

***STUDENT-ATHLETE HANDBOOK***

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# Athletics Mission and Vision:

**Mission**:
SUNY Poly’s Athletic Department builds an environment of athletic excellence by providing students with an opportunity to grow as scholar-athletes and team players, through a set of extra-curricular activities designed to develop unique skill sets necessary to be productive members of society. SUNY Poly scholar-athletes represent the best qualities of the Institute, demonstrating an ability to apply a competitive attitude on the field and in the classroom.

**Vision:**
The SUNY Poly Athletic Department is dedicated to the pursuit of excellence through sports activities, team building exercises, role modeling, character building, and coach-mentors. The department subscribes to the principles of equity, accountability, and commitment to community and Institutional goals.

**Values:**
Inclusiveness

Respect for self

Respect for others

Persistence

Loyalty

Determination

Hard Work

Sportsmanship

Leadership

# Introduction:

Every student who participates in intercollegiate athletics is a representative of SUNY Poly. By so doing, a student-athlete assumes special obligations and responsibilities for meeting the requirements set forth by the National Collegiate Athletic Association (NCAA), the Empire 8 Conference (E8), and SUNY Poly. In order to maintain that membership, student-athletes are expected to demonstrate good sportsmanship, honesty, integrity, and respect for others, while abiding by University policies, team rules, and state and federal law.

The Athletic Department believes it is a privilege for the student-athlete to represent SUNY Poly on a varsity athletic team and expects behavior both on and off the field to be exemplary. Student-athletes are among the most visible students on campus as well as in the community. For those who play, a unique platform exists to be a role model, mentor or spokesperson. The University, the athletic program, and the student-athlete all benefit from this exposure. The student-athlete’s ultimate goal at SUNY Poly is to obtain an academic degree. The coaches and administration expect that each student-athlete will attend all classes and execute all assignments unless an illness or emergency arises. Further, student-athletes are expected to consult with instructors on an individual basis about academic concerns and should avail themselves of the services provided by the Academic Success Coordinator in Athletics and/or the Learning Center, located in the Cayan Library.

A student-athlete is a responsible adult; therefore, all choices and decisions regarding personal/academic life reside with the student-athlete. Behavior appropriate of those viewed as responsible role models is expected. Behavior which discredits the student-athlete or the institution he/she represents cannot and will not be tolerated.

