## Athletics Department Staff Directory

Athletic Department Phone: (203) 254-4000  
Athletic Department Fax: (203) 254-4130  
MAAC Conference Office Phone: (732) 738-5455  
NCAA Office Phone: (317) 917-6222

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
<th>Ext.</th>
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<tbody>
<tr>
<td>Paul Schlickmann</td>
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<td>2208</td>
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<tr>
<td>Director of Athletics</td>
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<tr>
<td>Alison Sexton</td>
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<td></td>
<td>2879</td>
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<tr>
<td>Senior Associate Director of Athletics/Senior Woman Administrator</td>
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<tr>
<td>Zach Dayton</td>
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<td>3457</td>
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<tr>
<td>Senior Associate Director of Athletics/Marketing &amp; Communications</td>
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<tr>
<td>Allen Gibson</td>
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<td></td>
<td>2491</td>
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<tr>
<td>Associate Director of Athletics/Facilities &amp; Operations</td>
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<tr>
<td>Joe Klauder</td>
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<tr>
<td>Associate Director of Athletics/Compliance &amp; Recruiting</td>
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<tr>
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<td></td>
<td>4116</td>
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<tr>
<td>Associate Director of Athletics/Athletic Communications &amp; Media Relations</td>
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<tr>
<td>Drew Kingsley</td>
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<tr>
<td>Assistant Director of Athletics/Athletic Communications &amp; Publications Coordinator</td>
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<tr>
<td>Multimedia Productions Associate</td>
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<tr>
<td>Kathy Geiling</td>
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<tr>
<td>Administrative Coordinator</td>
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<tr>
<td>Mark Ayotte</td>
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<td>2273</td>
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<tr>
<td>Director of Sports Medicine</td>
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<tr>
<td>Nicholas Kolb</td>
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<tr>
<td>Director of Strength and Conditioning</td>
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<tr>
<td>Mary Ann Palazzi</td>
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<tr>
<td>Coordinator of Student Programs</td>
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<tr>
<td>Helen Smaldone</td>
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<td>4136</td>
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<tr>
<td>Ticket Manager</td>
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<tr>
<td>Eileen Veith</td>
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<tr>
<td>Program Assistant (Business)</td>
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<tr>
<td>Faculty Athletic Representaive</td>
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<tr>
<td>Bill Currier</td>
<td><a href="mailto:wcurrier@fairfield.edu">wcurrier@fairfield.edu</a></td>
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<tr>
<td>Baseball</td>
<td>Ext. 2605</td>
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<tr>
<td>Sydney Johnson</td>
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<tr>
<td>Men’s Basketball</td>
<td>Ext. 2100</td>
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<tr>
<td>Joe Frager</td>
<td><a href="mailto:jfrager@fairfield.edu">jfrager@fairfield.edu</a></td>
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<tr>
<td>Women’s Basketball</td>
<td>Ext. 2104</td>
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<tr>
<td>David Scrivines</td>
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<tr>
<td>Men’s &amp; Women’s Cross Country</td>
<td>Ext. 2021</td>
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<tr>
<td>Jackie Kane</td>
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<td>Field Hockey</td>
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<tr>
<td>Doug Holub</td>
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<tr>
<td>Men’s &amp; Women’s Golf</td>
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<tr>
<td>Andrew Copelan</td>
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<tr>
<td>Men’s Lacrosse</td>
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<tr>
<td>Laura Field</td>
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<tr>
<td>Women’s Lacrosse</td>
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<tr>
<td>David Patterson</td>
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<tr>
<td>Men’s &amp; Women’s Rowing</td>
<td>Ext. 2023</td>
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<tr>
<td>Carl Rees</td>
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<tr>
<td>Men’s Soccer</td>
<td>Ext. 3422</td>
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<tr>
<td>Jim O’Brien</td>
<td><a href="mailto:jobrien@fairfield.edu">jobrien@fairfield.edu</a></td>
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<tr>
<td>Women’s Soccer</td>
<td>Ext. 2940</td>
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<tr>
<td>Julie Brzezinski</td>
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<tr>
<td>Softball</td>
<td>Ext. 2368</td>
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<tr>
<td>Anthony Bruno</td>
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<tr>
<td>Men’s &amp; Women’s Swimming and Diving</td>
<td>Ext. 3949</td>
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<tr>
<td>Jeff Bricker</td>
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<tr>
<td>Men’s &amp; Women’s Tennis</td>
<td>Ext. 2344</td>
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<td>Todd Kress</td>
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<tr>
<td>Women’s Volleyball</td>
<td>Ext. 2362</td>
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<tr>
<td>Taylor Wilkes</td>
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<tr>
<td>Cheerleading</td>
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<tr>
<td>Blake Robinson</td>
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<tr>
<td>Dance Team</td>
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Dear Fairfield University Student-Athletes:

We welcome the Class of 2021! We welcome back returning veterans! We celebrated some outstanding achievements last year and knowing how talented you all are, expectations are running high that this might be a record-breaking year. We look forward to supporting your goals in the classroom and in competition.

All students at Fairfield University are subject to the policies and procedures contained in the detailed Student Handbook, as well as the academic guidelines and regulations found in the Undergraduate and Graduate catalogs.

However, because of your significant time commitment to Fairfield University Athletics, there are additional guidelines and policies which apply to you and affect your athletics participation. This Student-Athlete Handbook is intended to present as much information as possible to help readers understand the scope of what it means to be a student-athlete at Fairfield.

Although its contents are comprehensive, the handbook is not all-inclusive. Some of the material found herein is repeated in other University publications, yet much of what is written here is unique.

If you have any questions about what is contained in this handbook, ask your captains, coaches, program administrators, or other department staff for help in understanding your obligations as a Fairfield student-athlete.

Please remember that you are not an island. We have many support services to assist you. Use this handbook to find the resources available and to take the appropriate course of action. For example, if you think that you are getting behind in a course, seek assistance from the Coordinator of Student-Athlete Programs, Mary Ann Palazzi right away. Our academic support staffs can help you with time management and arrange tutoring sessions. Particularly to the freshman, I urge you not to get behind.

Remember that you represent yourself, your family, your team, the Athletics Department and Fairfield at all times. Whether you are interacting with the campus community or attending a social activity off-campus, make wise and safe decisions regarding your behavior.

Finally, good luck this season! We have high standards for success. Your goal should be to push yourself to be the best you can be both academically and athletically. If we all do our part, academic awards, conference titles and qualifications for NCAA championships will follow.

Our best wishes in the year ahead! Go Stags!

Paul Schlickmann

Director of Athletics
Fairfield University Mission Statement

Fairfield University, founded by the Society of Jesus, is Catholic in both tradition and spirit. The University’s primary mission is to serve its students. This task is accomplished through an array of educational and co-curricular activities that are developed and executed within the context of its principles outlined in the University’s Mission Statement and that are designed to help student-athletes grow in all facets of life—intellectual, emotional, physical, spiritual and social. The single integrating principle of that document is the Jesuit-inspired maxim of cura personalis—care of the whole person.

Fairfield University is committed to the ethical growth of its students as a primary component of its overall educational mission to provide academic, professional and technical competence in individual disciplines. Fairfield University’s athletic and recreational opportunities help the University achieve its mission to educate the whole person.

The Fairfield University athletics program supports the ideals of Jesuit education in general, and Fairfield University education in particular, as well as the precepts and tenets of the National Collegiate Athletic Association’s principles of sportsmanship and ethical conduct. Both the student-athlete and the athletics staff are provided with the opportunities for advancement regardless of race, sex, ethnicity origin or religious belief. Student-athletes are encouraged and supported in their efforts to achieve the academic degree of their choice.

The athletics program is committed to expanding human knowledge and deepening human understanding in its participants. The department provides student-athletes with a variety of opportunities for academic and social experiences so that they may develop strong moral character, sportsmanship, organizational skills, leadership qualities, an appreciation for team effort, and a commitment to community service.

The Athletics Department is committed to the University’s mission to provide equal opportunity to all students. As such, student-athletes are encouraged to celebrate the God-given dignity of every human person.

The Athletics Department is a unit within the Division of Administrative Services and Student Affairs. The main office is located in the Thomas J. Walsh Jr. Athletic Center. Office hours are Monday through Friday, 8:30 a.m. to 4:30 p.m. and the main athletics phone number is (203) 254-4216.

Fairfield University is a member of the National Collegiate Athletic Association (NCAA) and is classified as a Division I institution. The University is a charter member of the Metro Atlantic Athletic Conference (MAAC) which also includes: Canisius College, Iona College, Manhattan College, Marist College, Monmouth University, Niagara University, Quinnipiac University, Rider University, Saint Peter’s College and Siena College. Men’s Lacrosse competes in the Colonial Athletic Association.

Along with the MAAC, Fairfield is a member of the Eastern Collegiate Athletic Conference (ECAC), the largest athletic conference in the nation. The University committed to the MAAC and ECAC by signing their Letters of Commitment to abide by conference constitutions, bylaws and administrative agreements.
Fairfield University currently sponsors the following sports for Men and Women. Every sport is overseen by a member of the Athletic Administration, acting as the Program Administrator. Each sports' Program Administrator is listed below:

<table>
<thead>
<tr>
<th>Men's Sports</th>
<th>Program Administrator</th>
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<tbody>
<tr>
<td>Baseball</td>
<td>Alison Sexton</td>
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<tr>
<td>Basketball</td>
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<td>Allen Gibson</td>
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<td>Volleyball</td>
<td>Alison Sexton</td>
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To assist Fairfield University Student-Athletes in their personal development and growth, there are a number of athletics department personnel on hand, including:

- **Program Administrator**
- **Faculty Athletics Representative (FAR)**
- **Coordinator of Programs for Student-Athletes**

**PROGRAM ADMINISTRATOR**

The Program Administrator is a member of the senior staff of the Athletics department. Each sport has a Program Administrator. They are the conduit between the sport and the AD. When there are questions that cannot be resolved at the coaching level, student-athletes should seek the counsel of the Program Administrator. They serve as a tremendous resource for you.

**FACULTY ATHLETICS REPRESENTATIVE**

**RESPONSIBILITIES** The Faculty Athletics Representative (FAR) assumes the following duties:

1. *To provide assistance and advice to student-athletes involved with grievance procedures.*
2. *To assist in the planning, implementing and monitoring of academic support programs for student-athletes.*
3. *To administer the student-athlete end-of-season evaluations and senior exit interviews and provide the athletics administration with a synopsis of these results.*
4. *To administer the NCAA coaches certification test.*
5. *To represent Fairfield University at all appropriate meetings of the NCAA and conference(s). The FAR will represent the University on appropriate committees of the NCAA and conference(s)*
6. *To advise the President, the Director of Athletics, the faculty and students of Fairfield University of the general status of intercollegiate athletics in appropriate forums as well as keeping these persons or parties informed of appropriate matters involving intercollegiate athletics.*

**Method and Term of Appointment**

The FAR is appointed by the President of Fairfield University to a three-year term and may be removed from that position at the President’s discretion. If the FAR is unable to represent the University at a meeting, a substitute may be appointed by the President.
COORDINATOR OF PROGRAMS FOR STUDENT-ATHLETES

Fairfield University is committed to a strong academic support program for its student-athletes. The Athletic Department has in place a support service designed to meet the unique needs of the college athlete. The staff consists of the full-time coordinator, and a graduate assistant. Their office is located in the Walsh Athletic Center. Year-round efforts will encompass:

• **Overseeing the academic success of all varsity team members by cultivating an interrelationship between student-athletes, coaches, faculty, and other University personnel.**

• **Assisting student-athletes in meeting the requirements of satisfactory academic progress and athletic eligibility consistent with Fairfield University policies and NCAA rules and regulations.**

• **Providing an academic support system that integrates the use of study halls, tutorials, basic study skills workshops and personal advising. The support services are tailored to meet the specific needs of each athlete.**

• **Implementation of the life skills program: Skills to Achieve Growth and Success –“S.T.A.G.S” The purpose of this program is to create opportunities for personal and professional development through campus and community outreach and career exploration.**
All Fairfield University student-athletes will comply with the MAAC Sportsmanship Statement and NCAA Article 10: The Principles of Honesty, Sportsmanship, and Ethical Conduct. NCAA BYLAW 10.01.1 “ . . . [A]ll participating student-athletes shall act with honesty and sportsmanship at all times so that inter-collegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.”

