

2009-2010 INTRAMURAL SPORTS CAPTAINS MANUAL
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2009-2010 Registration Deadlines

Fall Team Sports

Flag Football – September 15
Soccer – September 15
Inner Tube Water Polo – September 22
Basketball – October 27
Volleyball – October 27

Fall Tournaments

Softball – September 22
Indoor Ultimate Frisbee – September 22
Kickball – November 10
Table Tennis – November 10
Foosball – November 10

Spring Team Sports

Basketball – February 2
Co-Rec Indoor Soccer – February 2
Softball – March 9
Indoor Soccer – March 9
Flag Football – March 9

Spring Tournaments

3-Point Competition – March 2
Foosball – March 2
Table Tennis – March 2
Beach Volleyball – April 27

Please reference Intramural Sports fliers or the web site for more detailed registration information.

2008-2009 Intramural Sports Champions

Flag Football

Co-Rec: Who is Team Team?
Men's Elite: Good Luck
Men's B: Afternoon Delight
Men's C: Buff Guys

Outdoor Soccer

Co-Rec: Flying Cougars
Men's: Bourdeau FC
Women's: United

Fall Basketball

Men's: Towson Locals
Women's: Get 'Em Buns

Volleyball

Co-Rec: V-Ballers

Foosball

Open: Team Ed

4-on-4 Flag Football

Men's: Team

Spring Basketball

Men's Elite: Legit
Men's B: North East
Men's C: Undecided
Women's: Ladies are Pimps 2

Softball

Co-Rec Elite: Team
Co-Rec B: Catalina Wine Mixers
Men's Elite: Team
Men's B: Guy Random Guy
Women's: Team Sandlot

Indoor Soccer

Men's: Keepin it Casual
Women's: United

2009-2010 Intramural Sports Staff

Competitive Sports Graduate Assistants

Alex Hendricks Allison Slater

Phone: 410-704-5359

Email: ahendr2@towson.edu

aslate1@towson.edu

Intramural Sports Office: 410-704-5359

Web site: www.towson.edu/intramurals

Administrative Supervisors

Jeff Blake

Joe Golczynski

Activity Supervisors

Aaron Rultenberg

Justin Gonzalez

Jen Harlee

Program Assistants

Grace Breitenbach
Dan Reiner

Brittney Dildy

Loren Palestino
Mark Harrington

2008-2009 Intramural Sports Staff Awards

Supervisor of the Year

Fran Hessler

Program Assistant of the Year

Justin Gonzalez

Outstanding Supervisor Awards

Fall Semester: Fran Hessler

Spring Semester: Fran Hessler

Outstanding Program Assistant Awards

Fall Semester: Brian Glass

Spring Semester: Justin Gonzalez

Outstanding Official Awards

Flag Football: Jeff Blake

Soccer: Adam Gostomski

Volleyball: Daniel Reiner

Basketball (Fall): Raymond Abad

Basketball (Spring): Greg Blum

Indoor Soccer: Adam Gostomski

Softball: Chris Friel

2009-2010 INTRAMURAL SPORTS CAPTAINS MANUAL

All changes and additions are highlighted in gray.

1. CAMPUS RECREATION SERVICES MISSION

CRS provides a variety of enjoyable and meaningful recreational activities to enhance all aspects of the Towson University experience.

- We encourage and support a healthy lifestyle for all individuals through the delivery of quality programs and services.
- We strive to engage students in challenging, educational experiences to foster personal and professional growth.
- We endeavor to meet the needs of a diverse campus community in an inclusive and welcoming environment.

2. PROGRAM STRUCTURE

- a. **GENERAL:** The Intramural Sports Program offers team sports and tournaments to Towson University students, faculty, and staff. All activities are played on the Towson University campus and take place within the university operational calendar.
- b. **TEAM SPORTS:** Eight team sports are offered throughout the academic year. Flag football, soccer, inner tube water polo, and volleyball are offered during the fall semester. Basketball, indoor soccer, 4-on-4 flag football, softball are offered during the spring semester. Teams play a 3-5 week regular season, and then are seeded into a playoff (see policy 12 for playoff specifics).
- c. **TOURNAMENTS:** Several tournaments are offered each semester. Tournaments are single day or weekend events. Specific structure for each tournament varies depending on the number of participants/teams registered, facility limitations, and time of year.

