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1.0 CSUMB FACTS

Location: Seaside, CA
Mascot: Sea Otters
Colors: Navy Blue and Gold
Founded: 1994
President: Eduardo Ochoa, Ph.D.
Athletic Director: Kirby Garry
Enrollment: 7,600
Student Athletes: 280
Affiliation: NCAA Division II
Conferences: California Collegiate Athletic Association (CCAA):
  o Baseball
  o Men's & Women's Basketball
  o Men's & Women's Cross-Country
  o Men's & Women's Golf
  o Men's & Women's Soccer
  o Softball
  o Women's Outdoor Track & Field
  o Volleyball
Western Water Polo Association (WWPA):
  o Water Polo

How to find us:
Address for Athletic Administration: 2061 Inter-Garrison Road, Marina, CA
Address for Otter Sports Complex & Aquatics Center: 4113 2nd Avenue, Seaside, CA
Address for Otter Sports Center: 2050 Inter-Garrison Road, Marina, CA
Mailing address: 100 Campus Center, Seaside, CA 93955

### Quick Contact Guide

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Otter Sports Center Athletic Training Room</td>
<td>831-582-3060</td>
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<tr>
<td>Field House Athletic Training Room</td>
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<tr>
<td>Campus Health Center</td>
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<tr>
<td>Personal Growth and Counseling Center</td>
<td>831-582-3965</td>
</tr>
<tr>
<td>Campus Advocate</td>
<td>831-402-9477</td>
</tr>
<tr>
<td>University Police Non-emergency</td>
<td>831-655-0268</td>
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<tr>
<td>University Police Emergency</td>
<td>911</td>
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<tr>
<td>Parking Services</td>
<td>831-582-3573</td>
</tr>
<tr>
<td>Lost and Found</td>
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<td>Nightwalk Service</td>
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2.0 ATHLETIC DEPARTMENT MISSION, VISION & VALUES

We will serve, challenge & support each other in pursuit of success.

Our success will be defined by how you (student-athletes) experience us - as we all come together to educate, mentor and empower you to earn a degree, train & compete at a high level in your sport and develop as responsible citizens and future leaders.

Our success strengthens the university’s image. When we win, it increases the public’s engagement with our university. Otter Athletics will be the spark that unites all Otters.

2.1 Mission:
Intercollegiate Athletics functions as an integral part of the educational environment at Cal State Monterey Bay. We are committed to achieving success in the classroom, in competition and in our community.

Our primary mission is to provide student-athletes with experiences that encourage their personal development, enhance their capacity for working with others, and strengthen their decision making and leadership skills.

Our coaches and staff are preparing our students for life after college by translating experiences learned during athletics participation to career-applicable skills.

We develop our student-athletes to be workforce ready through education, mentoring and training that fosters resiliency, strong communication, teamwork and effective time management.

We contribute to the greater campus community by conducting programs and presenting events in ways that effectively serve the public relations interests of the University and provide opportunities for entertainment and positive social interaction for our students, faculty and staff.

Our success strengthens the university’s image. When we win, it increases the public’s engagement with our university. As we enter our 11th year as a NCAA DII program, Otter Athletics is a spark that unites all Otters.

2.2 Vision:
Cal State Monterey Bay will be the premier collegiate athletics brand in the Monterey Bay region and a NCAA DII leader in our pursuit of student-athlete success.

2.3 Values:
Opportunity
Teamwork
Trust
Empowerment
Respect
Service
# 3.0 ATHLETIC DEPARTMENT DIRECTORY

## Administration

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Kirby Garry</td>
<td>Director of Athletics</td>
<td>84F</td>
<td>3051</td>
</tr>
<tr>
<td>Al Zitlau</td>
<td>Assistant AD, Business Operations</td>
<td>84F</td>
<td>3143</td>
</tr>
<tr>
<td>Channing Kimball</td>
<td>Assistant AD, Student Success</td>
<td>84F</td>
<td>4411</td>
</tr>
<tr>
<td>Greg Harrod</td>
<td>Assistant AD, Compliance</td>
<td>84F</td>
<td>5255</td>
</tr>
<tr>
<td>Kevin Gilmore</td>
<td>Assistant AD, Athletic Communications</td>
<td>84F</td>
<td>3118</td>
</tr>
<tr>
<td>Christina Ferrante</td>
<td>Director of Marketing and Creative Services</td>
<td>84F</td>
<td>4783</td>
</tr>
<tr>
<td>Josh Lewis</td>
<td>Athletic Operation Coordinator, OSC</td>
<td>90</td>
<td>4412</td>
</tr>
<tr>
<td>Student Assistant</td>
<td>Student Assistant</td>
<td>84F</td>
<td>3015</td>
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<tr>
<td>Sherrie Vignau</td>
<td>Athletic Operation Coordinator, Aquatic Center</td>
<td>100</td>
<td>4590</td>
</tr>
<tr>
<td>Ryan Luke</td>
<td>Faculty Athletics Representative</td>
<td>82D-117</td>
<td>3670</td>
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## Athletic Training

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<tbody>
<tr>
<td>Michael Paddock</td>
<td>Head Athletic Trainer</td>
<td>902</td>
<td>3010</td>
</tr>
<tr>
<td>Amanda Jennings</td>
<td>Assistant Athletic Trainer</td>
<td>902</td>
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</tr>
<tr>
<td>Ryan Tiscareno</td>
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## Baseball

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<tr>
<td>Walt White</td>
<td>Baseball Head Coach</td>
<td>902C</td>
<td>3720</td>
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<tr>
<td>Derek Bell</td>
<td>Baseball Assistant Coach</td>
<td>902C</td>
<td>4276</td>
</tr>
<tr>
<td>Dennis Peters</td>
<td>Baseball Assistant Coach</td>
<td>902C</td>
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## Men’s Basketball

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<th>Name</th>
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<tbody>
<tr>
<td>Isaac Williams</td>
<td>Men’s Basketball Head Coach</td>
<td>84E</td>
<td>4504</td>
</tr>
<tr>
<td>Cevin Meador</td>
<td>Men’s Basketball Assistant Coach</td>
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<td>4453</td>
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## Women’s Basketball

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<tr>
<td>CJ Pace</td>
<td>Women’s Basketball Head Coach</td>
<td>84E</td>
<td>4505</td>
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<tr>
<td>Natalie Marlowe</td>
<td>Women's Basketball Assistant Coach</td>
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## Cross Country/ Women’s Track & Field

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<tr>
<td>Greg Rhines</td>
<td>Cross Country/Track &amp; Field Head Coach</td>
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### Men's Golf

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<tr>
<td>Jason Owen</td>
<td>Men's Golf Head Coach</td>
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### Women's Golf

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<td>Jim Ragan</td>
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### Men's Soccer

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<tr>
<td>Graeme Jaap</td>
<td>Men's Soccer Interim Head Coach</td>
<td>84E</td>
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### Women's Soccer

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<tr>
<td>Laura VanWart</td>
<td>Women's Soccer Head Coach</td>
<td>84E</td>
<td>3848</td>
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<tr>
<td>Scott Alexander</td>
<td>Women's Soccer Assistant Coach</td>
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### Softball

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<tr>
<td>Andrea Kenney</td>
<td>Softball Head Coach</td>
<td>84E</td>
<td>3721</td>
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<tr>
<td></td>
<td>Softball Assistant Coach</td>
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### Volleyball

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<tr>
<td>Maureen Melhart</td>
<td>Volleyball Head Coach</td>
<td>84E</td>
<td>4750</td>
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<tr>
<td>Dane Holmgren</td>
<td>Volleyball Assistant Coach</td>
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### Water Polo

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</thead>
<tbody>
<tr>
<td>Emily Schmit</td>
<td>Water Polo Head Coach</td>
<td>902</td>
<td>4471</td>
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### Facilities Info.

<table>
<thead>
<tr>
<th>Name</th>
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<th>Bldg.</th>
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<tbody>
<tr>
<td>Aquatics</td>
<td>Staff</td>
<td>100</td>
<td>4552</td>
</tr>
<tr>
<td>Field House Training Rm.</td>
<td>Staff</td>
<td>902</td>
<td>3010</td>
</tr>
<tr>
<td>Otter Sports Center(OSC)</td>
<td>Staff</td>
<td>90</td>
<td>3031</td>
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<tr>
<td>OSC Training Room</td>
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<td>90</td>
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4.0 FINANCIAL AID

4.1 Athletic Grant-in-Aid/Scholarships

Per NCAA Bylaw 15.02.6, athletic aid is a one year renewable contract between the university and the student-athlete. Aid will be given based on the recommendation of the head coach of each sport and approved by the Director of Athletics. All questions concerning aid should be directed to the head coach. Athletic Grant-In-Aid is to include tuition, fees, room, board, and books. A student-athlete’s total athletic Grant-In-Aid may not exceed this published amount.

4.2 Additional Financial Assistance

Per NCAA Bylaw 15.1, no student-athlete may receive more than the published cost of attendance that is set by the Financial Aid Office. Aid may come from legal parents/guardians, student loans, grants, and outside scholarships.

4.3 Outside Aid Reporting Requirement

Prior to the start of each academic year student-athletes must declare to the Compliance Office all sources of aid. Aid must be verified as countable or non-countable based on the award criteria.

4.4 Cancellation, Renewal, Reduction of Scholarship

Each academic year, an award letter is sent to all student-athletes who received athletic aid by the Financial Aid Office. All award letters and non-renewal notifications are sent out by the Financial Aid Office no later than July 1. Any student-athlete has the right to appeal the reduction or cancellation within 14 days of notification to the CSUMB Athletics Grievance Committee.

4.5 How to accept your Athletics Grant-In-Aid

- Log onto www.csumb.edu
- Click Log In at the top right hand side of the webpage.
- Once logged in, click on the CMS link
- Click on Self Service > Student Center
- Under Finances click on Financial Aid > View Financial Aid
- Click Aid Year link (2018 for 2017-2018 Aid year)
- Click Accept Award
5.0 ELIGIBILITY REQUIREMENTS

All student-athletes must meet NCAA and Cal State Monterey Bay (CSUMB) eligibility requirements in order to participate in intercollegiate athletics.

5.1 Academic Eligibility - NCAA Satisfactory Progress Requirements

- **Must be in Good Academic Standing**
  - Maintain a minimum GPA of 2.0 in CSUMB course work at all times
  - YHC defines good academic standing as a full-time student that is not on academic probation or academic suspension.

