Intramural Sports Handbook 2016-2017
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I. INTRAMURAL STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Number</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

Location:

The Intramural Sports office is located in room 113 in the Walter J. Hawrysz Campus Recreation Center. Office hours are 9:00-5:00 and by appointment.

II. MISSION STATEMENT

"Our department enhances the quality of life for students, faculty, and staff with opportunities for participation in diverse recreational programs, services and facilities, including intramural sports, fitness and wellness programs, club sports, informal open recreation and special events."

III. PROGRAM GOALS

- Intramural sports at Stony Brook University are designed to offer a healthy outlet for students looking to optimize their co-curricular experience through recreating in organized leagues, tournaments and one day events.

- Sport offerings are designed to be all inclusive and reach the diverse programming needs of our participants in an attempt to gain life-long appreciation of a wide variety of sports.

- Provide students an opportunity to do meaningful work on campus while developing their communication, planning and leadership skills.

- To have fun

IV. PROGRAM OVERVIEW

- Intramural sports are offered in Open divisions – non gender based rules.
- Competition is in the form of leagues, tournaments, and/or one day special events each semester.
- The programs are offered based on student interest and the availability of resources and facilities.
- The only loser is the non-participant.
- All information in 2016-2017 Intramural Handbook is subject to change by the Assistant Director of Intramurals and Sport Clubs

Revised 8/2016
V. ENTRY INTO AN INTRAMURAL SPORT/ACTIVITY

- All participants must register their team/sign up for a team via the IMLeagues.com website.

- Questions about registering for a team/event can be directed to the intramural sports office.

- Team registrations will not be accepted after the entry deadline.

- If you do not have a whole team to join, you may register on IMLeagues.com as a free agent. The Intramural staff will then add you to a team.

VI. CAPTAINS MEETING

- The captain or a team representative must attend the captain’s meeting.
- Please check the captains meeting date on the entry form for meeting dates.
- Teams will not be scheduled if captains/team representatives have not attended a meeting or made arrangements with the Intramural Office.

VII. RESPONSIBILITIES OF CAPTAINS & PARTICIPANTS

Pre-season responsibilities:
- Select an appropriate team name and division (open competitive and open recreational)
- Determine days and time the team cannot play
- Read and be familiar with the Intramural Sports Handbook as well as the specific rules for your sport (located on the IM Leagues website).
- Ensure that all team members understand and abide by them.

In-season responsibilities:
- Inform team members of schedules (when game schedules are changed an email will be sent and you will be called).
- Ensure enough players are present to avoid a forfeit.
- Make sure all teammates are eligible and bring their Stony Brook University id cards to the games. No ID=No Play.
- Any participant that is ejected from a contest is responsible for contacting the Intramural Department to set up a meeting before regaining eligibility.
- Captains are responsible for the actions of their team and fans. When the offending member(s) of a team cannot be identified the captain will be held responsible and could face sanctions.
General responsibilities:
- Maintain a cooperative attitude with all officials and staff while serving as an example of good sportsmanship for others to follow.
- Be familiar with the rules and officiating techniques of all sports that you participate in.
- Serve as the “voice” of your team. Communicate feedback directly to the officials and Intramural Staff
- Lead by example.

VIII. SCHEDULE INFORMATION

- Only the team captain should contact the Intramural Sports Staff for scheduling information.
- Once the schedule is published on IMLeagues.com, changes will not be made unless there is an extreme circumstance.
- If your team can not play on a scheduled day, the captain must speak with Intramural Staff 24 hours before the time of the activity to avoid being charged with a forfeit.

IX. ROSTERS

- Teams may add players to its roster, to not exceed roster limitations, by the roster deadline. Roster deadline is posted on IMLeagues.com
- Once a player has joined a roster he or she must remain on that team for the duration of the season.
- If a team member plays for another team each game they participated in for the second team will result in a forfeit.

X. LIABILITY/ASSUMPTION OF RISK

Facility users should be duly aware and acknowledge that participation in recreational sports programs and activities involves an inherent risk of physical injury. Individuals assume all such risks by voluntarily electing to participate in recreational sports activities. Stony Brook University assumes no responsibility for individual injury or property damage incurred in connection with use of facilities or participation in program.

In the event of any injury, the injured party is responsible for payment of all ambulance, emergency, and/or medical charges for treatment received.