**MAAC SPORTSMANSHIP STATEMENT**

The Constitution of the MAAC within its mission statement cites as a purpose of the Conference that its members shall participate in its athletics program on the basis of mutual trust and confidence and based upon high standards of scholarship and sportsmanship.

Understanding that realization of those goals requires that opponents respect each other and admire earnest effort made fairly in pursuit of victory, the Conference shall require adherence to the standards it has adopted or which are set forth in the respective playing rules. It will require ethical conduct worthy of the educational stature and the standards of its member institutions.

While victory shall be the expected goal of every competitor, defeat is not a disgrace, and the prospect of defeat is never an excuse for unethical behavior or a lack of sportsmanship.

Adherence to these principles will maximize the benefits and enjoyment of intercollegiate competition for all participants, coaches and spectators.

Adopted from [www.ncaa.org](http://www.ncaa.org).

The National Collegiate Athletic Association (NCAA) is a voluntary organization through which the nation’s colleges and universities govern their athletics programs. It is comprised of institutions, conferences, organizations and individuals committed to the best interests, education and athletics participation of student-athletes.

The NCAA’s core ideology consists of two notions: core purpose – the organization’s reason for being – and core values – essential and enduring principles that guide an organization.

The NCAA’s purpose is to govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

The Association – through its member institutions, conferences and national office staff - shares a belief in and commitment to:

- **The collegiate model of athletics in which students participate as an avocation, balancing their academic, social, and athletics experiences.**
- **The highest levels of integrity and sportsmanship.**
- **The pursuit of excellence in both academics and athletics.**
- **The supporting role that intercollegiate athletics plays in the higher education mission and in enhancing the sense of community and strengthening the identity of member institutions.**
• An inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.

• Respect for institutional autonomy and philosophical differences.

• Presidential leadership of intercollegiate athletics at the campus, conference and national levels.

The NCAA sponsors 88 championships in 23 sports for its member institutions. More than 40,600 men and women student-athletes annually compete in these events for national titles. There are 26 National Collegiate Division I Championships (13 men, 13 women). Championships for women are sponsored in basketball, bowling, cross country, field hockey, golf, gymnastics, ice hockey, lacrosse, rowing, soccer, softball, swimming and diving, tennis, indoor track, outdoor track, volleyball, and water polo. Men’s championships include baseball, basketball, cross country, football (except in Division I-A), golf, gymnastics, ice hockey, lacrosse, soccer, swimming and diving, tennis, indoor track, outdoor track, volleyball, water polo, and wrestling.

Adopted from www.maacsports.com

The Metro Atlantic Athletic Conference is comprised of 10 institutions strongly bound by the sound principles of quality and integrity in academics and excellence in athletics.

The mission of the Conference is to provide member institutions the opportunity to conduct men’s and women’s intercollegiate athletics within a context that holds paramount the academic programs of member institutions and the academic and personal growth of the student participants.

The goals of the Conference are:

A. To initiate, stimulate, organize, enhance and improve men’s and women’s intercollegiate athletic competition between member institutions of the Conference and, thereby, to promote and develop educational leadership, physical fitness and sportsmanship.

B. To insure Conference student-athletes must have an opportunity to regularly prepare for and attend classes and final examinations without significant interruption from athletic participation. Each Conference member institution will adopt and adhere to policies, which respect the academic priority of its student-athletes. Such policies will only permit a schedule of practice, training and competition, which will result in a minimum loss of class time and minimum conflict with a student-athlete’s final examination schedule.

C. To seek competitive opportunities against other like-minded and nationally respected institutions that allow Conference member institutions to showcase their athletic programs.

D. To assist member institutions in their admissions efforts by broadcasting competitive collegiate athletic contests, especially basketball, that will enhance name recognition of member schools as well as promote perceptions of them.

E. To develop, initiate, organize, fund and operate marketing programs that provide visibility, scheduling and broadcast opportunities for Conference member institutions in a manner that maximizes interaction with a member’s alumni, student, business, media and local community.
ATHLETICS TEAM CONDUCT POLICY CODE OF CONDUCT

1. **Individuals associated with Fairfield University Intercollegiate Athletics and all participating student-athletes shall conduct themselves with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, the institution, and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports (per NCAA Bylaw 10.01.1).**

2. **Individuals associated with Fairfield University Intercollegiate Athletics and all participating student-athletes shall be held accountable for all policies and procedures covered in the NCAA Manual, appropriate conference manuals, the provisions of the Student Handbook, and the Student-Athlete Handbook.**

3. **Violations may include any behavior that displays indecent conduct or disruptive behavior or is negative toward an athletics team, individual, or Fairfield. This may include postings on social networks/websites like Facebook.com or myspace.com.**

4. **Each team is responsible for developing any additional more restrictive policies they deem necessary. Such policies must be approved by the Director of Athletics and placed on file in the office of Athletics Administration. Any violations of individual team policies and the adjudication must be reported to the team’s program administrator and the Director of Athletics.**

5. **The Fairfield University Athletics Compliance & Grievance Committee will be responsible for reviewing all disciplinary actions, sanctions and penalties imposed on student-athletes associated with the violation of any policies and procedures stated in paragraph 2.**

6. **Appropriately submitted grievances are addressed by the Compliance & Grievance Committee according to procedure. All appeals for cases stated in the above must be made by the student-athlete within a 72-hour period after the penalty has been handed down and proper notification is made to the student-athlete. This code of conduct applies for the entire time that a student-athlete is enrolled at Fairfield University, inclusive of academic and non-academic periods.**

7. **Disciplinary actions, sanctions and penalties imposed on student-athletes associated with the violation of any policies and procedures stated in paragraph 2 may be reported to the Director of Athletics and the Dean of Students for review. Further sanctions may be imposed based on the student-athlete’s disciplinary record.**

**PENALTY FIRST OFFENSE:** Possible suspension. Such penalties will not conflict with or set aside regulations prescribed by the NCAA Manual, appropriate conference manuals and University handbooks.

**SECOND OFFENSE:** Possible suspension, dismissal from team and/or loss of scholarship with review by the Athletics Compliance & Grievance Committee. Such penalties will not conflict with or set aside regulations prescribed by the NCAA Manual, appropriate conference manuals and University handbooks.
HAZING: Hazing is strictly forbidden. Any action which recklessly or intentionally endangers the health or safety of a person for a purpose related to an organization, team or other activity violates University policy as well as Connecticut statutes. Prohibited conduct includes any physical or verbal act which subjects another person, voluntarily or involuntarily, to abuse, humiliation, degradation, mental anguish or pain and discomfort, including but not limited to indecent exposure, sleep deprivation, confinement to limited area, or assault. Further, requiring or encouraging another individual to violate University policy or state or federal law for any purpose related to an organization or team will be considered hazing. The University’s athletics or recreation staff will also report any hazing activity. Violators are subject to the full range of sanctions, including dismissal or expulsion, as well as criminal prosecution. Under Connecticut statute, student organizations which engage in hazing forfeit all rights and privileges to operate.
To assist in the operation and continued success of the athletics program, the following standing committees exist to serve, support and/or oversee the athletics department:

- **Faculty Athletics Committee**
- **Student-Athlete Advisory Committee**
- **S.T.A.G.S. Council**
- **Athletics Compliance and Grievance Committee**

**FACULTY ATHLETICS COMMITTEE**

**PURPOSE:** The purpose of the Faculty Athletics Committee is to periodically review the objectives and policies of the athletics program at Fairfield University. Specifically:

- **To review, on behalf of the faculty, proposed athletics schedules.**
- **To make recommendations about the availability of athletics and recreational opportunities for students.**
- **To bring to the attention of the appropriate personnel problems arising from the general athletics program of the University.**

**MEMBERSHIP** The Faculty Athletics Committee is comprised of five members elected from the faculty for three-year overlapping terms, and two students from the Student-Athlete Advisory Committee (SAAC). The Director of Athletics and the Director of Recreation shall be members ex officio.

**STUDENT-ATHLETE ADVISORY COMMITTEE**

**PURPOSE:** The Student-Athlete Advisory Committee (SAAC) shall receive information on and explanations of NCAA activities and regulations and review and react to topics on and about their playing and eligibility. Committee members:

- **Serve as a voice for their teammates.**
- **Distribute information to their respective team members.**
- **Co-Presidents serve on Athletics Advisory Committee and the Faculty Athletics Committee.**
- **Have input as to the operational procedures that affect them and their teams.**
- **Participate on SAAC sub-committees.**

**MEMBERSHIP** The Student-Athlete Advisory Committee shall consist of representatives from all intercollegiate sports and other appointed representatives. The committee shall have two members from each men’s and women’s intercollegiate varsity teams on campus. A team may have a third committee representative if they include an AHANA student-athlete.
To be eligible to serve on the committee a student-athlete must be:

- A current member of a varsity intercollegiate team.
- In good academic and social standing.
- Available to attend meetings or send an alternate.

Student-athletes may also be eligible to serve on the MAAC and NCAA Student-Athlete Advisory Committees.

**Constitution of the Fairfield University Student-Athlete Advisory Committee**

**Article 1 – Name** It is hereby set forth that the name of this organization shall be the Fairfield University Student-Athlete Advisory Committee.

**Article 2 – Purpose** The purpose of the Fairfield University Student-Athlete Advisory Committee (hereafter known as “the Committee”) shall be to increase recognition of sports in the student body, administration, alumni and community, foster unity among all student-athletes and address the overall wants and needs of all student-athletes.

**Article 3 – Functions**

1. It shall have the power to discuss and make recommendations on all subjects relating to intercollegiate activities.

2. Inquire into the operation of any sport, making such recommendations and instituting such practices as may be voted on by a majority of members at the meeting, subject to the approval of the Athletics Department.

3. Delegate authority to special committees appointed by the Co-Presidents of the Committee to work on special problems; these committees shall be responsible to the Advisory Committee as a whole. These committees may include areas of interest such as: Community Service, NCAA News, Beach Relations, and Student Support.

4. The Committee may recommend to the Officers to deny or terminate membership for what they perceive to be failure to participate, attend meetings and contribute to the activities of the committee.

5. The Committee shall have the power to act upon matters brought before it by its representatives to the Committee. Recommendations on these matters, voted on by the majority of members at a meeting shall be carried to the Athletics Advisory Committee by the Co-Presidents.

**Article 4 – Membership** The Committee shall consist of captains and designated alternates of all recognized intercollegiate sports of Fairfield University, a faculty member, and members representing the Athletics Department.

Other persons may attend the Committee meetings at the discretion of the Co-Presidents and the Advisory Committee but will be considered visitors with no vote. The Committee shall not deny membership, or discriminate on the basis of one’s race, creed, color, or sex.

**Article 5 – Officers**
1. The officers of the Student-Athlete Advisory Committee shall consist of Co-Presidents (one male and one female), a secretary, and a treasurer.

2. The Co-Presidents shall call and preside over all meetings, appoint special committees, and interpret the Constitution, together with any other presidential powers included in this Constitution.

3. The Co-Presidents will be the Committee’s representatives on the Athletics Advisory Committee and Faculty Athletics Committee.

4. The representatives of the Department of Athletics shall be responsible for maintaining adequate records of all Committee activities.

Article 6 – Voting and Election of Officers

1. Each captain and his/her alternates who are registered with the Athletics Department shall have one vote.

2. A quorum shall consist of one more than half of voting members.

3. All matters, except constitutional amendments, shall be decided by a majority vote of the members present.

4. Election of officers shall take place at the meeting of the Committee in the Spring. Each officer shall be elected on secret ballot as prescribed below. All captains are eligible for office. Nominations are made from the floor and discussion of the candidates will follow. In the event that no nominee receives a majority, the three nominees receiving the highest number of votes are considered the only candidates for the second ballot, the same general procedure is followed with the number of the candidates being reduced by one each time, until someone receives a majority. The faculty member and representatives for the Department of Athletics shall act as tellers.

Article 7 – Meetings

1. The Committee will meet on a monthly basis starting in the fall.

2. Meetings shall be conducted by the Co-Presidents in an orderly manner.

3. Special meetings of the Advisory Committee may be called at any time, at the discretion of the Co-Presidents or representatives from the Department of Athletics.