- **Remain enrolled in a minimum of 12 hours (full-time) at all times.**
  - Dropping below 12 hours = INELIGIBLE
  - Only Exception: Last Semester of Attendance before Graduation

- **Progress Toward Degree (PTD)**
  - Earn at least 24 hours of degree credit each academic year
  - No less than 6 hours earned during any semester (Fall/Spring)
  - 12/24 Rule: Since full-time enrollment at certifying institution
    - Actual - 24 hours since beginning of previous year
    - Average - 12 per term of all terms attended
  - 75/25 Rule: Since full-time enrollment at certifying institution
    - 75% of minimum number of semester hours required for PTD must be earned during regular academic term
  - Remedial courses allowed for PTD:
    - Max of 12 hours in 1st year only
    - Must be pre-requisites

- **Declare a Major**
  - By the beginning of the Fifth Semester or 3rd Year
  - Once major is declared, all hours earned must be towards the degree
    - At least 24 hours per academic year must count on curriculum sheet for PTD. Any extra electives must be in addition to the 24 required hours.

5.2 Remedial Classes

Remedial, tutorial or non-credit courses may be used by the student-athlete to satisfy the minimum academic requirement only during the freshman year. These units will be used to satisfy the 24 units during the freshman year and then each student-athlete is expected to catch-up to a sum of 48 units (non-remedial units) by the end of their sophomore year.

Failure to meet any of the requirements listed above will render you ineligible for competition in intercollegiate athletics and may result in loss or reduction of your athletic scholarship.

5.3 Outside/Unattached Competition

Participation on any outside teams, while a member of an intercollegiate team, may jeopardize a student-athlete’s eligibility. Student-athletes must have written permission from their Head Coaches and the Compliance Coordinator prior to participation on any
outside teams or in outside competition at any time of the year, including summer. Regulations are sport specific.

**All Sports Other Than Basketball**
After enrollment, a student-athlete becomes ineligible if the student-athlete competes as a member of any outside team during the University’s intercollegiate season in his/her sport. If there are separate fall and spring playing seasons, it is permissible to participate during the period in between seasons without affecting eligibility (approval is still required). With approval, it is also permissible for a student-athlete to participate in outside competition as an individual during the academic year, as long as the student-athlete represents him/herself in the competition and does not receive expenses from an outside team.

**Basketball**
In the sport of basketball, student-athletes are not permitted to compete on any outside teams in the sport at any time while a member of the University’s intercollegiate team. Summer league participation is the only competition permitted, but prior approval is still required.
6.0 ACADEMIC SUPPORT

6.1 Center for Advising, Career and Academic Services

**Academic Advising**
Tanimura & Antle Family Memorial Library, 3rd floor
3054 Divarty Street (Building 508)
Office phone: 831-582-3937
Online at https://csumb.edu/advising

Academic Advising hours:
Monday through Friday 8:30am to 4:30pm
Walk-Ins welcomed every Wednesday 8:30am to 4:00pm

You can schedule an appointment straight from your dashboard, via the “Advising Appointments” shortcut, or call the office. Also be sure to use the “Schedule Planner” to organize your class and practice schedule.

**Career Development**
Tanimura & Antle Family Memorial Library, 3rd floor
3054 Divarty Street (Building 508)
Office phone: 831-582-3845

Career Advising hours:
Monday through Friday 8:30am – 5:00pm
One-on-one advising appointments are available in-person

**Cooperative Learning Center (Tutoring Services)**
Tanimura & Antle Family Memorial Library, 2nd floor (room 2125)
Office phone: 831-582-4104

Tutoring hours:
Monday through Thursday 10:00am to 7:50pm
Sunday 4:00pm to 7:50pm

6.2 Athletics Required Study Hall
Each team has a study hall policy that is created, monitored and enforced by that team’s coaching staff.
7.0 COURSE ADD/DROP PROCEDURE

7.1 Athletic Holds (AT Hold)
The AT Hold is placed on every student-athlete's account beginning the first day of each semester. The hold only prevents courses from being dropped. This process allows Compliance to review student-athlete's schedules to help ensure they maintain eligibility and do not drop below 12 units.

The Online Student/Athlete Class Drop Authorization Form is found at www.otterathletics.com > Student-Athletes > Academics. This form is required to request athletics administration approval of class drops during the first two weeks of the semester. Please understand this can take up to 24 hours to be processed.

Add/Drop form with instructor signature* required to:
- add closed classes
- add classes with requisite restrictions (pre or co-requisites)
- add classes with career level restrictions (i.e. undergrad taking grad level course)
- add classes with instructor/department consent
- add classes with any other enrollment restrictions
- change the grading option for a class
- audit a class

*A faculty member’s approval/signature on the Add/Drop form will override all enrollment conditions. Signatures must be no more than 3 working days old when the Add/Drop form is presented for processing, or it will not be accepted.

Week 1: Students add classes online via OASIS Student Center
Permission numbers can be used to allow enrollment in open classes for:
- requisite restrictions (pre or co-requisites)
- instructor/department consent
- career level restrictions (i.e. undergrad taking grad level course)

7.2 Administrative Drop (Dropped By Instructor)
Instructors may give up a student’s place in class if the student does not attend (or does not participate in on-line courses) without communicating with the instructor during the first week of courses (per Enrollment and Registration policy).

7.3 Adding after the ADD/DROP deadline
Students requesting to add classes will be required to have their Add/Drop form approved by the instructor and the department chair (or designee) of the program offering the course. Form must be submitted to the Registrar’s office for processing before the enrollment census date.

7.4 Adding after the Enrollment Census date
Students requesting to add classes will be required to submit a Late Add Request form, approved by the instructor and the department chair (or designee) of the program offering the
course. This form will be reviewed by the Dean of Undergraduate & Graduate Studies, and Provost as needed. Students will be notified via email if their Late Add Request is approved.

7.5 Dropping after the ADD/DROP deadline
Withdrawal Request form required for dropping some or all classes; subject to approval and W grade assigned.

7.6 Office of the Registrar Online Forms
https://csumb.edu/planning/forms

7.7 Summer Session Procedures
Any student-athlete at CSUMB who wishes to take summer courses at another institution must request a transient form from the Registrar’s Office. The Registrar’s Office will review the courses the student-athlete wishes to take to determine if they fit into the student-athlete’s degree-plan. The grades earned must be “C” or greater in order to transfer back to CSUMB.

8.0 HOUSING

8.1 Room Change Process
- Residents requests a room change by filling out the Room Change Application on MyHousing (https://csumb.edu/housing/myhousing-log).
- At the time of your room transfer request, you (the resident) have not met with your RA or Community Director, you will not be able to complete the application.
- If you have not met the step above, please reach out to your RA or Community Director to have your required roommate mediation meeting before moving forward.
- For a room transfer request to bypass the step above, it would need to be authorized and approved by your Head Coach/Athletic Administrators who will work with Housing and Residence Life staff members.
- Once you have completed a proper application, you will receive an automated email stating that your application has been received.
- The Community Director in your area will receive your application with their weekly report and will then email you to schedule a time to meet and/or clarify your request.
- To promote residents giving each other the opportunity to get to know one another and learn how to coexist with others, room transfers take place after the add/drop date for each semester. Per your license agreement, no transfers of Licensees to other bed spaces, rooms or living units will be allowed during the first three weeks or the last four weeks of each semester.

8.2 Reservation Days
Further information and specific dates for each semester are listed online at https://csumb.edu/housing/reservation-days. To avoid any additional fees, be sure to make updates to plans BEFORE move in.

- Application dates
• Pay your deposit by application date
• Check your email for your selection day
• Make your selection on the day
• Meal Plans

8.3 General Housing Info

• Once a student takes the keys, they are committing to living on campus for the entire school year (spring and fall).
• Freshmen and sophomores are required to live-on campus unless their permanent address is from the tri-county area.
• Students must cancel before move-in to avoid cancellation fees.
• Residence Halls close during winter. Only in-season athletes can stay over break.

9.0 STUDENT-ATHLETE CODE OF CONDUCT

The Department of Athletics expects all student-athletes to conduct themselves in a positive way. A positive way that will create feelings of pride for people associated with the University, the Department of Athletics, and your team. This Code of Conduct is supplemental to city, county, state and federal law, the University’s code of conduct, housing regulations, and other rules and regulations pertaining to student life.

9.1 Standards of Conduct

It is a privilege and not a right to be a student-athlete at Cal State Monterey Bay (CSUMB). Every student-athlete is expected to conduct himself or herself in a manner that exhibits honor and respect to the Team, Department, University and surrounding community for the duration of his or her time as a student-athlete. As a student-athlete at CSUMB, you are expected to conform to all federal, state and local laws as well as University regulations regarding academics, residence life, and general conduct. General conduct consists of in person conduct and conduct on the internet. Students penalized for violating public laws are not exempt from further prosecution by University authorities if their actions also violate University rules. In addition, the Department of Athletics and respective coaches reserve the right to implement additional sanctions.

A. Participants shall treat one another and all others with dignity and respect. They shall behave according to the rules of their sport(s) and of the University, and shall avoid conduct that demeans, harasses, or threatens any other person. Understandably the applicability of this principle is dependent upon the context of the behavior in question. For example, physical contact that is common on the playing field would likely be disrespectful in the classroom or if directed toward an official, umpire, or fan. The intent of and force of this principle is to prevent any participant at any time from physically or verbally abusing another person; from using excessive profane language or vulgar gestures; from demeaning or belittling another person or making derogatory comments about his or her race, sex, religion, age, disability, national origin, or sexual orientation; and from engaging in conduct intended, or so reckless as to be likely, to cause harm to another.
B. Participants shall strive for honesty and integrity in their statements and actions. This requires participants to tell the truth when asked, and also calls upon them to avoid knowingly: (a) obscuring the truth by their actions or statements (i.e. giving incomplete answers or failing to give answers when required) and (b) assisting any other person in a dishonest act or statement related to student athletic programs and determinations regarding compliance with this policy.

C. The conduct (defined above) of participants shall reflect the fact that student athletic programs are primarily an educational experience. Because of this, coaches and student-athletes shall strive to develop skill, experience, prowess, and character. Student-athletes shall not, and shall not be encouraged, or allow their participation in student athletic programs to interfere with their academic responsibilities, such as fulfilling class requirements.

D. Student-athletes are expected to attend classes, complete all assignments, take all exams, and act appropriately in class and on the internet.

E. Student-athletes are responsible for informing their professors of upcoming excused class absences and arranging to make-up exams or assignments missed.

F. Individual coaches may impose stricter standards for class attendance as well as any other team policies. Coaches are responsible for providing written documentation of their policies to the CSUMB Director of Athletics or designee.

