues and the programs. Supports and cheers for both teams’ success, is having fun, is controlled and shows integrity.
Very Good	3.9 to 3.0	Very Positive	<ul style="list-style-type: none"> Team shows good sportsmanship. Full cooperation with officials. Opponents treated with respect, obvious good attitude. No warnings, ejections, yellow cards or unsportsmanlike technical fouls.
Acceptable	2.9 to 2.0	Positive	<ul style="list-style-type: none"> Shows cooperation with officials and opponents; however, there are some complaints and grumbling. Good attitude is missing on occasion. No blatant displays of bad attitude. Captain is in control of team. Maximum of one unsportsmanlike technical foul or yellow card. No red cards or ejections.
Below Acceptable	1.9 to 1.0	Negative	<ul style="list-style-type: none"> Continuous complaints to officials about calls and interpretations. Clear bad attitude or misunderstanding of the Spirit of Competition on the part of one or more players. Captain is not in strong control of team’s players. Team may receive yellow or 1-2 unsportsmanlike technical fouls.
Poor	0.9 to 0	Adverse	<ul style="list-style-type: none"> Blatant disregard for the Spirit of Competition, officials and opponents. Play is dangerous with occasional intent to injure opponent. Captain has no control of the team’s conduct. Team receives multiple yellow cards or a red card.

Section 7.03 Sportsmanship Matrix

At the completion of each game, both teams will be graded on their sportsmanship based on the definitions above. This score will be generated from the “Sportsmanship Matrix” located on the back of each score sheet.

Home Team Name: _____

SR: _____

Check Boxes That Apply					
	Never [0 Times] 4 Points	Sometimes [1-4] 3 Points	Often [5-9 Times] 2 Points	Always [>10 Times] 1 Point	
Complains to officials & opponents					
Shows obvious bad attitude / is uncooperative with officials					
Captain lacks control of team					
Blatant disregard for the spirit of competition					
Unsportsmanlike conduct (cursing, disregard of equipment)					
Check if Applicable Technical Foul/Red Card/Ejection = 0.5 off SR (-0.5)					
Sub-Totals	x4=	x3=	x2=	x1=	Point Total=
					SR=

Point's Earned	20	19	18-17	16	15	14	13-12	11	10	9	8-7	6	5	4	3-2	1	0
Sportsmanship Grade	4	3.75	3.5	3.25	3	2.75	2.5	2.25	2	1.75	1.5	1.25	1	0.75	0.5	0.25	0

Sportsmanship Matrix Grid and Score Table

(a) How the Sportsmanship Matrix is used:

1. At the conclusion of a Leagues contest all officials, scorekeepers, and/or sport supervisors will gather to discuss the six (6) categories listed: Complains to officials and opponents, Shows obvious bad attitude..., Captain lacks control of team, Blatant disregard for the spirit of competition, Unsportsmanlike conduct, and the number of technical fouls or unsportsmanlike penalties accrued in game.
2. For each one of the first five (5) poor sportsmanship acts listed, a check mark will be assigned to the appropriate number of violations committed: Never (Zero Times), Sometimes (1-4 times), Often (5-9 Times), or Always (>10 times).
3. A team will also be deducted a half GPA Point (0.5) for every unsportsmanlike penalty, technical foul, or red card received during a game. Note: *Please see sport rules for guidelines regarding these specific penalties.*

4. Each check represents a value and all columns will be tallied. The subtotals will range from zero (0) to twenty (20) points. These scores will then be converted to our 4.0 Scale using the guide provided. *Example: A team arrives at the fields, plays a perfect game, and never commits a violation listed. This team will receive a check in each box labeled "Never" totaling 20 points which equals a 4.0 GPA.*
5. A team may be judged on their sportsmanship from the time the first team member arrives at the playing area until the time the last player leaves the playing area.
6. Once a score is agreed upon by the officiating crew and entered on the score sheet, it may only be changed by that officiating crew while at the playing area. It may not be changed by the Leagues supervisory staff or changed by the officiating crew at a later time.