Article 8 – Amendments: An amendment to the Constitution may be passed, at any time, by a concurring vote of two-thirds of the total vote of the Committee.
**S.T.A.G.S. COUNCIL**

**PURPOSE & MEMBERSHIP**

The mission of STAGS (“Skills to Achieve Growth and Success”) Council reflects the broader values of Fairfield University ~ A commitment to the holistic education of our students and, implicit, a commitment to fostering their intellectual, emotional, physical, and spiritual well being. In particular, STAGS Council focuses on “cura personalis” of our Student Athletes ~ A respect for their unique, dual-roles of scholar and athlete ~ and pays attention to the ways in which the University can provide cross-divisional support for both roles.

Reflecting the University’s strategic vision, the goal of STAGS Council is to foster creative, constructive connections between living and learning for our Student Athletes and to enhance growth and development in both areas. As articulated in the University’s Strategic Plan, we strive to “recognize that the traditional classroom environment and life outside the classroom are not mutually exclusive, but rather have a real and potentially significant impact on one another.” Just as we educate our Student Athletes to notice and embrace the connections between their academic and athletic “selves”, we, too, model interconnectedness in the manner in which we serve and support them. We reflect this synergy both through the composition of STAGS Council membership, as well as through the articulation and execution of our Council’s goals. Though not a decision-making body responsible for policy making, we strive to find ways to embrace existing mechanisms of support that respect the unique needs of our Student Athletes. Ultimately, we hope to provide our Student Athletes with the necessary opportunities for growth that will enable them to make strong contributions to the world beyond Fairfield.

STAGS Council is comprised of a broad-based group of University faculty, staff, administrators, student athletes, and coaches. On occasion, other members of the University community may be invited to a meeting to report on a particular issue/subject. STAGS Council membership includes (but is not limited to):

Chair (appointed by the Associate Vice President of Academic Affairs), Director of Athletics, Senior Associate Director of Athletics, Associate Director of Athletics, Coordinator of Academic Programs for Student Athletes, Faculty (at least two, inclusive of Chair, Faculty Athletics Committee), Director, Disability Support Services, Chair, Faculty Athletics Committee, Faculty Athletics Representative (NCAA), Assistant Dean, College of Arts and Sciences Representative, University Health Center Representative, Office of Academic Support and Retention, Representative, Career Planning, Representative, Office of Residence Life, Representative, Jesuit Community, Representatives, Varsity Coaches (2), Representatives, Student Athletes (2).
ATHLETICS COMPLIANCE & GRIEVANCE COMMITTEE

PURPOSE & MEMBERSHIP The Compliance & Grievance Committee exists to review and investigate compliance matters pertaining to University, Conference, or NCAA regulations as well as to address appropriate grievances submitted by student-athletes or members of the athletics department. The committee is comprised of five faculty and administrative members outside of the Athletics Department who serve three-year, renewable terms. Committee members are appointed by the President upon the recommendation of the senior administrator to whom the Athletics Department reports. One committee member shall be designated as the chair of the committee. The Associate Athletics Director shall staff the committee and be present at all meetings of the committee.

GRIEVANCE PROCEDURES

The following procedure will be followed by the Athletic Department and the Athletics Compliance & Grievance Committee in addressing grievances.

Student-athletes may file a grievance alleging a violation of Athletics Department, Fairfield University, conference, or NCAA policies, including but not limited to alleged unfair treatment by a coach, staff member, or administrator as a result of an alleged or perceived violation of departmental or team regulations. Grievances filed on the basis of unfair treatment are reserved to those situations where a student-athlete explicitly seeks an alternative remedy or outcome to that which has been imposed.

INFORMAL PROCEDURE:

1. The student-athlete should attempt to resolve any team-related issue with the head coach, staff member, or administrator involved. If the matter is not resolved to the student-athlete’s satisfaction, he or she should proceed to step 2.

2. The student-athlete should present his or her issue in writing to the Director of Athletics (AD) or Senior Associate/SWA (SWA). A copy of the information should also be sent to the Faculty Athletics Representative (FAR). The AD or SWA will review the matter and respond to the student in writing. In cases where an alternative remedy or outcome to departmental or team actions is sought, the AD or SWA will affirm or amend the remedy or outcome and may refer the matter back to the coach, staff member, or administrator involved for further consideration. Grievances submitted to the AD or SWA should receive a written response within 7 business days. If the AD or SWA is unable to respond within that time frame, the AD or SWA will write to the student with an explanation to that effect and indicate a reasonable time frame for the response. Throughout this process, the FAR is available to advise and assist the student-athlete.

FORMAL PROCEDURE:

1. If the student-athlete believes that a grievance remains unresolved after the completion of the informal procedure, he or she can initiate a formal review procedure by submitting that request in writing to the SWA in the Athletics Department. A copy of this request should also be sent to the Faculty Athletics Representative (FAR). Written documentation should outline the grievance and document the attempts made thus far to resolve the grievance.
2. The SWA, in conjunction with the AC&G Committee Chair, will notify and convene a meeting of the Athletics Compliance & Grievance Committee to review the matter. The Committee will determine if the grievance warrants further consideration. If it does not, the Committee will inform the student-athlete in writing if this is the case. Such a letter will be shared with the student by the SWA, and the process will conclude. If the student-athlete feels the matter still warrants further review or investigation, the process will continue to step 3.

3. The Committee will take whatever steps it deems appropriate, including but not limited to interviewing student-athletes, coaches, staff members, administrators, or others with pertinent information, as well as reviewing available or new documentation. The Committee shall meet and deliberate in closed session. External individuals have no right of attendance, and information discussed or presented at the Committee’s meetings shall be considered private information not be shared or discussed with others. During the Committee’s meetings and deliberations, the Associate Athletic Director for Compliance shall be present and available to assist the Committee and provide relevant documentation about policies or other information.

4. Upon completion of its deliberations, the Committee will issue a written decision to the Director of Athletics (AD) and, if necessary, recommend an appropriate remedy or course of action. The AD or his designee will receive the Committee’s decision, review any recommendations, and inform the student-athlete in writing of the Committee’s decision and the final resolution. Throughout the process, the Faculty Athletics Representative (FAR) is available to advise and assist the student-athlete, and the formal procedure should be resolved within 21 business days from the time the formal grievance is submitted. In cases where this is not possible, the Committee shall provide an explanation of this in writing to the student-athlete and indicate a reasonable time frame for final resolution. All correspondence between the Committee and student-athlete during the process shall be communicated through the SWA.

5. At the conclusion of the formal procedure, the student-athlete can appeal the decision to the Vice President of Administrative Services and Student Affairs. Appeals must be submitted in writing within 7 business days of the student-athlete being informed of the outcome of the formal procedure, and appeals can be made only on the grounds that there was an error in the procedure that was followed or that new information is available that was not previously available during the formal procedure. The decision upon appeal is final.

Transfer Policies If a student-athlete requests a release to transfer or to talk to another institution about the possibility of transferring and is denied, NCAA rules require the student-athlete to be permitted a hearing opportunity by a committee outside the athletics department.

At Fairfield University, those hearings are handled by the Compliance/Grievance Committee.

Additionally, the policy at Fairfield University is to prohibit releases when a coach leaves until the new coach has been hired. Fairfield University will also typically deny transfer requests to athletic leagues in which the student-athlete competes (e.g. MAAC, CAA lacrosse).
NCAA & MAAC DRUG/ALCOHOL POLICIES

Per NCAA Bylaw 11.1.7, all game personnel (i.e. coaches, administrators, athletic trainers, managers and game officials) in all sports are prohibited from the use of tobacco during competition and practice. Uniform penalties shall be established by the rule-making committees and sports committees with the rule-making responsibilities for such use.

Per NCAA Bylaw 17.1.12, the use of tobacco products is prohibited by student-athletes during competition and practice. A student-athlete who uses tobacco products during practice and competition shall be disqualified for the remainder of that practice or competition.

NCAA Bylaw 31.2.3.1, outlines the list of banned drugs and gives examples of substances under each class. Caffeine is considered a stimulant in this list if the concentration in the urine exceeds 15 micrograms/ml. MAAC policy prohibits athletes from drinking products that contain concentrated amounts of caffeine. The use of these products (e.g.: Red Bull, Monster, Adrenaline Rush, Venom, etc.), is prohibited by all game personnel (e.g.: coaches, players, trainers, managers) in all MAAC sports during practice and competition. A violation of this rule by a student-athlete will result in his/her suspension from the practice and/or championship.

ATHLETICS DEPARTMENT STUDENT-ATHLETE DRUG AND ALCOHOL POLICY

STATEMENT OF PURPOSE

In order to insure that our student-athletes comply with NCAA substance abuse guidelines and meet Fairfield University Athletics Department standards for representation, the Sports Medicine Department, in conjunction with the Department of Athletics and the Office of Psychological and Counseling Services, has implemented a drug and alcohol education and screening policy.

The Fairfield University Athletics Department is committed to education in the area of drugs and alcohol.

Using the guidelines set forth in the NCAA drug education program, members of the Sports Medicine Department, the Office of Psychological and Counseling Services, and the Sports Psychologist retained by Fairfield University, will conduct a drug and alcohol education program for our student-athletes.

This policy will also include drug testing student-athletes for the presence of illegal performance enhancing substances, illegal drugs, and/or misuse of controlled substances.

This policy, while designed to outline punitive measures for illegal drug and alcohol use, also serves as a template for the educational component of drug and alcohol use and abuse.

In order to participate on Fairfield University’s intercollegiate athletics teams, each student-athlete must comply with all of the provisions within this policy.

1. Drug and alcohol use by student-athletes is considered an area of serious concern by Fairfield University and its Department of Athletics. Student-athletes who take harmful or illegal substances are not only a danger to their own well being, but are also potentially dangerous to their teammates in competitive settings such as team practices or games.
2. Compliance is expected as a condition of Fairfield University's membership in the NCAA and the MAAC conference.

**DRUG AND ALCOHOL EDUCATION**

A) All student-athletes engaged in intercollegiate competition at Fairfield University will be required to attend various drug and alcohol education programs offered during the course of the school year. These programs will be administered by the Sports Psychologist, in conjunction with the Sports Medicine Department and the Office of Psychological and Counseling Services. These sessions are designed to increase the awareness of current student-athletes as well as educate those who may transfer mid-year.

B) The educational programs are designed to increase the knowledge and awareness of the student-athlete in the following areas: the effects of drug and alcohol on the body, the effects these substances have on athletic performance, identifying factors contributing to the use and abuse of drugs and alcohol, the inherent risks of nutritional supplements, and how to identify the signs and symptoms of various substance abuse.

C) The educational program will also review NCAA, MAAC and University drug and alcohol policies.

D) Resource information related to these topics is available from the Sports Medicine Department and the Student Health Center. Information is also available at these areas for assistance to anyone feeling that they may be having a problem with drugs and/or alcohol. Confidentiality is always maintained to protect the student-athlete.

**Prohibited Substances**

A) The use of anabolic steroids, marijuana, cocaine, barbiturates, amphetamines, NCAA prohibited or banned substances, including dietary supplements, drugs with chemical properties following under the umbrella of ecstasy, ephedra based substances, or any other controlled substance proscribed by a federal or state law and the NCAA, by any student athlete at Fairfield University is expressly prohibited whether such use occurs before, during, or after the student athlete’s season.

**MEDICAL EXCEPTIONS** – Fairfield University recognizes that some banned substances are used for legitimate medical purposes. There will be an allowance made for student-athletes with a documented medical history demonstrating the need for the regular use of such a medication. At the time of the testing, the student-athlete must notify the person administering the test of any medications they may be taking, whether they are over the counter drugs or drugs prescribed by a physician. When in doubt it is best to check with the Sports Medicine department personnel or the lab technician prior to giving the urine sample.

Many nutritional/dietary supplements may contain substances that are banned by the NCAA. In addition, the U.S. Food and Drug Administration does not strictly regulate the supplement industry; therefore purity and safety of nutritional/dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. The use of supplements is the student-athlete’s own risk. Student-athletes should contact the Sports Medicine Department for further information. This also includes the use of over-the-counter products containing illegal substances or any other banned substances including, but not limited to, substances listed and identified by the NCAA. The student-athlete
is responsible to periodically check NCAA publications and website to determine which substances have been banned by
the NCAA.

Student Athlete Nutritional Supplement and Disclosure and Review Form – The student athlete is responsible for
completing this form prior to the start of the school year in addition to maintaining its accuracy throughout the school
year.

