SOUTHWESTERN ILLINOIS COLLEGE
STUDENT-ATHLETE HANDBOOK

Welcome to Southwestern Illinois College and the Blue Storm intercollegiate athletic program! Our goal is to execute a well-respected athletic program. We achieve this goal by striving for excellence:

1. An insistence that athletes are students first, with graduation rates that compare favorably to other full-time, degree seeking students.
2. Participation in a range of sports with balance between men's and women's sports.
3. Teams that are well-coach, competitive, and representative of high standards and personal conduct.

Southwestern Illinois College is a member of the Great Rivers Athletic Conference (GRAC). Members of this conference associate with NJCAA through Region XXIV.

## Your Responsibility as a Student-Athlete

You are the athletic teams and individuals that represent Southwestern Illinois College and the communities of the seven counties in our district. We expect each student/athlete to maintain a high-quality profile. You are expected to take responsibility for your actions, interact appropriately with the community, and represent Southwestern Illinois College with class and respect. Inappropriate behavior in the community, classroom, or on the field will not be tolerated. Disciplinary action will be enforced for conduct/behavior deemed inappropriate.

Athletic Department Directory
(618) 235-2700
2500 Carlyle Avenue, Belleville, IL 62221
Athletics Office – Room BCMC0504

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CODE OF CONDUCT

STUDENT RIGHTS AND CODE OF CONDUCT: The Student Code of Conduct applies to all students from the time of application for admission through the awarding of a degree. The Code governs student conduct on college premises, at all college-sponsored activities, and, when applicable, off-campus conduct to include activities on college partners' premises that adversely affects the college community or the pursuit of the College's objectives. Violations of federal, state, or local laws that occur on campus or at any college-sponsored activity, whether on or off campus, may also constitute violations of the Student Code of Conduct and may result in disciplinary action. All students are expected to uphold the standards of the College community. The complete Student Code of Conduct is available on the College's website.

*In addition to the institutional Code of Conduct, student-athletes are responsible for adhering to the Code of Conduct specific to athletics.

**Rules that govern athlete housing are as follows:**

- Southwestern Illinois College, through its designated agents, may enter the student-athlete's housing in order to inspect, leave notices, or for any other reasonable purpose consistent with college policy and the student code of conduct. Southwestern Illinois College reserves the right to enter the premises whether or not the student-athlete is present and no prior notice on the part of Southwestern Illinois College is required.
- Student-athletes in housing will be assessed a per semester housing fee. If, at any time during the semester, a student-athlete moves out of housing, the housing fee is forfeited.
- SWIC prohibits the possession or use of illegal drugs and alcohol on or around its property at any time in the residence halls, student campus activities, classrooms, school parking lots, roadways, leisure activity areas, student lounge/common areas and all offices or work areas considered college property. Any violation of this policy may result in appropriate disciplinary action by the college within the policies of student conduct.
- Excessive noise is prohibited at all times: Musical instruments should not be played in rooms. Doors should be closed if any musical device, streaming or television is in use. Volume should be low enough so as not to interfere with the study or sleep of other residents. Violation of this policy, may result in removal of the device from the room or campus. Residence hall staff may also confiscate the device until the student can remove the device from campus.
- Common Areas will be open in both residence halls until 11:00 PM Sunday through Thursday and 1:00 AM Friday and Saturday.
- Every student/athlete residing in housing must register their cellphone for **SWIC Alert**. The college will notify students/athletes of health and safety issues happening in or around the area of student housing.
- Running the air conditioner and/or heater with the windows and/or doors open is not permitted.
- QUIET HOURS AND RESIDENT CURFEW TIMES: Sunday – Thursday: 9:00 PM - 7:00 AM; Curfew -11PM
  Friday – Saturday: 11:00 PM - 8:00 AM; Curfew -Midnight
- If a student gets locked out of their room and/or the key is not present, the student should call their building RA. If their RA is not available, student should contact their dorm supervisor. If a circumstance arises in which the dorm supervisor is unavailable students should contact Public Safety at 618-222-5221.
- No overnight guests are permitted. Guests are permitted in rooms until 10:00 PM Sunday-Thursday and until Midnight on Friday and Saturday. Violation of the rules may result in suspension of regular season games and/or expulsion from resident housing. Athletes should be in their assigned unit room after curfew. Doors will be locked after curfew, and an ID will be required to get into the residence hall.
- Criminal issues (theft, vandalism, assault, etc.) on or off campus are serious offenses that will result in severe consequences including dismissal from team, dismissal from housing, and possible forfeiture of scholarship after review by the Athletic Director and Vice President.
- Pets and other animals are NOT permitted in the housing units/residence halls.
- Students need to maintain a proper level of personal hygiene. Residents' personal hygiene and room must be kept at an appropriate level. Students are required to tend to all personal trash in a timely manner. All personal trash is to be taken to the appropriate designated disposal site. Dumpsters are in each residence hall parking lot.