Section 7.04 Individual Behavior

(a) Red and Yellow Cards or Technical Foul System

The card/foul system is used as a method to aid in ensuring that a sportsmanlike atmosphere is maintained. Cards/fouls may be issued by League officials, Sport supervisor, graduate assistant, or the Recreation Center Leagues director. The cards/fouls may be issued to anyone violating Recreation Center Leagues rules and/or the E.S.U. Student Code of Conduct; this includes players, coaches, bench, sideline, and spectators. Any player, coach, bench, or sideline personnel receiving a Red Card or two (2) Technical Fouls must follow reinstatement procedures as outlined below. If a player is Red Carded or receives two (2) Technical Fouls and refuses to identify him/herself, the captain will be Red Carded or given a Technical Foul. Captains will be held responsible for the conduct of their players and bench/sideline personnel. If necessary, captains who cannot or will not control their bench/sideline personnel, players, or spectators will be issued a Yellow Card or Technical Foul, and if they remain uncooperative a Red Card or second Technical Foul and game ejection will follow.

(b) Yellow Card / First Technical Foul

(i) Definition

- A Yellow Card or single Technical Foul will be issued as a caution.
- The official will issue the Card/Foul and indicate the person(s) involved.
- If the person ejected is a spectator, a Yellow Card/Technical Foul will be issued to both team captains.

(ii) The following offenses constitute a Yellow Card/Technical Foul Offense:

- Profanity or obscene gestures towards an opponent or spectator.
- Verbally or physically taunting an opponent.
- Unnecessary physical contact.
- Excessive arguing with an official's call.
- Acts that cause a delay of game or damage equipment (i.e. slamming the ball).
- Profanity from bench, sideline, or spectator (card/foul issued to captain).

Note: This is not an exhaustive list. Yellow Cards/Technical Fouls may be issued for other behaviors not listed above at the discretion of League officials, Sport supervisors, the graduate assistant, the assistant director, or the director.

(c) Red Card / Second Technical Foul

(i) Definition

- Issuing of a Red Card or Second Technical Foul constitutes ejection.
- Anytime a person is ejected he/she must identify themselves to the League official, sport supervisor, a graduate assistant, or the director and immediately leave the building or field.
- If a second spectator is ejected, the game will end immediately and both teams will be awarded a forfeit.

(ii) The following offenses constitute a Red Card/Second Technical Foul:

- Repeated Yellow Card or Technical Foul misconduct (second Yellow Card/Foul).
- Illegal player(s) participation.
- Flagrant foul/conduct.
- Profanity toward an official, supervisor, or scorekeeper.
- Threatening behavior toward an official, supervisor, or scorekeeper.
- Fighting.

Note: This is not an exhaustive list. Red Cards may be issued for other behaviors not listed above at the discretion of League officials, Sport supervisors, the graduate assistant, the assistant director, or the director.

(d) Reinstatement Procedures

Any player, coach, or bench/sideline personnel who receives a Red Card or two (2) Technical Fouls and is ejected must follow reinstatement procedures to resume participation in the Recreation Center Leagues program. Any player ejected from a game for unsportsmanlike conduct must automatically serve a minimum one-game suspension and abide by the following reinstatement procedures:

- It is the responsibility of the ejected player to contact the Recreation Center Leagues Office to schedule a meeting with the Assistant Director or Director in order to discuss the incident and any further disciplinary action. The ejected player will not be eligible for any further participation until this meeting occurs.
- The offending individual must abide by the imposed sanctions in order to restore his/her ability to attend or participate in any Recreation Center Leagues event.

Section 7.05 Student Conduct and Community Standards / University Police

- When the situation warrants it, the Recreation Center Leagues Department will pursue matters through the Student Disciplinary Process as outlined in the Student Code of Conduct.
- University Police will be summoned in any case deemed necessary by League officials or Sport supervisors.

Article VIII. SPORTS LEAGUES ORGANIZATION

Section 8.01 Sports Leagues Overview

Recreation Center Leagues are broken down into different categories for students to understand the program offerings:

Sport Session/Season: The sport offered during a specific time frame that includes registration, sport season, and postseason play.

Leagues: Separation of a sport by skill level, annual point championships, or team composition.

Division: Separation of teams in a league into smaller groups. Teams in a division may play all of the other teams assigned to that division (known as Round Robin) and the top teams based on ratings advance to the playoffs.

Playoffs: A league's postseason play for the top teams in each division playing in a single elimination championship bracket.