**IT IS THE SOLE RESPONSIBILITY OF THE STUDENT-ATHLETE TO KNOW WHAT MAY OR MAY NOT
BE BANNED BY THE NCAA WHEN INGESTING ANY SUBSTANCE. THIS INCLUDES BUT IS NOT
LIMITED TO: OVER THE COUNTER DIETARY AIDS, VITAMINS, ANY OTHER NUTRITIONAL AIDS OR
SUPPLEMENTS, OVER THE COUNTER COLD AND ALLERGY MEDICINES.**

B) Use of these substances constitutes an abuse of the privilege of representing Fairfield University in
inter-collegiate athletics. Such unauthorized use may result in suspension or dismissal of the student-athlete
from an athletics team and may lead to further sanctions consistent with NCAA and Fairfield University
regulations.

C) Student-athletes are encouraged to contact the Resource Exchange Center (REC) at www.drugfreesport.com/rec
for information on NCAA banned substances and nutritional supplements. The REC password is ncaa1.

**DRUG TESTING**

A) Each year, student-athletes will sign a consent form demonstrating their understanding of the Fairfield
University drug-testing program and their willingness to participate. This consent statement is required of all
student-athletes prior to participation with any Fairfield University intercollegiate athletics team during the year
in question. Failure to complete and sign the statement annually shall result in the student-athlete’s ineligibility
for participation in all intercollegiate competition.

B) There will be routine unannounced drug testing done on Fairfield University student-athletes throughout the
school year. Testing is done by collecting a student-athlete’s urine sample and testing it for the presence of
stimulants, anabolic agents, diuretics, street drugs and peptide hormones and analogues. These are NCAA
banned substances that can be found on a current list located in the athletic training room or at
www.ncaa.org/health-safety.

C) The Men’s and Women’s Basketball teams will have individuals selected for testing every time an Athletic
Department drug testing takes place. The individuals will be selected randomly by a computerized selection
process administered by OccuHealth, the company providing the technicians that collect the urine samples.

D) All other teams will be selected at random times during the school year. Teams are selected for testing by the
Director of Athletics. Dates and times of the tests are coordinated by the Sports Medicine Department.
Individuals from the teams being tested are selected by a random computerized selection process administered
by OccuHealth.
E) Once the names have been the selected and sent to the Sports Medicine Department, they are forwarded to the Dean of Students Office for screening. If any student is found to have a prior University Drug violation they will be considered in violation of the Athletic department drug policy. (See sanction C).

**DRUG TESTING PROCEDURE**

A) On the day of the test, the student-athlete selected for testing will be either removed from practice or contacted by the sports medicine department to report to the training room.

B) At that time the student-athlete will be required to submit a urine sample to a technician from an independent laboratory. The current company in charge of urine sample collection and processing is OccuHealth Clinic from East Long Meadow, Massachusetts.

C) The specific gravity of each urine sample will be measured. If the sample measures below 1.005, an NCAA standard testing value, (1.010 if measured with a reagent strip), the sample will be discarded and the student-athlete will have to provide another sample until the specific gravity is acceptable. The 1.005 is the NCAA specific gravity standard.

D) pH testing of the student-athletes urine sample will also be done with the acceptable pH range being between 4.5 and 7.5. Any sample measuring outside this range will not be considered as valid and the student-athlete will be required to submit another sample.

If any student-athlete is suspected of manipulating their specimen (e.g. via dilution), that student-athlete’s sample will be considered invalid and the student-athlete will be subject to further testing at the discretion of the lab technician and the sports medicine department.

A) OccuHealth chain of custody procedures will be followed to insure against the outside tampering of samples.

B) An initial positive confirmation of any illegal drug(s) appearing in the sample will necessitate further analysis of that sample, to verify the first positive.

C) Specimen testing results are sent to the Director of Sports Medicine. Information regarding a positive result for the presence of a prohibited substance is then passed on to the Director of Athletics, Dean of Student’s Office, appropriate program administrator and head coach, Faculty Athletics Representative and the Counseling Department.

D) The student-athlete shall be subject to the sanctions hereinafter listed if his/her urine tests positive for any drug listed above, or for drugs/substances listed as banned by the NCAA. See www.ncaa.org/health-safety.

**SANCTIONS**

A) When test results indicate a positive result for the presence of a prohibited substance in a student athlete’s urine sample, that student-athlete will be notified of the test results by the Director of Athletics.

B) The student-athlete will be informed of the sanction resulting from a positive result at that time. Subsequently, the student-athlete will be required to sign a document indicating that he or she understands the sanctions to which he or she is subject and the requirements he or she must meet to be reinstated to eligibility.
C) Any prior sanctions for the use of prohibited substances incurred by the student-athlete under the University’s Student Handbook will be considered the same as a positive result under this policy. For example, a student-athlete sanctioned for the use or possession of a prohibited substance who has never been drug tested and who is a first time offender, will be considered to have a “First Positive Test.” That student-athlete would be required to follow the sanctions for a “First Positive Test” as well as any sanctions previously or subsequently imposed by the Dean of Students if a student-athlete will be considered to have a “Second Positive Test.”

First Positive Test:

1. The student-athlete has 5 calendar days from the date of notification to make an appointment for a consultation with the Office Psychological and Counseling Services, located at the Student Health Center in Dolan Hall. The necessity of any further meetings with this office and the student-athlete will be determined after this consultation.

2. The student-athlete shall be suspended from all practices and during a minimum of 10% of the number of in-season contests within that student-athlete’s season, up to a maximum of 3 in-season contests. Suspended from weight lifting and conditioning.

3. Upon completion of the initial consultation and the suspension, the student-athlete shall then be allowed to resume practice and competition, providing he or she continues with any further scheduled consultations with the Office of Psychological and Counseling Services if necessary. Failure to attend scheduled consultations will result in a loss of athletics eligibility for a period of one year.

4. The student-athlete will be required to submit to further drug testing at random dates, selected by the Director of Athletics in consultation with the Office of Psychological and Counseling Services, for a one-year period from the date of the positive test.

5. If a student-athlete fails to submit to a retest, or refused to pay for the retest at the required time, he/she will lose athletic eligibility for a period of one year.

Second Positive Test:

1. The athlete must complete steps one and three from the first positive test category.

2. The athlete will lose his/her athletics eligibility for a period of one year from the date of the second test.

Third Positive Test:

1. The athlete will lose his/her athletics eligibility for the remainder of his/her Fairfield University career.

DISCLOSURE OF INFORMATION

A) All information regarding drug testing shall remain restricted to those University personnel responsible for the administration of this program and herein listed in the consent form unless:
a. Release of the information is authorized by written consent of the student athlete.

b. The information is required to be disclosed by the appropriate judicial process.

B) Except as described above, no information regarding the drug screening process or the results thereof will be made part of the educational records of the student-athlete.

APPEAL PROCESS

1) Upon notification of a positive test result, the student-athlete has 5 days to submit a formal appeal to the Director of Athletics. The appeal will be reviewed by the committee. Until the appeal is heard the student-athlete will not be under any penalty however, when the appeal verdict is rendered the athlete will begin to serve whatever sanctions are appropriate to the positive result.

ALCOHOL

The effects of drinking alcohol are detrimental to athletics performance and the general health of a person. It is the aim of the Department of Athletics to insure that the safety and well being of our student-athletes is upheld. It is also acknowledged that the legal drinking age in Connecticut is 21, and the legal penalties imposed on an individual violating the drinking age laws shall be an addition to these sanctions imposed by the Athletics Department. The Athletics Department’s policy is that its student-athletes will refrain from drinking alcohol.

In addition to the policy stated herein, the student-athlete is subject to the Student Handbook’s policies in reference to alcohol. The following guidelines and sanctions are under the direction of the Athletics Department and will be reported to and subject to review by the Dean of Students.

Use of Alcohol – Rules

1. The drinking of alcohol by any student-athlete is prohibited 24 hours before home or away competition.

2. No alcohol may be consumed at any team related function during the season, anytime, anywhere, prior to or after competition, day trips or overnight stays. Hotels, including bars located on their premises, are off limits for alcohol, before or after competition.

3. No alcohol is permitted for any personnel, team related or otherwise, on any team travel vehicle, personal- or school-owned, if related to a team function.

TOBACCO

1. No chewing or smoking tobacco is permitted during any athletics team-related function, home or away, in any athletics facilities.
Use of Alcohol/Tobacco – Sanctions

1. First Offense: The student-athlete will receive a warning from the coach or any Athletics Department Staff member who observes the infraction, and the infraction will be reported to the Director of Athletics.

2. Second Offense: The student-athlete will receive practice and/or game suspensions as deemed appropriate by the coach and Director of Athletics. Required counseling may be included as a sanction.

3. Third Offense: The student-athlete will receive a year suspension from athletics participation from the date of the infraction and is further subject to dismissal from the team and cancellation of athletics grant-in-aid. Counseling as determined by the Athletics Department shall be required prior to any reinstatement to the athletic program.

The Director of Athletics will review all sanctions for illegal alcohol/tobacco use.
UNIVERSITY ACADEMIC REQUIREMENTS

The University Academic policies are contained in the undergraduate and graduate catalogs. Please refer to these documents regarding campus academic policies.

Student-Athlete Missed Class Policy

1. This policy shall remain on file in the Academic Vice President’s office, the Faculty Athletic Representative’s office, each Academic Dean’s office, and the Director of Athletics’ office.

2. Student-athletes shall not miss any regularly scheduled classes for any practice activities.

3. For home competition, student-athletes shall not miss classes prior to two hours before the scheduled competition time.

4. For away competition with same day travel, student-athletes shall not miss any classes prior to 30 minutes before the scheduled time of departure.

5. For away competition with overnight travel, the Athletic Department prefers teams to not depart more than 30 hours prior to the time of competition, but will allow a maximum of 48 hours prior. Please Note: as a general rule, there should be minimum class time missed for travel in conjunction with an away competition (Ex. If a competition is scheduled for following day, coaches should make every effort to accommodate attendance for all the travel day classes).

6. The Director of Athletics will provide to the Faculty Athletic Representative a listing of all competition in that sport which will necessitate student-athletes being absent from class when classes are in session. This listing will be provided to the Faculty Athletic Representative at least one month prior to the start of a sport’s season. The listing will include the time and date of competition, destination, and departure time. The Faculty Athletics Representative may request that modifications to the travel plans be made upon review.

7. Student-Athletes will provide faculty with a summary of the listing described in item 5.

8. It is expected that the student-athletes will be responsible for submitting all assignments on time and that advanced arrangements will be initiated by the student-athlete for any tests/quizzes that will be missed.

9. It is expected that faculty members will not penalize student-athletes for missing classes due to conflicts with contractually scheduled athletic contests and related travel. Please note: Please refer to the Undergraduate course catalog for the attendance policy.

10. It is expected that coaches will not penalize student-athletes for missing practices due to conflicts with regularly scheduled classes for which student-athletes are enrolled.

11. No competition will be scheduled on days when final examinations and reading days are scheduled unless prior approval has been received from the Faculty Athletics Representative. This does not apply to conference scheduled contests and post season championships, including conference and NCAA championships.
12. Exceptions to the above statements for special tournaments and competitions, including conference championships, must be approved by the Faculty Athletics Representative. Please note: Student-athletes should make an effort to miss as few classes as possible.

13. Student-athletes who believe that they have received a lack of reasonable accommodations of the provisions of this missed class time policy by a faculty member may immediately appeal to the appropriate Academic Dean.

14. Student-athletes who believe that have received a lack of reasonable accommodation of the provisions of this missed class policy by a coach may bring this matter to the attention of the Director of Athletics or the Faculty Athletics Representative.

15. Faculty or coaches who have questions about the application of these statements may contact the Faculty Athletics Representative, Athletic Program Administrator, or the Director of Athletics.

STUDY HALL PROCEDURES

All student-athletes required to be in study hall must sign-in and sign out with the monitor of the study hall.

8 HOURS

• All first-semester freshmen
• All student-athletes with a cum GPA below 2.25

4 HOURS

• All student-athletes with a cum GPA between 2.26 and 2.49

All student-athletes with a cumulative 2.50 and above are not required to attend study hall. However, if a student-athlete falls below the 2.50 she/he must return to mandatory study hall.

The Office of Programs for Student-Athletes will tally all study hall hours at the end of each week and the totals will be distributed to the coaches the following Monday.

All upperclassmen who are required to complete 8 hours of study hall will have 4 of those hours assigned during the daytime.

SANCTIONS

1st Offense

• The student must make up all hours missed in addition to their required hours.