3. ELIGIBILITY

- a. **GENERAL:** All students currently enrolled in three or more credits at Towson University and all faculty and staff currently employed by Towson University are eligible to participate in all activities.
- b. **ALUMNI:** Alumni may participate in alumni designated events (faculty/staff/alumni softball and golf tournament). Alumni may no longer participate in any team sports or tournaments.

- c. VARSITY ATHLETES: Current members of varsity intercollegiate teams at Towson University are not eligible to compete in corresponding activities. Areas are as follows:
- | | |
|--------------------|-------------------------------------|
| VARSITY | INTRAMURAL |
| Basketball | Basketball, 3-Point Competition |
| Football | Flag Football, 4-on-4 Flag Football |
| Soccer | Soccer, Indoor Soccer |
| Softball, Baseball | Softball |
| Swimming | Inner Tube Water Polo |
| Volleyball | Volleyball, Beach Volleyball |
- d. PAST VARSITY ATHLETES: Any member of a varsity athletic team whose eligibility ends or discontinues participation for any reason may not participate in the corresponding intramural sport until the following academic year.
- e. VARSITY TEAM DEFINITION: A varsity team is defined as a group that represents Towson University in NCAA competition and/or that group of participants holding varsity status. This includes red shirts and athletes who have made the team but retired themselves during the season. This does not include individuals who have tried out unsuccessfully.
- f. PROFESSIONAL ATHLETES: Any individual who has received professional playing status may not compete in the corresponding sport for a period of two years after the completion of their last professional season.
- g. SPORT CLUB ATHLETES: A sport club member is defined as an individual who is listed on an official sport club roster. Individuals who participate on a sport club are eligible to participate in the corresponding intramural sport (see policy 3c for corresponding sports); however, there may be limits to the number of club members that may participate on a single team. Please consult the rules of the sport in question.
- h. ROSTERS: To appear on a team roster, an individual must legally sign in at a game site and sign a waiver during the regular season. A team may add eligible players during the regular season only. Additions may not be made to rosters after playoff brackets are posted.
- i. PLAYER RESTRICTIONS: Once an individual is officially added to a team they may not be moved to another roster. The individual is also restricted from playing on two teams in the same sport season. *Exception: an individual may compete on one men's or women's team and one co-recreational team in the same sport.*
- j. PENALTY FOR ELIGIBILITY INFRACTIONS: A team shall forfeit any contest in which it is discovered that an illegal player participated. Participation is defined as the individual signing in at the game site.

4. REGISTRATION

- a. TEAM REGISTRATION: To register as a team, the team captain must download a registration form from the Campus Recreation Services web site or pick one up from the

Intramural Sports Office. The captain must then pay the required registration fee at the University Union Ticket Office. The cashier will give the captain two receipts. The captain is to attach one receipt to their registration form and keep the other for their records. After doing this, the captain should immediately bring the completed registration form and receipt to the Campus Recreation Services Office and select their league. Registration will be taken on a first-come, first-served basis. The Campus Recreation Services Office is open Monday through Friday from 8:30am-5:00pm.

- b. **FREE AGENTS:** Free agents are individuals wishing to participate in an intramural team sport, but who do not have a team. To register as a free agent, an individual must pay the \$5 free agent fee at the University Union Ticket Office. The cashier will give the free agent two receipts. The free agent is to keep one receipt for their records and bring the other to the Campus Recreation Services Office, where he/she will sign in on the free agent list for the sport that they wish to participate in. Free agents will be placed on teams after the Captains Meeting. Free agents are not required to attend the Captains Meeting. If there are enough free agents and openings in leagues, a free agent team may be created. If a free agent is not placed on a team, his/her free agent fee will be refunded.
- c. **FACULTY/STAFF:** For team sports only, faculty/staff are required to pay an additional \$10 per faculty/staff member, with a maximum additional charge of \$30. The faculty/staff fee is non-refundable. *Example #1: if one faculty/staff member registers with a men's basketball team, the team is charged \$50 (\$40 registration fee plus \$10 non-refundable faculty/staff fee). Example #2: if four faculty/staff members register with a co-rec softball team, the team is charged \$70 (\$40 registration fee plus the maximum \$30 non-refundable faculty/staff fee).*
- d. **DEADLINES:** Deadlines for team sports and tournaments will be posted in the Intramural Sports calendar, Campus Recreation Services web site, various campus calendars, and literature throughout Burdick Hall, the University Union, and the Towson Center. Registration ends at 4:00pm on the date of the registration deadline.
- e. **NECESSARY INFORMATION:** When registering a team, the captain must have his/her personal information (name, phone number, email address, and TU ID number), the registration fee receipt, and a team name (which is subject to change, at the Assistant Director's discretion).
- f. **ELITE LEAGUES:** Elite leagues are offered for flag football, basketball, and softball. An elite league is a highly competitive league that should only be joined by teams with a high skill level and seeking out the best competition. Players competing in elite leagues may not compete on other teams in that division. *Example: if a participant competes in a men's elite softball league, he may not participate in a regular men's softball league, but may participate in a co-rec softball league.*
- g. **REGISTRATION FEES:** Registration fees are collected for all team sports and tournaments. Registration fees will be non-refundable, unless the following criteria are met:

- More than 50% of team's games have been cancelled due to inclement weather or other reasons.
- Team has not forfeited any games out of games that have been played.

All registration, forfeit and missed meeting fees are nonrefundable. The only exception to this policy is if an event is cancelled, in which case a full refund shall be issued, or at the discretion of Campus Recreation Services. Any team removed from the schedule for any reason shall not receive any refund. The Registration fees are as follows:

Team Sports = \$40

Other Tournaments = \$10

5. CAPTAINS' RESPONSIBILITIES

- GENERAL:** The team captain is the link between the Intramural Sports Office and the participants. Team captains are responsible for making sure that all members of their teams are aware of all Intramural Sports policies and rules. Captains are responsible for their teams' sportsmanship, and in some cases may be held accountable for the actions of individuals on their teams.
- CAPTAINS MEETING:** Refer to the Intramural Sports calendar and printed literature for each specific sport for Captains Meeting dates, times, and location. It is mandatory that the team captain or team representative attend this pre-season meeting, where policies, rules, and league schedules are distributed and discussed. If the team fails to attend the meeting, they are subject to being dropped from the league and replaced by a team on the waiting list. If no team is available to replace a team that misses the Captains Meeting, that team will remain in the league, but will be required to have a 3.25 sportsmanship rating to be eligible for the playoffs.
- IDENTIFICATION:** Each participant is required to bring a valid Towson University identification card to every activity area. No other form of identification will be accepted. Failure to do so will result in the participant being ineligible for that game.
- ELIGIBLE PLAYERS:** It is the responsibility of the captain to make sure that the players on his/her team are eligible. All games in which an illegal player participates will be forfeited.
- SIGNING THE SCORE SHEET:** The team captain is responsible for signing a score sheet at the end of the game. This verifies that the score was kept correctly and that the sportsmanship grade given was correct.
- POLICIES & RULES KNOWLEDGE:** It is the responsibility of the captain to attend the Captains Meeting to receive a copy of the policies and rules. It is also the responsibility of the captain to make sure that his/her team is made aware of and understands the policies and rules. Rules and policies can be downloaded from the Campus Recreation Services web site.

6. FORFEITS

- a. **GAME TIME IS FORFEIT TIME:** Any team failing to report to the activity site by the scheduled starting time shall forfeit the contest to their opponent, unless prior arrangements are made with the Office Supervisor. If both teams fail to report, each team will be given a forfeit.
- b. **OFFICIAL SCORE:** The official score of a forfeited game is 1-0. *Exception: the official score of a forfeited basketball game is 2-0.*
- c. **MINIMUM PLAYERS:** Each sport rules contain a minimum number of players required to start a game. If the opponent forfeits, the opposing team is still required to have at least the minimum number of players to avoid a double forfeit.
- d. **ILLEGAL PLAYERS:** If a team uses an illegal player in the regular season, all games or contests in which that player participated will be declared forfeits and wins will be given to their opponent(s). If this occurs during the playoffs or tournament play, the team will be disqualified from the tournament and the opponent will move ahead in the bracket.
- e. **DISQUALIFICATION:** If a team forfeits two games in a season, they will be declared ineligible for the playoffs and may be dropped from the league entirely.
- f. **DEFAULTS:** Any team knowing that they will not be able to participate in a regular season or playoff contest may verbally notify the Intramural Sports Office to default. Verbal notification must be made to the Intramural Sports Office by 2:00pm the day of the game to be considered a legally defaulted contest. If the game occurs on a Saturday or Sunday, said notification must be made to the office by Friday at 2:00pm. A team that legally defaults a game will receive a loss in league standings, but not a forfeit. A default does not negatively impact a team's point total.

