

INTRAMURAL PARTICIPANT HANDBOOK

University of Texas at Tyler

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SECTION 1 – ADMINISTRATION

1.1 Mission: The mission of the University of Texas of Tyler Intramural Sports Program is to foster student development in important life skills such as teamwork, leadership, sportsmanship, and competitiveness. Participating students will demonstrate living a balanced life-style, establishing time management and stress management skills, while developing habits that have a positive impact on their health. Participation promotes individual development by providing co-curricular recreational activities for students, faculty, and staff which enhances their liberal education experience.

1.2 Office: Intramural Sports is a component of RecSports within Student Affairs. The program is based in the RecSports Office in Room 1130 of the Herrington Patriot Center. The office is open from 8:00 AM until 5:00 PM, Mondays through Fridays.

Contact Info: 903-565-5571, tartley@uttyler.edu

1.3 Health and Safety: Participants must be aware of the possibility of accidents and injuries which are inherent to recreational and sporting activities. Moreover, participants should follow the instructions of their physician concerning their participation in these events. The University is not responsible for injuries to participants or spectators while competing or observing intramural recreational sports.

1.3.1 Cost for medical care beyond the basic first aid provided by the intramural staff is the responsibility of the injured party.

1.3.2 Participants may not compete with open wounds or while wearing clothing that contains any amount of blood or other bodily fluid (other than perspiration).

1.3.3 Participants should remove jewelry and wristwatches prior to any contest.

1.3.4 Alcohol is prohibited at all on-campus Intramural activities.

1.4 Waiver of Liability: Every participant, either by registering online for an activity or registering at an event, must read and sign the waiver of liability form prior to participation in that event.

1.5 Athletic Trainer: The role of the athletic trainer is to provide a strong, positive, and professional atmosphere consistent with that of University of Texas at Tyler, recreational athletics, and the philosophy of the national collegiate athletic association. Create an athletic training program with clear and effective policies and procedures as well as recruiting and maintaining an athletic training staff with the knowledge and skills to provide quality care. The athletic trainer will provide adequate coverage for University of Texas at Tyler recreational sporting events. The athletic trainer will also practice duties and responsibilities under the guidelines of the National Athletic Trainers' Association and the governing laws, both federal and by the state. Prevent injuries/conditions through health and safety promotion and maintaining a clean and safe working/athletic participation environment.

1.6 Communications: All information for participants is available on our website at www.uttyler.edu/recsports including event information and registration, playing schedules and rules, and a copy of this handbook. Communication with participants or team captains will be via telephone, texting, or email. Tournament brackets and other intramural information will be posted on imleagues.com.

1.7 Amendments: This Handbook will be reviewed every summer for possible changes, additions or deletions. Any questions about policies or policy disputes should be directed to the Assistant Director of RecSports.

SECTION 2 – SPORTSMANSHIP

2.1 Ratings: Sportsmanship ratings are assigned by the Intramural employees following each contest. If a team captain believes an error has occurred in either recorded game results or sportsmanship rating an appeal needs to be made in writing to the Intramural Recreational Sports Director within 48 hours following the contest. Sportsmanship ratings will not be discussed on the field/court. Teams earn a sportsmanship rating based upon participant and spectator behavior and attitude during the contest. The rating system is as follows:

5 - Clean game, team members fully cooperate with IM Officials and opposing team

4 - Verbal warning issued, yellow card given, team received 0-1 unsportsmanlike technical foul

3 - Harassment of IM Officials, complaining continued after verbal warning, players other than captain question IM Officials' decisions, team received more than 1 unsportsmanlike technical foul or yellow card

2 - One ejection from contest, multiple harassment incidents

1 - Multiple ejections, threatened opponent or IM Official, fighting, used ineligible player, damaged facility or equipment

2.1.1 Violations and penalties: An average sportsmanship rating below 4 at the end of the preseason for each sport/team results in team ineligibility for playoffs; if a sportsmanship rating below 4 is received

during playoffs, the team is immediately ineligible to continue play in the bracket. An average sportsmanship rating below 3 at the end of a sports regular season, or a sportsmanship rating of 1 or 2 during any playoff contest results in team ineligibility for playoffs, and the team/organization may be placed on program probation or suspension.