# Athletics Staff Directory

**Director of Athletics**

John Czarnecki: 792-7520

Czarnej@sunypoly.edu

**Associate Athletic Director/SWA/Compliance Officer**

Kelly Colbert: 792-7519

Moorek@sunypoly.edu

**Assistant Athletic Director for** **Athletics Events & Facilities**

David Golembiowski: 792-7523

Golembd@sunypoly.edu

**Academic Success Coordinator for Athletics:**

Rob Schoener: 792-7179

Schoenr@sunypoly.edu

**Athletic Performance Coach and Fitness Center Coordinator:**

Patrick Hanlon: 792-7346

hanlonp@sunypoly.edu

**Athletics Communications Director:**

Abin Boris: 792-7515

Borisam1@sunypoly.edu

 **Athletic Trainers:**

Rebecca (Becki) Duszak: 792-7514

Duszakr@sunypoly.edu

Kathryn (Ryn) Purgill: 792-7539

Purgilk@sunypoly.edu

**Men’s / Women’s Cross Country**

Jerry Tine: 792-7339

*Tinej@sunypoly.edu*

**Men’s Basketball**

Rob Schoener: 792-7179

*Schoenr@sunypoly.edu*

**Men’s Lacrosse**
Eric Miccio**:** 792-7271

**Miccioe@sunypoly.edu**

**Men’s Soccer**

Peterson Jerome: 792-7516

Jeromep@sunypoly.edu

**Men’s Volleyball**

Dan Short: 792-7169

Shortdk1@sunypoly.edu

**Baseball**

Paul Ludden: 792-7515

Luddenp@sunypoly.edu

**Women’s Basketball**

Jessica Skelton: 792-7387

*Skeltoj@sunypoly.edu*

**Women’s Lacrosse**

Charles Rosaschi: 792-7834

Rosacc@sunypoly.edu

**Women’s Soccer**

Colleen McTygue 792-7521

Mctyguc@sunypoly.edu

**Women’s Volleyball**

Dan Short: 792-7169

Shortdk1@sunypoly.edu

**Softball**

Juleah Wanner: 792-7813

Vedderj@sunypoly.edu

**GOLF**
Steve Campanaro: 792-7520

Campanst@sunypoly.edu

**Student-Athlete Code of Conduct:**

Purpose: As a representative of SUNY Poly, each student-athlete is expected to uphold the highest standards of integrity, sportsmanship, academic performance, and personal conduct. This Code of Conduct outlines expectations to ensure all student-athletes positively represent themselves, their team, the athletic department, and the college community.

**I. Academic Commitment**

1. Maintain full-time enrollment and remain in good academic standing as defined by SUNY Poly and NCAA Division III guidelines.
2. Prioritize academics and manage time effectively to fulfill academic and athletic responsibilities.
3. Attend all classes unless officially excused and proactively communicate with professors regarding athletic-related absences.
4. Utilize campus academic support services when needed.

**II. Athletic Responsibilities**

1. Attend and actively participate in all team practices, meetings, competitions, and conditioning sessions unless excused by the head coach.
2. Follow all team rules and expectations as established by the coaching staff and athletic department.
3. Maintain physical and mental readiness to compete at the highest level.
4. Treat all teammates, coaches, opponents, officials, and fans with respect and sportsmanship.

**III. Personal Conduct**

1. Abide by all federal, state, and local laws, as well as all college policies outlined in the Student Handbook.
2. Refrain from any form of hazing, bullying, harassment, or discrimination.
3. Avoid behaviors that bring discredit to the individual, team, athletic department, or institution.
4. Represent SUNY Poly in a positive manner on and off campus, including all forms of social media.

**IV. Substance Use**

1. Comply with all NCAA and institutional policies regarding the use of alcohol, tobacco, marijuana, and other drugs.
2. Student-athletes under 21 years of age shall not consume or possess alcohol. Regardless of age, alcohol consumption is prohibited during any team or official institution activity.
3. The use, manufacture, distribution, or possession of banned substances, tobacco products, performance-enhancing drugs, or illicit drugs is strictly prohibited.
4. Athletes are responsible for all substances they consume and must verify the legality and safety of supplements with athletic training staff.

**V. Social Media & Public Representation**

1. Use social media responsibly and avoid posting content that is vulgar, offensive, threatening, or damaging to the reputation of SUNY Poly, the athletic department, or the team.
2. Refrain from discussing internal team matters or conflicts publicly.
3. Recognize that as a student-athlete, you are a public figure and held to a higher standard.
4. While student-athletes are not restricted in the use of social media networks, it is important to remember that any text or photo placed online is completely out of your control the moment it is posted, even if access is limited. Student-athletes are fully responsible for the content that they post and fully responsible for the activities that they partake in that may result in their images being posted by others.

**VI. Hazing**

1. The SUNY Poly athletic department will not allow any hazing actions that are implied as conditions of inclusion in or exclusion from a group, formal or informal, and may be perpetrated by an individual or a group of individuals.
2. Hazing, which is, regardless of intent, any action that degrades, humiliates, abuses or endangers the mental, emotional, or physical health or safety of a person, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group, team or organization whether or not officially recognized by SUNY Poly. The express or implied consent of the affected person(s) is irrelevant when determining whether or not hazing occurred.
3. At any time you are a SUNY Poly student-athlete and found responsible for a hazing related incident, either on campus or off campus, you will be subject to sanctions as determined by the SUNY Poly Student Code of Conduct (please refer to the Student Code of Conduct section within the Student Handbook).