Each individual participating in either a team or individual/dual activity will be required to sign a Release and Waiver of Liability Form before she/he participates. The signed form will remain on file for each sport; however it will be necessary for a participant to sign a form each time they participate in a different sport.
Stony Brook University and Campus Recreation are not responsible for lost or stolen equipment during any event. Keep your valuables locked up or do not bring them.

XI. INTRAMURAL RULES AND REGULATIONS

A. Participation eligibility

- Any student currently enrolled at Stony Brook University is eligible to participate including current faculty/staff with memberships.
- All team captains are responsible for the complete eligibility of all team participants.
- Each participant is also responsible for verifying her or his eligibility.

B. Eligibility Requirements

- Students participating in intramural activities must carry their Stony Brook University I.D. with them for proof of eligibility, equipment check-out and to enter the facilities.
- An individual may participate for only one team per activity (either open competitive or open recreational).
- A team may pick up players as long as they are not on or have not previously participated with any other team in that activity.
- To be eligible for the playoffs, a player must have played in one of the team’s regular season games and signed the liability waiver.

C. Intercollegiate Participation

- Teams cannot have members of the corresponding varsity sport play on their intramural team. Example: No members of the 2015 baseball/softball varsity teams can play intramural softball.
- Former varsity athletes can participate in the corresponding intramural sport, once their career is over. Example, a member of the 2014 varsity football player can play flag football in the fall of 2015. Note: Two former varsity players per team.

D. Protests

- Protests may only be submitted in instance of participation eligibility only. **You cannot protest an official’s call or interpretation.**
- Intramural Coordinators will have protest forms available in the intramural sports office
- Protest forms should be completely filled out on-site immediately after the completion of the contest in question.
Items

- Protests filed more than 24 hours after the event’s start, will not be considered.
- All decisions made by Intramural Staff will be final.

E. Sportsmanship

Sportsmanship Rating:

After every game/match each team/individual will be rated by a combination of Intramural Supervisors, Officials, Scorekeeper and Coordinator of Intramurals. Any member of the Intramural Staff has the right to remove any player, team or fan from a given contest. Removal of a player/team will result in meeting with the Manager or the Assistant Director.

Spectators associated with you or your team can also affect a team/individuals conduct rating and will be held accountable for their conduct as well.

The following scale will be used to rate all teams in all contests played:

- 4: Excellent, no problems.
- 3: Occasional problems, some verbal dissent.
- 2: Unreasonable comments and conduct.
- 1: Continuous verbal dissent, unreasonable conduct.
- 0: Fighting, vulgar language, unreasonable conduct.

Method of Rating:

1. The officials working that game and/or any Intramural Staff (Supervisors, Graduate Assistants, or Professional Staff) will rate each team in each contest on sportsmanship.
2. The Intramural Staff and officials on a 0-4 rating system rate teams and organizations. To qualify for the playoffs under the sportsmanship guidelines, a team MUST average a 2.75 over the course of the season to be included in the playoffs.
3. Special Game Situations: Contests, which are postponed and not rescheduled due to rainouts, power failure, etc - both teams will receive a Default.
4. A team winning by forfeit or default will receive a 4 for sportsmanship. A team that forfeits will receive a 0 for sportsmanship. A team that defaults will receive no rating.
Playoffs:
- Each team that finishes the regular season with a Sportsmanship Rating of at least a 2.75 will be eligible for the playoffs. Furthermore, each team must maintain a Sportsmanship Rating of at least a 2.75 each game to remain in the playoffs.

Penalties Affecting Sportsmanship:
- Wearing jewelry or not having checked in properly will not count against a team’s sportsmanship rating unless it is a repeated offense during the same game.
- All teams are responsible for their spectators. Any unsportsmanlike conduct from spectators will be penalized against the team they are "supporting".

Ejections:
- Any player, who is ejected, for any reason, will automatically be suspended from the following game and must meet with the Manager of Intramurals & Sport Clubs. Based upon the ejected players’ actions, further disciplinary procedures may be taken.
- The following are considered to be evidence of unsportsmanlike conduct:
  - Profanity, unnecessary delay of game, striking, shoving, or threatening an opponent, official or teammate, arguing with officials, derogatory and abusive remarks toward an opponent, official or teammate, and any action with the intent to physically injure an opponent.