G. Participants' conduct (defined above) shall reflect the fact that, by virtue of their participation in student athletic programs sponsored by CSUMB, they are public representatives of the University. Accordingly, they are expected to exhibit a higher standard of behavior and maturity than might be displayed by other students, staff, and faculty. They should always avoid conduct (in person and on the internet) that could be perceived as improper or unfitting of a University representative.

H. Participants shall be advised of, understand, and comply fully with the rules, standards, and requirements to which they are subject. These include the principles in this statement; applicable laws; the requirements of the NCAA, the CCAA and/or other applicable conferences; the policies of CSUMB, CSUMB Department of Athletics, and any additional policies specified by their coach.

I. In cases of student-athlete misconduct (in person and on the internet), student-athletes have an obligation to inform their coaches, as soon as possible, and the coaches have an obligation to inform, as soon as possible, the Director of Athletics or designee of such actions.
   1. Violations (in person or on the internet) of principles in this section.
   2. Violation of the Student Code of Conduct
   3. Violation of the CSUMB Department of Athletics Substance Abuse Policy
   4. Violation of the Gambling policy as set forth in NCAA Bylaw 10.3
   5. Violation of the NCAA Ethical Conduct Bylaw as set forth in the NCAA manual Bylaw 10
   6. Violation of any NCAA, CSU, CCAA, or CSUMB legislation.
7. Any police contact or arrest on or off campus.

In addition, in cases where a student-athlete, or student-athletes, is the victim or witness, or are the victims or witnesses, of any of the above mentioned behavior or similar behavior, student-athletes have an obligation to inform their coaches, as soon as possible, and the coaches have an obligation to inform, as soon as possible, the Director of Athletics or designee.

9.2 Definitions
A. Student-Athlete - Once a student is accorded the status of a varsity athlete, he or she is expected to act in accordance with this Code of Conduct until the completion of eligibility, and/or during their 5th year while receiving aid from the athletic department although no longer eligible to participate in their sport. The time period includes semester and summer breaks, or such time that he or she is no longer a student-athlete at CSUMB.

B. Team Function - An athletic team function is defined as any gathering, whether on or off campus, formal or informal, where the intent or reason to gather is to conduct business or engage in any athletic or social activity related to the team’s purpose, and organized, arranged or initiated by Department of Athletics staff, or team members. If any standards established by the governing authorities are violated during a team function, and there is no clear evidence that the team attempted any restraining action through its members, the team will be held responsible and disciplinary action taken.

C. Sportsmanship - Student-athletes at CSUMB are held accountable to a high standard of ethical conduct in all activities affecting the athletics program, whether as a participant or as a spectator. Sportsmanship shall be defined in accordance with the standards of the NCAA, CCAA, and the CSUMB Department of Athletics. Sportsmanship is respect for oneself, teammates, coaches, officials, opponents, and property. Sportsmanship also requires maintaining self-control, and refusing to be drawn into or encourage physical conflict not otherwise required by proper execution of the sport. All student-athletes are obligated to represent themselves, the Team, the Department of Athletics, the University, their families, and their communities, with the highest level of sportsmanship. Acts of unsportsmanlike conduct include, but are not limited to the following:

1. Striking, attempting to strike, or otherwise physically abusing an official, opposing coach, spectator, or athlete.
2. Intentionally, or with careless disregard for one's conduct, inciting participants or spectators to violent or abusive action.
3. Using obscene gestures or profane or unduly provocative language or action toward an official, student, coach, or spectator.
4. Publicly and unduly criticizing a game official, Conference personnel, another member university, or student-athlete or personnel of another university.
5. Negative recruiting by making unduly derogatory statements about another member university, any of its personnel or its athletic programs, to a prospective student-athlete, the prospect's parents, high school coach, or other person interested in the prospective athlete.
6. In addition to any penalty that may be assessed, the CSUMB Director of Athletics, or designee, may take such remedial action believed to be proper to deter any future unsportsmanlike conduct.

7. “Unsportsmanlike” conduct, as defined by the NCAA, CCAA, or CSUMB, will be reviewed by the office of the Director of Athletics, or designee, and may result in further disciplinary action.

8. Improper use of internet presence.

9.3 Prohibited Conduct
Every student-athlete is obligated to report his or her violations of this Code of Conduct to his or her head Coach, or to the Director of Athletics within 24 hours of such violation. This obligation is in effect year-round, including semester and summer breaks.

Prohibited conduct includes:

A. Academic Dishonesty - The Department of Athletics expects student-athletes to engage in all academic pursuits in a manner beyond reproach. Offenses against academic honesty are any acts that would have the effect of unfairly promoting or enhancing one's academic standing, including cheating, plagiarism, and knowingly permitting or assisting any person in the commission of an offense of academic dishonesty.

B. Drugs & Alcohol – Refer to CSUMB Department of Athletics Substance Abuse Policy.

C. Nutritional or Dietary Supplements - Many nutritional/dietary supplements contain substances banned by the NCAA. To avoid violation of this standard, as questions arise, student-athletes should contact the athletic trainer and/or consult the list of NCAA banned drugs as described in the CSUMB Department of Athletics Substance Abuse Policy.

D. Hazing – Hazing (per CSUMB Student Conduct Code) is defined as any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university or other educational institution in this state (Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current, or prospective student of any school, community college, college, university or other educational institution. The term "hazing" does not include customary athletic events or school sanctioned events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section. Hazing in connection with membership or participation in CSUMB Athletic Team activities is strictly prohibited.

Actions which are prohibited include, but are not limited to, the following:
• Any type of initiation or other activity where there is an expectation of individuals joining a particular team to participate in behavior designated to humiliate, degrade or abuse them regardless of the person’s willingness to participate.
• Forcing, requiring or pressuring an individual to consume alcohol or any other substance.
• Forcing, requiring or pressuring an individual to shave any part of the body, including hair on the head.
• Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, and publicly indecent, contrary to genuine morals and/or beliefs, e.g., public profanity, indecent or lewd conduct sexual gestures in public.
• Persecuting someone because of their race, gender, or religion.
• Required eating of anything an individual would refuse to eat otherwise.
• Any activity or action that creates a risk to the health, safety or property of the University or any member of the community.
• Assigning or endorsing pranks such as stealing or harassment of another organization.
• Awakening or disturbing individuals during normal sleeping hours.
• Expecting or pressuring individuals to participate in an activity in which the full membership is not willing to participate.
• Physical abuse of any kind.
• Forcing, encouraging or pressuring someone to wear in public apparel which is conspicuous and not within the norm of what is considered to be in good taste.
• Engaging in public stunts and buffoonery.
• Nudity at any time or forced reading of pornographic material.
• Paddling, beating or otherwise permitting a member to hit other members.
• Having substances such as eggs, mud, paint, and honey thrown at, poured on or otherwise applied to the body of a member.
• Morally degrading/humiliating games or other activity that makes a member the object of amusement, ridicule or intimidation.
• Subjecting a member to cruel and unusual psychological conditions.

E. Cyberspace – Social media can be dangerous if it is not used correctly and safely. Anything that puts you, your Team, the Athletic Department or the University in a negative light is prohibited. There will be no use of CSUMB logos on any website without prior written permission from the office of the Director of Athletics. Any ads, texts, posts, or photos that are not representative of the department’s defined image and exhibit less than desirable character are prohibited.

F. Firearms Possession - The Department of Athletics does not allow possession of firearms at any time. Prohibited acts include, but are not limited to, possession on University property including athletic facilities or at athletic events.

G. Harassment - Harassment, which includes but is not limited to, verbal or physical conduct by an individual based on another individual’s age, ability, national origin, race, religion, sex, or sexual orientation that interferes or prevents the person from conducting his or her usual affairs, puts the person in fear of his or her safety or causes actual physical injury. This will also include conduct such as making threatening phone calls, sending or posting (electronically or otherwise) threatening letters, or the vandalism of a
person’s property. Improper relationships (i.e. relationships between teacher and student or supervisor and subordinate or someone who has “perceived” power over another) are prohibited as harassment sometimes results.

H. Gambling and Bribery - Student-athletes shall not knowingly (1) Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition, (2) Solicit a bet on any intercollegiate team, (3) Accept a bet on any team representing the institution, (4) Solicit or accept a bet on any intercollegiate competition for any item that has tangible value (e.g. cash, clothing or equipment, meals), and/or (5) Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, a parlay, card or any other method employed by organized gambling.

I. Unexcused Class Absences and Poor Academic Performance - Student-athletes are required to attend class regularly and punctually, and to fulfill course load and academic performance requirements. Failure to meet such obligations may affect eligibility to participate in team sports and scholarship eligibility, as well as academic standing. In addition, the situation will be reviewed by the office of the Director of Athletics, or designee, and may result in further disciplinary action.

J. Failure to Meet Team Obligations - Student-athletes must complete training requirements; arrive promptly for team practices, meetings, and departures for away games and other team events; attend team functions; and otherwise fulfill their responsibilities as team members. Absences must be excused in advance by the Head Coach unless an unforeseeable emergency arises and communication as soon as possible is expected.

K. Unauthorized Possession - Use of CSUMB facilities, and/or keys, to University facilities including athletic facilities, buildings, offices, equipment, or desks, etc, is prohibited.

9.4 Disciplinary Process and Sanctions
The Department of Athletics disciplinary process is independent of, and supplements, the University judicial process. Sanctions levied by the Department of Athletics may occur over and above those levied by the University. Sanctions may vary depending on the type and circumstances and the violation. Each situation will be reviewed by the office of the Director of Athletics, or designee, and may result in further disciplinary action.

For violations pertaining to the use and/or abuse of drugs, alcohol, or other banned substances, specific sanctions and appeals processes are identified in the CSUMB Department of Athletics Substance Abuse Policy.

Possible sanctions include but are not limited to:
1. Warning - The issuance of a written warning.
2. Probation - Special status with conditions imposed for a limited time.
3. Restitution - Payment for damaged property.
4. Temporary Suspension - Removal of a student-athlete from all Department of Athletics activities, including athletic participation in team events, for a limited period of time.
5. Suspension - Removal of a student-athlete from all Department of Athletics activities, including athletic participation in team events, for a specified period with financial aid revoked.
6. Expulsion - Permanent removal from a team and/or Department of Athletics activities with all financial aid revoked.
7. Withdrawal of Financial Aid - Termination of athletic-related financial aid could be applied to probation, temporary suspension and suspension.

Possible sanctions for team violations (i.e. Hazing) include but are not limited to:
1. Team Probation
2. Cancellation of Contests
3. Cancellation of Season

When the Department of Athletics becomes aware of an alleged violation of this Code of Conduct, the Director of Athletics (or designee) (“the AD”) will take reasonable steps to verify the validity, reliability, and accuracy of the report. These steps may include interviews of students, employees, non-University persons, and/or others having knowledge of relevant facts; examination of documents; and other steps necessary for the AD to determine the merits of the report. A meeting with the student-athlete will ordinarily occur before any discipline is imposed; however, the AD may suspend the student-athlete before the meeting.