Section 8.02 Sport Session/Season

- The sport offered during a specific time frame that includes registration, sport season, and postseason play.
- Sports seasons, days of play, and game times are determined by facility availability, time frames, Recreation Center program calendar, and yearly seasonal schedule.
- Recreation Center Leagues sports are divided into phases that feature a diversity of sports.
- Sports are placed into each phase by number of players per team, seasonal weather, and field availability.
- Each sport must have a minimum of four (4) teams to run a league. Sports are selected based on student feedback, space, and Leagues success.
- 2015-16 Sport Session/Season Phases:

FALL		Phase 1		Phase 2		
Duration	Sept. to Oct.	Min. # to Play	Max. # on Field	Nov. to Dec.	Min. # to Play	Max. # on Field
Sport 1	Flag Football	5	7	Volleyball	4	6
Sport 2	Outdoor Soccer	5	7	Dodgeball	4	6
SPRING		Phase 3		Phase 4		
Duration	Feb. to Mar.	Min. # to Play	Max. # on Field	April to May	Min. # to Play	Max. # on Field
Sport 1	Basketball	4	5	Softball	7	10
Sport 2	Indoor Soccer	3	4	Ultimate Frisbee	5	7

Sports Leagues

- Leagues are only offered for certain sports and based upon the previous year's participation in that division.
- If there are not enough teams that register for a sport session, then divisions will be combined.
- It is at the discretion of the Recreation Center Leagues Office to move teams from one League to another.
- For player eligibility for all divisions, see Section 5.03.
- All Leagues winners receive a Championship t-shirt.
- If participation is high, we will offer the following league tiers:

(a) Open

LEAGUES	OPEN
Description	This League is designed for all skill levels and genders. Due to the nature of the sport, teams are permitted to have any mix of males and females. Rules may or may not be tailored to award teams for their mixture of males and females.

(b) Co-Rec

LEAGUES	CO-REC
Description	This League is designed for men and women to compete on the same team. Participant skill levels will range from beginner to advanced skills. The sports will have modified rules to maintain the co-ed participation in the Leagues.

(c) Men (Competitive, Recreational, & Fraternity)

LEAGUES	COMPETITIVE	RECREATIONAL	FRATERNITY
Description	This League is designed for student teams who are looking for the <u>highest competition level</u> on campus. Players in this League have intermediate to high skill levels in all aspects of the game.	This League is designed for student teams who are looking for a <u>competitive yet fun environment</u> . The League is designed for players who have beginning to intermediate skill levels in all aspects of the game.	This League is designed for ESU recognized fraternities. A team in this League may only be made up of current fraternity members.

(d) Women (Independent & Sorority)

LEAGUES	INDEPENDENT	SORORITY
Description	This League is designed for women's competition. Skill levels of the participants will vary.	This League is designed for ESU recognized sororities. A team in this League may only be made up of current sorority members.

Note: Additional Leagues division requests may be made to the Recreation Center Leagues Office and will be accepted based on the impact of the division on the Leagues, documentation of students supporting the addition, and overall impact on the Recreation Center Leagues program.

Article IX. SEASON PLAY

Section 9.01 Scheduling Season Games

- Recreation Center Leagues contests will generally be scheduled Sunday through Thursday throughout the afternoon and evening. Make up games and special events will be scheduled on late evenings and weekends.
- Team captains must check IMLeagues for the game schedule.

Section 9.02 Number of Season Games

Teams will be scheduled for a minimum of three (3) games in a sports season.

Section 9.03 Standings

Standings are based on the following criteria that are found below. If a team is tied at a certain level, the next level is used for the standing.

1. *Record*- The record is the comprised of the amount of wins and loses the team acquires over the season. The better the record the higher the team is in the standings. The record will be written with wins first then loses (W-L). (For example, a team who has a 3-0 record will be higher than a team who has a 2-1 record.)
2. *Head to Head*- Head to head takes into consideration of who won the game between the two teams with the same record. The team who won will be higher in the standings then the team who lost.
3. *Point Differential*- Score differential is the difference of each game added together. If a team wins they acquire positive points, and if a team loses they acquire negative points. (For example, if a team wins by 10, then they lose by 5, and then win by 8 their total score differential would be 13).
4. *Sportsmanship score* (For details see SPORTSMANSHIP on page 18)- A team with a better sportsmanship average will be placed higher in the standings. (For example, a team with an average of 3.75 will be placed higher than a team with a 3.5)

The standings always start with level 1 and only go onto the next level with teams are tied.

Section 9.04 Forfeitures

(a) No-Show

(i) Definition

Games in which one or both teams are not present or do not have enough players, without 24-hour notice.