Alcohol & Drugs
- Consumption of alcoholic beverages and use of illegal drugs by coaches, active players, bench players and spectators are prohibited. Violators are subject to disciplinary action. Intramural participants may be ejected from a game and suspended from further participation.
  - Referral to Judicial Affairs will be made in extreme cases.
  - TEAMS MUST MAINTAIN A 2.75 AVERAGE THROUGHOUT THE REGULAR SEASON TO BE ELIGIBLE FOR THE PLAYOFFS.
  - Any player that is ejected from a contest has to meet with the IM staff before their team can be eligible for their next game.
  - Players ejected from a game sit out their team’s next game
  - Any team that receives below a “1” or “0” during the playoffs will be automatically eliminated from the playoffs.
  - Any acts of physical abuse in a game may result in suspension not only from Intramural Sports for the remainder of the season and up to a maximum of one
year, but also suspension from all Recreational Sports facilities and programs and possible action by the Office of Student Affairs.

- **Striking or physically abusing an official and/or Intramural Staff personnel will carry a life-time ban from intramurals.**

### Disqualifications

- Players ejected from an intramural contest receive a one-game suspension to be served at their team’s next game
- Players ejected from an intramural contest must leave the game site immediately and without incident
- Players ejected from an intramural contest must meet with intramural staff before participating again—within two days of the incident.
- Failure to meet with staff can result in suspension for the remainder of the season
- 2 disqualifications/ejections in one season will result in suspension from the sports remaining season

The following sanctions will be administered by the Intramural Sports Staff. Appeals of sanctions, will be heard by the Intramural Sports Council.

<table>
<thead>
<tr>
<th>INFRACTION</th>
<th>SANCTION</th>
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<tbody>
<tr>
<td>Playing under an assumed name</td>
<td>Suspension from league</td>
</tr>
<tr>
<td>Ejected players &amp; miscellaneous infractions such as unsportsmanlike behavior, etc</td>
<td>One game suspension (minimum)</td>
</tr>
<tr>
<td>A team/player leaves the bench area for any reason to participate in an altercation on the field/court</td>
<td>All players that left the bench area are subject to receive a one game suspension (minimum)</td>
</tr>
<tr>
<td>Threatening behavior (verbal) toward a player, official, staff member or spectator</td>
<td>Suspended from intramurals for the remainder of the year (minimum)</td>
</tr>
<tr>
<td>Player/Spectator makes racial slurs, derogatory comments, hate speech or behaves in a way that is intimidating or threatening</td>
<td>Suspended from intramurals for the remainder of the year (minimum)</td>
</tr>
<tr>
<td>Player/Spectator makes physical contact in a threatening manner (battery) toward a player or spectator</td>
<td>Suspended from participating in or watching Intramural sports for the semester (minimum)</td>
</tr>
<tr>
<td>Player/Spectator makes physical contact in a threatening manner (battery) toward a Staff Member</td>
<td>Life time suspension from Intramurals and one year suspension from CR programs</td>
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</table>
Participants who throughout their intramural career at Stony Brook University that display a pattern of undesirable behavior may receive more severe penalties even if the infraction is the first of a particular league.

Participants will be referred to the Dean of Students Office or Public Safety as necessary.

**Appeal Board**

**Members of the Appeal Board include:** 2 Intramural Sports Coordinators, 2 Intramural Participants, and the Manager of Intramurals & Club Sports.

**Responsibilities of the Appeal Board:**

- Review the process and the participant’s rights.
- Review the incident, provide the participant(s) an opportunity to discuss the violation(s) and provide an opportunity to accept or deny responsibility.
- Hear any pertinent testimony or views written statements.
- Determine if the ejection was warranted and then determine the appropriate sanction for individuals/teams that stray outside the bounds of established departmental policies and procedures.

The Appeal Board reserves the right to levy penalties that may not be specifically covered by the sport rules, this material or any other Intramural Sports/Department literature.

**F. Playoffs**

In most team competitions, playoffs will be held to determine an overall champion. For sport leagues, a single-elimination tournament will be held after the regular season to determine a champion. The Intramural Sports staff will determine playoff structure based on the number of entries, availability of facilities and the time allotted for the activity. The play-off schedule is announced at each sport’s captains meeting.

In the case of a tie in the regular season (example: if two teams have a 5-1 record for first place), the first tiebreaker will be based on a head to head record, and the second tiebreaker will be point differential.

