



Department Athletics & Recreation

VARSIITY ATHLETES MANUAL 2011-2012

2010-2011

Team Accomplishments

**SILVER – Women’s Curling, Men’s Rugby,
Men’s Doubles Badminton**

BRONZE – Women’s Fastball, Men’s Volleyball

Student – Athlete Manual

September 2011,

Dear Mohawk Student-Athlete



Congratulations on your accomplishment of becoming a member of the Mohawk College Mountaineer team.

Mohawk College takes pride to offer student-athletes the opportunity to participate at the highest level of post secondary competition. The Students' Athletics Committee and the Athletic Department Staff wish to congratulate you on your accomplishment.

The Mohawk College Student-Athlete Manual contains information that will assist you, both as a student and as an athlete. The Athletic Department Staff are here to assist you in any possible way. Please feel free to contact any of us, at any time.

The Athletics Department is located in Room C024, in the basement of the Gymnasium at the Fennell Campus. Our department number is 905 575 2075.

Congratulations once again and best of luck. We look forward to seeing you on the field / court.



MOUNTAINEERS

Varsity Athletes Manual

The Athletics and Recreation Department is pleased to issue this Athletes' Manual to assist you during your stay at Mohawk College. The information contained in this manual reflects the current policies, practices and procedures, of the Department of Athletics and much more.

It is our goal at Mohawk to provide you with a quality athletic program and to help you in your pursuit of academic excellence. Mohawk College is proud to compete provincially within the Ontario Colleges Athletic Association (**OCAA**) and nationally within the Canadian Colleges Athletic Association (**CCAA**). Our Men's and Women's teams are known as the Mountaineers. We are the proud winners of over 400 OCAA medals in our athletic history.

As a Student Athlete you will receive certain privileges that carry with them certain responsibilities. You should be proud to have been selected as a member of our Mountaineers' team. Should you have any questions throughout your college career, contact a member of the Mohawk Athletic Department staff. Athletics is located in the basement of the Gymnasium at the Fennell Campus, in Room C024 and our phone number is 905 575 2075.

- ✓ **Varsity programs** are designed for our elite student-athletes. WE provide the opportunity to meet others and achieve your potential as a student athlete through quality experiences and interactions.
- ✓ Your **Mohawk Students' Athletics Committee (SAC)** are your elected and appointed student representatives who ultimately decide on all matters pertaining to Athletics & Recreation at Mohawk College. The role of the Athletic Department is to work with the SAC in delivering programs and services.
- ✓ **The Athletic Department** encourages and supports all our student-athletes and staff members to become actively involved in the ongoing process of improving and modifying our programs in order that we may better service the various needs and interests of our college and our student athletes.
- ✓ The planning and development of our college teams are treated with equal importance. Our goal is to ensure that awareness, balance and equality will exist in all sports.



**STUDENTS' ATHLETICS
COMMITTEE**
Mohawk College

Jamie-Leigh Haughn – Chair
Kenny Hughes – VC Applied Arts
Klodjan Xhemalaj – VC Technology
Justin Kooiman – VC Business
– VC STARRT
Bridget Caravaggio – VC Brantford
Jessica Denstedt – VC IAHS
Mackenzie Lawrence – Varsity Representative
Jessica Brandt – Intramural Representative
David Watson - Special Events, Rez & Communications Rep.
Wade Marquardt – Past Chair



Mohawk College Athletic Department Staff



mountaineers

Rachel Matthews – Dean Student Development
905 575 2116 – Square Upper Level

Michelle Ball – Director Student Engagement & Athletics
905 575 2074 – C102 Student Life

Alex Paris – Fitness & Facilities Officer
905 575 2072 – Rm C105

Bernetta Scime – Athletics Officer
905 575 2004 – Rm C024

Matthew Schnarr – Campus Recreation Coordinator
905 575 1212 ext. 3114 – Rm C024

Terri Deline – Athletics Assistant
905 575 1212 ext. 3793 – Rm C024

Al Craig – Sports Information Officer
905-575 2075 – Rm C024

Gym Controller (evening number)
905-575-2317 – Rm C105

Sara Colautti – Student Engagement & Athletics Programmer
905 575 1212 ext. 6047 – B101

Jessica VanHooren – Student Engagement & Athletics Programmer
905 575 1212 ext. 5005 – Rm A121

Lindsay Dymont – Student Engagement & Athletics Programmer
905 540 4247 ext. 26710 – Rm 105



Ontario Colleges Athletic Association

CODE OF ETHICS



The Ontario Colleges Athletic Association (OCAA) is the governing body for intercollegiate sports offering quality programs in the pursuit of athletic excellence. The Association contributes to the learning process by creating an environment which promotes academic success, provides a forum for personal development, complements the educational experience, and enhances student life.