Principles Concerning Enforcement
The principles in this Statement serve the interests of all participants in student athletic programs and of the broader University community. Therefore, the University expects that all participants will comply. Nevertheless, the quality of any code of conduct is no greater than the rigor with which it is enforced. The purpose of enforcement is not the detection and punishment of noncompliance for its punishments, but instead to encourage compliance with this Statement and applicable requirements by all participants. Of course, not all noncompliance acts are of equal severity or warrant similar sanctions. In addition, the process by which an alleged offense is investigated and adjudicated will also depend in large part on the nature of it and the severity of the potential sanction. Many acts of noncompliance with this Statement or other applicable requirements of participants in student athletic programs will and should be resolved immediately and informally, and will result in comparatively minor sanctions, such as verbal correction. Such sanctions should be applied fairly and consistently.

At the other end of the spectrum, some noncompliant acts will be so serious, frequent, or deliberate, that existing University policies on faculty, staff, and student conduct and other applicable requirements provide for potentially severe sanctions and formal processes and standards of review. This Statement in no way alters the application of those policies or processes.

There are likely to be noncompliant acts that fall between these two extremes, involving offenses or behavior at least moderately serious in the nature that warrants more complete investigation than immediate judgment would allow, but still that may not necessarily fit
within existing procedural guidelines. The following enforcement principles provide general guidance that may prove useful, but that are designed specifically to guide investigations, adjudications, and the imposition of sanctions in this broad intermediate part of the spectrum.

Enforcement shall be accessible, swift, fair, consistent, certain, appropriate, and accountable. The University shall investigate credible reports of noncompliance with this Statement or other applicable requirements. The determination of a report's credibility necessarily involves many factors. However, except in unusual circumstances, a report shall be considered credible only if it is made by a person who has personally witnessed or experienced the allegedly noncomplying act, or by a coach or administrator with oversight responsibilities for participants in student athletic programs.

Acts of noncompliance shall be reported as swiftly as possible after the person making the report becomes aware of them. Delays in reporting a violation may significantly impair the University's ability to investigate the complaint and interfere with the alleged perpetrators due process rights. Delays may also raise questions about the credibility of the complainant. Exceptional delay may, therefore, based upon the known circumstances, necessitate that the University decline to investigate a complaint.

Anonymous allegations will not be formally acted upon by the Department, except for substances listed in the CSUMB Department of Athletics Substance Abuse Policy and to the extent required by law. Allegations shall be investigated and resolved as speedily, informally, and confidentially as is possible and consistent with University policies and procedures and other applicable requirements.

Allegations of noncompliance shall be received, investigated, and adjudicated. Sanctions, if determined to be appropriate, shall be imposed consistently. This does not require that all procedures or sanctions be identical, but that similarly situated participants be treated consistently and that there be a general consistency among the treatment of all participants. The method of investigation and adjudication should be appropriate to the alleged offense. While all processes should be as swift as possible, the resources devoted to an investigation or adjudication, their extent, and the priority given to them should reflect the nature of the alleged offense.

Sanctions should also be appropriate to the alleged offense, taking into account the circumstances and context of the offense, the perpetrator's University status, whether a pattern of improper conduct exists, the magnitude of the violation, and the effect the conduct has had on others. A single offense, particularly where the act of noncompliance is found to be unintentional and resulted in little or no harm to another person, might result in a minor sanction such as:

- A warning
- Counseling and increased monitoring
- Probation
- University or community service
On the other hand, repeated or deliberate non-compliance, or non-compliance that threatens or results in physical, mental, or emotional harm to another person or other demonstrable injury, should be subject to significant sanction, such as:

- Inappropriate use of the Internet
- A student-athlete involved in a minor campus violation
- A student-athlete providing any alcohol or substance to a recruit and/or prospective student
- Illegal possession
- Illegal distribution
- Assault

Then:

- Suspension from one or more practice and/or games
- Dismissal from team
- Suspension or expulsion from the University
- Referral for criminal prosecution

The disciplinary actions may be enforced if any of conditions of correct behavior have been violated. The Department of Athletics intention is to have its coaching staff discipline its student-athletes fairly and consistently within Department guidelines, using reasonable and prudent judgment. Determination of responsibility will be based on a preponderance of evidence and information available. A first-time offense may be serious enough to warrant any of the possible sanctions listed above. A student-athlete’s refusal to participate and cooperate in a Department of Athletics or NCAA investigation of a possible violation of this Code of Conduct may itself constitute a basis for disciplinary action. Each situation will be reviewed by the office of the Director of Athletics, or designee, and may result in further disciplinary action.

Violations of the CSUMB Department of Athletics Substance Abuse Policy – CSUMB Athletics does not tolerate substance abuse, use of any substance banned by the NCAA, under-age drinking or the inappropriate use of alcohol. Student-athletes found to be, or suspected to be out of compliance with this policy are subject to drug testing, as outlined in the policy.

Violations of Team Rules - Each student-athlete is responsible for following his/her specific team policies. These policies shall be in writing and distributed to team members at the start of each academic year or the beginning of the playing season, whichever comes first. The Head Coach and the Director of Athletics have the authority to impose sanctions for the violation of team policies.

Violation of University or Criminal Law - When a student-athlete has engaged in conduct alleged to be in violation of university or criminal law, the student-athlete must report the information to the Head Coach. Immediately upon receipt of notice of such possible violation the Head Coach must report the information to the Director of Athletics or designee. In addition, when a student-athlete is a victim or witness in conduct alleged to be in violation of university or criminal law, the student-athlete must report the information to the Head Coach. Immediately upon receipt of notice of such possible violation the Head Coach must report the information to the Director of Athletics or designee.
Student-athletes arrested for, or charged with, violating the criminal law will be placed on immediate administrative suspension from involvement in team activity pending further investigation. In all cases in which a student-athlete is arrested for or charged with illegal use of drugs, illegal gambling, or sexual misconduct or violence, the student-athlete will be immediately suspended, and the suspension may be lifted only by the Director of Athletics.

9.5 Appeals
A student-athlete who is subject to suspension or expulsion from athletics team participation, or whose grant-in-aid would be affected by a sanction imposed by the Athletic Department, may appeal the decision. Appeals must be made in writing to the Athletic Director and received within seven working days of the notification. Appeals will be forwarded to the Student Conduct Administrator, or designee, who will make a decision and send written notification to the student-athlete and the Athletic Director within thirty working days. This decision is final.

Decisions may be appealed on the following grounds:

- New, relevant information has come forward which was unavailable for presentation at the time of the original decision/sanction.
- Specific information to support the allegation that the decision is not consistent with the nature of the incident/issue/sanction (the “punishment” doesn’t fit the “crime”).
- Specific facts to support the allegation that the decision was prejudiced with respect to facts of the decision/sanction.
10.0 SUBSTANCE ABUSE PROGRAM & POLICY

The Department of Athletics is committed to providing and maintaining a safe and healthy environment for the student-athletes. The use of controlled substances and the abuse of alcohol by student-athletes is known to affect academic achievements, athletic performance and personal well-being. Student-athletes who abuse controlled substances, alcohol, tobacco, or performance enhancing drugs put themselves, their teammates and the athletics program at risk.

The Department of Athletics does not tolerate substance abuse, use of any substance banned by the NCAA, including tobacco, under-age drinking or the inappropriate use of alcohol. Participation in intercollegiate athletics is a privilege. Student-athletes who refuse to sign the NCAA Drug-Testing Consent Form or refuse to participate in substance abuse prevention education programs will not be eligible to participate in intercollegiate athletics at CSUMB.

CSUMB Athletic Department follows the NCAA Drug Testing Program. The policy and procedures can be read in full at http://www.ncaa.org/sport-science-institute/ncaa-drug-testing-program.

10.1 Purpose and Goals of the Program

- To promote a fair and ethical environment for competition for all student-athletes engaging in intercollegiate athletics;
- To inform the student-athlete about institutional and departmental policies regarding alcohol substance abuse;
- To inform the student-athlete about the NCAA drug testing procedures and to make them aware of the list of NCAA banned substances;
- To confidentially identify participants who may be abusing specific drugs;
- To provide educational programs to the student-athlete concerning the effects of substance abuse on their mental, physical health, and athletic performance;
- Through education and referral, assist student-athletes to cope effectively with destructive behaviors and the stresses of academic and athletic life;
- To encourage student-athletes to seek treatment for the abuse of drugs or alcohol; and
- To promote safe and healthy lifestyle that will help student-athletes succeed;

10.2 Substance Abuse Prevention Education

- The Department of Athletics is committed to providing substance abuse prevention education to the student-athletes. Information about the abuse of alcohol and other substances will be presented to the student athletes through the following methods:
  - Mandatory new student orientation
  - Annual substance abuse prevention education seminars
  - Distribution of relevant literature and poster presentations

10.3 Substance Abuse Testing and Positive Drug Test Penalty

The Department of Athletics strongly believes that drugs and alcohol negatively affect both academic and athletic performance, as well as the physical and mental well-being of the student athlete. Therefore, the Department of Athletics follows the policy and procedure of the NCAA Drug Testing Program. This program is designed to aid and educate student-
athletes about the problems and dangers associated with drug abuse, prevent unauthorized drug use, and identify any student-athlete using drugs. In the case of a positive test result, a Drug Free Sport Representative will notify the Athletic Director of all confirmed positive test results 24 to 48 hours after testing. When there is a confirmed positive test the Athletic Director will schedule a meeting with the student-athlete, the head coach and the parent/guardian, as deemed appropriate.

- The penalty for a positive test for a performance-enhancing drug (PED) is strict and automatic: student-athletes lose one full year of eligibility for the first offense (25 percent of their total eligibility) and are withheld from competition for 365 days from the date of the test. A second positive test for a PED results in the loss of all remaining eligibility.
- The penalty for a positive test for a substance in the street drug class is withholding from competition for 50% of the season in all sports in which the student-athlete participates. A second positive test for a street drug results in the loss of a year of eligibility and withholding from participation for 365 days from the test.
- A student-athlete who is involved in a case of clearly observed tampering with an NCAA drug test, as documented per NCAA drug-testing protocol by a drug-testing crew member, shall be declared ineligible for further participation in postseason and regular-season competition during the time period ending two calendar years (i.e., 730 days) after the student-athlete was involved in tampering with a drug test.
- If a student-athlete who is selected for NCAA drug testing does not show up for testing or refuses to provide a sample, he or she will be penalized as if there were a positive drug test result for a PED.