If there are three teams in a division with the same record and are tied for first place, point differential will be the determining factor on which team makes the play-off. Team’s that forfeit twice during the regular season will not be in consideration to make the playoffs, if put in a regular season tie-breaker situation.

**No team will make the playoffs with a sportsmanship grade of below a 2.75.**
G. Activity Rules

Nationally adopted rules are inherited in to each activity (ASA, NFHS, & NIRSA). Local ground rules and modifications will be established when and where they are appropriate. Each sport will have their own set of rules and will be distributed to the captains of each team.

H. Rescheduling

Schedules should be reviewed immediately. All schedule requests must be emailed to the Intramural GA within two days of the release of the schedule.

I. Forfeit and auto-loss policy:

- A forfeit is awarded if the opposing team is not ready to play at game time or fails to produce the minimum number of players at the scheduled start time.
- A five minute grace period will be grated from the scheduled start time for teams to produce the minimum needed to start a game.
- Teams that communicate with the Intramural Office that they cannot play by 2p of game day will receive an AUTO-LOSS (games may not be rescheduled).
- Teams that communicate with the Intramural Office that they cannot play after 2p of game will receive a forfeit and be charged a forfeit fee.
- To avoid a forfeit on Sunday games, you must communicate with the Intramural Office by 11am the Friday before.
- In some instances, the Intramural Staff may award an auto-loss, in lieu of a forfeit, if there has been a scheduling/communication error committed by a staff member.
- Any team that forfeits twice during the regular season will be ineligible for playoffs, no exceptions.
- An automatic zero (0) will be given to the team for sportsmanship.
- Any team with two (2) forfeits by a team/individual will automatically be dropped from any further participation in their respective sport.

J. Forfeit Fees:

- The captain of the team that forfeits will be charged the forfeit fee
- Forfeit fees range from $40 depending on the sport.
- Teams that forfeit twice during the season (including playoffs) will be dropped from the league

K. Inclement weather procedures

Do not assume that they have been cancelled. You will be emailed or called if games are cancelled due to weather.
L. **Alcohol & Tobacco Policy**

The Stony Brook University Alcohol Policy prohibits possession or consumption of alcohol & tobacco products at college sponsored events held on university property except within limited areas approved by the Vice President of the Division of Student Life. Possession or consumption of alcohol, tobacco or illegal drugs is prohibited at any Campus Recreation Department program or facility. Any participant who is suspected to be under the influence will be asked to leave and may be reported to the office of Community Standards.

XI. **EMPLOYMENT OPPORTUNITIES**

The Intramural Sports program employs individuals as program supervisors, officials, scorekeepers, office and marketing personnel. Individuals with experience are especially encouraged to apply, although training will be provided for those less experienced individuals. The pay scale varies according to the position and length of service. Persons interested in any of these positions should contact the Intramural Sports Staff for additional information.

XIV. **FREQUENTLY ASKED QUESTIONS**

WHERE DO I REGISTER?
- IMLeagues.com

HOW DO I REGISTER?
- Create an account on IMLeagues.com and join your team.
- Create an account on IMLeagues.com and create your team.

HOW MUCH DO I HAVE TO PAY?
- **Team Sport**: (four or more people) a member of each team must have a $40 forfeit fee on file.
- **Special Event**: No Fee.

WHAT IS A FORFEIT FEE?
- A **forfeit** is awarded if the opposing team is not ready to play at game time or fails to produce the minimum number of players 5 minutes after the scheduled start time. **Note**: Teams that cancel after 2p on game day will be charged a forfeit fee. The captain of the team that forfeits will be charged the forfeit fee each time they forfeit.

WHERE DO WE PLAY?
- Games will be played at the CREC, Recreation Fields (next to LaValle Stadium) and South P. Fields
WHERE ARE THE SCHEDULES POSTED?
- Schedules are posted on IMLeagues.com

CAN I USE A PLAYER FROM ANOTHER TEAM?
- No, you cannot use another player from another team in the same league. Penalty: Forfeiture of game.

CAN I PLAY WITHOUT MY STONY BROOK UNIVERSITY ID?
- NO

IS THERE A CAP TO MY TEAM ROSTER?
- Depends on the sport, but generally speaking you are encouraged to have as large of a team as possible. Play-off schedules are established at the start of the season so it is in your best interest to ensure you have enough players eligible to participate.