PHILOSOPHICAL STATEMENT

Intercollegiate athletics must be infused with values that are basic to a sound educational experience. The intellectual challenge and pragmatic educational orientation provided by all Ontario Colleges should be supplemented by a variety of other opportunities to allow for the full development of the student's potential. For the continual development and credibility of intercollegiate athletics all differences must be settled in such a way that a united and supportive position is projected at all times. A Code of Ethics, to influence the action and conduct of those who associate with the sphere of athletics, is presented below. It is incumbent on all Athletic Directors to educate members (administrators, coaches, athletes and officials) to adhere to the OCAA code.

APPLICATION

The OCAA has the authority to establish policies to govern its own affairs and to prescribe, monitor and enforce the conduct of its members pursuant to such policies. This Code of Ethics identifies the standard of conduct, which is expected of all members of the OCAA, including all members (administrators, coaches, officials and athletes). The Code of Ethics applies to all activities and functions of OCAA including competitions, practices, travel, accommodation, banquets and social activities associated with competitive events. Individuals who violate the Code of Ethics may be subject to disciplinary actions.

GENERAL CONDUCT

OCAA members are expected to uphold the highest standard of ethical behaviour and personal conduct at all times, and are responsible for conducting themselves in such a way as to represent their institution and the Association in the most favourable light at all times. Members are bound to exhibit and encourage behaviour, which is consistent with the Association's stated philosophies, standards of conduct, and guidelines for fair play. The OCAA is committed to providing an environment where members respect the personal dignity of others, are free from all forms of harassment, and are free to exercise their rights under the Human Rights Code, and the Canadian Charter of Rights.

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GAME CONDUCT

All college competition occurs under the auspices of the OCAA and therefore must conform to the association's expectations:

THAT Athletic Directors educate their coaches and athletes to accord respect to all coaches and athletes from opposing colleges.

THAT members avoid any blatant humiliation of the opponent.

THAT members avoid any intimidation or harassment of the opponent.

THAT internal college publicity and promotion be designed to encourage positive support of the college team.

THAT host colleges provide adequate security to ensure the safety of players, spectators and officials.

THAT colleges promoting spectatorship, advise the host college of the expected attendance.

RELATIONSHIP TO OFFICIALS

OCAA members are expected to share, with game officials, the orderly conduct of any athletic event by acknowledging the authority of officials in a contest and by relating to them in a positive and respectful manner.

FAIR PLAY PHILOSOPHY

Fair Play is an attitude, a way of thinking. It can be taught and it can be learned. Once it is learned, it can be applied to every aspect of life. Through involvement in sport, athletes learn about setting goals, making commitments, working hard and enjoying the challenge.

Athletes must learn to respect their own abilities and those of their opponents. As administrators and coaches we must attempt to have athletes realize that the joy of sport is as much in the total effort as in the final score.

We as educators, administrators, coaches, athletes and fans must work together to create an atmosphere consisting of fairness, integrity and respect.

FAIR PLAY ISSUES

- To ensure there is a fair playing field everyone involved in sport must support the principles of fair play – fairness, integrity and respect.
- When applied they not only provide a clear ethical framework for competition, but greater opportunities for getting the most out of the game.
- That is because they help participants focus on achievement rather than the desire to conquer an opponent.

PRINCIPLES OF FAIR PLAY

The three most important words in any Fair Play Policy should be Fairness, Integrity and Respect and should be the principles of fair play at all times.