**VII. Disciplinary Actions**

Violations of the Student-Athlete Code of Conduct may result in disciplinary action, including but not limited to:

* Verbal or written warnings
* Suspension from team activities or competition
* Dismissal from the team
* Referral to campus conduct processes

Each situation will be handled on a case-by-case basis by the head coach, Director of Athletics, and/or the Dean of Students.

# Academic Requirements:

The NCAA and SUNY Poly Athletics require student-athletes to maintain good academic standing and demonstrate satisfactory progress toward the completion of their degrees in order to remain eligible to participate in intercollegiate athletics. Each athletic team is permitted to develop additional guidelines beyond the minimum requirements outlined by the department below. Teams are not permitted to modify the departmental requirements in a manner that would diminish the expectations for student-athletes.

1. A student-athlete must be considered in “good academic standing” while maintaining “satisfactory progress towards the completion of a baccalaureate or equivalent degree” to be eligible to represent the University in intercollegiate athletics, as determined by the academic authorities who make such decisions at the University. Please review the Student Handbook for more information on academic standing and definitions used by SUNY Poly.
2. A student-athlete must be enrolled on a full-time basis (minimum 12 credit hours) throughout the entire semester to maintain eligibility. Falling below 12 enrolled credit hours at any point during the semester will result in the immediate ineligibility of that student-athlete to practice or compete. The only exception to this requirement occurs when a student-athlete is in their final semester before graduation, and the NCAA Compliance Director has certified their eligibility to be enrolled in fewer than 12 credit hours.

a. It is recommended that any student-athlete who drops a course after the start of the semester first adds another course to their load to ensure compliance with the requirement of maintaining 12 credit hours at all times.

1. The NCAA Compliance Director will certify the eligibility of every student-athlete for the upcoming semester once final grades have been reported at the conclusion of the fall and spring semesters. If summer or other courses are used to reestablish eligibility, the student-athlete will remain ineligible until those grades are posted and confirmed by the SUNY Poly registrar. Unofficial grades provided directly by course instructors will not be permitted for use in determining eligibility. A grade of “incomplete” may prevent the student-athlete from being eligible until the official grade is assigned by the instructor and confirmed by the registrar.
2. Student-athletes transferring to SUNY Poly at any point during the academic year must have their previous institution(s) complete our transfer tracer. The NCAA Compliance Director will work with the previous institution(s) to gather that information. If the most recent institution notifies SUNY Poly that the student-athlete would not have been eligible if they remained, the student-athlete will also be ineligible at SUNY Poly. The NCAA Compliance Director will inform the student-athlete and the Head Coach of any circumstances that may result in the student-athlete's ineligibility upon transferring in.
3. Student-athletes must meet the following minimum cumulative GPA requirements in order to remain eligible:

|  |  |
| --- | --- |
| Term/Semester as a College Student  | Minimum Cumulative GPA |
| 1st | N/A |
| 2nd | N/A |
| 3rd | 1.80 |
| 4th | 1.80 |
| 5th-10th | 2.00 |

a. A student-athlete who does not meet any of the above criteria will be immediately ineligible to practice or compete on an intercollegiate team, even if the season has already begun.

b. A student-athlete who is deemed ineligible will receive written notification via their SUNY Poly email. This notification will include an explanation of the ruling and the necessary steps to reestablish eligibility. The student-athlete’s Head Coach and the Director of Athletics will be copied on the notification from the NCAA Compliance Director.

c. A student-athlete who is ineligible will be permitted to practice with the team (at the coach’s discretion) during the first semester in which they are ineligible. The Director of Athletics may grant a waiver to be eligible to compete in contests during that semester based on extenuating circumstances.

d. If the student-athlete remains ineligible for a second semester, the student-athlete may be granted a waiver by the Director of Athletics, due to extenuating circumstances, to practice with the team. The student-athlete will not be permitted to compete and there will be no waiver for competing.

e. If the student-athlete remains ineligible for a third semester, they can no longer be rostered.