10.4 Confidentiality

- The Department of Athletics recognizes the confidential nature of information received in the administration of the drug testing program. Every effort will be made to maintain the confidentiality of such information. The student-athlete is encouraged to maintain confidentiality about a positive test.

10.5 Banned Substances

- The NCAA publishes a list of banned drugs annually which can be found at [http://www.ncaa.org/sport-science-institute/ncaa-drug-testing-program](http://www.ncaa.org/sport-science-institute/ncaa-drug-testing-program)
- Be aware that many commonly prescribed drugs, over-the-counter medications and supplements may contain banned substances. If the student athlete has any questions or concerns regarding a drug or substance prescribed by a physician or an over-the-counter medication they should contact a member of the sports medicine staff. Student-athletes should also be aware that there are many products that can be purchased over the counter or at health food stores that contain banned substances.
11.0 ATHLETIC FACILITIES

11.1 Otters Sports Center (OSC) and Aquatics Center
Only CSUMB students and faculty/staff, with current Otter ID, have access to the Otter Sports Center. Facility includes: The Kelp Bed (Gymnasium), Locker Rooms, Weight Room, and Cardio Fitness Rooms (Treadmills, elliptical machines, stationary bikes and rowing machines)

Typical OSC Hours:
Monday - Friday 6:00am - 12:00am
Saturday - 8:00am - 10:00pm
Sunday - 10:00am - 12:00am

Typical Open Swim Hours:
Monday - Friday 12:00-2:00pm
Saturday 1:00-4:00pm
Pool closures on most major holidays and due to athletic events

Closed or reduced hours are possible for school holidays and summer. Refer to https://csumb.edu/facilities/otter-sports-center for weekly hours and schedules.

11.2 Other Facilities
Baseball, Softball and Soccer fields
Bayonet and Black Horse Golf Course
Fieldhouse Sports Medicine Facility (Building 902)
Field House Weight Room (Building 902)
Athletic Offices - Mountain Hall F (Building 84)

Coach Offices:
Mountain Hall E (Building 84)
Field Office (Building 902C)
Fieldhouse (Building 902)

*Parking permits are required 24 hours per day, seven days per week at all campus lots
12.0 SPORTS MEDICINE

12.1 Mission Statement
The CSUMB Sports Medicine Team is committed to the development of a positive, multidiscipline, evidenced-based approach to the prevention, evaluation, treatment, and rehabilitation of injuries sustained by our student-athletes. The number one priority of the sports medicine staff will always be the health and wellbeing of every student-athlete. Ongoing, transparent evaluation of our athletic training program will be key to achieving the highest possible standards. Furthermore, we are committed to addressing problems and concerns in a timely manner so the needs of our students-athletes and staff can continue to be met.

12.2 Facilities & Hours
CSUMB’s main sport rehab facility serves as a home base for the athletic training center. Located in Building 902, Room 1004 (Directly behind the Aquatic Center). An additional sports medicine facility for our indoor sports is located within the Otter Sports Center. This location offers space for practice and game preparation as well as a site for evaluation of injured student athletes if need should arise.

In general the Athletic Training Room Facility hours are dependent on sports schedule, however as a general guideline, the facility will be open from 6:30am-2:30pm Monday through Friday. Please note that these hours are dependent on practice and competition schedules. A weekly schedule is posted on Twitter @mikepaddack and on CSUMB Athletic Training on Facebook.

12.3 Facility Rules
- Be respectful to yourself and others.
- Any behavior that is not considered respectful to others with regard to race, gender, sexual orientation, religious and/or political beliefs will not be tolerated and will be cause for removal from the facility.
- Keep your personal life outside of the athletic training facility.
- Keep behavior, language, content, and music in the PG-13 range.
- Discussions pertaining to treatment, rehabilitation, and overall welfare of the student-athlete will be held in an appropriate time and manner protecting confidentiality.
- NO cell phone use in the athletic training facilities is allowed due to confidentiality issues.
13.0 TEAM TRAVEL

13.1 Policy
The University, the Department of Athletics, and each team coach are responsible for the wellbeing, safety, and conduct of each student-athlete during official travel. To provide a safe environment, each coach must follow institutional and NCAA guidelines and rules pertaining to official team travel. Student-athletes are responsible for helping in this process by observing the following travel policies:

- Regardless of age and geographic location, it is not permissible for student-athletes, coaches, volunteers and/or staff to purchase and/or consume alcohol, drugs, or tobacco, including vapors and e-cigarettes, during any CSUMB sponsored team function. This includes practice, competition, team travel, team meetings, or any team activity sponsored by CSUMB or CSUMB Athletics.
- Student-athletes should never be permitted to drive a University vehicle or a rented vehicle for team travel.
- Student-athletes who are injured or red-shirting may be allowed to travel with their team so long as they the team has not exceeded the allowable limits on roster size as set forth by the CCAA Conference and are NCAA eligible to do so.
- Student-athletes should be appropriately dressed at all times, conforming to individual team standards.
- Student-athletes’ friends or relatives may not accompany a team at the University’s expense.
- Hotel rooms and visiting dressing rooms must always be left in good condition.

Conduct: As a representative of the University, CSUMB Athletics, and a team, student-athletes are expected to conduct themselves in a professional manner. Misconduct could lead to disciplinary actions, including suspension or even removal from the team and loss of athletic grants in aid. Use of any drugs, including alcohol, while traveling is strictly prohibited. To ensure that each student-athlete knows what constitutes acceptable behavior, Head Coaches are responsible for setting standards of team conduct through their team rules. Specific conduct standards may include dress code, individual conduct, curfews and free time activities.

Attire: Since attire reflects directly upon the student-athlete and his/her team, student athletes should take a special interest in their personal appearance, especially when traveling with their team. Head Coaches will set dress code standards when traveling and may also specify what constitutes appropriate dress while the student-athletes are representing the University at other times.

Confidentiality: To protect team security and ensure the confidentiality of travel routes, practice plans, meal arrangements, hotel room assignments, etc., student-athletes should not share travel details on their own social networks.

13.2 Student-Athlete Request to Travel Separately from a Competition Site
In some cases, student-athletes may be permitted to leave a competition site with a parent or legal guardian. To do this a student-athlete must get permission from the head coach and complete a Travel Release Form (see Compliance Coordinator - Mountain Hall F). The head coach is responsible for making sure the student-athlete leaves the competition sight with the
parent or legal guardian who made the request to take the student-athlete from the competition.

13.3 Academics and Missed Class Procedure
CSUMB is a NCAA Division II member competing in the California Collegiate Athletic Association (CCAA). In scheduling our competitions, we try to limit the amount of class time that our student-athletes will miss. However, some missed class time is unavoidable. CSUMB student-athletes are required to arrange all class work that is missed while participating in a university sponsored event. The Athletic Department requires each student-athlete to submit the Class Absence Form to each professor during the first two weeks of class. The form is designed to notify the professor of the student’s future absences and to outline the specific times and dates that the student-athlete will be either traveling to or participating in competition. The professor may sign the student document as acknowledgement of the Athletic Department approved absences, and the student will return the document to his/her coach. Allowance for make-up work, delayed exams, and attendance points are at the full discretion of the professor. Please note that according to NCAA policy, participating in competition is the only permissible reason for a student-athlete to miss class.

If a student-athlete is scheduled to miss an exam/quiz while traveling with their respective team, it is the student-athlete’s responsibility to notify all professors of the issue and make up the exam following the professor’s policy. Student-athletes should not miss class for practice, team meetings, or conditioning activities. Each student-athlete should consider their game schedule and possible missed class time before registering for a class.

The steps for this process are as follows:

- Student-athlete determines any potential conflicts between taking an exam and team travel at the beginning of the semester/as soon as possible.
- Student-athlete meets with professor to determine if exam can be taken prior to travel, after travel or can be proctored on the road.
- If professor will allow exam to be taken on the road, student-athlete needs to contact Assistant Athletic Director for Student Success providing the title of class, the name of the professor and his/her email address.
- The Assistant AD will coordinate the test proctoring details with the professor and the coach/proctor.
14.0 STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

14.1 Mission Statement
CSUMB believes that intercollegiate athletics provide ideal opportunity for the physical and social development of students. The Student-Athletic Advisory Committee (SAAC) serves as leadership and communication platform for student-athletes. In addition, SAAC will make efforts to serve the community. The SAAC has the following goals:

- Give student-athletes a place to go with questions, ideas and concerns.
- Offer student-athletes the opportunity to grow and excel in their sport by participating on teams where the goal is to achieve team maximum potential.
- Provide quality and competitive scheduling so that our teams will be well prepared and motivated when they compete.
- Provide coaches who are intensely concerned with the total academic, athletic, physical, social and moral welfare of their student-athletes.
- Strive to see that all coaches and student-athletes understand and work within the regulations and guidelines set for intercollegiate athletics by the University, the CCAA and the NCAA.
- Work to develop the support of the college community - student, faculty, staff, alumni and friends - for our teams to experience that support by attendance at games and matches.
- Promote in the media, the community and in the public's mind, the best image of CSUMB in its academic stature, its athletic goals, its teams and its success.
- Serve the community in a way that reciprocates the way in which the community has served collegiate athletics.

14.2 SAAC Composition
The SAAC Executive Board is comprised of the following elected positions:
Co-Presidents, Vice-President, Secretary, Treasurer and Social Chair
The committee will have representation of at least two student-athletes from each varsity sport.

15.0 LEADERSHIP DEVELOPMENT PROGRAMMING

15.1 Mission and Vision Statement
Otter L.E.A.D. (Leadership Experience for Athlete Development) is a CSUMB athletic department leadership development program that provides student-athletes with opportunities for self-growth, personal well-being, and personal success. The vision of Otter L.E.A.D. is to enhance the student-athlete’s capacity for leadership during their pursuit of academic, athletic and professional success.

The institution believes in positively contributing to each student’s overall quality of life, providing transformative experiences, and offering holistic development. The athletic department believes in using athletic involvement to increase the student-athlete’s capacity to work with others, strengthen decision making, develop resiliency, communicate effectively, and work successfully with a team. The schedule of the program will be determined each year by Assistant Athletic Director for Student Success.
16.0 INTERNATIONAL STUDIES ABROAD

16.1 Study Abroad for Student-Athletes
Given the year round nature of intercollegiate athletics, it is imperative that student-athletes be available for workouts, practices and games during the fall and spring semesters. Accordingly, those students on athletic scholarship will not be allowed to participate in the CSUMB studies abroad program during the regular school term and at any time when their applicable sports program is involved in NCAA sanctioned events. Student-athletes can forego their scholarship in order to participate in this program during this restricted period, but they will not be guaranteed their same scholarship upon their return to school. In addition, those student-athletes not on athletic scholarship must receive permission from their Head Coach in order to participate in the prohibited periods. Without such permission, they will not be guaranteed a future position of their team’s prospective roster.