- Respect the rules
- Respect the officials and their decisions
- Respect your opponents
- Maintain your self control at all times
- Respect your teammates and coaches

FAIR PLAY GUIDELINES

Athletes:

- Play by the rules, and in the spirit of the game
- Respect my opponents
- Do my best to be a true team player
- Remember that winning isn't everything – that having fun, improving skills, making friends and doing my best are very important
- Remember that administrators, coaches and officials are there to help me. I will accept their decisions and show them respect
- Never take performance enhancing drugs or other banned substances

Coaches:

- Teach athletes to play fairly and to respect the rules, officials and opponents
- Ensure that athletes do not taunt or bait opponents or officials
- Attempt to earn the respect of athletes. Be generous with praise and always set a good example
- Make sure that equipment and facilities are safe for athletes to use
- Obtain the proper training and continue to upgrade knowledge of the game and coaching skills
- Should never speak disparagingly about another member institution
- Ensure that athletes wear uniforms (warm-up and game) that represent OCAA sport in a positive fashion
- Take an active role in ensuring their spectators behaviour at any OCAA event. If a spectator supporting your team physically and/or verbally intimidates a player/coach or official; or cheers in a disrespectful fashion (including inappropriate holding signs, or in consuming alcoholic beverages in unlicensed spectator areas), an initiative must be taken to talk to the spectators in question and attempt to modify their behaviour. In the event that you cannot change the behaviour, the officials will give a warning to the offending team. Failure of the fan to comply will result in the officials taking the appropriate action as defined in sport spectator rules (ex. Volleyball-loss of point, Basketball-awarding a foul shot) and potential fan ejection.
- Any member institution representative involved with an Internet forum that deliberately slanders another OCAA member will be considered in a serious breach of the OCAA Code of Ethics. Any member gaining information, which may be a violation of the OCAA Code of Ethics, is encouraged to report it to the Ways & Means Committee.

Administrators:

- Ensure that all student-athletes are given an opportunity to participate regardless of gender, ethnic background or race
- Ensure that all equipment and facilities are safe and match the athletes' ability
- Distribute the Fair Play Guidelines to spectators, coaches, athletes and media
- Ensure that all athletes and coaches understand that they are perhaps the most visible representatives of their institutions and must conduct themselves accordingly
- Make sure that coaches, athletes and officials are able to promote fair play as well as developing technical skills while encouraging them to upgrade their certification and knowledge of the game
- Should never speak disparagingly about another member institution
- Ensure that athletes wear uniforms (warm-up and game) that represent OCAA sport in a positive fashion
- Take an active role in ensuring their spectators behaviour at any OCAA event. If a spectator supporting your team physically and/or verbally intimidates a player/coach or official; or cheers in a disrespectful fashion (including inappropriate holding signs, or in consuming alcoholic beverages in unlicensed spectator areas), an initiative must be taken to talk to the spectators in question and attempt to modify their behaviour. In the event that you cannot change the behaviour, the officials will give a warning to the offending team. Failure of the fan to comply will result in the officials taking the appropriate action as defined in sport spectator rules (ex. Volleyball-loss of point, Basketball-awarding a foul shot) and potential fan ejection.
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Student Eligibility

The following policies govern student participation within a Varsity program. If you have any questions concerning your eligibility status, contact the Athletic Department immediately. ***You must inform the Athletic Staff, if you intend to drop a course during the year, as this may change your eligibility.***

- a) A student competing in an OCAA event as an individual or as a member of a team must be a full time student in the institution he/she represents and registered in a full time program leading to a degree, diploma or certificate.
- b) A student participating in an OCAA sport, for which there is a CCAA Championship and where the OCAA is to be represented (ie. Basketball, Volleyball, Soccer and Badminton), must meet the eligibility rules of the CCAA.

CCAA: Five (5) is the maximum number of years, which a student athlete may participate, in Varsity Athletics, in any CCAA sport, at a post secondary school level.

- c) Students registered in a fully integrated program between two institutions (college or university) shall be free to choose the institution they wish to represent for their athletic participation, pending approval from the college Registrar. The student must declare an institution for athletic participation prior to the first formal scheduled tryout at the institution. The declaration as to where they wish to compete for that academic year must be submitted in writing to the Athletic Director of both institutions. It is understood that the student's status is considered full time.

Guiding Principles

The following must be acknowledged regarding the rules of student eligibility:

- encourage student participation in athletic opportunities
- student athlete must not be advantaged or disadvantaged in the process
- remain cognizant of the integrity and ramifications of student eligibility regulations as they impact on other post secondary athletic associations (OCAA, OUA, CCAA, CIS)

A collaborative program is defined as a program which leads to a diploma or a degree and is offered by both a university and a college through an agreement. The student athlete attends one of the institutions during a designated year or semester.