7. PROTESTS

- a. **ELIGIBILITY:** Protests based on the eligibility of an opponent must be completed within 24 hours of the completion of the game in which the opponent's eligibility is in question. Forms can be acquired from the Intramural Sports Supervisor on-site or from the Intramural Sports Office.
- b. **RULE INTERPRETATION:** Questions pertaining to the interpretation of rules by officials must be resolved on the field/court at the time the interpretation occurs, prior to the next live ball, and by the Intramural Sports Supervisor.

The procedure shall be:

- If a team/participant feels an official has made an incorrect interpretation of a rule, the team captain shall calmly request a time out and inform an official that he/she wishes to have a ruling on the interpretation by the Intramural Sports Supervisor.

- If corrections are necessary, the Intramural Sports Supervisor shall make them immediately and the team/participant shall not be charged with a time out. However, if the interpretation was correct, the protesting team/participant will be charged with a time out; if the team does not have any remaining time outs, the appropriate delay penalty (sport specific) will be enforced.
 - If the participant still does not agree with the decision, a protest form can be obtained from the Intramural Sports Supervisor. The Supervisor will inform both teams that the remainder of the game is being played under protest. The form must be turned into the Intramural Sports Office within 24 hours of the completion of the game.
- c. OFFICIALS' JUDGMENT: No protest will be accepted which involves the judgment of a game official.
- d. FINAL AUTHORITY: The Assistant Director will make all final decisions on written protests.

8. EQUIPMENT

- a. GAME EQUIPMENT: Intramural Sports game balls are not available to be checked out for warm-up. Balls may be available at the Burdick Hall Equipment Check Out for warm-up.
- b. JERSEYS: For some sports, contrasting color jerseys and/or jerseys with numbers are required. Jerseys may be checked out from the Intramural Program Assistant at the activity site.
- c. PROPER FOOTWEAR: Proper footwear must be worn for all sports. For outdoor sports, cleats may be worn, but they must be rubber, plastic, or plastic-tipped cleats (metal cleats are not permitted). For indoor sports, non-marking athletic shoes must be worn.
Exception: participants may wear sandals or no shoes when playing beach volleyball.

9. JEWELRY

- a. PLAYERS WEARING JEWELRY: All jewelry is illegal for all sports. Any player wearing jewelry will be asked to leave the game and not be permitted to return until the jewelry is removed. If the jewelry is unable to be removed the individual may not participate.
- b. MEDICAL ALERT BRACELETS: Any medical alert bracelets will be permitted, but they must be taped to the body with the medical data visible.

10. CANCELLATIONS/INCLEMENT WEATHER

- a. REGULAR SEASON: Any scheduled regular season activity cancelled during the regular season may or may not be rescheduled, at the discretion of the Assistant Director.
- b. PLAYOFFS: All cancelled playoff games will be rescheduled. Participants can view updated playoff brackets by noon the following day on the Intramural Sports web site.

- c. CANCELLATIONS DURING AN ACTIVITY: If a regular season activity has begun and is postponed before it reaches the official game minimum, it may or may not be resumed, at the discretion of the Assistant Director. During the playoffs, the game will be resumed from the time that it was postponed.
- d. OFFICIAL GAME MINIMUM: The minimum that an activity must be played to be considered an official game during the regular season is one half of the allotted game time. For games that are timed, any game postponed past halftime will be recorded as an official game. For softball, one half of the game time is three innings. For volleyball and beach volleyball, there is no official game minimum.
- e. CAMPUS RECREATION SERVICES INFORMATION LINE: The status of games will be updated daily on the Intramural Sports voicemail, 410-704-5359.