2.2 Unsporting behavior: All participants and spectators are expected to hold themselves to a high degree of sportsmanship. This includes showing respect for authority, other participants and spectators, facilities and equipment. Intramural officials may cite any participant or spectator for acts of unsporting behavior, and may link spectators to participants for the purpose of assessing penalties.

2.2.1 Minor unsporting conduct will be handled in-game by the game officials with a technical foul, yellow card, penalty flag or other appropriate penalty. No ejection is expected to occur for a first time minor offense.

2.2.2 Serious unsporting conduct or repeated minor unsporting conduct will most likely be handled in-game by the game officials or by the sports supervisor. The appropriate penalty will be applied, and ejection from the contest is probable. Any player or spectator ejected from the contest is also ejected from the facility. Any ejected player may face additional suspension from future contests depending on the severity.

2.2.3 Extreme unsporting conduct, including malicious contact and fighting, will probably be handled in-game by the game officials or by the sports supervisor. The appropriate penalty will be applied, and ejection from the contest is mandatory. Any player or spectator ejected from the contest is also ejected from the facility. Any ejected player may face additional suspension from future contests depending on the severity.

2.2.4 Any player or spectator ejected for extreme unsporting conduct will be suspended from attending any intramural event for a period of at least sixteen weeks. If the extreme unsporting behavior includes physical abuse or assault of an intramural official or other applicable authority, the offender may be permanently suspended.

2.2.5 Any serious or extreme unsporting conduct that could be considered a violation of the Student Conduct Code may be referred to the appropriate law enforcement agency and the Office of Judicial Affairs for further disciplinary action.

2.2.6 Participants or spectators will be held responsible for intentional or negligent damage to personal or public property, and appropriate penalties will be applied. The incident may also be referred to the appropriate law enforcement agency and the Office Judicial Affairs for further disciplinary action.

2.2.7 Repeated minor or serious unsporting conduct or any extreme unsporting conduct linked to a campus organization may result in that organization placed on program probation for a period of sixteen weeks. Any further unsporting conduct during the probation period may result in program suspension for the organization. Organizations that are suspended from Intramural Sports may not sponsor teams or individuals in any division, and may not sponsor by direct, or indirect, or colloquial reference their organization in team naming or structure. No team or doubles partnership in any division may be composed of members from the suspended organization by more than fifty percent of the number permitted on the playing surface at any given time, specified by the published rules of the particular activity, rounded to the least whole number.

2.2.8 Any sanctions from the Office of Judicial Affairs or the Dean of Student Affairs Office concerning the privilege of an individual or organization to participate in intramural sports will be observed.

2.3.9 Any individual or organization suspended from competition may appeal such suspension in writing. The written appeal must be submitted to the Assistant Director of Rec Sports, and a decision will be made within 72 hours after receipt of the appeal.

SECTION 3 – PLAYER ELIGIBILITY

3.1 General eligibility: UT-Tyler students enrolled in at least three graduate or undergraduate semester hours are eligible to compete in intramural activities. UT-Tyler faculty and staff are eligible to compete in Open Division intramural activities.

3.2 Identification: Participants must have proper identification in order to participate (Photo ID). Intramural officials may request identification from any participant at any time. Failure to provide such identification, or use of false identification, may result in disqualification of the individual, team, or both.

3.3 College varsity or former college varsity athletes: Any otherwise eligible participant listed on a varsity athletic roster is not eligible for the related intramural activities.

3.3.1 Individual limit: A former varsity athlete is eligible for related intramural activities provided that the former varsity athlete has not been listed on the varsity athletic roster for at least one semester (summer does not count as a semester) prior to intramural competition. For example, a varsity soccer player listed on the official roster in the fall may not participate in that fall's IM Soccer or the following spring IM Soccer.

3.3.2 Team limit: A singles participant or doubles may not have more than one former varsity athlete, or a combination of one sport club member and one former varsity athlete from the related sport on the intramural roster. Likewise, a team participating in an activity may not have more than two former varsity athletes, or a combination of one former varsity athlete and one sport club member from the related sport on the intramural roster. Individual limits still apply to each of these players.

3.3.3 Status limitation: If a former varsity athlete has not been listed on an athletic roster for 2 years, they are no longer considered a former varsity athlete for intramural purposes.