Definition of full time programs

- I) Post secondary and post diploma programs leading to a degree, diploma or a certificate, and is carrying a course load of at 70% of the student contact hours, or 66 2/3 % of the courses normally required for an approved program in the reporting period concerned
 - II) The course is selected from the college's full time College calendar of Studies and not the Part Time Calendar
 - III) Tuition-short/Adult Retraining programs
 - IV) Apprenticeship programs
 - V) Off-audit college programs
- d) **Continuing Education students are ineligible** to compete in OCAA activities.
- e) Cooperative Education – A student is considered a full time student if the cooperative education course component has been paid and he/she are on a sanctioned co-op placement.
- f) If a competitor is found to be ineligible, any contest in which he/she has participated shall be forfeited, unless otherwise agreed by the OCAA.



Conduct of Varsity Athletes

Mohawk College student athletes who participate in Varsity sports represent not only themselves and their families, but are ambassadors for the College. Their conduct reflects on our College's image and reputation. You and those you represent will be judged by your behavior, both on and off the field of play.

- a) **Alcohol and Illegal Drugs:** All College personnel are bound to enforce that the consumption of alcoholic beverages and illegal drugs while traveling with Mohawk teams is strictly prohibited. This means that alcohol is not allowed in transit to and from games or in accommodation provided for the athletes. Any athlete that breaks this rule will be immediately disciplined.
- b) **Dress:** As an ambassador of the college, we encourage our student athletes to dress "clean and neat". Coaches will be responsible for establishing and enforcing an appropriate code of dress. Where possible we ask that the team wear your sweatshirt.
- c) **Team Travel:** All athletes will travel to and from games and tournaments in transportation provided by the college. Exceptions can be made when the coach is notified, **well in advance and only, with a justifiable reason.** A liability waiver will need to be signed by the athlete and/or parent prior to the day of travel. No unauthorized persons shall travel on the team bus unless given permission by the coach or Athletic Staff. When travelling out of town, coaches will set curfews. We expect all athletes to adhere to their coach's guidelines.
- d) **Accommodations:** The Athletic Department will cover the costs for all team travel (some meals) for college, sanctioned competitions. Prior to any overnight trips, the Athletic Staff will provide your coaches with an itinerary. It is recommended that you inform your family/friends where you can be located in case of an emergency. Athletes are required to stay in the accommodations, which are provided for them. No guests or friends are allowed in the accommodations. Athletes should inform their Coach of any damage to the room upon checking in. Any damages or thefts that occur in these rooms will be the responsibility of those student athletes checked into these respective rooms. The coach has the right to check all rooms at any appropriate time or reason. Any telephone, room service, movies or damage charges, should not be incurred, but must be paid by the athlete prior to leaving the hotel.

- e) **Practices:** Attendance and punctuality are required at all team practices. Should extenuating circumstances (ie. Illness, evening exams) prevent your attendance at a practice, call and leave a message for your coach or with the Athletic Department.

Academic Guidelines

At Mohawk College, we value Academic success. Our ultimate goal is graduation on time by all student athletes. We do not endorse one or two semester athletes who do not complete their education. We encourage student athletes who work hard to achieve success in the classroom and in Athletic competition.

While participation in Varsity Athletics is an important component of college life, student athletes must remember that the primary purpose of their attendance at College is the attainment of a diploma, certificate or degree.

A student who is not maintaining a satisfactory standard and adequate attendance in his/her educational program will not be permitted to participate in Varsity Athletics.

1. All athletes must maintain a passing grade point average in all registered courses.
2. All athletes must attend classes regularly.
3. All athletes must abide by the rules and regulations set down by their coaches. Any serious conflicts or problems must be brought to the attention of the Manager of Athletics.
4. All athletes must respect and obey all the rules and regulations set down by the college. All student athletes are bound by the Mohawk College, Student Code of Conduct in and outside Mohawk College.

Your coaches and the Athletic Department staff will, to the best of their ability, assess your progress. Unfortunately mid term marks are not available on the computer at Mohawk, so it is up to the student if they are having difficulty, to speak to your coach, the Athletic staff or the Counselling Department.

Counselling (SQUARE) is available for all students at Mohawk College and in addition, a Learning Support Service Centre is available to assist you in finding a tutor. This service is **FREE** and the office is located in Room C122.