• A meeting MUST take place between the Academic Coordinator and the Coach in order to review the policy and set up missed hours for that week. This meeting must take place at the beginning of the week, preferably Monday.
2nd Offense

• The student must make up all hours missed during their team’s scheduled PRACTICE TIME. The student-athlete cannot pick and chose when to make up these hours; they will take place starting on Monday and must be done consecutively until completed. These make up hours are in addition to the student-athlete’s required hours.

3rd Offense

• The student MUST meet with the Academic Coordinator, Coach, and Program Administrator.

• The student must make up all hours missed during their team’s scheduled PRACTICE TIME. The student-athlete cannot pick and chose when to make up these hours; they will take place starting on Monday and must be done consecutively until completed. These make up hours are in addition to the student-athlete’s required hours.

• In addition, the student-athlete WILL NOT be allowed to participate in a full day of competition. It is our suggestion that the student-athlete still attend the competition, preferably in street clothes.

Off-Season Sanction

• Any offenses that occur during a student-athlete’s off-season will result in making up their hours missed.

• In addition, the student-athlete will be required to do athletics service according to their hours missed. For example, if a student-athlete misses 4 hours of study hall they may be required to shag balls at a softball game for those hours.

STUDENT-ATHLETE ADVANCE REGISTRATION POLICY

This policy has been implemented to assist student-athletes in achieving success in the academic and athletic realm by reducing the conflict between class commitments, practice, and games. It is expected that by having an advanced opportunity to register for classes, student-athletes can better balance classroom and athletic scheduling demands.

All student-athletes must do the following for registration:

1. Meet with your assigned Academic Advisor to: a) review proposed class schedule for the upcoming semester and b) sign registration form.

2. Bring signed registration schedule to the Office of Programs for Student-Athletes for final approval.

3. Student-athletes whose teams are not authorized for advance registration (teams who will be in non-championship segment) for the upcoming semester should follow the same procedure as all other students for registration.

4. Student-athletes whose teams are authorized for advance registration (teams who will be in championship segment) for the upcoming semester should register during the assigned time. Any schedule changes that then need to be made will be assisted by the Office of Programs for Student-Athletes.
CRITERIA FOR AT-RISK STUDENT-ATHLETES:

Case-by-case situation:

TEXTBOOK POLICY

Any student-athlete designated to receive books as part of his or her scholarship will be provided with the required course-related books and required supplies for courses in which he or she is enrolled. The books are the sole property of the Athletics Department and should be returned to the Coordinator of Programs for Student-Athletes in good condition at the conclusion of each semester. Books are not to be retained or sold back to the bookstore or to other individuals. Related guides and workbooks may be kept.

SUMMER SCHOOL PROCEDURES PURPOSE:

To allow student-athletes to graduate within a four-year time period individual assessment.

HIERARCHY OF CRITERIA:

1. To take a ninth, tenth or eleventh course during the academic year.
2. To maintain eligibility because of GPA difficulty.
3. To take an additional courses for which a conflict would occur during the norm academic year.
4. Change of major.
5. International student.
6. Transfer student
7. Pre-matriculation

SELECTION OF COURSEWORK:

1. In consultation with the Coordinator of Programs for student-athletes and FAR along with the student-athlete’s academic advisor.
2. Make prior to registration for the coming fall semester.
3. Anticipation of work to satisfy general education core.
4. Summer session to be most cost effective if practicable.
5. Take two classes during the same one-month session.
6. Take May Turbo and one in June or July session.
7. GPA issue
COACH’S RESPONSIBILITY:

1. To monitor student behavior during summer session.
2. Attendance during study hall time

ACADEMIC CENTER RESPONSIBILITY:

1. Coordinate tutors
2. Communicate with professors
3. Coordinate study hall requirements
4. Monitor student-athlete’s progress

STUDENT’S RESPONSIBILITY:

1. To take requisite load during the team’s off-season
2. To attend class
3. To meet periodically with the coach and academic coordinator during the session
4. To achieve passing grades
5. Follow syllabi requirements
6. Comply with all details of syllabi
7. Attend class and complete all assignments
8. Required to do two hours per day of study hall time each week
9. To sign a form stating if a student-athlete fails to achieve a minimum grade of a C- for the course the student-athlete will be required to reimburse the athletic department for the costs of the tuition for the class. If the student-athlete fails the class due to lack of attendance, the student-athlete will be required to reimburse the athletic department in full.
10. A student-athlete that has failed a class during the academic year (and the institution provides for the make-up extra class) will be required to do work within the athletic department for 30 hours per failed class.
FAILURE TO ADHERE TO POLICIES AND PROCEDURES MAY RESULT IN ONE OR MORE OF THE FOLLOWING (NUMBER OF HOURS BASED ON CASE-BY-CASE SITUATION).

1. Community service
2. Work in Athletics Department
3. Work in other areas on campus

Please note: Consideration for summer school will be based on a case by case situation. Recommendations for summer school will be submitted by the appropriate coach. Consideration for approval of summer school will be decided by the Director of Athletics, Faculty Athletics Representative, Senior Associate Director of Athletics, Coordinator of Programs for Student-Athletes and the academic advisor.

Academic standing, eligibility, adherence to the student community standard and budgetary criteria will be considered as part of the process.
**COMPLIANCE**

The compliance program for student-athletes exists to facilitate and ensure compliance with institutional, conference and NCAA regulations. Generally, guidelines established by these governing bodies provide a framework for fair competition and an appropriate balance between educational and athletic pursuits. Fairfield University is a Division I NCAA member institution that has never been placed on probation. We wish to maintain this record primarily because conducting such a program provides the maximum opportunities for self-development of our student-athletes.

In that regard, student-athletes are asked to assist us in its proactive approach to rules compliance.

Specifically, student-athletes are requested to provide complete and accurate information regarding all eligibility matters. Student-athletes are expected to report any possible violations that he/she becomes aware of to their head coach, the Associate Athletic Director for Compliance, the Director of Athletics, or the Faculty Athletics Representative. When student-athletes are unsure of how legislation might apply to a particular situation, they are encouraged to ask for clarification before taking any action that might jeopardize their eligibility. The Director of Athletics, the Associate Athletic Director for Compliance, and/or the Faculty Athletics Representative is available for individual counseling of student-athletes upon request. Student-athletes are encouraged to pursue such consultation when necessary.

The Associate Athletic Director for Compliance will assist student-athletes and coaches with the institution’s compliance effort by presenting educational opportunities and conducting eligibility certification audits. Annual in-person meetings are conducted with each athletic team to update them on governing legislation and provide other information assistance. At this time, student-athletes are required to complete various NCAA forms and provide documentation to establish their eligibility for practice and competition. Additionally, prior to participation, each student-athlete has to meet initial eligibility standards as certified by the NCAA Eligibility Center or continuing eligibility standards as certified by the University Registrar.

In order to remain academically eligible to compete and/or practice for Fairfield, you are required to be a full-time student in good academic standing:

- **Full-time students are enrolled in at least 12 credits per semester (possible exception for final semester)**
- **Good academic standing =**
  
  1. meet 90/95/100% of GPA required to graduate,
  2. earn 40/60/80% of credits required to graduate, and
  3. pass at least 24 credits per year:
     
     a. must pass at least 6 credits each semester!!!!!
     b. must pass 18 credits each academic year
     c. must pass 24 credits for full year, including summer school

*Reminder: In order to graduate from Fairfield in four years, you must pass at least 30 credits/yr.*
The myriad of NCAA rules can make it difficult for student-athletes to know all the regulations that govern their participation in intercollegiate athletics. While intended as inclusive, the following is a selection of NCAA legislation that student-athletes should know in order to maintain their eligibility.

- At a Division I institution, a student-athlete has five years in which to complete four years of athletic eligibility. A student-athlete’s athletic “clock” begins as soon as the athlete becomes a full-time student at any collegiate institution.

- A student-athlete must be enrolled in a full-time program of studies and shall be enrolled in a minimum of twelve credits per semester.

- A student-athlete shall designate a program of studies leading toward a specific baccalaureate degree before the beginning of the third year of enrollment (fifth semester).

- A student-athlete must receive prior approval from their dean for summer courses to be taken at an institution other than Fairfield.

- In general, the student-athlete shall not receive any extra benefit. The term “extra benefit” refers to any special arrangement by an institutional employee or representative of the institution’s athletics interests to provide the student-athlete and his/her relatives or friends with a benefit not expressly authorized by the NCAA. Other prohibited benefits you may not receive from an institutional employee or representative of the institution’s athletics interest include, but are not limited to,

  a) loan of money;
  b) a guarantee of bond;
  c) the use of an automobile;
  d) use of telephones or credit cards.

- Non-permissible services that may not be financed by an institution include, but are not limited to: a) free typing service b) use of an athletic department copy machine for a use not related to completing academic course work

- Occasional meals: A student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals. A student-athlete may receive an occasional family home meal from a representative of the athletics interest on infrequent and special occasions under the following conditions:

  a) the meal must be provided in an individual’s home (as opposed to a restaurant), and
  b) a representative of the institution’s athletics interest may provide reasonable local transportation to student-athletes to attend the meal function only if the meal is at the home of that representative.

- A student-athlete must refrain from participating in certain non-permissible promotional activities. There are many ways in which a student-athlete’s name or likeness could be used in promotional activities. Some activities are permitted according to NCAA Legislation; others are not. Please verify with the Associate Athletic Director for Compliance before you agree to participate in any promotional activities.

- Retention of athletics apparel and equipment. NCAA rules permit a student-athlete to retain athletics apparel items (not equipment) at the end of the individual’s collegiate participation. Used equipment may be purchased by the student-athlete on the same cost basis as by any other individual interested in purchasing such equipment.
• **Gambling on any intercollegiate or professional athletics event is strictly prohibited by NCAA rules.**

**Introduction**

NCAA legislation requires all institutions to monitor the practice and playing seasons for each sport in which student-athletes participate.

Each coach is responsible on a weekly basis to the Associate Athletic Director for Compliance for the accurate accounting and filing of this information to comply with this legislation. Student-athletes have a responsibility to notify their coach or the Associate Athletic Director for Compliance if they feel that there has been any violation of the principles in the practice and playing season legislation.

**INSIDE THE PLAYING SEASON**

Student-athletes can only participate in countable athletically related activities for a maximum of 4 hours per day and 20 hours per week during the playing season. The playing season includes both the championship and the non-championship seasons. There are exceptions to these rules which are sport specific and if they apply to your sport, your coach will alert you. During the playing season, a team is required to have one day off each week from all countable athletically related activities. Traveling to an away opponent, so long as no other athletically related activities occur on that day, may be considered a day off.

Student-athletes who are multisport athletes may not participate in countable athletically related activities that exceed a total of 20 hours per week and four hours per day.

**OUTSIDE THE PLAYING SEASON**

• All athletically related activities outside the playing season are prohibited one week prior to the beginning of the final examination period through the conclusion of each student-athlete’s final exams.

• More than four student-athletes from the same team may be involved in skill-related instruction with their coaches from September 15 through April 15.

• No more than four student-athletes from the same team may be involved in skill-related instruction with their coaches at any one time in any facility during the remainder of the academic year.

• Weekly participation in out-of-season activities is limited to a maximum of eight hours including the two hours of individual skill instruction.

• Again, skill-related instruction is limited to two hours. The other six hours during the week may be required weight-training and conditioning.

• A student-athlete’s participation in countable athletically related activities is prohibited two days per week.

One of the additional restrictions is that no class time can be missed for practice activities unless a team practices just prior to leaving for an away trip or game.
STUDENT-ATHLETE EMPLOYMENT POLICY

The NCAA does not place a limit on the amount of earnings a student-athlete may earn during the academic year. Compensation paid to a student-athlete must be (a) only for work actually performed and (b) at a rate commensurate with the going rate in that locality for similar services.

FEE-FOR-LESSON INSTRUCTION

A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis, provided:

A) Institutional facilities are not used;
B) Playing lessons shall not be permitted;
C) The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year; and
D) The compensation is paid by the lesson recipient (or the recipient’s family) and not another individual or entity.

STUDENT-ATHLETE RECRUITING HOST POLICY

In an effort to develop a comprehensive recruiting process to assist in the growth of the athletic teams, current student-athletes may be asked to assist a coach in the recruitment of a potential student-athlete during an official recruiting visit. The Athletics Department’s Recruiting Coordinator oversees the official visit process and ensures that the following NCAA regulations for student hosts are followed:

These student-athlete policies are in addition to the guest policy outlined in the Student Handbook.