Personal trash is not to be disposed of in the bathrooms, kitchenettes, lounges, hallways, or any other public/shared spaces. Any improper disposal of trash will result in a fine. Trash and leftover food cannot be left in the rooms, hallways, bathrooms, or lobbies. Bedding should be washed often. It is recommended that clothes be stored; lavatory, mirror, and faucet cleaned; floor and room neat. Failure to comply with cleanliness standards may result in disciplinary action. Residents are prohibited from acts of misconduct that endanger the health, hygiene, or safety of other residents or students

- SAFETY AND SECURITY: Officers are on duty 24 hours a day, 7 days a week. The safety and security officers are located on the Belleville campus; however, they are available to assist students in emergency situations, as well as to enforce federal and state laws, college policy, and regulations, and provide a safe environment for you. For immediate emergency help, please call 911. For other urgent matters, contact Public Safety at 618-222-5555.
- For security purposes, all exterior doors to the residence halls are locked. Residence halls have key fob access the building. Residence hall doors must not be propped open and should remain fully closed. Doors should not be held open for anyone attempting to enter the building unless an authorized resident or guest.
- The possession of weapons, concealed or otherwise, on college property or at any college sponsored activity is prohibited. “Weapons” are defined as any instrument or weapon that is specifically designed, made, or adopted for the purpose of inflicting serious bodily injury or death, including, but not limited to clubs, firearms, handguns, BB guns, paintball guns, airsoft guns, splat guns, knives, explosives (e.g., fireworks), crossbows, bows and arrows, throwing stars, tasers, and knuckles. This includes objects that simulate or replicate weapons. Weapons under the control of law enforcement officials are exempt. Violations of this policy will result in disciplinary action which may include dismissal, arrest, and/or prosecution. IMMEDIATE THREATS SHOULD BE REPORTED TO 911, PUBLIC SAFETY, AND YOUR RA.
- Doors to residence hall rooms should be shut completely (locked and latched) before leaving. We discourage keeping large sums of money or valuables in your room. Windows should remain closed. SWIC is not responsible for lost, stolen, or damaged private property. If a theft occurs, report it to the residence hall staff or call Public Safety at 618-222-5555.
- Acts of violence, threats, or threatening behavior against employees, students, visitors, guests, or other individuals by anyone on college property will not be tolerated. This includes, but is not limited to, intimidation, harassment, assault, battery, stalking, or conduct that causes a person to believe that he or she is experiencing a life-threatening situation or serious bodily injury. All threats of violence will be viewed with the assumption that they will be carried out and will be dealt with appropriately. Violations of this policy will result in disciplinary action which may include dismissal, arrest, and/or prosecution. Immediate threats should be reported to Public Safety at 618-222-5555 and your RA.

**Rules governing substance abuse screening/procedures are as follows:**

- Substance abuse screening will be conducted as part of these procedures to ensure the safety and well-being of the student-athlete and to uphold the ideals of this institution.
- Screening of the athletes shall be conducted on a random basis. Reasonable suspicion and/or evidence of substance abuse may also support the necessity for the drug test.
- The determination of individual or team testing will be the decision of the Athletic Director.
- Failure to submit to a drug test will cause the athlete to be removed from athletic participation and may result in forfeiture of scholarship.
- Screening will be conducted by a certified health organization with qualified personnel as selected by the Athletic Director. It will be the responsibility of this organization to collect and document the specimens to ensure a valid drug screening.
- The results of the screening will be reported immediately to the Athletic Director and Head Coach for further course of action. All records of the screening are to be kept on file in the Athletic Office and remain confidential. The release of any information regarding the drug screenings is solely at the discretion of the Athletic Director.
- Any incident thought to involve substance abuse shall be reported to the Athletic Director, Vice President for Student Development and the President of the College. Investigative procedures will follow to determine the validity of the reported incident. The Director of Public Safety will also be notified. The college reserves the right to notify law enforcement officials as appropriate, and to remove the athlete from athletic participation while

allegations are under investigation.
- Information concerning confirmed incidences may be reported to the NJCAA office and become a part of the student-athlete's disciplinary records.