1. Student-athletes who are ineligible for athletics participation, or are participating on a waiver opportunity listed above, are not permitted to hold leadership positions within the athletic department. Positions of leadership include, but are not limited to, membership in the Student-Athlete Advisory Committee (SAAC), representation on the Intercollegiate Athletics Board (IAB), and Conference representative.

# Missed Class Policy and Notice of Class Absence:

During the traditional season, a student-athlete may occasionally have to miss classes for scheduled athletic contests. In these instances, the student-athlete is responsible for notifying faculty members so arrangements can be made for missed work. An absence due to a scheduled athletic contest **does not mean** the student is excused from completing the work. Student-athletes should not miss classes for practice, a non-traditional season competition, team fundraising, or team meetings unless they receive permission from their faculty ahead of time.

It is required that the student-athlete submit the Notice of Class Absence form to each professor. This will give the student-athlete the opportunity to discuss their schedule with the professor and make any changes that are necessary. A sample of the Notice of Class Absence can be found on the next page.

**SAMPLE**

Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date of Issue\_\_\_\_\_\_\_\_\_

Professor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Day and Time of Class\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTICE OF CLASS ABSENCE DUE TO COMPETITION

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Team** | **Competition Date** | **Opponent** | **Release Time** | **Return Date & Time** |
| Men’s Soccer | Tues. 9/2 | Morrisville | 2:30pm | 6:30pm  |
|  | Wed. 9/10 | @ Hamilton | 1:30pm | 7:00pm |
|  | Tues. 9/16 | @ Canton | 12:30pm | 8:00pm |
|  | Wed. 9/24 | @ Nazareth | 11:30am | 7:00pm |
|  | Wed. 10/1 | Utica | 2:30pm | 6:30pm |
|  | Wed. 10/8 | @ Cobleskill | 11:30am | 9:00pm |
|  | Wed. 10/15 | Cazenovia | 2:30pm | 6:30pm |

The student-athlete presenting this notice acknowledges that they are responsible for material and announcements covered during their absence. The student-athlete will notify professors of any changes which may occur due to weather or any other unforeseen circumstances. If the professor has any questions or concerns pertaining to this absence, or student, please contact the Director of Athletics, John Czarnecki, at extension 7522. The Athletic Department appreciates your cooperation and support.

**ABSENTEE POLICY FOR STUDENT-ATHLETES AS ADOPTED BY FACULTY SENATE**

Each student-athlete must present a Notice of Class Absence Due to Competition form to the appropriate faculty member at the beginning of each semester or sports season. Student-athletes representing the Institute in intercollegiate sports competition may be excused at the discretion of the instructor from required course activities due to participation in scheduled contests or due to travel related to a scheduled contest. The student-athletes are responsible for all material and announcements covered during their absence and should be fully aware that they are students first and athletes second while enrolled at the Institute.

## Nutritional Supplements

Many health food and vitamin stores sell supplements which claim to enhance athletic performance. These stores will tell you that these supplements are legal and all natural. Often, these supplements are not cleared by the Food and Drug Administration. This means that many of the compounds are not represented accurately on the list of ingredients and may contain impurities or banned substances. Please be advised that some of these supplements are banned by the NCAA and will result in a positive drug test, causing you to lose your eligibility. Most supplements are expensive and provide little, if any, benefit. Some supplements are harmful if not taken in the correct manner. **Before consuming any nutritional/dietary supplement product, review the product and its label with the athletic trainer. Dietary supplements are not well regulated and may cause a positive drug test result. Any product containing a dietary supplement ingredient is taken at your own risk.**  The SUNY Poly Athletic Department prides itself in a balanced nutritional whole foods diet to be the most beneficial means of performance. You may also use the following web site for further information: <https://axis.drugfreesport.com/login> (access code: ncaa1, ncaa2, or ncaa3).