The Athletic Department, along with your coaches, strongly encourage you to use your spare time wisely. Being a varsity athlete takes a great deal of extra time and your time management skills need to be strong. Remember to work on group assignments and complete day-to-day homework when you have breaks in your daily schedule or before practice.

Student Success Advisors are available to serve as first responders for students facing challenges in their courses and issues outside of the classroom. Working closely with students, faculty and associate deans, advisors will make referrals to Mohawk counselors, disability services case managers, class advisors and coordinators, peer tutors and other staff. Advisors will help students follow through on their individual learning plans and answer any questions students may have about courses, programs, Schools and services at Mohawk.

Tracy Pawlik - BRANTFORD Arts, Science & Communications

905 575 1212 ext 6060 A108D

Susan Peniuk – FENNELL Arts, Science & Communications

905 575 2733 F172J

Pat Pollington – FENNELL Business

905 575 2732 M - Building

Karen Brown – STARRT

905 575 1212 ext 5031 A112

Lorraine Skuse – FENNELL Engineering Technology

905 575 2734 E114F

Blair Goodman – IAHS Health Sciences

905 525 9140 ext 21137 Room 215

Laura Hyk – FENNELL Human Services

905 575 2345 F172H

ATHLETES EXCUSED FROM CLASS

Academic success is the top priority for the student athlete. You are encouraged to inform your instructors that you are a Varsity athlete. On occasion, the distance to be traveled to compete necessitates leaving class early. Your instructor is **not obliged** to excuse you.

Your participation in Varsity Athletics will depend on how respectful and committed you are in showing the instructor you intend to make up any missed work, labs or tests. You have your game schedule now, so please inform your Professors of days you may miss beginning next week. A form letter is available from the Athletic Department, if you would like additional documentation stating that you are a team member.



Fennell Ave and West 5th Street, PO Box 2034
Hamilton, Ontario, Canada L8N 3T2
Athletics Department 905 575 2075
www.mohawkcollege.ca/athletics

To Professor: _____

From: Michelle Ball, Director Student Engagement & Athletics

Re: Class Absence

This is to inform you that _____, will be absent you're your _____ class on _____, _____.

This student athlete will be absent to attend _____

If you have any questions regarding the above information, please call me at 905 575 2074 or via email at: Michelle.ball@mohawkcollege.ca

Thank you in advance.

Michelle Ball
Director Student Engagement & Athletics
Mohawk College



Financial Support

To financially assist you the athletes, we strongly encourage you to look at the Financial Scholarships & Bursaries section on the Mohawk College website under the Student Services tab at:

<http://www.mohawkcollege.ca/FinancialAid/ScholarshipsBursaries.html>

There are numerous financial awards available which are both open and faculty specific, for you to apply for and hopefully be successful in securing.

As a Mohawk College athlete, you are encouraged to complete a HELP FUND nomination form, to apply for a bursary. This form is available today or from Bernetta Scime in Room C024. Student who participate in extracurricular activities and are successful academically may be eligible for up to a \$500 bursary.

We at Mohawk College try to provide the most financial support we can for each and every athlete, so we strongly encourage you to apply for awards available through Financial Scholarships & Bursaries and the Varsity Help Fund.

Player Medical Form

To assist the Athletic Staff, all athletes **MUST** complete a Player Medical form in its entirety. For those of you who have already started their season, you should have completed this medical. If not please see your coach or Manager of Athletics immediately to complete this medical form!

Your coach will also receive a carbon copy of the medical for access to your address and telephone number. If you move, it is your responsibility to update the information with the Athletic Department. Should you not follow through with this task, you may not receive invitations to Varsity Social functions (ie. Athletic Banquet or other special events).

Any pre-existing medical condition identified on the player medical form, requires a Doctor's clearance to allow you to play.

Uniforms and Equipment

The SAC and the College supplies all equipment and uniforms deemed necessary for Varsity competition. Players are responsible to supply personal protective and playing equipment, and practice uniforms.

All teams except Rugby, Golf, Cross Country, Curling and Badminton have both a home and away uniform. The Athletic Department provides storage, repair and cleaning of all equipment and uniforms. All laundry will be provided by Mohawk College unless you have a skin allergy.