The institution may provide the following to a student host entertaining a prospect:

A) A maximum of $30 for each day of the visit to cover all costs of entertaining the prospect (and the prospect’s parents, legal guardians or spouse), excluding the cost of meals and admission to campus athletic events. These funds may not be used for the purchase of souvenirs such as T-shirts or other institutional mementos. It is permissible to provide the student host with an additional $15 per day for each additional prospect the host entertains. All entertainment must take place within 30 miles of campus.

B) A complimentary admission to a campus athletics event, provided the ticket is utilized to accompany a prospect to that event during the prospect’s official visit.

C) At the conclusion of the campus visit for a prospect, the student host must fill out the appropriate Student Host Expense Report.

USE OF AUTOMOBILE The institution or representatives of its athletics interests shall not provide an automobile for use by the prospect or the student host.
STUDENT HOST RECRUITING GUIDELINES

Student hosts serve not only as representatives of the team, but of Fairfield University, and are expected to follow all policies of both the Athletics Department and the University.

Each student host is required to sign a statement of understanding of the rules that follow. Violation of those rules are subject to discipline under the Student-Athlete and/or Student Handbook.

1. Prospective student-athletes (PSA) will have a curfew of 12 midnight unless participating in activities supervised by the coaching staff. The host is responsible for the PSA during the entire visit. The safety and welfare of the PSA, including food, sleeping arrangements, and social contacts, are the responsibility of the student host.

If a problem arises with the PSA, contact the coaching staff immediately, or Public Safety at ext. 4090.

2. Consumption of drugs and alcohol by prospective student-athletes and hosts is strictly prohibited even if it is a team function. Student hosts are required to also adhere to this policy and are responsible for the PSA while visiting.

3. Fairfield University will not tolerate sexual harassment or misconduct.

4. The host and coaching staff shall discuss and plan an itinerary for the visit. Activities should be academic, recreational, and social in nature to provide the recruit with a view of typical student life at Fairfield. Team activities and attendance at University social events and athletics contests are encouraged.

5. Prospective student-athletes and student hosts may be provided up to $30.00 per day for entertainment expenses. It is the host’s responsibility to handle the money. At no time may cash be given to a PSA. The money is not to be used to purchase alcoholic beverages.

6. The student host must ensure that the prospective student-athlete does not have contact with representatives of the University’s athletics interests (“boosters”) during the visit.

Penalties for the student-athlete will be determined under the student code of conduct, and may result in suspension or dismissal from the team. Penalties for the coach regarding violation of NCAA/institution rules to be determined in accordance with University policy for employee discipline and NCAA rules.

Prospective Student-Athlete who are in violation of these procedures, may jeopardize their recruitment from Fairfield University. Behavior that does not adhere to the guidelines above could result in termination of recruitment. Also, violation of these procedures may result in a decision by the University to decline admission or financial aid.

MULTIPLE HOSTS

If several students host a prospect, the institution shall provide only one student host entertainment money to cover the actual and necessary expenses incurred by the prospect and the host. The other students shall pay for their own entertainment.
FINANCIAL AID POLICY – ATHLETICS

Institutional athletics financial aid at Fairfield University is based upon the following policies:

GENERAL The NCAA mandates that student-athletes can accept institutional financial aid that covers the cost of tuition, fees, room and board, and required course-related books. If the student-athlete receives more aid than the amount allowed by the NCAA, then the institution is required to reduce the aid that it administers.

Student-athletes may obtain loans without affecting their institutional financial aid, provided the loans are available on the same basis to all students and have a regular schedule of payment. A student-athlete may receive a Pell Grant in combination with other institutional financial aid without the grant counting towards the maximum award limits.

Non-Resident Aliens who receive institutional aid in excess of tuition will have a percentage withheld as tax to the U.S. government. Students will be billed for this amount.

Summer school athletics grant-in-aid is handled on an individual basis as needed. This aid cannot be used to attend summer school at another institution, nor can this aid exceed the percentage awarded during the regular school term.

All summer school aid must have prior approval from the head coach, Coordinator of Programs for Student-Athletes, Faculty Athletics Representative, and the Director of Athletics.

FINANCIAL AID RENEWAL

Athletics financial aid cannot be awarded for a period of more than one academic year. It can be renewed for up to four years as long as the student-athlete remains in good standing in accordance with NCAA, University, and team rules and guidelines. Student-athletes must be notified prior to July 1 if their aid will be renewed, increased, decreased or canceled.

Athletics aid cannot be increased, decreased or canceled during the period of award because of a student-athlete’s illness, injury, athletic performance or any other athletic reasons.

Athletics aid must be reduced if a student-athlete exceeds the limits established by the NCAA. Athletic aid must be canceled if a student-athlete is either under contract to a professional sports organization or is paid by a professional sports organization.

Athletics aid can be reduced or canceled if a student-athlete:

• Intentionally provides fraudulent information on University documents.
• Does not sign the financial aid renewal.
• Fails to meet academic and athletic eligibility requirements.
• Engages in serious misconduct as deemed by the Head Coach or Director of Athletics or Dean of Students.
• Quits the sport for personal reasons.
• Is dismissed from school for academic or disciplinary reasons.
• Does not meet institutional satisfactory progress standards.

All of this information is repeated in the financial aid contract you “signed” when you accepted athletics aid through your StagWeb account.

If the athletics aid is to be renewed, increased, decreased or canceled, and a student-athlete believes it should not have been, then the student-athlete is entitled to a prompt appeals hearing before the institution’s regular financial aid appeals board. The appeals process is handled by the Office of Financial Aid. If a student-athlete loses a merit scholarship, it is that student-athlete’s responsibility to pay any remaining balances on their bill unless otherwise discussed with their coach. A student-athlete who is no longer able to participate with their program due to injury, illness, dismissal, etc. but remains on athletic scholarship, will be expected to fulfill non athletically related obligations within the athletic department (ex. filming athletic contests, office work, etc.). The determination of hour requirements will be based on percentage and/or amount of athletic award.

NCAA POST-GRADUATE SCHOLARSHIP PROGRAM

This NCAA program was created to honor outstanding student-athletes from member institutions who have excelled academically and athletically and are in the last year of intercollegiate athletic competition.

CRITERIA:

1. Have an overall minimum cumulative grade-point average of 3.200 /4.000 or its equivalent.

2. Be enrolled in the academic year in which the student-athlete’s final season of eligibility for inter-collegiate athletics under National Collegiate Athletic Association legislation occurs.

3. Have performed with distinction as a member of the varsity team in the sport in which the student-athlete has been nominated.

4. Intend to continue academic work beyond the baccalaureate degree as a full-time graduate student.

5. Have behaved both on and off the field in a manner that has brought credit to the student-athlete, the institution and intercollegiate athletics.

Visit the Coordinator of Programs for Student-Athletes for an application.

ADDITIONAL SCHOLARSHIPS

Additional NCAA Post-Graduate Scholarships and Internships are available. For more information, please see the Coordinator of Programs for Student-Athletes.
STUDENT ASSISTANCE FUND & STUDENT-ATHLETE OPPORTUNITY FUND

In 1991, the NCAA established a fund to benefit student-athletes who receive a Pell Grant. Additionally student-athletes who are receiving an athletic scholarship and who have a financial need as determined by the Financial Aid Office may qualify to use the fund. The following is the process by which a student-athlete would receive money from the special assistance fund:

1. Student-athlete determines financial need by review their financial aid package.
2. Associate Athletic Director for Compliance can assist in verifying the status of student-athlete’s Pell Grant or financial need.
3. Student-athletes who qualify will complete fund application form which requires student-athlete’s signature.
4. The Sr. Associate Athletic Director will verify and sign the application form and forward it to the conference office.
5. The MAAC office will send the checks back to the athletic department to distribute to the student-athlete.

The NCAA has provided monies to create the Student-Athlete Opportunity Fund. The fund is intended to provide direct benefits to student-athletes or their families as determined by conference offices. The MAAC Council of Presidents has determined that member schools may use the funds to provide summer school opportunities for student-athletes.

Any Fairfield student-athlete (scholarship or non-scholarship) may apply to receive funding to attend a summer school session. This fund is available above and beyond the normal criteria to attend summer school.

Student-athletes who wish to apply for a summer school grant should pick up an application from the Coordinator of Programs for Student-Athletes or the Associate Athletics Director/Compliance and complete the application by the deadline. The criteria to determine who receives the grant may include: desire to accelerate graduation; additional preparation for graduate school acceptance; NCAA eligibility requirements; and other specific needs outlined by the student in the application. It is anticipated that 8-10 recipients would be selected each summer. The grant is for a maximum of one class per year and the grant may include housing and/or meals.
SPORTS MEDICINE/ATHLETIC TRAINING DEPARTMENT POLICIES AND PROCEDURES

GENERAL DESCRIPTION AND LOCATION
The Sports Medicine Department is made up of five nationally Certified Athletic Trainers (3 full-time, 2 graduate assistants). These individuals, in consultation with a number of Physicians and Allied Health Care Professionals, are responsible for the prevention, treatment, physical therapy and rehabilitation of all athletic injuries and related illnesses that a student-athlete may suffer during his/her athletic career at Fairfield University.

The most important responsibilities of the Certified Athletic Trainers are to assess a student-athlete’s injury or medical problem, provide the appropriate initial treatment, and if necessary, refer the problem to a Physician or medical specialist for further care. The Certified Athletic Trainers also supervise and/or conduct any physical therapy and rehabilitation protocols that an injured student-athlete may have to follow to safely return to competition. Only when a student-athlete has met all of the required rehabilitation goals are they allowed back to play.

The Sports Medicine Department has an extensive support staff consisting of a variety of first-rate medical and health professionals. Members of this group include: orthopedists, dentists, a plastic surgeon, neurologists, a dermatologist, cardiologists, an ophthalmologist, a sports psychologist, a sports nutritionist, and physical therapists. Due to special arrangements we have made, these dedicated individuals are always available for consultations and provide an invaluable service to our injured student-athletes.

The Athletic Training Room and Sports Medicine Office is located in the Walsh Athletic Center.

SPORT AND ATHLETICS EVENT MEDICAL COVERAGE

ATHLETIC TRAINING ROOM AND TEAM COVERAGE ASSIGNMENTS
The Athletic Training Room is staffed by at least one Certified Athletic Trainer during the year from pre-season in August until the last sport has ended in May. The hours the Athletic Training Room is open are posted on a seasonal basis. Staffing for the weekends is done in accordance with the different game and championship season team’s practice schedules.
All of the varsity sports at Fairfield University are assigned a Certified Athletic Trainer. The amount of at the field practice coverage and game coverage the teams receive by these individuals may vary based on the inherent risk of injury for a particular sport. Sports that have a potentially high risk of injury as determined by NCAA Injury Surveillance System guidelines (guidelines are available in the Athletic Training Room Office) are assigned Certified Athletic Trainers to be present at all championship season on-campus practices and games.

Non-championship season schedules of high-risk sports are covered on an as available basis. Sports with a relatively low risk of injury, as defined by the same guidelines, will also be assigned a Certified Athletic Trainer, however, these sports may not have on-site coverage for practices. This means that although there may not be a Certified Athletic Trainer present at the field, there will be one available in the Athletic Training Room during championship season practices provided the practices fall within the posted Athletic Training Room hours. Teams who do not have a Certified Athletic Trainer at their practices will be equipped with a two-way radio to maintain contact with Athletic Training Room personnel.

Athletic Training coverage of the sports in their championship season is a priority and Athletic Trainer continuity with their assigned teams will try to be maintained, however some sports that would normally have a Certified Athletic
Trainer assigned to their championship season activities may or may not have coverage by that same Certified Athletic Trainer for their non-championship season practices or games.

The assigned a Certified Athletic Trainer for a particular team may not be the same person on a day-to-day basis. Student-athletes should note that they may seek assistance from any one of the Certified Athletic Trainers in the sports medicine department should their assigned athletic trainer not be available.

ATHLETIC TRAINER TRAVEL POLICY

Every attempt will be made to send a Certified Athletic Trainer with a traveling in-season team. The availability of a Certified Athletic Trainer to accompany a traveling team is based on factors such as; staff scheduling conflicts, home event coverage needs (both in and out of season), as well as the class schedules for the graduate student Athletic Trainers. It should be noted that all of our traveling teams will receive appropriate Athletic Training coverage from the host school, in the event that they travel without a Certified Athletic Trainer.