NCAA Stance on Supplements: Many nutritional/dietary supplements contain NCAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) do not strictly regulate the supplement industry; therefore, purity and safety of nutritional/dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NCAA drug test. **The use of supplements is at the student-athlete’s own risk.**  Student-athletes should contact their institution’s team physician or athletic trainer for further information.

# Sports Wagering (As defined by NCAA bylaw 10.02.1):

## NCAA Official Position/Statement

Sports wagering includes placing, accepting or soliciting a wager (on a staff member’s or student-athlete’s own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; Internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The NCAA opposes all forms of legal and illegal sports wagering on college sports. Sports wagering has become a serious problem thatthreatens the well-being of the student-athlete and the integrity of college sports.

* + The explosive growth of gambling has caused a noticeable increase in the number of sports wagering-related cases processed by the Association.
	+ The Internet has made it easier than ever for student-athletes to place bets, providing easy access, virtual anonymity, and essentially no supervision.
	+ Student-athletes are viewed by organized crime and organized gambling as easy marks.
	+ When student-athletes gamble, they break the law and jeopardize their eligibility.
	+ When student-athletes become indebted to bookies and can’t pay off their debts, alternative methods of payment are introduced that threaten the well-being of the student-athlete or undermine an athletic contest - such as point-shaving.

## NCAA Sanctions (bylaw 10.4):

Prospective student-athletes and enrolled student-athletes found in violation of the provisions of this regulation shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility. Institutional staff members found in violation of the provisions of this regulation shall be subject to disciplinary or corrective action as forth in Bylaw 19.5.2 of the NCAA enforcement procedures, whether such violations occurred at the certifying institution or during the individual’s previous employment at another member institution.

# SUNY Poly Athletic Training Room:

## Athletic Trainers

Rebecca (Becki) Duszak, ATC

Kathryn (Ryn) Purgill, ATC

## Location

Located on the lower level of the Wildcat Field House. Room F119.

## Phone Number

Athletic Training Room Field House: 792-7514

## Team Physician

Dr. Russell LaFrance-Hamilton Orthopedics

All appointments will be made by the athletic trainer

## Athletic Training Room Hours

Check the weekly schedule on the door for hours.

Hours are subject to change depending on the season.

## Athletic Training Room Etiquette/Rules

* Student- Athletes must have completed all medical paperwork prior to utilizing the athletic training room and services.
* Student- Athletes must sign-in for all treatments.
* No Cell Phones, unless given permission from athletic training staff
* No Profanity.
* Please keep all bags and equipment in the hallway or locker room.
* No cleats or wet/muddy shoes allowed in the room. No shoes, of any kind, on the tables
* If any treatment/ taping is needed, student- athletes should arrive 1 hour before practices, 2 hours before games.
* Please be clean/ showered before any treatment or evaluation.
* If you are getting treatment, evaluated or rehab please come dressed appropriately. i.e. shorts/ t-shirt/ sneakers.
* If you are taking an ice bath, please follow the posted Ice Bath Rules (located in wet room and athletic training office)
* Accountability. If you make an appointment for treatment/ rehab you need to show up.
* Student-Athletes must do rehabilitation at least 2x a week to get taped/wrapped. If you do not rehab, you do not get taped. WE CAN’T GET YOU BACK ON THE FIELD IF YOU DON’T COME TO REHAB.
* Student- Athletes are not allowed to treat themselves or dictate their own treatment. All treatments are at the discretion of the Certified Athletic Trainers. Each treatment will have the goal in mind of returning student- athletes to play as quickly as possible, in a safe manner.
* This is not a hang out. You should only be in here for treatment/ rehab/ evaluation.
* Clean up after yourself. Any equipment that you use, please put it away.
* The office is NOT a cut through to the Laundry Room. Ask before you go into the office.
* If a student- athlete is not adhering to the rules and policies of the Athletic Training Room, they can lose privileges to the facility. Please treat the Sports Medicine Staff in a professional, courteous and respectful manner. Coaches will be notified of any student- athlete who is not following the rules or is disrespectful.