Note: Start times of each game listed on the schedule is the deadline to field the minimum number of players for the sport. Teams are not given any extra time to get their players to the playing area.

(ii) Penalties

- A no-show will result in a loss for the team who fails to attend.
- A team with one (1) no show loss will not be eligible for playoffs.

(b) Forfeit

(i) *Definitions*

- Games that a team played with an illegal player and won the match or any game that is stopped due to fighting or unsportsmanlike behavior and the winning team is at fault.

(ii) *Penalties*

- The game will result in a forfeit win for the opposing team.
- Teams with one (1) forfeit will not be eligible for playoffs.

Section 9.05 PROTESTS

(a) What are Protests?

Protests are for a captain of a team to challenge an ineligible participant on an opposing team. Teams are not permitted to and cannot protest a League official's judgment call.

(b) Protest Procedures

1. It is the responsibility of the team captain to request the game be stopped at the time of the dispute and to request an interpretation and ruling from the Sport supervisor on duty. If play resumes, the team waives all rights to protest on that rule interpretation. Participant eligibility may be logged at any time during the match.
2. A supervisor will log the protest and collect the details of the dispute.
3. The team captain is required to fill out the official captain protest form and bring the form and a \$10 protest fee to the hearing.
4. On the next business day following the incident, one representative from each team and the officials of the game are to appear for a hearing in the Recreation Center Leagues office to present their case.

Note: In playoff situations, rule interpretations will be resolved on the spot.

(c) Protest Outcomes

- If the ruling is overturned, the game will be rescheduled and start from the point that causes the protest and the \$10 fee will be returned. Further discipline may ensue for a participant's eligibility.
- If the ruling is denied, the final outcome stands.

Article X. POSTSEASON PLAY

Section 10.01 Qualification

(a) Teams

(i) *Eligibility*

- In order to be eligible for the playoffs, a team must not have forfeited a contest during the season or have one No-Show loss.

- Teams must have a minimum of a 2.75 sportsmanship rating to qualify for the playoffs.

(ii) *Number of Teams*

- In order to participate in playoffs, the Leagues Staff will evaluate each division and league based on the following criteria:
 1. Record
 2. Point Differential
 3. Head to Head
 4. Sportsmanship rating
- The number of teams qualifying for playoffs will be based on the number of teams in each division and will be dictated by the Leagues Staff.

(iii) *Bracket Advancement Requirements*

- Teams must win the round’s game and maintain a 2.75 sportsmanship rating to advance to the next round of the playoffs or be crowned Leagues champions.

Sportsmanship Rating	Offense	Action
2.75 or above	None	If team wins the game, team advances in the bracket
Below a 2.75	1st Offense	Must meet with the Assistant Director before continuing.
Below a 2.0	1st Offense	Removed from bracket*

* If a winning team does not receive a 2.0 or higher in a game, the winning team will forfeit and the losing team will advance provided their sportsmanship rating meets the qualifications. If neither team has a 2.0 rating, neither team will advance in the bracket or be crowned Leagues champion.

(b) *Players*

- Players must have played in at least one (1) regular season game to be considered eligible for any playoff contests at the end of the season. “Playing” is defined by the Roster Policy Section 6.06 on page 16. If a team wins by a no-show (see No-Show on page 24), all the winning team’s players who have checked in are considered to have played in the contest. Any players that show up for the team that received the loss via No-Show will not be credited with playing in the contest.
- Participants may not be on Recreation Center Leagues discipline.

Section 10.02 Seeding

All teams that advance to the playoffs will be ranked and seeded according to their record, rating score, and availability. Top ten rating scores for each League are available online at www.imleagues.com/ESU.

Section 10.03 Champions

(a) Sport/Leagues Champions

- Depending on the League, the champion of each sport League will receive prizes for all the members of the championship team. It will be the responsibility of the team captain to distribute the championship prizes.
- In some cases, runners-up will receive a prize for achieving the right to play in the championship game.

Article XI. Equipment

- Recreation Center Leagues will supply all necessary equipment for the games. Personal game balls may be used provided both teams agree to use it prior to play.
- Recreation Center Leagues equipment that is borrowed must be returned at the end of the game. Failure to return equipment will result in the team captain being charged for the replacement of missing equipment.
- During certain activities, the team captain will be required to checkout equipment from the Recreation Center Leagues staff.
- Any player abusing equipment or a facility will be ejected and receive a suspension. Recreation Center Leagues is not responsible for personal equipment and possessions at Recreation Center Leagues contests.