The Athletic website will be used to determine who is considered to be on the roster for each sport

3.4 Sport Club Members: A member of a sport club is eligible for related intramural activities. However, a singles participant or doubles may not have more than one former varsity athlete, or a combination of one sport club member and one former varsity athlete from the related sport on the intramural roster. Likewise, a team participating in an activity may not have more than two former varsity athletes, or a combination of one former varsity athlete and one sport club member from the related sport on the intramural roster.

3.4.1 If a sport club player removes his/her name from the official sport club roster because he/she is no longer affiliated with that club, he/she will be in compliance with the eligibility rules. However, if a player removes his/her name from the official roster just to be in compliance with the eligibility rules to play Intramurals and then returns to their sport club for contest and/or practices, all placement points earned by that team will be removed and a deduction of unsportsmanlike penalty points for use of an ineligible player will be applied.

3.4.2 A sport club member cannot remove him/herself from the respective sport club roster after his/her sport club season is completed and play Intramurals as a non-sport club member. For example, in the fall, the club soccer season has completed and a club player wants to play Intramural Soccer. He/she is no

longer eligible to remove him/herself from the club soccer roster to be eligible for Intramurals, since the club season has been completed.

3.4.3 Status limitation: If a former club sport athlete has not been listed on an athletic roster for 2 years, they are no longer considered a former club sport athlete for intramural purposes.

3.5 Professional Players: Any otherwise eligible participant who receives or has received money for participation in a sport is not eligible for the related intramural activities for 2 years after playing professionally.

3.6 Use of ineligible players: Teams using any ineligible players will be disqualified from competition and/or the illegal player will be disqualified from competition in the division which they were found to be participating illegally. A Patriot Cup eligible team using an ineligible player (non-student, varsity athlete, club sports member, alumni, etc.) will lose all placement points won by that individual/team, a deduction of unsportsmanlike penalty points for use of an ineligible player will be applied; however participation points won by a team may stay intact. Teams defeated by other teams subsequently disqualified for using ineligible players will win placement points as if they had won the contest in question, but will not be reinstated to the tournament. A protesting team, however, may be reinstated to the tournament.

3.6.1 A player found playing when not listed on the team roster or not listed on the game score sheet or not signed in on waiver sheet will immediately be declared ineligible and ejected.

3.7 Protest of player eligibility: When a person is believed to be ineligible to participate in an intramural contest, the protesting team's captain or manager must notify the game officials of the eligibility question either before the game, at halftime, or immediately after the game. Protests made after this deadline will not affect the outcome of the contest but will still be considered. The protest procedure will be:

1. The game official will suspend play.
2. The protesting captain will explain the eligibility rule basis for protest.
3. The game officials and the sports supervisor on duty will record the protest for action by the Assistant Director of Rec Sports. The official Protest Form must be used.
4. Play will then be resumed if time is remaining in the contest.
5. The Assistant Director of Rec Sports will review the protest the next work day and a decision will be issued promptly.

SECTION 4 – PATRIOT CUP

4.1 Guidelines: The Patriot Cup is intended to promote friendly rivalries, encourage good sportsmanship and participation, and reward success. The Intramural Sports Patriot Cup is a competition to see which team/organization is the best all-around Intramural Sports team. Teams/organizations will accrue points throughout the entire school year. You can earn points three different ways: by registering and showing up for your games/events, having an above average sportsmanship rating and succeeding in the sports that you play. The winning teams will receive an award determined by the IM Sports staff (t-shirt, water bottle, etc.) and will have their name placed on a trophy prominently displayed in the Herrington Patriot Center.

4.2 Eligibility: Team members are subject to established IM Sports eligibility guidelines. Patriot Cup teams do not have to be registered student organizations on campus. Organization/team affiliation must be declared at time of entry in order to represent a particular organization/team for Patriot Cup points. Your team must use the same team name and have the same captain for every sport. The captain must give us

permission to allow another person to captain a team with his/her team name. The captain can choose to have different players on his team for every sport, but as long as he uses the same team name that team will accrue points. Patriot Cup points will be tracked for Men's and Women's divisions.

