

# Massachusetts Maritime Academy



## Intramural Program Handbook

Policies and Procedures for all Intramural Participants

May 2014

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# Important Names & Phone Numbers

## Intramural Program Staff

Director of Athletics- Robert Corradi  
Intramural Director- Coach Greg Perry  
Intramural Coordinator- LCDR Ed Pinero

## Important Numbers (508) 830-5000 Ext.

Director of Athletics ..... 5055  
Intramural Director.....1227  
Intramural Coordinator. .... 1415  
MMA Pubic Safety Dpt..... .5060  
Commandant of Cadets ..... 5030

# Purpose & Goals

The purpose of Massachusetts Maritime Academy's (MMA) Intramural program is to support the recreational and fitness needs of the Academy's students and support the educational goal of Massachusetts Maritime Academy. The goal is to provide a positive environment which fosters teamwork, health and competition among our cadets. Intramural sports also assist those individuals with exploring and learning about recreation and fitness activities in order to enhance a better quality of life today and after entering the working world.

# Assumption of Risk

Many recreational activities involve risks of bodily injury, property damage, and other dangers associated with participation. Intramural sports and similar activities involve risks of physical injury greater than those in daily life, and by taking part in such activities, participants acknowledge and assume risks inherent with participation. ***Being involved in the activities offered by MMA's Intramural Program is completely voluntary.***

Each individual who takes part in any activity sponsored by the Intramural Program participates at his/her own risk and must assume the responsibility for his/her own health and safety. MMA's Intramural Program accepts no responsibility and shall not be liable for any injury or other irregularity resulting from participation in any activity or from the use of any recreational facility by the Intramural Program.

# Attire & Equipment

For participation, each team is encouraged to have some type of dress that provides uniformity in color for all participants. MMA's yellow and blue physical training gear is encouraged. In the event that teams do not have uniforms of one distinguishable color, all players will be required to wear scrimmage jerseys provided by MMA's Intramural Program.

All participants are required to wear proper or appropriate footwear and personal equipment for competition. Specific information concerning permissible equipment for each event or activity will be discussed with the Regimental IMO and the 7 company Intramural Officers (IMO's) at event coordination meetings. The following policies will serve as guidelines concerning appropriate equipment:

1. Participants may not play barefoot.
2. Regulation rubber-soled cleats, plastic cleats, and tennis shoes are permissible for outdoor play on the Athletics artificial or natural turf fields. No combat boots or hiking boots may be worn. No metal cleats or spikes may be worn.
3. Regulation tennis shoes or basketball shoes are required for play indoors in the gymnasium.
4. Participants may wear soft, pliable pads or braces to protect an injury. Under no circumstance will a participant wearing a cast or splint be permitted to play.

6. Bandanas that are tied with a knot are not permitted.
7. It is the direction and authority of the Intramural Program staff to ban the use of any equipment that may be hazardous to participants.

## Regimental & Company Intramural Officer (IMO) Duties

It is the responsibility of each team to know and understand the existing Intramural Sports policies and rules. Ignorance of any intramural policy or rule is not an excuse for failure to comply. MMA's Intramural Program Staff reserves the right to put into immediate effect any new rulings regarding Intramural sporting events. However, before doing the Intramural Staff shall inform the Regimental/Company IMO's of any change. The Regimental Intramural Officer (RIMO) and his/her Company IMO's play an essential role in the success of the Intramural Program. The Regimental Intramural Officer serves as the highest ranking cadet within the Regiment to be involved with the planning, coordinating and execution of all competitive sporting events offered by the Intramural Program. Each IMO serves as the official liaison between the companies and the Intramural Program staff. It is the company IMO's responsibility to see that all team members are fully informed concerning matters relating to his/her company's team.

Each company IMO is required to attend the mandatory Intramural event meeting held prior to the start of certain events (check the electronic monitor in CIC for details). IMO's meetings are an important source of information concerning each event and cover a variety of topics including rule changes and/or modifications, game scheduling tournament information, and more. It is essential that each team is represented at this meeting so that valuable information is not missed. The date, time, and location of each meeting will be communicated via MMA email and the CIC electronic monitor.

The Intramural Program staff understands that students have to deal with academic and regimental responsibilities daily. We understand that conflicts arise & that IMO's may or may not be able to attend meetings. With that being said, we need teams to realize that attendance at these meetings are a crucial part of a successful program. If the Company IMO's are unable to represent their company due to scheduling conflicts, another cadet leader from that company can substitute for the IMO who was not able to make it.

The duties of the RIMO include:

1. Meet with Company IMO's, Athletics and Regimental staff on a periodic basis to plan and coordinate sporting events.
2. Increase participation of cadets of ALL classes within the Regiment.
3. Post and announce events and their results in the Intramural Bulletin Board, electronic monitors, and through the use of the dorm's piping system.
4. Create a referee/officiating schedule for the different tournaments. Include IMO's and Work/Study personnel.
5. Coordinate with the Athletics Equipment Manager to ensure equipment used for scheduled events are serviceable and readily available when needed.
6. Coordinate with the Athletics Department and Camps & Conferences for the use of fields, pool, and gym time.
7. Plan and coordinate fund raising events in support of special events i.e., 3 on 3 basketball tournament.