We have a reciprocal agreement with all of the host schools our teams travel to during the year that they will provide athletic training coverage in the event that a Certified Athletic Trainer is not traveling with a team, just as our department does for a number of schools who travel to Fairfield University without a Certified Athletic trainer. The Sports Medicine Department will notify the host school and arrange for any special athletic training needs of the traveling team. Traveling teams will be assigned a medical kit to carry necessary supplies. Head Coaches for teams traveling without a Certified Athletic Trainer will defer all injury decisions to the host Athletic Trainer. Our Certified Athletic Trainers will follow-up on any student-athlete who incurs an injury at an away game that necessitates further care once they return to campus.

INJURY ACTION PROCEDURES

Coaches of sports not receiving Athletic Training coverage during practices should understand they are the primary emergency action initiators for injuries that may occur to their athletes.

Injuries sustained during strength and conditioning training and/or skill instruction activities for a particular sport fall under the same injury action procedures.

All members of the coaching staff at Fairfield University are required to have current First Aid and CPR/AED certification. This is to insure that they are qualified to provide the basic initial care any injury might necessitate.

EMERGENCY INJURY

If a student-athlete incurs what is an apparent serious injury and no Certified Athletic Trainer is present, the supervising coach should administer initial basic life support if necessary, see that the student-athlete is safe and comfortable, and call Public Safety at ext. 4090. After Public Safety has taken control of the situation, the supervising coach should try to contact the Athletic Training room by radio or at ext. 2273.

Ambulance Policy In order for an ambulance to be summoned to aid an injured student-athlete, Public Safety must be notified first. Coaches should not dial 911. In the event that an injury to a student athlete occurs that requires an ambulance, the coaches are responsible for sending a member of their staff with the student-athlete in the ambulance to the hospital. If there is a Certified Athletic Trainer present at the practice or game that Athletic Trainer may travel
with the injured athlete in the ambulance however; this may mean that if no other Athletic Trainer were available to cover the remaining practice, that the practice would be ended.

NON-EMERGENCY INJURY

If it can be determined that the injury is not serious, the injured student-athlete should be taken to the sidelines and the supervising coach should attempt to contact an Athletic Trainer by two-way radio or at ext 2273. If an Athletic Trainer cannot be reached, public safety should be called and the injured student-athlete would most probably be taken to the Student Health Center.

WHEN IN DOUBT AS TO THE SERIOUSNESS OF AN INJURY, THE SUPERVISING COACH SHOULD NOT MOVE THE INJURED STUDENT-ATHLETE AND PUBLIC SAFETY SHOULD BE NOTIFIED IMMEDIATELY AT EXT. 4090

STUDENT ATHLETE ILLNESS

If a student-athlete becomes ill or suffers a non-athletic related injury or medical problem, they may still seek assistance from a Certified Athletic Trainer. At that time, the Athletic Trainer will provide the proper referral to the appropriate medical specialist. The Student Health Center is the primary care giver for all of our ill student-athletes. Coaches who are aware of a student athlete’s illness or injury most notify an Athletic Trainer as soon as they find out about the problem.

MEDICAL REFERRALS

Another responsibility of the Certified Athletic Trainers at Fairfield University is to make appointments to medical specialists for injured student-athletes who need further attention. All medical appointments for injured student-athletes must be made by a Certified Athletic Trainer. Appointments will be made in a timely manner taking the student-athletes class schedule into account. If an injured student-athlete desires a second medical opinion or prefers a specific physician, he or she may consult with that Physician as long as an Athletic Trainer is notified of the decision.

The Certified Athletic Trainers are also responsible for the scheduling of appointments for physical therapy and/or rehabilitation, if necessary, for each injured student-athlete. The Certified Athletic Trainer, student-athlete and medical specialists coordinate all physical therapy/rehabilitation appointments to best suit the student-athlete’s class schedule.

STUDENT-ATHLETE MEDICAL ELIGIBILITY

A)  It is the responsibility of the student-athlete to report all health issues to the Sports Medicine Department. Anything that could potentially put themselves or others at risk must be reported. This includes, but is not limited to previous and current orthopedic injuries, illnesses, allergies, asthma, and pregnancy. Failure of a student-athlete to report any medical changes, or any other special health conditions, he/she may have on the various health forms, will automatically release Fairfield University from liability in the event that further injury is cause by the unreported condition or conditions.

B)  First-year varsity sport participants are given a comprehensive pre-participation medical exam by Physicians affiliated with the Sports Medicine Department. The date of the pre-participation exams is set up by the Certified Athletic Training staff prior to the start of a team’s season. A first-year varsity sports participant will not be allowed to practice or compete with a team until the student-athlete passes this exam.
C) The physical examination is effective from the date of the exam to the end of a student’s athletic career at Fairfield University, provided that the student-athlete does not suffer any athletic injury or medical ailment necessitating medical re-evaluation.

D) Second-, third-, and fourth-year varsity sport participants are not required to have a pre-participation physical. They are required to fill out and sign a follow-up health history form. On this form, a student-athlete must note any health changes he or she may have suffered from the previous year. Any health conditions a student-athlete has noted may require a follow-up by the appropriate medical specialist if the Certified Athletic Trainers deem it necessary.

E) Decisions concerning the availability of an injured student-athlete for return to practice and/or game competition are based upon the communication between the injured student-athlete, the Certified Athletic Trainers, and the Physician or Physicians responsible. These decisions are made by weighing current injury status with the potential risk for further injury, always with the student-athlete’s health in mind. In no way will a student-athlete be allowed to participate if the medical staff (Certified Athletic Trainers and Physicians) has determined that by doing so; a student-athlete will risk further injury to him or herself or to their teammates. Head Coaches and the Strength and Conditioning Coach will be notified, on a daily basis, of an injured student-athlete’s status, and should understand that the decision of the medical staff is final.

Participation waivers – There will be no opportunity for an injured student-athlete to sign a waiver allowing them to return to practice or games sooner than the Physician’s approval. We have the utmost faith in our medical staff that they are making the right call when it comes to managing the indicated injury in terms of their setting the safe return date for a recovered student-athlete. This also applies to the wearing of any protective bracing or devices that a Physician has prescribed for the protection of the injury. If a Physician has prescribed a protective device then that device will be worn for the duration of the prescription.

F) The loss or absence of one of the paired organs (kidney, eye, etc.) may disqualify a student-athlete from athletic participation. In order to participate in athletics at Fairfield University, a student-athlete who fits into this category will be required to sign a special medical waiver. The signature of a parent or guardian for that student-athlete will also be necessary.

G) All health history, medical records, detailed daily treatment and therapy records are kept on file by the Sports Medicine Department. Records are kept confidential and are maintained for a seven-year period following initial enrollment by a student athlete.
ATHLETIC TRAINING ROOM RULES

A) Co-educational conditions exist in the athletic training room; therefore, appropriate dress is required. Unless you are being evaluated, shirts must be on at all times.

B) All medical treatments to student-athletes taking place in the training room will be applied by a member of the Sports Medicine Department.

C) All bags, extra articles or clothing, cleats, and specific sports equipment are to be left outside the Athletic Training Room.

D) A student-athlete must shower after practice before receiving treatment.

E) No cell phone use is allowed during treatment.

STUDENT-ATHLETE HEALTH INSURANCE

Every student-athlete participating in intercollegiate sports at Fairfield University is covered by an athletic department insurance policy at no cost to the student-athlete. The insurance is designed to help absorb the medical costs of athletic injuries. The policy is a secondary insurance policy, consisting of both basic medical and catastrophic injury coverage that take effect when the primary insurance coverage for an injured student-athlete is either denied or exhausted. The policy may pay for part of all of the medical expenses incurred for each athletic injury to a student athlete depending upon the student-athlete’s primary insurance coverage.

The procedures a student-athlete must follow when he or she has suffered an athletic injury necessitating medical care are:

1. All medical bills must be submitted initially to the student-athlete’s primary insurance carrier.

2. Any medical bill balances remaining after they all have been submitted to the primary insurance will be paid by the secondary policy, provided that all explanation of benefits statements from the student-athlete’s primary insurer are sent to the secondary insurer. The address for the secondary insurer is:

   Mutual of Omaha
   Special Risk Services
   Attn: NCAA Basic Accident Medical Program
   P.O. Box 31156
   Omaha, NE 68131
   Policy Number SR2014N-051085-291

3. An injured student-athlete is covered under this policy for up to two years after the date of his or her athletic injury. Surgical procedures for an athletic injury are covered for up to one year after the date of injury. This policy also aids an injured student-athlete who may graduate but it still incurring medical costs, even if his or her primary coverage has been exhausted. The policy in this case can become a primary coverage for the duration of his or her necessary medical care.
4. An injured student-athlete has the option of choosing a Physician not affiliated with the Sports Medicine Department; however, any balances over what the secondary policy insurance company deems as a reasonable and customary fee for services rendered by that physician may be the responsibility of the student-athlete depending upon the circumstances.

5. Forms for listing primary insurance coverage information are to be completed by the parents or guardians of all incoming student-athletes prior to the start of the school year. A letter will be sent to all student-athletes in the summer directing them to the proper web-site for the forms.

6. The student-athlete shall be bound by the terms, conditions, and limitations of said policy.

7. Fairfield University shall have no responsibility to pay any medical bills after exhaustion of the benefits provided by the Student Athlete Health Insurance provided for herein.

Failure to return the completed forms, along with a copy of the student-athlete’s current insurance card, prior to the start of the school year, will result in the delay of a student athlete’s sport participation. The delay will continue until the forms are completed and returned to the Sports Medicine Department. Also, at any time during the school year, should the student-athlete’s insurance information change, the Athletic Training Staff must be notified. Failure to do so could cause a delay in processing.
STUDENT-ATHLETE WEIGHT ROOM POLICY

The varsity weight room is designed to meet the changing needs of today’s student-athletes. In addition, the facility is staffed with a full-time strength and conditioning coach to assist both coaches and student-athletes in reaching team and individual performance goals. The objective of the facility will be to improve and enhance athletics performance while decreasing the potential for injury. Student-athletes will train as a team with a designated program under the guidance of the strength and conditioning staff. If a conflict occurs with academics, illness, etc., then make-up workouts may be assigned during “Open” blocked hours. Schedules will be devised during the beginning and middle of each semester as the seasons dictate. The following rules apply:

1. Participants: Varsity student-athletes whose name has been submitted, via a strength and conditioning roster sheet, by their head coach.

2. No student-athlete is allowed to train without a qualified supervisor present. (Certified Strength and Conditioning staff only)

3. Be on time for workouts.

4. Only Fairfield gear is to be worn during team workouts.

5. No chewing gum at any time in the facility.

6. Shirts are to be worn at all times.

7. Do NOT spit in the water fountain.

8. Headphones are not allowed during any strength training workouts. You may wear headphones during cardio, core, and stretching only.

9. Do not talk while coach is talking.

10. Clean up after yourself and your teams’ workout.

11. Always have a spotter and use weight collars to secure weights on the bar.

12. No sitting, bending over, or taking a knee once a workout has started. DO NOT SHOW FATIGUE.

13. Focus and give maximum intensity every day; Conversation not relevant to the workout is unnecessary.

14. If you must miss a workout; contact coach via phone, email, or in person to reschedule in advance.

15. Complete the entire workout; in the order it is prescribed. Do not make any changes without speaking to coach first.
ATHLETICS TRAVEL & EQUIPMENT POLICIES

TEAM TRAVEL

Dress Code

Athletics teams representing the University home or away, as a group or individually, will wear the following:

*Team apparel that is uniform in nature (sweat suits, team uniforms, etc.) OR:

*In a coordinated manner directed by the Head Coach (shirt, tie, dress, etc.).

Jewelry and piercings should be appropriate and kept to a minimum.

Athletes are not allowed to wear apparel advertising another college, university or professional team on the same day of a competition or at the site of a competition (home or away).

OTHER TRAVEL REQUIREMENTS

1. Only officially approved travel parties shall use team transportation.

2. Official team travel itineraries must be filed with the Operations Assistant to the Athletics Director and to the Office of Public Safety 24 hours prior to departure.

3. Official team transportation is off limits to non-University personnel and student-athletes’ parents.

4. Student-athletes must travel to and from an away contest on the same transportation unless they have a written note signed by a parent or guardian allowing them to travel separate from the team.