Policies and Procedures:

Team Sizing:

- a) We encourage the sizing of the team personnel to be arranged at least one week prior to the team's opening game (exhibition or league). This can be very difficult during the September start up. The Team Manager should be available to assist the coach with this task.

If sizing of individual uniforms has not been completed, then only the required uniform articles will be distributed and these will become the responsibility of the Team Manager to return following the game.

- b) If there are additions or changes to the team rosters, the Athletic Staff requires a minimum of 24 hours notice prior to uniform distribution.

One person only, (team manager) will be responsible for team equipment and uniforms. The team equipment and uniforms are signed out before each game (departure), and returned **immediately** after the competition.

Athletes:

- a) Mohawk equipment/uniforms are not to be used for outside sports teams. Designated **game equipment/uniforms are not** to be used for practices. Should this occur, offending players may lose their equipment/uniform privileges.
- b) Team Managers will sign out team uniforms from the Gym Control Office on the day of a departure/game. Uniforms must be returned **immediately** following the completion of the game/trip.

Upon return, if articles signed for are missing, or late, the athlete will be held responsible. Failure to return all or part of the borrowed equipment/uniform will result in a "HOLD" being placed on the student's transcript or ability to re-register. (A transcript "HOLD" means that a

student cannot proceed to their next semester and/or cannot graduate). In addition, the athlete may be invoiced, by the college, for all missing or abused equipment/uniforms. This could result in replacement fees, loss of your academic transcript, loss of athletic privileges, etc. as deemed necessary by the Athletic Manager.

- c) Repair and cleaning of uniforms/equipment is handled by the Facility Staff. The athlete is responsible to inform the Athletic Staff of specific needs.

NOTE: Athletes are not to wash their uniforms due to special washing instructions of the materials.

Athletic Fee

The Students' Athletics Committee and the Athletics Department support an athletic fee of \$120.00 for each athlete at Mohawk College. .

In order to be part of the Mountaineer team, you must pay this fee prior to any league or exhibition game after today's Athlete's Orientation. You may pay by cash or cheque today or in the Athletic Office, room C024 as soon as possible.

What is this fee for? All varsity athletes will pay an annual fee to become a member of their respective team. This fee will help cover the cost of your team track suit and returning students will receive a ticket to the annual Athletic Banquet on SATURDAY March 31, 2012. **Athletes will not be eligible for competition until they pay this fee.**

As part of today's orientation, you will be given a team knap sac and sized for a team sweatshirt that must be worn as part of your uniform. This sweatshirt will identify each and every varsity athlete to the college community and will be consistent for each team. Please remember that the sweatshirt is the appropriate team wear.

VARSIY ATHLETIC BANQUET



SATURDAY March 31, 2012
Varsity Athletic Banquet at
Michelangelo's

Honouring our Top Varsity Athletes
Outstanding full course all you can eat meal.

Therapy Services

If an athlete is injured during a practice or game, it should be **immediately** reported to the Varsity Athletic Trainer, your coach or staff on site. A medical accident form should be completed as quickly as possible before being transported home or to a hospital.

If you get hurt during a game or practice and at the time do not feel medical attention is necessary, but change your mind, go to the nearest doctor or emergency location. There are Medical Health Clinics at most campuses for your convenience. Please notify the Athletic Department of any injuries.

NOTE: Anyone who has had past injuries, surgery, etc. and is having problems, should contact the Athletic Department or Therapist on site as soon as possible, so their situation can be assessed.

ANYTIME AN ATHLETE REQUIRES HOSPITALIZATION, LOSES CONSCIOUSNESS OR SUFFERS A HEAD INJURY, THEY MUST PRODUCE A DOCTOR'S NOTE CLEARING THEM TO PLAY BEFORE PARTICIPATING AGAIN.

Therapy Clinic

Mohawk does not have a clinic on campus, but can provide you with the name of a therapist or sports medicine doctor. Select days in the Fennell Health Clinic, Dr. David Levy, Room C109 is available for bookings in advance. His appointments go very quickly, so don't hesitate in booking your appointment.

	Room	Telephone #
Fennell Health Clinic	C109	905 575 2084
IAHS Health Clinic	Room #303	905 540 4247 ext. 26750

If you require treatment for an injury you may receive treatment at Trillium College through your team trainer. Speak to your team trainer to set up these follow up appointment.