Article XII. STUDENT EMPLOYMENT

The Recreation Center Leagues program at East Stroudsburg University prides itself on being a peer-organized and administered program. Students are employed as Graduate Assistants, Sports Supervisors, Head Official, Officials, and Scorekeepers.

Section 12.01 Graduate Assistant

General

- Implement risk management procedures
- Implement staff/leadership development programs
- Develop promotional materials that include brochures, flyers, newsletters, and handouts
- Enforce all stated Recreation Center policies
- Supervise night, weekend, and/or holiday Recreation Center staff, activities, and programs
- Perform other related duties as assigned by the Director, Associate Director, or Assistant Director of the Recreation Center or the Executive Director of the Student Activity Association, Inc.

Leagues

- Assist in recruiting, hiring, training, scheduling, supervising, and evaluating student staff
- Assist in coordinating and scheduling league activities
- Assist in the collection of surveys to maintain and improve league operations and processes
- Assist with the purchasing and inventory of equipment
- Communicate effectively with team captains and officials

- Visually inspect the playing area to ensure a safe environment prior to, during, and at the end of the activity
- Prepare the activity site
- Assist with verifying participants eligibility
- Ensure participants are wearing legal equipment
- Accurately complete and organize all paperwork
- Update standings and scores, demonstrating proficiency using IMLeagues
- Complete a Sport Report for each sport at the end of each phase
- Assist in all aspects of the administration and organization of league sports

Club Sports

- Assist with the creation and implementation of leadership/management training program(s) for club officers
- Coordinate clubs' facility use requests
- Assist with planning and organizing club activities, tournaments and contests
- Assist with the review of player eligibility, club forms, travel itineraries, and other related paperwork
- Catalogue, track, and procure club equipment

Section 12.02 Sports Supervisors

General

- Implement risk management procedures
- Enforce all stated Recreation Center policies
- Supervise staff on night, weekend, and/or holiday Recreation Center staff, activities, and programs
- Perform other related duties as assigned by the Director, Associate Director, or Assistant Director of the Recreation Center or the Executive Director of the Student Activity Association, Inc.

Head Official

- Responsible for understanding the rules and procedures for all Leagues sports
- Lead trainings of other officials
- Create the officials schedule based on upcoming Leagues games
- Responsible for measuring and evaluating the performance of officials

Leagues

- Assist in recruiting, hiring, training, scheduling, supervising, and evaluating league officials
- Assist in coordinating and scheduling league activities
- Assist with the inventory of equipment
- Communicate effectively with team captains and officials
- Visually inspect the playing area to ensure a safe environment prior to, during, and at the end of the activity
- Prepare the activity site
- Assist with verifying the eligibility of participants
- Ensure participants are wearing legal equipment
- Accurately complete and organize all paperwork
- Update standings and scores, demonstrating proficiency using IMLeagues

- Complete a Sport Report for each sport at the end of each phase
- Assist in all aspects of the administration and organization of league sports

Club Sports

- Ensure proper materials are available for club sport games
- Monitor club sport game and crowd by handling any discrepancies that occur
- Act as first responder for any injuries or complications that occur throughout the course of the game
- Lock or properly storage materials at the conclusion of games

Section 12.03 Officials and Scorekeepers

General

- Possess general knowledge of game rules and officiating techniques
- Attend all regular scheduled training clinics and meetings
- Maintain a positive, polite, considerate and cooperative attitude
- Wear assigned officiating attire
- Perform other related duties as assigned by the Director, Associate Director, or Assistant Director of the Recreation Center or the Executive Director of the Student Activity Association, Inc.

Pregame

- Visually inspect the playing area to ensure a safe environment
- Assist in the preparation of the activity site
- Ensure participants are wearing legal equipment
- Accurately organize and collect all paperwork
- Hold a preconference with the whole officiating crew
- Hold pregame officials' meeting
- Execute pregame captains' meeting to discuss any rules

During Game

- Implement all league and sport rules
- Officiate in a fair, consistent, and professional manner
- Strive to maintain a safe physical and emotional environment for players, spectators, and staff
- Keep accurate scores and necessary statistics
- Maintain a steady game pace and accurate operation of the game clock

Postgame

- Obtain signatures from captains to verify scores
- Assign sportsmanship rating
- Sign the game sheet under the officials/scorekeepers section
- Prepare activity site for next game and/or clean up activity site