The purpose of the Equipment Room is to provide a service to Fairfield University and its intercollegiate student-athletes. This support service encompasses the following:

- Assessing equipment needs. (goals, etc (Does not include uniforms, uniform pads, footwear, etc.)
- Laundry Services

The Equipment Room is staffed by a Graduate Assistant who oversees work-study students who report directly to the Associate Director of Athletics/Facilities.

LAUNDRY SERVICES

The equipment room offers laundry services for all varsity athletics teams. Each student-athlete’s roll items will be washed with the rest of his or her team members’ roll items. There will be a bin in each of the locker rooms for these items to be placed in. Game uniforms will be washed prior to the next contest. Any loose articles of clothing and/or personal items will not be washed!

Washing machines and dryers are located in both the Athletics Center and in Alumni Hall. Unless special arrangements are made, only the Associate Director of Athletics/Facilities and the Equipment Room personnel will have access to the laundry rooms. Personal laundry is not allowed.
ATHLETIC COMMUNICATIONS DEPARTMENT

The Athletic Communications Department is part of the Division of Marketing and Communications and is located in the Walsh Athletic Center. Athletic Communications acts as the liaison between all that happens in the Athletics Department (on and off the field) and all media outlets (newspapers, radio, television and University publications). This department is responsible for the writing of all media news releases, brochures and feature stories that publicize the intercollegiate sports in which student-athletes of Fairfield University participate.

All requests for interviews or photos will be handled solely by the Department. If a member of the media (including all on-campus and off-campus outlets) contacts a student-athlete at his/her dorm or place of residence, without confirmation by the Athletic Communications Director, refer that media member to the Athletic Communications Department before answering any questions. A student-athlete should not conduct an interview over the phone unless approved by the Athletic Communications Department. A student-athlete’s telephone number will not be released to a media member unless prior arrangements have been made.

This department also keeps a personal fact file on every student-athlete at Fairfield University. This file is updated at the beginning of each school year through the use of a questionnaire. The Student-Athlete Profile form also includes a request for a Grade Point Average (GPA) release. A student-athlete is not required to sign this release but if they do not sign it he/she cannot be nominated for All-MAAC Academic or other Academic All-America honors.

As a student-athlete, you may be called upon by the Athletic Communications Department for interviews, comments, photos and features. All these media/institutional requests must be set up and approved by the Athletic Communications Department. You should never agree to an appointment unless you plan to keep it. It is very important that you be on time for any interviews. If there is a problem or you are running late, please call the Athletic Communications Department as soon as possible so the writer, television crew, etc., can be advised of the change.

A student-athlete should dress appropriately for all appointments and remember that you are always representing Fairfield University when dealing with the media. Classes and practice rank first and foremost. A student-athlete should not schedule an interview that would conflict with these activities. A student-athlete may be interviewed after games and should remember to be a good winner and a polite loser. Always show the utmost respect in dealing with the media.

If student-athlete’s have questions about how to conduct interviews or have problems in handling media requests, they should contact a member of the Athletic Communications Department so that any difficulties can be solved.
FAIRFIELD UNIVERSITY ATHLETIC DEPARTMENT
SOCIAL MEDIA POLICY & GUIDELINES FOR STUDENT-ATHLETES

Competing as a varsity student-athlete at Fairfield University is a privilege. Student-athletes at Fairfield are held in the highest regard and are seen as role models in the community. As leaders you have the responsibility to portray your team, your University and yourselves in a positive manner at all times. Sometimes this means doing things that are an inconvenience to you, but benefit the whole team.

Facebook, Twitter, Instagram and other social media sites have increased in popularity globally, and are used by the majority of student-athletes here at Fairfield in one form or another.

Student-athletes should be aware that third parties - including the media, faculty, future employers and NCAA officials - could easily access your profiles and view all personal information. This includes all pictures, videos, comments and posters. Inappropriate material found by third parties affects the perception of the student-athlete, the athletic department and the University. This can also be detrimental to a student-athlete’s future employment options, whether in professional sports or in other industries.

Examples of inappropriate and offensive behaviors concerning participation in online communities may include depictions or presentations of the following:

• Photos, videos, comments or posters showing the personal use of alcohol, drugs and tobacco e.g., no holding cups, cans, shot glasses etc.
• Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
• Pictures, videos, comments or posters that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
• Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a student-athlete, coach or team at another institution and derogatory comments against race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
• Content online that would constitute a violation of MAAC, CAA or NCAA rules (examples: commenting publicly about a prospective student-athlete, providing information related to sports wagering activities; soliciting impermissible extra benefits).
• Information that is sensitive or personal in nature or is proprietary to the Fairfield Athletic Department or the university, which is not public information (examples: tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/itineraries or information).

If a student-athlete’s profile and its contents are found to be inappropriate in accordance with the above behaviors, he/she will be subject to the following penalties:

1. Written warning
2. A meeting with your program’s sport administrator and Head Coach
3. Penalties as determined by the athletic department, including but not limited to possible suspension from his/her athletic team.
For your own safety, please keep the following recommendations in mind as you participate in social media websites:

- Set your security settings so that only your friends can view your profile
- You should not post your email, home address, local address, telephone number(s), or other personal information as it could lead to unwanted attention, stalking, identity theft, etc.
- Be aware of who you add as a friend to your site – many people are looking to take advantage of student-athletes or to seek connection with student-athletes.
- Consider how the above behaviors can be reflected in all Facebook applications.

If you are ever in doubt of the appropriateness of your online public material, consider whether it upholds and positively reflects your own values and ethics as well as the Fairfield University Athletics department. Remember, always present a positive image and don’t do anything to embarrass yourself, the team, your family or the University.

**FAIRFIELD UNIVERSITY GUIDELINES FOR ADDRESSING THE MEDIA**

Be Cooperative. Reporters need your comments for stories. If you make yourself available to answer their questions, they will appreciate it because it makes them look more professional.

Don’t Be Defensive. Attitude is everything. Stay calm, remain in control in all situations.

Think Before You Answer. Reporters are often in a hurry because of deadline pressures. Don’t feel rushed or goaded into giving quick answers. Speak clearly with the proper rhythm. Avoid clichés.

Don’t Criticize or Berate the Opposition. Or anybody else, for that matter.

Avoid “No Comment.”
It makes you look like you have something to hide or are guilty. Try to find a response to every question. If you do not know the answer to a question, it is perfectly acceptable to say “I don’t know.”

Listen to the Question Carefully. Make sure you understand the question before you answer. If you don’t understand, ask for clarification or have the interviewer repeat the entire question.

If You Don’t Know, Say So. Talk about what you DO know, don’t talk about what you DON’T know. That is better than giving incorrect, misleading or damaging information.

No “Off the Record.” Everything you say is quotable. If you don’t want your words to show up in tomorrow’s paper, don’t say them. You are always “on” with a reporter.

Personal Appearance Counts. Maintain good eye contact with the reporter and don’t worry about the camera. Keep your voice strong and animated.

Personalize. In a one-on-one interview, use the reporter’s first names. It helps you take control and makes you sound more confident and conversational. It will also increase the chances of your message being used in the story.

Say “Thanks.” Your final actions in the interview may leave the strongest impression with the reporter. Make every encounter a memorable one—chances are you’ll get more favorable stories in the future.
END OF SEASON TEAM EVALUATION/ SENIOR EXIT INTERVIEW PROCEDURES

The following procedures are in place for student-athletes to provide feedback on their athletic experiences following each championship season and for seniors at the completion of their senior season.

End of season team evaluations:

Following the completion of each team’s championship season, the NCAA Faculty Athletics Representative (FAR) will coordinate a time with each team to meet with individuals on the team to complete the team questionnaire.

This meeting should occur at the end of the fall semester for fall sports, late March for the winter programs, and around May finals for the spring teams.

The FAR will collect the data and compile the information. The FAR will compile the data and provide a compilation of the statistical data and a written synopsis to the Athletics Director and the program administrator for each program. The data should be provided within about 6 weeks of the completion of the evaluation. The FAR will also provide notice that he/she is available for an in-person evaluation. Collected data is anonymous in nature, unless a student-athlete desires to go on record. An issue that rises to a level that legally requires an end to anonymity will be made known at that point to the student-athlete. If a student-athlete wishes to continue explaining the issue, they may due so with the knowledge that there can no longer be confidentiality. Such issues will be reported to the appropriate University administrator.

The athletics administration will review the data and use the information as part of the evaluations of programs and personnel.

Coaches will be provided with the results of the scantron sheet at their end of year evaluations from their program administrator.

Senior Exit Interviews:

NCAA Bylaw 6.3.2. requires a Division I institution’s director of athletics, senior woman administrator or designated representatives (excluding coaching staff members) to conduct exit interviews in each sport with a sample of senior student-athletes whose eligibility has expired. Senior athletes will be provided and encouraged to take the advantage of completing a senior exit interview with a member of the senior athletics administrative staff.

The questions reviewed incorporate the student’s overall experience at Fairfield, as well as, specific athletic experiences.

The senior exits shall be coordinated by the Athletic Director’s administrative assistant. A list of graduating seniors will be compiled and received from the Coordinator for Student-Athlete Programs. Coaches will be contacted and will have the responsibility to have each senior complete an exit interview.

The interviews should begin for fall and winter sport athletes by spring break. The spring sport exits should be completed by finals week.

The information will be reviewed and shared among the athletics administrators during summer planning meetings to look for trends or ideas of ways to improve the athletics experience for student-athletes.
ATHLETIC AWARDS

At the conclusion of the school year, the Department of Athletics sponsors a banquet to honor the participation and achievements of its student-athletes, coaches, and other representatives of Fairfield University. Each student-athlete receives a participation award based upon the number of years he or she has been a member of a Fairfield University sports team.

At the banquet, several awards are bestowed upon student-athletes who have distinguished themselves among their peers. These awards, voted on by members of the coaching staff, include:

- Alumni Association Sponsored Awards:
  - Female Scholar-Athlete of the Year
  - Male Scholar-Athlete of the Year
- William Wallin Memorial Award
- Female Athlete of the Year
- Male Athlete of the Year
- Female Freshman of the Year
- Male Freshman of the Year

In addition, all senior student-athletes and each team’s Coach’s Award recipient will be honored.

ALUMNI ASSOCIATION ATHLETICS HALL OF FAME

The purpose of the “Fairfield University Alumni Association Athletics Hall of Fame” is to honor Fairfield University graduates for their athletics achievements and recognize these outstanding accomplishments at an appropriate ceremony. Non-graduates who have distinguished themselves in their association with the Athletics Department are also eligible for the Hall of Fame. A nomination application may be obtained from the “Fairfield University Alumni News” or the Alumni Office. Student-athlete alumni are eligible for induction five years after their graduation date.

LYONS-LADEMAN FUND

The Fairfield University athletics program is always experiencing growth and refinement. Naturally, with such a comprehensive program, increased demands are placed on the department’s University operating budget. The Athletics Department, in conjunction with the Advancement Office, has established the Lyons-Lademman Athletics Fund to encompass all sports at Fairfield. All contributions are intended to assist the department and its teams to meet their needs on the road to success. The Lyons-Lademman Fund supports the University’s 20 varsity teams. Men’s teams include baseball, basketball, cross country, golf, lacrosse, rowing, swimming and diving and tennis. The sponsored women’s teams include basketball, cross country, field hockey, golf, lacrosse, rowing, soccer, softball, swimming and diving, tennis
and volleyball. The fund also assists the efforts of club sports during their year-long spirit activities including: cheerleaders, dance team, pep band and mascots. In addition, several support service areas such as Athletic Communications, Sports Medicine, Recreation and Intramurals and the general athletics department account have benefitted from the athletics development fund.

Anyone can be a part of Fairfield’s excellence by donating to the Lyons-Lademan Athletics Fund. Strengthening the athletic effort can only be achieved with active support of those who believe that athletics are an integral part of the liberal educational process. A donor may elect to give his or her contribution to a specific sport or the general athletics fund.

To access these funds, a request must be made to the Sport Administrator by the coach. Justification of the request must also be made along with the anticipated amount. Reasons for the request may include:

- Equipment not approved in the budget.
- Special tournament or contest.
- Coaches’ professional development.
- Team clinic or seminar.
- Publications.
- Anniversary or special accomplishments/awards.
- Team player – domestic or institutional travel.
- Scholarships.
- Recruiting.
- Other.

No request will be authorized if it contains non-salary/ non-capital equipment that should come from the budget under normal circumstances.