The duties of the IMO include:

1. To attend mandatory meetings for IMO's at which information will be distributed, and rules & policies will be discussed.
2. To be knowledgeable concerning the rules of play for the designated sport and to educate the team members regarding these rules.
3. To keep schedule changes, postponements, and other intramural policies posted within company dorm areas.
4. To notify the members of the team regarding the date, time, and location of all contests and to ensure that the team is not late for the event or does not forfeit contests.
5. To promote fair play and good sportsmanship and to manage the conduct of team members and spectators at all times during intramural contests.
6. Keep the RIMO and Intramural Program staff informed of scheduling conflicts

### **Helpful Hints to IMO's:**

- Post Intramural Program event schedules and information on flyers throughout your company areas. Promote the use of the Intramural Bulletin Board located beside the barber shop.
- Use your company chain of command to communicate Intramural Program information at Morning formations (MOFO).
- If unable to attend a scheduled IMO meeting, send a company representative on your behalf.
- Remind the RSDO or ASDO on duty to pipe Intramural Program event information through the dorm PA system. Recommend the piping be performed between 1400-1500 the day of the competition.

## Eligibility for Participation

1. Participation policy: Participation is opened to all full or part time enrolled undergraduate students. Students who enroll for the current semester and then drop their courses are no longer considered eligible. The Intramural Program Staff reserves the right to check with the Registrar's Office to confirm participants' status. NCAA Div III ***In-season*** student athletes are not permitted to participate in Intramural sports equivalent to their NCAA varsity sport i.e. ***NCAA***- football; ***Intramural***- flag football. However, students athletes may participate in any intramural sport that is played off NCAA varsity season.
2. Co-ed events: All MMA events are considered Co-ed, meaning males and females can compete on the same team.

## Event Scheduling

### **C) Postponing & Rescheduling**

The Intramural Sports Program is willing to cooperate when extraordinary circumstances necessitate the rescheduling of a game; however, postponements and rescheduling of intramural contests are extremely rare. Due to the number of companies participating, the comparatively short playing seasons, and the limited availability of playing facilities, these will be kept to a minimum.

1. A valid reason must be presented to postpone a regularly scheduled contest. An absence of team members must be a result of a scheduled school function that involves a majority of all team members.
2. A scheduled contest may be postponed only through the unanimous agreement of both teams and the Intramural Program staff in charge of the event or contest. If all parties involved cannot agree on a new time, then the originally scheduled game time will stand. If two teams postpone a scheduled game without the sanction of the Intramural Sports Program, both teams shall be credited with forfeits.
3. Team, Tournament & playoff games must be played as scheduled. No postponements will be considered.
4. The Intramural Program Staff will determine when climatic conditions justify postponements and will contact the Regimental IMO regarding any rescheduling of these contests.
5. In order to postpone/reschedule a game, the company IMO must contact the Intramural Coordinator either by phone (508-830-5000) Ext. 1415 or by e-mail epinero@maritime.edu.
6. Request for game changes must be submitted to the Intramural Coordinator at least 48 hours prior to the contest.
7. The request is not valid until final approval has been made by the Intramural Coordinator.

## D) Inclement Weather Policy

Postponements and/or rescheduling of intramural games due to inclement weather may be made in an effort to protect the safety of the participants and the quality of our playing fields. Decisions concerning game changes due to inclement weather will be made as soon as possible on the day of the scheduled activity. **Under normal circumstances, decisions will be made by 1400 and will be available by calling the Intramural Coordinator at 508-830-5000 Ext. 1415 or the Intramural Officer at Ext. 1227.**

# Competitive Structure

## A) Intramural Participation Point System

In an effort to encourage participation and strong competition among companies, the Intramural Program has devised a participation point system for the Academic Year events that are applied toward winning the **Intramural Program Commandant's Cup**.

The same point system is also utilized to determine how many points will be awarded to the first three companies in their pursuit of the **Admiral's Cup**.

### Intramural Commandant's Cup

<i>Event Champion</i> -----	8 Points
<i>Runner Up</i> -----	6 Points
<i>3<sup>rd</sup> Place</i> -----	3 Points
<i>4<sup>th</sup> Place</i> -----	3 Points

## A) Forfeits

A forfeit will be assessed to a team for nonappearance at a scheduled contest (not having the minimum # of players)

A forfeit may be declared if an individual or team fails to have the minimum number of players required to start the game at the scheduled game time. **GAME TIME IS FORFEIT TIME.** Any team with more than one forfeit in any given tournament will be automatically disqualified from the tournament.