4.3 Patriot Cup Points:

Sportsmanship: Each Team is awarded one hundred sportsmanship points at the beginning of the academic year. Deduction of sportsmanship points is at the discretion of the Assistant Director. To penalize poor and improper sportsmanship, points can be deducted from a teams' standing for the following reasons, as well as for other unspecified acts of non-sporting conduct:

1. Sportsmanship Infraction: Depending on severity (Ex: Ejections, Sportsmanship Rating below 3)
2. Forfeit: -10
3. Use of Ineligible Player: -20

Participation: Teams may gain participation points by playing in each activity:

1. Major/Minor Team Sports: 15 points
2. Individual/Dual Sports: 10 points

Placement: Each organization that finishes in the top four in tournament play will earn the following points:

1. Major Team Sports
 - a. 1st – 50
 - b. 2nd – 40
 - c. 3rd – 30
 - d. 4th – 20
2. Minor Team Sports
 - a. 1st – 30
 - b. 2nd – 25
 - c. 3rd – 20
 - d. 4th - 15
3. Individual/Dual Sports
 - a. 1st – 15
 - b. 2nd – 10
 - c. 3rd - 5

4.4 Major sports: 7v7 Flag Football, Outdoor Soccer, 5v5 Basketball, Indoor Volleyball, Softball.

4.5 Minor Sports: Sand Volleyball, Indoor Soccer, 3v3 Basketball, 4v4 Flag Football, Dodgeball

4.6 Individual/Dual: Tennis, Table Tennis, Spikeball, Cornhole, Disc Golf

The Assistant Director may add or remove events depending on facility space, weather, etc

4.7 Point Protest: team captains/managers who believe an error had occurred in the awarding of points for any activity may challenge the points by notifying the Assistant Director in writing of the challenge. The team captain must provide specific information as to why they believe an error has been made. This

challenge must occur by the last day of classes in the semester when the points were awarded, or by noon on the fifth day after the points in question are first published, whichever occurs latest.

SECTION 5 – ACTIVITY INFORMATION

5.1 Registration: Teams, doubles partnerships, and individuals wishing to compete in an event must submit an entry on imleagues.com before the published deadline. The minimum number of participants must be on the roster for the team to be confirmed within the league. Teams that fail to reach the minimum number of players on their roster by the deadline will not be scheduled. Teams must be formed prior to entry; no individual entries are allowed for team sports (see 5.2 Finding Teams).

5.1.1 An individual may play for only one team per sport, plus one co-rec team per sport if a co-rec division is offered.

5.1.2 Roster additions: New players may be added to a team's roster up to 14 days after the signup deadline. No additions may be made to a roster once that period has passed.

5.2 Finding Teams: Free Agents/Individuals who are interested in playing in the Open or Co-Rec Division for a team sport may join the free agent section of the preferred sports league through IM Leagues on the Intramural website. Individuals are responsible for contacting each other to arrange meeting times and/or to discuss forming a team. Existing teams may utilize this information to look for participants to add to their roster prior to the first tournament game.

5.3 Team captains' meetings: Captains' Meetings will be sent to all participants on the day following the signup deadline through IM Leagues to review playing rules, special situations, and changes to intramural policy.

5.3.1 Captain's Responsibilities:

1. The team captain is a vital link between the individuals participating in a sport and the Recreational Sports staff. For this reason any person assuming the role of a team captain has a number of responsibilities he/she is obligated to.
2. Informing all players of the game time and location. This includes checking the playoff schedules the first day of posting and every day following competition.
3. Making sure that all members of their team present a valid ID prior to the start of every game. Valid ID is required at all intramural events and should be presented each time an individual plans to participate in an event.
4. Represent each member of their team and be the only one to discuss rule interpretations and calls with the umpires/officials.
5. Be familiar with all rules, schedules, policies, and procedures of the Recreational Sports Office and pass this information along to all team members.
6. Assist the intramural sports staff with the implementation of the sportsmanship policy and stress to each participant its importance.
7. Be at the site at least 15 minutes prior to the start of every contest in order to be sure the team roster is recorded on the score sheet and that any necessary equipment is checked out.

8. Communicate with the intramural sports office throughout the season about any problems or concerns that may be occurring at the site.
9. Making sure that all members of your team are eligible to play in an intramural contest. This not only includes whether or not they are a student or faculty/staff member at UT Tyler but also having full knowledge that each member is playing on a legal number of teams.
10. Represent his/her team by cooperating with the supervisors at the site concerning any protests, incidents, or accidents that may occur as well as with the Recreational Sports staff the day following such occurrences.