All student-athletes are encouraged to participate in the international studies abroad program outside of the restricted period. As noted, any such participation will be at the student-athlete's expense and no athletic scholarship funding will be available for this program. Hardship exceptions can be granted with the approval of the Head Coach and the Director of Athletics. Notification of intent to participate in this program must be given by the student one year in advance so that all applicable budgetary and NCAA issues can be resolved. Please note that all such exceptions with be at the sole discretion of the Head Coach and Director of Athletics.

17.0 STUDENT-ATHLETE EMPLOYMENT AT CAMPS

17.1 On-campus Sport Employment Policy for Student-Athletes
Student-athletes may be employed at the sport related camp/clinic provided:
1. The student-athlete performs duties of a supervisory, coaching, or officiating nature.
2. Compensation provided to the student-athlete must be commensurate with the going rate for camp/clinic counselors of like teaching ability and camp/clinic experience and may not be paid on the basis of value that the student-athlete may have for California State University, Monterey Bay because of reputation or fame the student-athlete has achieved. Compensation provided may differ among student-athletes for reasons including, but not limited to, years of experience, class, or work hours.
3. A student-athlete who only lectures or demonstrates at the camp/clinic may not receive compensation for his/her appearance.
4. The student-athletes cannot participate in any organized practice activities during the camp hours. Other organized practice activities must be during permissible practice periods and are countable hours. PSA’s attending the camp cannot participate in such activities.
18.0 FACULTY ATHLETIC REPRESENTATIVE (FAR)

The Faculty Athletics Representative (FAR) serves in an advisory and oversight capacity for the university's athletics program, adding a faculty perspective to athletics administration. The FAR works closely with the director of athletics and the university administration to foster an environment where athletics is maintained as a vital component of the educational program and student-athletes constitute an integral part of the student body. In order to enhance academic integrity, ensure institutional control of the athletics program, and promote student-athlete welfare, the FAR serves as Principal advisor to the President on all matters related to intercollegiate athletics. At CSUMB, the FAR participates in all NCAA and CCAA meetings, and serves as the Chair of the CSUMB Athletics Advisory Board (AAB).

In particular, Division II FARs should be committed to the Division II Life in the Balance positioning statement and the six Division II attributes: learning, sportsmanship, service, resourcefulness, passion and balance. FARs should be advocates for student-athletes and help promote their success in the classroom, in athletics, and in the community by striking a balance among academic excellence, athletics competition, and social growth as they prepare for lifelong success.

18.1 CCAA Faculty Athletics Representatives Guidelines

The CCAA Faculty Athletics Representative (FAR) Shall:

- Be appointed by the President / Chancellor of each institution. The FAR must be a full-time faculty member with a teaching appointment and have no institutional relationship to the athletics department. (CCAA Article 3.5.5)
- Be responsible for the review of all issues in the CCAA pertaining to academic integrity and shall have exclusive jurisdiction for certification of academic eligibility for athletics competition. (CCAA Article 3.8.2)
- Ensure that student-athletes declare a major by the appropriate deadline.
- Monitor the academic performance of student-athletes on each team.
- Attend three annual meetings of the CCAA Executive Council. These meetings will take place in mid-September, early January, and early June. The FAR Standing Committee will meet at each Executive Council Meeting.
- Attend the Annual NCAA Convention, which is held in conjunction with the CCAA Winter Executive Council Meeting.
- Attempt to attend the CCAA Fall Compliance Workshop and the NCAA Regional Rules Seminar, generally held in October and May/June respectively.
- Attempt to attend the FARA Forum and NCAA sponsored FAR meetings.
- Be responsible for administering and grading the NCAA Coaches Certification Exam.
- Be available to perform FAR duties 12 months a year.
- Be responsible for signing and submitting waiver requests.
- Be responsible for signing all violations to be sent to the NCAA.
- Be able to communicate effectively with the CCAA office.
- Serve as a liaison between the NCAA, CCAA, and campus in all appeals.
- Consult with athletics department staff in selecting the Dr. Hal Charnofsky Award Winners. Nominate CCAA Scholar-Athletes of the year. Submit CCAA Student-Athletes of the Year to the CCAA no later than 10 calendar days prior to the Executive
Council Spring Meeting (CCAA Article 5.1.8.3).

- The FAR Eligibility Committee will review and decide CCAA Eligibility Waivers, NCAA Hardship Waivers, NCAA Medical Absence Waivers, and NCAA International Competition Waivers (CCAA Article 3.8.2.1). FARs on this subcommittee must be available to make decisions within one week of receiving the waiver request throughout the academic year.

19.0 ATHLETICS ADVISORY BOARD (AAB)

19.1 Composition, Roles, Responsibilities, and Organizational Relationship
The Athletics Advisory Board, along with the President and the director of Athletics shall have as its responsibility the development of a comprehensive plan for the institutional control of intercollegiate athletics at CSUMB. The Athletics Advisory Board is appointed by the President. It shall advise on policies governing intercollegiate athletics at CSUMB and facilitate communication between athletics and academics at the University. It shall provide the necessary oversight to ensure that the CSUMB athletics program is consistent with the academic integrity and the best interests of the University and its student-athletes. The responsibility of the Athletics Advisory Board shall include:

- Review policy, goals, and objectives of the Department of Athletics with regard to implementation of CSUMB’s intercollegiate athletics program;
- Review athletics program procedures to ensure compliance with NCAA and Conference rules, and to ensure that the athletics program is consistent with and supportive of the mission and vision of CSUMB;
- Review athletics program procedures that relate specifically to the academic achievement and degree progress of CSUMB student athletes;
- Review Title IX compliance; student welfare including gender equity and under-represented population issues
- Review athletics budget
- Review other issues as assigned by the President.

19.2 Athletics Advisory Board Composition
The Faculty Athletics Representative (FAR) will serve as Chair of the Athletics Advisory Board. The Board shall consist of the following fifteen (19) members:

Voting Members (16)
- Faculty Athletics Representative (1)
- Faculty representatives from the College of Business (2)
- Faculty representatives from the College of Arts, Humanities and Social Sciences (2)
- Faculty representatives from the College of Science (2)
- Faculty representatives from the College of Health Science and Human Services (2)
- Faculty representatives from the College of Education (2)
- Faculty representative from the Library (1)
- Representative from Student Affairs (1)
- Representative from Associated Students (1)
- Representatives from the Student Athlete Advisory Committee (2, one male student-athlete; one female student-athlete)
Ex-Officio Members (4)
- Athletic Director
- Associate Athletic Director
- AVP Enrollment Management
- Director of Diversity, Equity and Employment Practices

19.3 Meetings and Reports
The Athletics Advisory Board shall meet monthly during the academic year. As Chair of the Athletics Advisory Board, the FAR will present an annual update on athletics to the CSUMB Academic Senate during the spring semester.
20.0 ATHLETIC DEPARTMENT ANNUAL AWARDS & HONORS

The Athletic Department hosts an annual Athletics Banquet in the spring. All current and graduating student-athletes, coaches, athletic staff, Athletic Advisory Board members, senior level university administration, and special guests of the athletic department are invited. In May the Athletic Department hosts an annual Graduation Celebration for student-athletes graduating in that calendar year. The following awards and honors are presented at the banquet or graduation celebration.

20.1 Senior Blanket
A senior blanket is presented to a student-athlete who has completed his/her eligibility at CSUMB. The student-athlete may or may not be graduating, but he/she is awarded the blanket at the banquet for the year he/she completes eligibility.
- Criteria considered: Completion of eligibility at CSUMB, a student-athlete who does not complete eligibility to due to injury but stays a member of the team through coaching or managing, may receive a blanket.
- *Senior Athletic Training and Strength & Conditioning Students will receive a blanket.

20.2 Dr. Hal Charnofsky Memorial Award
The Dr. Hal Charnofsky Memorial Awards are given to one male and one female student-athlete in a CCAA sponsored sport who has demonstrated a commitment to academic, athletic and community service excellence.
- Criteria considered: CSUMB GPA, community service hours (Helper Helper), athletic performance, overall contributions to their team and athletic department

20.3 Newcomer of the Year
The Newcomer of the Year Award recognizes the athletic accomplishments of the top male and female student-athletes who competed for the first time as Otters during the current academic year.
- Criteria considered: Athletic performance, CCAA or special awards received during the year, attendance at post-season competition

20.4 Scholar-Athlete of the Year
CSUMB Scholar-Athlete of the Year award recognizes the outstanding academic excellence of one male and one female student-athlete. The recipient must have completed at least three semesters at CSUMB.
- Criteria considered: CSUMB GPA, completion of three semesters at CSUMB

20.5 Outstanding Senior Scholar-Athlete Award
Outstanding senior Scholar-Athlete Award goes to the one senior student-athlete who has best exemplified the ability to excel in the arena of competition while maintain the highest level of academic achievement.
- Criteria considered: Highest CSUMB GPA of a graduating senior (walking in May graduation), athletic performance, overall contributions to their team and athletic department
20.6 Athlete of the Year
The Athlete of the Year Awards are presented to one male and one female student-athlete whose pure athletic performances are deemed most worthy of special recognition for the current academic year. Athletically eligible junior or senior athletes are given preference for this award. The presentation of this award is at the discretion of the athletic department and may be given at a time other than the spring athletics banquet.

- Criteria considered: Athletic performance, CCAA or special awards received during the year, attendance at post-season competition

20.7 Student-Athlete Graduation Stole
A graduation stole is presented to a student-athlete who has participated as a student-athlete at CSUMB, has or will complete NCAA eligibility at CSUMB, and is walking in a commencement ceremony for the current academic year.

- Criteria considered: Completion of NCAA eligibility at CSUMB, a student-athlete who does not complete eligibility due to injury but stays a member of the team through coaching or managing, may receive a stole.
- It is not customary to give a stole to an athlete who quit their athletic team for any reason.
- Senior Athletic Training and Strength & Conditioning Students will receive a certificate.

21.0 ATHLETIC PROGRAM EVALUATIONS
All student-athletes will be given the opportunity to complete a program evaluation through Real Recruit, a web based system. The system offers full anonymity. The link to complete the evaluation will be sent from Real Recruit near the completion of the athletic season. Student-athletes are offered the opportunity to request an individual meeting with the Athletic Director and Senior Woman Administrator (SWA).