# Participant's Conduct

A part of the philosophy of MMA's Intramural Program is that good sportsmanship is vital to the conduct of every contest. The importance of winning should never become so over-riding that players lose sight of appropriate behavior. The playing field is not a venue for physical or verbal abuse by the players or spectators. Failure to display an acceptable degree of sportsmanship will render a participant ineligible for further participation in any given sport. The Coordinator of Intramural will determine the future participation of a player.

The team captain is responsible for the actions of any player of the team and for spectators directly related to it. The conduct of all players before and after the game is as important as conduct during the game.

## **B) Misconducts & Ejections**

Participants and spectators, who choose to follow unsportsmanlike practices before, during, and/or after a contest, whether directed toward an opponent or an official, may be ejected from that contest. Examples of unsportsmanlike conduct which will result in ejection include vulgar or abusive language, unnecessary roughness, excessive technical fouls, flagrant actions toward an opponent, official or staff personnel, and fighting or inciting a fight. Any player, coach, or spectator who is ejected from an intramural contest for unsportsmanlike conduct is automatically suspended from all intramural activity until official reinstatement. **Those who are ejected from an event must leave the ENTIRE complex.** Pending on the situation & the manner in which a participant is ejected will determine the length of suspension & whether or not the matter needs to be sent to a higher authority. Any ejected person shall be subject to the following sanctions:

1. Any individual addressing a staff member, official, or opponent in an unsportsmanlike manner shall be immediately ejected from the game and the facility. Any individual who does not cooperate with the staff and fails to leave the facility immediately will be subject to further disciplinary action through the Commandant's Disciplinary Mast Hearing process.
2. The minimum suspension for any ejection is one game in the activity from which the person was ejected. The period of suspension will be dependent upon the severity of the incident. A second offense will, at a minimum, result in the immediate suspension of further participation in that sport.
3. During the period of suspension, the individual may not participate in any intramural activity until the suspension is lifted.
4. Any player, coach, or spectator who threatens, strikes, or physically abuses any intramural staff member or official will be immediately suspended from all participation for a minimum period of one year. Please be aware that any and all types of verbal and/or physical abuse toward any Intramural staff member will not be tolerated under any circumstances.
5. Any player, coach, or spectator who willfully causes the destruction of or damage to equipment belonging to the Intramural Program shall be held responsible for all subsequent damages and any costs of repairs or replacement.

Any player, coach, or spectator who is ejected from an intramural contest for fighting shall be subject to the following sanctions:

1. Physical contact with intent to intimidate or harm a staff member or opponent shall result in a minimum one-year suspension from all intramural sports activities. This also includes an attempt to strike, even though there may not be contact.
2. If the instigator(s) can be identified, involvement in a fight shall result in a minimum one-year suspension from all intramural sports activities. "He/she hit me first" and "I was just defending myself" are not acceptable excuses for fighting. Participation in a fight is considered to be any player or spectator that enters the field or court during the fight.
3. Any team, its individual players, and associated spectators which are involved in a "team" fight (most or all the team members or spectators present) will be immediately suspended from further participation in that sport. This is the minimum period of suspension which may be increased depending upon the severity of the incident. Leaving the bench area will also cause the team(s) to forfeit the contest and be placed on disciplinary probation for a period of one year. A team will include all participants listed on the score sheet at the time of the fight. Members that are not present will not be subject to suspension.

## **C) Reinstatement Procedures**

**In order for an ejected participant to become reinstated, he/she must meet with the Intramural Coordinator during the next school day.** It will be up to the ejected participant to call LCDR Pinero (Ext. 1415) to make the appointment. The period of suspension for any person shall be determined by the Intramural Coordinator. No individual will be reinstated prior to a personal visit with the Intramural Coordinator or his/her appointee. Please be aware that the period of

suspension for an ejected player, coach, or spectator will not begin until the ejected person has met with the Intramural Coordinator

#### **D) Appeals Process**

Any individual or team that wishes to appeal any disciplinary sanctions made by the Intramural Coordinator must file a formal appeal for review by the Director of Athletics. A formal appeal must be made in writing and submitted to the Director of Athletics within one (1) week of notification of any disciplinary sanction. All decisions and/or recommendations made by the Director of Athletics will be final. Note that a suspended participant may not participate in any intramural activity during the appeal process.

## **Alcohol & Tobacco**

The possession and/or consumption of alcohol & possession of tobacco and smokeless tobacco is prohibited at Intramural facilities at all times. Therefore, alcoholic beverages & tobacco products will not be allowed at any program or activity sponsored by the Intramural Program. This policy applies to all intramural sports participants, as well as coaches and spectators. Any participant or spectator who is under the influence of alcohol or is in possession of **any and all** tobacco products will not be allowed to participate in any intramural sports activity and will be required to leave the facility immediately.

Violators will be subject to disciplinary action as per MMA's Regimental Manual. The Intramural Coordinator will have the responsibility and authority to make any decisions regarding participation by a participant or spectator.