5.4 Fees to play: There are no entry fees for Intramural participation other than the golf scramble, bowling, and Putt Putt.

5.5 Event scheduling: Generally, intramural contests and tournament brackets are posted the day following the published activity deadline. Participants should remember that facilities and funds are limited and that event scheduling is reflective of that fact. We will strive to provide participants twenty-four hour notice for most schedule changes. For most team sports, we will endeavor to at least 3 regular season games plus a single elimination tournament. Individual sports are usually scheduled as single or double-elimination tournaments. Participants should be aware of their path and schedule throughout the entire tournament. Participants should be familiar with reading and understanding standard tournament brackets. If you need help, please contact an Intramural staff member.

5.5.1 Postponing contests: Intramural Recreational Sports may postpone contests due to several reasons: inclement weather, unplayable field conditions, space usage conflicts, unavailable officials, emergencies, or other unanticipated reasons.

5.5.2 Rescheduling contests: Team captains or singles/doubles player(s) may request a contest be rescheduled. The request must be in writing and must be received by the Assistant Director of Rec Sports 24 hours prior to game time. If the requesting team has not filled out time preferences on imleagues.com, the request may not be taken into consideration. In most cases, contests will be rescheduled using the following principles:

5.5.2.1 The Assistant Director has final say in determining contest times and dates. They may make exceptions to these guidelines in the case of extreme circumstances or emergencies.

5.5.2.2 Rescheduling requests will not be considered if the postponement will impact subsequent but already scheduled contests. For example, if the request is to postpone a 6:00pm contest, yet the winner or loser of that contest is to play again that same evening, then the request will be denied. Another example, if the request is to postpone a 6:00pm contest and winner or loser of the 6:00pm contest is to play the next day, and there is no opening in the facility schedule or officials are not available before the winner or loser would play the next contest at its scheduled time, then the request will be denied.

5.5.2.3 Contests that will be rescheduled will be scheduled for the soonest possible date that the space is available.

5.5.2.4 The players (for single or doubles activities) or team captains must agree on a makeup date/time in consultation with the Assistant Director if facility or officials availability is to be considered.

5.5.2.5 This agreement of a makeup date/time must be reached and communicated in writing by each player (for singles and doubles activities) or team captain to the Assistant Director 12 hours prior to the contest start time.

5.5.2.6 Failure to reach an agreement as to a make-up date/time by the deadline results in the original contest time being in effect.

5.5.3 Defaults: If a team or individual/doubles participant notifies the Assistant Director 12 hours prior to the scheduled event that the team or individual will not be able to compete in a scheduled contest for any reason; the opposing contestants will win the contest by default. Also, a team or individual participant who has started a game but cannot continue due to injury, illness or disqualification will lose the contest by default. There is not a forfeit fee associated with defaulting a contest.

5.5.3.1 Organizations whose teams or individual/dual participants who lose a contest by default still receive participation and placement points already earned so long as they have actually participated in a contest or subsequently actually participate in a contest.

5.5.3.2 If the notification occurs within 12 hours of the scheduled event, the contest is considered forfeited.

5.5.4 Forfeits and forfeit fees: A fee of \$20.00 for Team sports and \$10.00 for Singles and Doubles events will be assessed for each contest forfeited due to no show or failure by a team to reach the minimum number of players present to play by game time. If the team or player(s) pay the forfeit fee before their next contest, then the team or player(s) will be reinstated to competition. If the fee is not paid prior to their next scheduled contest, that game will be also declared a forfeit. The captain then will be charged for two forfeits and according to the current rules will be removed from further play in that sport.

5.5.4.1 At the end of each event, an email will be sent through imleagues notifying the captain of forfeit fee and suspending them from play. Fees not paid by the team captain will result in that captain/organization being suspended from entering further teams and or individuals in Intramural events. At the end of the current semester and the bill is still not paid a request to put a hold on the student's account will be issued through Student Accounts. Once the fee is paid the account will return to good standing.

5.5.4.2 A team forfeiting two regular season games will be removed from the league and will not be eligible for tournament play.