22.0 EXHAUSTED ELIGIBILITY EXIT EVALUATIONS
The exit evaluation for those student-athletes who have exhausted their eligibility is designed to assess overall experience with CSUMB, including academic and athletic experiences, and to discuss ways that the Department of Athletics can improve upon the student-athlete experience. The FAR or the Athletic Director will facilitate the scheduling of the exit interviews with members of the Athletic Advisory Board at the end of the athletic season.

23.0 STUDENT-ATHLETE WITHDRAWAL FROM ATHLETIC PARTICIPATION (CUT OR QUIT)
The following procedure will be put into place when an athlete (defined as a scholarship athlete or an active member on a team roster at start of the championship season) leaves an athletic program per his/her own choice or per the decision of the coach.

i. The program coach reports the student’s departure from the program to Compliance Coordinator via an email statement and narrative for the reason of departure. Compliance Coordinator will inform the Athletic Director, SWA, Assistant AD for Business and Ops, and Assistant AD for Communications of the student’s departure from the team;

ii. Exiting student-athlete is provided with an email from the Athletic Administration;
Email includes: a “checklist” of transition actions for the student-athlete to finalize exit from program
b. Email includes an offer for an exit interview with Athletic Director and SWA

Compliance Coordinator will inform additional campus departments of the student’s exit from the athletic program:

a. Financial Aid
b. Housing
c. Athletic Training

SWA will submit a Care Team referral if it is believed the student will need additional campus support to manage departure from the athletic program.

Exiting student-athletes will be offered the chance to complete a program evaluation through Real Recruit as well as an exit interview with the athletic director.

24.0 STUDENT-ATHLETE GRIEVANCE POLICY AND PROCEDURE

The Department of Athletics is committed to ensuring all athletic department constituents (coaches, student-athletes, staff and volunteers) represent the University with integrity, emphasizing equity, inclusiveness and compliance. To this end, the Department of Athletics will operate as an inclusive community that both values the expression of differences and promotes excellence in instruction, personal development, and institutional success.

The Department of Athletics is supportive of the University’s processes for voicing grievances in both academic and non-academic issues related to violations of the University’s conduct regulations. Moreover, in the event of accusations, the department is committed to providing an environment of fairness where student-athletes have the opportunity to participate in the enforcement of procedures.

If a student-athlete believes that the athletic department constituents is not exhibiting these principles or may be in violation of University policies, the Department of Athletics Code of Conduct, NCAA & affiliate Conference Rules and regulations, as well as State and Federal Laws, he/she can utilize the procedure below for filing a grievance.

24.1 Team and Coach Concerns
All disputes and conflicts involving student-athletes, coaches and/or athletics support staff that cannot be resolved between the individuals directly involved should be directed to the appropriate Sport Administrator or the Faculty Athletics Representative (FAR). One or both of these individuals will review the case and mediate resolution (except in the case of allegations of sexual misconduct) involving the appropriate coach(es) and athletic department staff members. A student-athlete will have the opportunity to appeal the proposed resolution to the Director of Athletics who will review the facts of the conflict and execute a final resolution. All request for appeals should be made in writing to the Director of Athletics.

24.2 Procedures & Specific Information
i. Guidelines: Open communication is encouraged among athletes, faculty members, and Athletic Department staff to resolve disagreements before they become formal grievances.
ii. **Informal Grievance Procedure:** All parties to a potential grievance will make a concerted effort to resolve disagreements before they reach the formal grievance stage. To this end, meetings will be scheduled between students and university personnel as indicated below:

Oral discussion will be held between the student and coach or sponsor. If these oral discussions do not satisfy the student, the student may request, and consequently, will be granted an appointment with the Athletic Director, appropriate Sport Administrator, or FAR. If the matter is not resolved to the student's satisfaction at this level, only then, will formal proceedings be initiated.

iii. **Formal Grievance Procedure**

**Filing of Grievance:** Formal Grievances must be in writing, signed by the grievant, submitted to the Athletic Director within five (5) school days following the last informal conference.

Each formal grievance must contain the following:

1. Statement of the facts.
2. Specific policy and/or procedures violated or specific area of grievance in contention.
3. Names and addresses of all parties to be present at the hearing as witnesses or representatives of the grievant.

iv. **Hearing Procedures**

Five (5) members of the Athletic Advisory Board (AAB) must be present at the hearing. The AAB committee will hear the grievance at its first regularly scheduled meeting following receipt of the grievance, or at a special meeting as needed.

The Committee will adhere to the following hearing rules:

1. In an advisory capacity only, the grievant and all parties involved in the grievance have a right to have an advisor or representative attend the hearing. (The representative may not speak to or ask questions of any member of the committee or anyone appearing before it.)
2. No evidence will be introduced unless it is relevant to the facts and issues formally presented and included in the written request for formal grievance hearing.
3. Committee decisions and recommendations will be by majority vote of the committee members. Nothing will prevent a committee member from filing a minority report.
4. Committee findings will be submitted in writing, no later than ten (10) school days after the hearing, to the grievant, Athletic Director, and all parties involved in the grievance.

v. **Appeal Procedure**

The grievant may appeal the findings of the Athletic Committee. The appeal procedure is as follows.

1. The grievant must submit a request for an appeal, in writing, to the Vice President for Student Affairs within five (5) days following receipt of the committee findings.
(2) The Vice President for Student Affairs will hear the appeal within ten (10) days from date of receipt of request for appeal,

24.3 Appeal of Team Disciplinary Actions
If a student-athlete seeks to appeal a disciplinary action for violating team rules imposed by a coach or staff member, a student-athlete must do so in writing to the Director of Athletics. The Director of Athletics will review the written appeal and render a decision in writing to the student-athlete within seven (7) business days of receiving the written appeal. The decision of the Athletic Director shall be final.

24.4 NCAA and Conference Rules
Student-athletes who have questions or concerns regarding a coach or athletic department constituent’s correct application of NCAA or Conference rules and regulations should contact the Assistant Director of Athletics for Compliance. All issues will be investigated per the direction of and in accordance with the policies and procedures of the Athletics Compliance Office.

24.5 Title IX
The University is committed to compliance with Title IX and to preventing and responding appropriately to allegations of conduct that violates its non-discrimination policy, sexual misconduct policy or other applicable University policies. Any individual whose conduct violates these policies will be subject to disciplinary action in accordance with applicable University policies and procedures as well as Federal and State Laws.

Title IX Compliance: Student-athletes who have questions or concerns regarding Title IX compliance as it relates to athletics should contact the Assistant Director of Athletics/Senior Woman Administrator for Athletics in writing. All matters will be investigated per the direction of the University’s Title IX Coordinator.

Title IX –Sexual Misconduct: If a student is a victim of, witness to or is aware of sexual misconduct by a member or non-member of the University community, the student is strongly encouraged to promptly report the alleged sexual misconduct to the University’s Title IX Coordinators and to the University Police Department.

In addition to the University’s Title IX policy as it relates to sexual misconduct, coaches (head, assistant and volunteer) are specifically prohibited from engaging in consensual or non-consensual amorous or sexual relationships with student-athletes, per the Department of Athletics Code of Conduct. Amorous or sexual relationships can be defined as any relationship (consensual or non-consensual) that includes sexual touching, talking, or flirting; engaging in any form of sex; or otherwise developing a private, personal relationship that goes beyond the context of a coach and student-athlete relationship. The department considers such a relationship a breach of ethical obligations and inconsistent with the role of a coach in the coach-athlete relationship. This prohibition shall extend to all athletics department staff members who have supervisory
authority over student-athletes and shall remain in place as long as the student is a member of a varsity athletics team and until the student-athlete matriculates through the University.

All sexual misconduct behavior to include sexual harassment and/or abuse between coaches or other supervisory staff members and student-athletes should be reported to the Assistant Director of Athletics or one of the University’s deputy Title IX Coordinators listed below. All reports will be investigated per the University’s Sexual Misconduct policies and procedures.

Title IX Allegations Discrimination: The CSUMB prohibits discrimination and harassment against applicants, students, faculty or staff on the basis of race, religion, national or ethnic origin, age, sex, sexual orientation, gender identity, gender expression, disability, status as a veteran or any classification protected by local State and Federal Law.

Students who are subjected to or believe they may be the subject of discrimination or who witnesses potential discrimination prohibited by University policies or applicable laws should file a complaint in accordance with University’s Harassment and Discrimination Policy.

24.6 Contacts and Resources
Kirby Garry
Director of Athletics
kgarry@csumb.edu
831-582-3051

Dr. Ryan Luke
Faculty Athletics Representative
rluke@csumb.edu
831-582-3670

Channing Kimball
Assistant Athletic Director for Student Success / Senior Woman Administrator
lkimball@csumb.edu
831-582-4411

Earl Lawson
Chief of Police, Director of Public Safety
elawson@csumb.edu
Office: 831-582-3062

Wendy Smith
Campus Title IX Coordinator
Gavilan Hall (Building 201), Suite 211
wensmith@csumb.edu
831-582-3510
25.0 TITLE IX, DISCRIMINATION, HARRASSMENT & RETALIATION

25.1 CSU Title IX Notice of Non-Discrimination
The California State University does not discriminate on the basis of gender, which includes sex and gender identity or expression, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of gender or sexual orientation in employment, as well as in all education programs and activities operated by the University (both on and off campus). The protection against discrimination on the basis of gender or sexual orientation includes sexual harassment, sexual misconduct, and gender based dating and domestic violence and stalking. Title IX of the Education Amendments Act of 1972 protects people from discrimination based on gender or sex in education programs or activities that receive Federal financial assistance. Title IX states that:

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” (20 U.S.C.1681 et seq.)

25.2 NCAA and Sexual Assault, Harassment and Violence
CSUMB is committed to the prevention and addressing of sexual assault, harassment, and violence. For more information concerning the NCAA and sexual assault, please go to http://www.ncaa.org/sport-science-institute/sexual-assault-and-interpersonal-violence-educational-resources.

25.3 Reporting Options
The University's primary concern is the safety of its campus community members. The use of alcohol or drugs never makes the victim/survivor at fault for sexual violence. Moreover, victim/survivors should not be deterred from reporting incidents of sexual violence out of a concern that they might be disciplined for related violations of drug, alcohol or other University policies. Except in extreme circumstances, victim/survivors of sexual violence shall not be subject to discipline for related violations of University policy.