11. SPORTSMANSHIP/TEAM CONDUCT

- a. TEAM NAMES: The Assistant Director reserves the right to change names of teams deemed offensive, profane, and/or inappropriate.
- b. UNSPORTSMANLIKE CONDUCT: The definition of unsportsmanlike conduct includes, but is not limited to, arguments with staff or officials by any player, coach, manager, or spectator, flagrant fouling, fighting (before, during, or after a contest), etc.
- c. EJECTED PARTICIPANT: Any ejected participant must leave the activity site immediately after speaking the Intramural Sports Supervisor to discuss the reinstatement procedure. At this time, the player who was ejected will be ineligible to compete in any intramural activity until he/she has completed the reinstatement procedure.
- d. EJECTED PARTICIPANT REINSTATEMENT: Any ejected participant who is seeking reinstatement must petition in writing (letter or email) to the Assistant Director for a reinstatement hearing. The petition must include a description of the events leading up to and during the incident, rationale for actions of the ejected participant, rationale for why the participant should be reinstated, and contact information (name, email address, phone number, and TU ID number). Upon receiving the petition, a hearing will be arranged between the ejected participant and the Assistant Director where a decision will be made regarding reinstatement.
- e. YELLOW AND RED CARDS: Game officials use a yellow and red card system to enforce sportsmanship-related issues during intramural contests. Yellow cards are formal warnings that are issued by an official to an individual player or coach. A red card is a player ejection. A player does not necessarily have to receive a yellow card before receiving a red card if the offense is deemed severe enough to warrant an ejection (fighting or assaulting officials, staff, or opponents). Some sports, by rule, have specific enforcements for issuing yellow and red cards, as listed below:
 - Basketball: technical fouls
 - Flag Football, 4-on-4 Flag Football: unsportsmanlike conduct penalties

- f. **TEAM SPORTSMANSHIP RATINGS:** Intramural staff and game officials will evaluate teams and assign a sportsmanship grade following each game. Ratings are given based on the following criteria:
- 4 – Outstanding sportsmanship and conduct: All players cooperate fully with staff and officials and the captain controls his/her team.
 - 3 – Good sportsmanship and conduct: Team members are in control throughout the contest. The team does not show verbal dissent or aggression towards the opposing team or officials.
 - 2 – Below average sportsmanship and conduct: Verbal dissent or aggression towards the opposing team resulting in a yellow card. Any team receiving one sportsmanship-related yellow card will receive a 2.
 - 1 – Poor sportsmanship and conduct: Team members continually show disrespect for the opposing team and officials. The team captain shows little or no control over the team. Any team receiving two sportsmanship-related yellow cards or one red card will receive a 1.
 - 0 – Unacceptable sportsmanship and conduct: The team is completely uncooperative, resulting in several yellow and/or red cards to be issued. Any team receiving three sportsmanship-related cards and/or causing the game to be ended early will receive a 0.
- g. **FORFEITS:** Any team receiving a win by forfeit or default will receive a 4 sportsmanship grade for that game. Any team receiving a loss by forfeit or default will receive no sportsmanship grade, and their season sportsmanship average will be determined by the remaining games.

12. PLAYOFFS

- a. **SPORTSMANSHIP AVERAGE:** To be eligible for the playoffs, a team must have a 3.0 sportsmanship average if they attended the Captains Meeting. If they did not attend the Captains Meeting, a team must have a 3.25 sportsmanship average to make the playoffs.
- b. **A, B, and C PLAYOFFS:** In leagues with 17 or more teams, the top 2 teams will be placed in the A playoffs and all other teams will be placed in the B playoffs *Note: The playoffs may be referred to as B and C if there is an elite league for that sport.*
- c. **FORFEITS:** Any team forfeiting two or more games will be ineligible for the playoffs.
- d. **BRACKETS:** Playoff brackets will be posted on the Intramural Sports web site.

- e. AWARDS: For a team member to be eligible for a championship t-shirt, he/she must have played in at least 50% of the team's games. This includes both regular season and post-season games.

13. PROGRAM CONTACT INFORMATION

Intramural Sports Office Phone Number..... 410-704-5359
Campus Recreation Services Phone Number 410-704-2367
Intramural Sports Email Contact ahendr2@towson.edu
Intramural Sports Web Site www.towson.edu/intramurals

14. ASSUMPTION OF RISK

- a. RISK STATEMENT: Participation in Intramural Sports includes a risk of injury. The Intramural Sports Program assumes no responsibility for injuries; however, basic first aid will be available.
- b. WAIVERS: Each participant is required to sign an Intramural Sports waiver for each team he/she participates on. A waiver must be completed before the participant plays in any games.