5.5.5 Tournament Seeding: Tournament seeding will be determined by the following criteria: Win Pct., Head to Head, Sportsmanship Rating, Points for, points against, and coin flip.

5.6 Protest of playing rules: Participants may not protest judgment calls of intramural officials. Some examples of judgment calls are: balls and strikes, out or safe, fair or foul, ball in or out of bounds, fouls or no call, carry/lift or legal hit. Protests are allowed only for misapplication of rules. When a participant believes that a game official has misapplied or misinterpreted a published playing rule, the respective team's captain or manager must notify the game officials of the protest before the next play of the game. If the decision in question happens to be the final play of the game, the protesting team must file a protest with the event supervisor before leaving the facility. Protests made after these deadlines will not be considered.

5.6.1 When a team captain protests a non-judgment decision made by an intramural official, the officials will follow this protest procedure:

1. The game official will suspend further play.
2. The protesting captain will explain the playing rule for protest.
3. The game official will respond with rationale for the original decision.

4. The game officials and the supervisor on duty will discuss the situation in the absence of all participants. These officials will decide whether a misapplication of the rules has actually occurred, and if so, will correct the decision.
5. The decision will be communicated to the team captains.
6. If the team captain(s) is not satisfied with the decision, the captain may then file a formal protest with the Assistant Director before 12:00pm noon of the following business day.

5.6.2 A team filing a formal protest with the Assistant Director must follow this procedure:

1. The team must have protested the decision to the game official following the procedures listed in Section 5.6.1. Other protests will not be considered.
2. The formal protest must be in writing, detailing the date, time and place of the situation in question, as well as a detailed description of the decision in question. Formal protests submitted via e-mail will be accepted. This detailed description must include the precise rule citation from the published playing rules. Protesting teams may borrow necessary publications. The team must also record all factors necessary to restarting or reconstructing the game, such as possession, inning/half, time remaining, players on base, number of outs, etc.
3. The Assistant Director will review the protest and a decision will be issued promptly. The Assistant Director will only order a game be replayed when he/she believes that the decision of the official had a deciding influence on the outcome of the game.

5.7 Awards: Intramural Championship tee-shirts will be awarded to the winner in each League in all Intramural events.

5.7.1 Number of tee-shirts awarded: Individual and doubles champions are each awarded champion tee-shirts. For Meets/Special Events, tee-shirts will be awarded to event winners in each league. Team sport captains will receive tee-shirts equaling 2 times the standard number of players needed to compete, (for example, 5v5 basketball will receive up to 10 shirts, regardless of team roster size).

SECTION 6 – REGIONAL TOURNAMENTS

6.1 Eligibility: It is up to the Assistant Director to determine if teams will be allowed to go to regional tournaments. If Assistant Director does allow teams to go, the Rec Sports Department MAY pay for the entry fee and hotel cost for all teams that are eligible to attend. Requirements are as follows:

1. Must win sports championship.
2. Must sustain a 4.0 sportsmanship throughout the regular season AND playoffs.
3. Must have 60% of original roster attending the regional. Can pick up players if team needs to but majority of roster must go.
4. Must be an undergraduate (or graduate student) and be enrolled in at least 9 hours (6 hours) with the registrar.
 - a. Teams must pay for all other expenses (i.e. gas, food, etc.).
 - b. Teams that do not meet requirement ONE can still attend regional if the team meets requirements 2-4. They must pay for ALL expenses, including entry fee.

6.2 Guidelines: All UT-Tyler teams attending regional events must abide by University policies and tournament rules. In addition, all travel paperwork must be completed and turned in prior to leaving for

tournament. Failure to abide by guidelines will result in team repaying RecSports for their contributions and may result in discipline from the office of Judicial Affairs.

6.3 Captains Agreement: All captains must complete the following agreement prior to registering team for regional tournament:

By signing below, I, _____, agree that my team will attend all required games and meetings at the NIRSA Regional Event. In addition, my team and I will abide by all tournament conduct rules as well as University of Texas at Tyler policies. Lastly, I agree to return all RecSports equipment in working order the week following the event. If I and/or my team fail to do abide by these statements, I will be responsible for repayment of RecSports contributions to the event.

Signature _____ Date _____