- Confidential Reporting: Students can receive advocacy and support through the PGCC or the Campus Advocate.
- Criminal Reporting: Reporting to University police and/or local police is an option at any time following a Sexual Violence incident. If students choose not to report to the police immediately, they can still make the report at a later time. However, with the passage of time, the ability to gather evidence to assist with criminal prosecution may be limited.
- Administrative Reporting: Students may report to the campus Title IX Coordinator any incident of Sex Discrimination, Sexual Harassment, or Sexual Misconduct (e.g., Rape, Acquaintance Rape, Dating Violence, Domestic Violence or Stalking).
- Non-Investigative reporting: A sexual assault victim/survivor has the option to have a Sexual Assault Forensic Exam (SAFE) without filing a police report.

Students may also choose to obtain a protective or restraining order (such as a domestic violence restraining order or a civil harassment restraining order).
CSUMB Title IX Coordinator (or designee) will also discuss with a student any reasonable interim remedies the University may offer prior to conclusion of an investigation or potential disciplinary action to reduce or eliminate negative impact on a student and provide them with available assistance. The Title IX Coordinator remains available to assist you and provide you with reasonable remedies requested by you throughout the reporting, investigative, and disciplinary processes, and thereafter.

Students are entitled to be accompanied to any related meeting or proceeding by an advisor of their choice. However, if they do not wish to participate in an investigation or hearing process, they have the right to decline to do so.

More CSUMB campus information is available at: https://csumb.edu/titleix. For sexual assault, discrimination, harassment, and retaliation support services, contact:

- **University Police Department**
  Valley Hall
  Emergency: 911
  Non-emergency: 831-655-0268
  Nightwalk Service: 831-582-3573

- **Campus Title IX Coordinator**
  Gavilan Hall (Building 201), Suite 211
  831-582-3510

- **Personal Growth and Counseling Center**
  Building 80
  831-582-3969

- **Monterey County Rape Crisis Center**
  831-375-4357

- **Campus Advocate**
  831-402-9477 (call or text) or campusadvocate@csumb.edu

### 26.0 INCLUSIVE EXCELLENCE

#### 26.1 University Diversity & Inclusion Statement

At CSUMB, excellence is advanced through inclusion and equity. We promote diverse identities and ideas as assets that enhance student learning and employee effectiveness. We seek to create a university environment where all students, faculty, and staff feel a sense of belonging at CSUMB; are able to fully engage in campus life; and are able to achieve their academic or professional goals.
26.2 Guidelines for Inclusion of LGBTQ Student-Athletes
In alignment with the CSUMB mission statement and core values, the Department of Athletics offers an inclusive environment for all student-athletes. You may review the university Statement of Inclusion. All students, including those who are transgender, deserve access to these benefits that collegiate athletics offer. CSUMB follows the NCAA’s recommendations regarding the participation of LGBTQ and transgender student-athletes in collegiate athletics.

For the NCAA’s policies on LGBTQ student-athletes, coaches, and administrators, please refer to Champions of Respect. For information specifically regarding transgender student-athlete participation, please refer to NCAA Inclusion of Transgender Student-Athletes.

26.3 Guidelines for Inclusion of Pregnant Student-Athletes
CSUMB is committed to protecting pregnant student-athletes’ scholarships. In the event that a student-athlete is pregnant or believes she is pregnant, the student-athlete is encouraged to inform the head team physician, head coach, athletic trainer or the Director of Athletics so that we may protect the student-athlete’s health and scholarship, if applicable, and facilitate their participation on the team to the extent permissible. A student-athlete should not assume that they must withdraw from their sport; doing so may cause the student-athlete to lose their scholarship, if applicable.

Notification: Student-athletes who are pregnant and wish to benefit from this leave policy should notify their head team physician, head coach or the Director of Athletics.

Scholarship and Team Participation: Subject to notifying their head team physician, head coach, or the Director of Athletics, the student-athlete’s scholarship*, if applicable, will remain in place for the remainder of the granting period, so long as the student-athlete does not voluntarily withdraw from their sport. Additionally, the student-athlete will not forfeit team membership, status, benefits or responsibilities. The student-athlete’s participation in team activities, including practice, competition, and travel, shall be subject to the determination of the head team physician. Based on NCAA regulations the student-athlete will be granted a one-year pregnancy leave for a possible six-year period of eligibility.

Training and Competing: Depending on the sport, the student-athlete may continue to train and participate in their sport in accordance with the determination of the head team physician. The head team physician may require the student-athlete receive medical clearance before returning from leave to full participation post-pregnancy. The head team physician has ultimate decision-making authority in health-related decisions.

Medical and Insurance Coverage: Pregnancy is not covered under the student-athlete insurance through the Athletics Department. The student-athlete will need to contact other applicable insurance policies for coverage and benefits information.

*Athletic scholarship is subject to all CSUMB policies and procedures regarding student-athlete scholarships.
27.0 NCAA DIVISION II

Division II is a collection of more than 300 NCAA colleges and universities that provide thousands of student-athletes the opportunity to compete at a high level of scholarship athletics while excelling in the classroom and fully engaging in the broader campus experience. This balance, in which student-athletes are recognized for their academic success, athletics contributions and campus/community involvement, is at the heart of the Division II philosophy.

All three NCAA divisions emphasize athletics and academic excellence for their student-athletes; after all, the NCAA’s overall mission is to make athletics an integral part of the educational experience at all member schools. The differences among the divisions emerge primarily in how schools choose to fund their athletics programs and in the national attention they command.

- Division II schools are located in 44 states, including Alaska and Hawaii, and the District of Columbia. The division also expands its membership into Canada with the NCAA’s only international member institution, Simon Fraser University, and features three schools located in Puerto Rico.
- Enrollments at Division II schools range from more than 25,000 to less than 2,500, though about 87 percent of the division’s member schools have fewer than 8,000 students.
- Division II offers a “partial-scholarship” model for financial aid in which most student-athletes’ college experiences are funded through a mix of athletics scholarships, academic aid, need-based grants and/or employment earnings.
- Division II features a high championship-participant ratio (one championship opportunity for every seven student-athletes – the highest among all three NCAA divisions), an emphasis on regional competition in order to reduce missed class time, and a robust community engagement philosophy that integrates student-athletes within both their campus and regional communities.
- Division II is the only NCAA division that conducts National Championships Festivals, an Olympic-style event in which a number of national championships are held at a single site over several days. Division II initiated the Festival concept in spring 2004 in Orlando, Florida.

28.0 CALIFORNIA COLLEGIATE ATHLETIC ASSOCIATION (CCAA)

The California Collegiate Athletic Association has been the nation’s most successful Division II intercollegiate athletic conference since its establishment in December 1938.

The CCAA has undergone several changes in Conference membership since charter members UC Santa Barbara, Fresno State, San Diego State and San Jose State came together to form the league in 1938. Over the past 75-plus years, a number of institutions have been members of the CCAA, including Cal State Bakersfield, Cal State Northridge, Cal Poly San Luis Obispo, Chapman, Cal State Fullerton, Long Beach State, Pacific, Pepperdine, UC Riverside, UC Davis and Grand Canyon University.
California Collegiate Athletic Association  
2355 San Ramon Valley Blvd., Suite 208, San Ramon, CA 94552-5500  
Phone: 925-472-8299  
Web: goccaa.org  


*UC San Diego will depart the CCAA to move to Division I for the 2020-21 academic year.

29.0 UNIVERSITY FOUNDING VISION STATEMENT  

California State University Monterey Bay (CSUMB) is envisioned as a comprehensive state university which values service through high quality education. The campus will be distinctive in serving the diverse people of California, especially the working class and historically undereducated and low-income populations. It will feature an enriched living and learning environment and year-round operation. The identity of the university will be framed by substantive commitment to multilingual, multicultural, gender-equitable learning. The university will be a collaborative, intellectual community distinguished by partnerships with existing institutions both public and private, cooperative agreements which enable students, faculty, and staff to cross institutional boundaries for innovative instruction, broadly defined scholarly and creative activity, and coordinated community service.

The university will invest in preparation for the future through integrated and experimental use of technologies as resources to people, catalysts for learning, and providers of increased access and enriched quality learning. The curriculum of CSUMB will be student and society centered and of sufficient breadth and depth to meet statewide and regional needs, specifically those involving both inner-city and isolated rural populations, and needs relevant to communities in the immediate Tri-County region (Monterey, Santa Cruz, and San Benito). The programs of instruction will strive for distinction, building on regional assets in developing specialty clusters in such areas as: the sciences (marine, atmospheric, and environmental); visual and performing arts and related humanities; languages, cultures, and international studies; education; business; studies of human behavior, information, and communication, within broad curricular areas; and professional study.

The university will develop a culture of innovation in its overall conceptual design and organization, and will utilize new and varied pedagogical and instructional approaches including distance learning. Institutional programs will value and cultivate creative and productive talents of students, faculty, and staff, and seek ways to contribute to the economy of the state, the wellbeing of our communities, and the quality of life and development of its students, faculty, and service areas.

The education programs at CSUMB will:
- Integrate the sciences, the arts and humanities, liberal studies, and professional training;
- Integrate modern learning technology and pedagogy to create liberal education adequate for the contemporary world;
• Integrate work and learning, service and reflection;
• Recognize the importance of global interdependence;
• Invest in languages and cross-cultural competence;
• Emphasize those topics most central to the local area's economy and ecology, and California's long-term needs;
• Offer a multicultural, gender-equitable, intergenerational, and accessible residential learning environment.

The university will provide a new model of organizing, managing, and financing higher education:

• The university will be integrated with other institutions, essentially collaborative in its orientation, and active in seeking partnerships across institutional boundaries. It will develop and implement various arrangements for sharing courses, curriculum, faculty, students, and facilities with other institutions.
• The organizational structure of the university will reflect a belief in the importance of each administrative staff and faculty member, working to integrate the university community across "staff" and "faculty" lines.
• The financial aid system will emphasize a fundamental commitment to equity and access.
• The budget and financial systems, including student fees, will provide for efficient and effective operation of the university.
• University governance will be exercised with a substantial amount of autonomy and independence within a very broad CSU system wide policy context.
• Accountability will emphasize careful evaluation and assessment of results and outcomes.

Our vision of the goals of California State University, Monterey Bay includes: a model pluralistic academic community where all learn and teach one another in an atmosphere of mutual respect and pursuit of excellence; a faculty and staff motivated to excel in their respective fields as well as to contribute to the broadly defined university environment. Our graduates will have an understanding of interdependence and global competence, distinctive technical and educational skills, the experience and abilities to contribute to California's high quality work force, the critical thinking abilities to be productive citizens, and the social responsibility and skills to be community builders. CSUMB will dynamically link the past, present, and future by responding to historical and changing conditions, experimenting with strategies which increase access, improve quality, and lower costs through education in a distinctive CSU environment. University students and personnel will attempt analytically and creatively to meet critical state and regional needs, and to provide California with responsible and creative leadership for the global 21st century.

~September 27, 1994