# Name, Image and Likeness Resources

Effective July 1, 2021, all individuals participating in NCAA intercollegiate athletics, at any level, are permitted to benefit from their name, image and likeness (NIL) under the NCAA Interim Policy. SUNY Poly and the Department of Athletics supports all individuals who would like to explore and utilize compensation opportunities for their NIL.

More information and resources can be found by visiting the Athletics website.

https://wildcats.sunypoly.edu/sports/2024/10/7/nil-resources.aspx

# Student-Athlete Advisory Committee (SAAC)

The SAAC is an important component of athletics at SUNY Poly. This group is comprised of student-athlete leaders who represent every varsity sport. It allows athletes to have a voice about anything regarding athletics/academics at SUNY Poly as well as legislation and rules at the NCAA Division III level. Their mission is to present a positive image of the student-athlete to the SUNY Poly community and local community. They work to ensure equal opportunities for all student-athletes, both academically and athletically, and to inspire unity, teamwork, and school pride throughout the campus community.

This group meets bi-weekly with the purpose of conveying any concerns or interests of their respective teams. It provides a venue that allows them to communicate amongst themselves and the coordinator, a place where their opinions are heard, and a forum to discuss issues or concerns that will be relayed to the athletic administration.

If you would like to be a part of the SAAC, please contact Juleah Wanner at 792-7813.

# Sexual and Interpersonal Violence Prevention / Title IX

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all- encompassing federal law that prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance. Although Title IX is often associated with equal opportunity in athletics programs, the law is much broader and includes discrimination on the basis of gender, sexual harassment and sexual assault

**"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**

SUNY Poly’s Title IX website ([www.sunypoly.edu/titleix](http://www.sunypoly.edu/titleix)) provides extensive information and resources on Title IX related matters, including but not limited to:

**SUNY Poly’s Nondiscrimination Notice:**

[**https://sunypoly.edu/titleix/nondiscrimination-notice**](https://sunypoly.edu/titleix/nondiscrimination-notice)

**How to Report an Incident:**

[**https://sunypoly.edu/titleix/how-to-report-an-incident**](https://sunypoly.edu/titleix/how-to-report-an-incident)

**Campus & Community Resources:**

[**https://sunypoly.edu/titleix/campus-community-resources**](https://sunypoly.edu/titleix/campus-community-resources)

**Policies & Procedures**:

<https://sunypoly.edu/titleix/policies-procedures>

## Title IX Contacts

While everyone plays an individual role in compliance with Title IX, oversight of SUNY Poly's compliance with Title IX is the responsibility of the SUNY Poly Title IX Coordinator and Deputy Title IX coordinators.  In their roles, the SUNY Poly Title IX Coordinators assist in resolving complaints of gender-based discrimination and sexual misconduct.  Questions or concerns regarding Title IX should be directed to one of the following:

Kathie Artigiani

Title IX Coordinator

Kunsela Hall A007

(315) 792-7235

artigik@sunypoly.edu

Carla Sinsigali

Deputy Title IX Coordinator

Kunsela Hall Human Resources

(315) 792-7194

Sinisgc@sunypoly.edu

## Title IX Training Requirements

All incoming students, including student-athletes, are required to complete SUNY Poly’s sexual and interpersonal violence training program (formerly referred to as Not Anymore). This program provides information about critical topics such as Affirmative Consent, Bystander Intervention, Sexual Assault, Dating and Domestic Violence, and Stalking.

Additionally, all incoming and returning student-athletes are required to complete an annual training/workshop provided by the Title IX Office, which varies in content and delivery method each year.

These training requirements must be completed prior to participation in intercollegiate athletic competition, consistent with Article 129-B (NYS “Enough is Enough) legislation.