**Substance Abuse Sanctions/Procedures:**

- Student-athletes are prohibited from possessing, using, buying, selling, or participating in the distribution of illicit drugs. Violation of possessing or using at any time will result in an automatic two-week suspension. Reinstatement to the team is at the discretion of the Athletic Director with the approval of the institution's Administration. Violation of buying, selling, or distributing will result in indefinite team suspension and the risk of forfeiture of athletic scholarship. The student-athlete may also risk other penalties up to and including expulsion from the institution.
- Student-athletes are prohibited from misuse or distribution of prescription or over-the-counter drugs. Violation will result in a one game suspension for the first offense. A second offense will result in an indefinite team suspension and the risk of forfeiture of athletic scholarship.
- Student-athletes are prohibited from the possession and/or consumption of alcohol. Violation where a student-athlete is arrested, ticketed for DUI/DWI, public disorder, or any incident involving the police or public safety, will result in an indefinite team suspension. Subsequent violations will result in further discipline, including but not limited to additional suspensions, dismissal from housing and possible forfeiture of scholarship. Violation where the police are not involved will result in a two-game suspension for the first offense. Subsequent violations will result in further discipline, including but not limited to indefinite suspension and possible forfeiture of scholarship.
- Student-athletes are prohibited from the misuse of tobacco products. Violation will result in a one game suspension for the first offense and a two-game suspension for the second offense. Subsequent violations will result in further discipline, including but not limited to indefinite suspension and possible forfeiture of scholarship.
- Student-athlete will not engage in the advertising of illicit drugs, alcohol or tobacco products. This includes the wearing of clothing with any of these logos present.
  Violation will result in a one game suspension for the first offense and a two-game suspension for the second offense. Further violations will result in a team suspension with reinstatement at the discretion of the Athletic Director.
- Student-athletes will submit to drug screening at random or upon reasonable suspicion of substance abuse. Failure to submit to a drug test is automatic assumption of guilt and results in a two-week suspension and requirement to enter into a substance abuse program.

**Positive Drug Test Sanctions:**

First positive test: The testing agency will be requested to notify the Athletic Director of positive test results. Any student-athlete with a positive test will be automatically suspended from athletic participation for a minimum two-week period. During that suspension, the athlete will enter a substance abuse program. Student-athlete will be responsible for any costs of the treatment program. Failure to comply will result in removal from the team and forfeiture of scholarship. Reinstatement to athletic participation is at the discretion of the Athletic Director and the Vice President. The student-athlete must maintain satisfactory progress in the treatment program to be considered for reinstatement. The student-athlete will be subject to all subsequent drug screening tests during his/her tenure at the institution.

Second positive test: A second positive test will result in removal from the team and forfeiture of scholarship. Student-athletes and the athletic staff shall serve as role models and represent Southwestern Illinois College in a distinct manner. The success of a substance abuse prevention effort relies on the foundations set by all individuals involved and the effort put forth to uphold policy. It is the responsibility of the athletes, coaches, and college to ensure the integrity of athletic competition is upheld.

**Student-athletes also have the responsibility to:**

- Strictly adhere to the rules and regulations of the NJCAA and standards of the SWIC Athletic Department
- Follow the rules, policies and guidelines as established by the team's coaching staff
- Treat others fairly, respectfully, regardless of the gender, race, birthplace, sexual orientation, religion, political beliefs, or economic beliefs.
- Refrain from public criticism of fellow athletes, coaches, or college staff through verbal, written or social media
- Communicate and cooperate with athletic trainers/doctors regarding injuries, treatments, and management of athletic injuries
- Uphold the rules and spirit of your sport
- Abstain from the use of tobacco products, consumption of alcohol, the use of performance enhancing or mind-altering drugs
- Consistently display a high personal standard of excellence on the field and in the classroom

## ACADEMICS

All student-athletes are responsible for:

- Making appointments with the Athletic Academic Advisor to ensure proper scheduling of classes and enrollment, monitoring changes in enrollment status, keeping track of ongoing requirements for graduation and transfer.
- Maintain a minimum of 12 credit hours with a 2.0 GPA each semester.
- Attending your scheduled classes. Your instructors may drop you from the class for excessive absences. Student-athletes that drop below 12 credit hours risk forfeiture of their scholarship and dismissal from the team.
- Making up any missed coursework due to athletic contest schedules.
- Adhering to the instructors' syllabi and classroom procedures. Misconduct in the classroom will not be tolerated.
- Making sure all official high school and post-secondary transcripts are turned in prior to your team's first contest. Athletes are not eligible to participate until all official transcripts are turned in.

## SEXUAL HARASSMENT

All student-athletes are required to attend the Dating Violence and Violence Against Women Training Seminar which is conducted by the Southwestern Illinois College Public Safety Department. Information discussed during this seminar is important as it relates to the Student Code of Conduct policies.