

THE UNIVERSITY OF  
**MEMPHIS**

**STUDENT-ATHLETE HANDBOOK**



***THIS HANDBOOK BELONGS TO:***

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Athletic Compliance Office  
570 Normal Drive  
Memphis, TN 38152  
(901) 678-2088

Dear **TIGER** Student-Athlete,

Welcome to the University of Memphis. This is a great time to be a tiger! On behalf of our staff and coaches, we want to thank you for choosing to attend the University of Memphis. We want your experience as a TIGER to be enjoyable and rewarding. Our goal is to help you to be successful both in the classroom and on the field. In an effort to get you off to a great start, the Athletic Department put together this handbook especially for you! Please read it in its entirety.

The handbook is designed to provide you with information concerning policies of the University of Memphis and the Department of Athletics. It is not intended as a substitute for other important university publications. It is important to remember that help is available if you need it. If you cannot find the answers to your questions in this handbook, I urge you to contact your coach or a member of our administrative staff. We are here to help you!

As a TIGER athlete, remember you are a student first. We expect you to graduate. Therefore, we encourage you to take advantage of the Center for Athletic Academic Services and the other academic resources available on campus. TIGER athletics is very visible in the community. As a result, we will foster sportsmanship and strive to adhere to the highest standards of integrity, both on and off the playing fields.

Have a TIGER-rific year, and again, WELCOME!

Best Wishes,

*R. C. Johnson*

R.C. Johnson  
Director of Intercollegiate Athletics



# TABLE OF CONTENTS

<b>ATHLETIC DIRECTOR'S LETTER</b> .....	2
 <b>CHAPTER 1 – INTRODUCTION</b>	
Mission Statement.....	5
Athletic Philosophy.....	5
Conference USA.....	6
School History.....	7
Traditions.....	7
 <b>CHAPTER 2 -TIGER'S ATHLETIC PROGRAMS</b>	
Champs/Life Skills Program.....	9
SAAC.....	10
M Club.....	11
 <b>CHAPTER 3 – ACADEMICS</b>	
Center for Athletic Academic Services (CAAS).....	12
Mission	
Facility Location & Hours	
What to Expect From CAAS	
What CAAS Expects of Student-Athletes	
CAAS Academic Commitments	
CAAS Academic Advising/Registration	
CAAS Academic Awards	
Academic Integrity	
Academic Policy.....	16
NCAA Requirements	
Courses at UM	
Academic Status and Retention.....	17
 <b>CHAPTER 4 – MEDIA RELATIONS</b>	
Media Relations.....	20
Brief Overview	
Available Services	
Helpful Hints	
 <b>CHAPTER 5 – PHYSICAL WELFARE</b>	
Sports Medicine/Athletic Training.....	22
Brief Overview	
Mission	
Insurance Policy	

Strength & Conditioning Program .....	23
Mission	
Locations	
Expectations	

**CHAPTER 6 – FINANCIAL AID**

Financial Aid.....	24
Athletic Scholarships	
Off-Campus Monthly Stipend	
Picking Up Text Books	
Returning Text Books	
Summer School	
Fifth Year Aid	
NCAA Special Assistance Fund	
NCAA Student-Athlete Opportunity Fund	

**CHAPTER 7 – NCAA, C-USA, and UM Guidelines**

Sportsmanship.....	29
Recruiting.....	29
Student-Athlete Host	
Official Visits	
Unofficial Visits	
Agents.....	30
Amateurism.....	31
Complimentary Admissions.....	31
Comp Admissions for Family/Friends	
Comp Admissions for Student-Athletes	
Drug Testing.....	32
NCAA/C-USA	
University of Memphis	
Employment.....	33
Student-Athlete Promotional Appearances.....	34
Extra Benefits.....	35
Gambling.....	35
Hazing.....	36
Playing and Practice Season.....	37
Representatives of Athletic Interest.....	38
Transferring to Another Institution.....	39

**CHAPTER 8 – CALENDARS AND DIRECTORIES**

UM Academic Calendar.....	40
Tiger Athletic Directory.....	41
UM Campus Directory.....	42

Class Schedule  
Campus Map

## **CHAPTER 1 - INTRODUCTION**

### **MISSION STATEMENT**

The primary mission of the Department of Athletics is to provide a successful athletic program at the highest level of competition. Characterized by academic, athletic, and moral excellence in a diverse collegiate environment, the program will abide by the spirit of the rules governing students and intercollegiate athletics and will be known for its good sportsmanship and integrity. The University of Memphis is a comprehensive urban university committed to the scholarly accomplishments of our students and faculty and to the enhancement of our community, state, and the nation through principles of academic integrity, sound management, and equal opportunity.



### **STATEMENT OF PHILOSOPHY**

The University of Memphis affirms that intercollegiate athletics are an integral and important part of the University and, as such, must integrate with and be supportive of the University's primary missions of education, research, and public service. The University acknowledges that a successful athletic program is not measured solely by won-lost records, but more important, by how the program contributes to the overall development of the student-athlete as a good citizen and supports the primary missions of the University.

The University is committed to providing equal opportunity for men and women to take part in such intercollegiate athletics to the end that the values of competition and good sportsmanship will contribute to their education. UM is an equal opportunity/affirmative action university.

## CONFERENCE USA

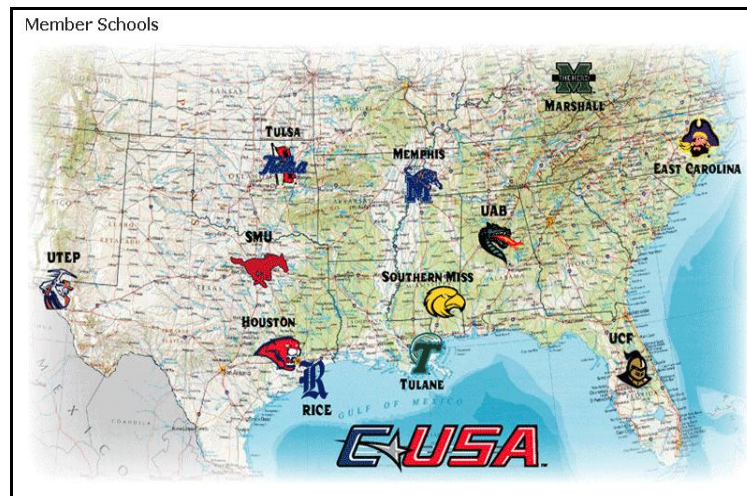
Conference USA was formed in 1995 and quickly emerged as one of the nation's top conferences. The conference unveiled its name, logo and commissioner on April 24, 1995 in Chicago. The league's charter members included Charlotte, Cincinnati, DePaul, Houston, Louisville, Marquette, Memphis, Saint Louis, Southern Miss, Tulane, UAB and USF. Eleven of the institutions began athletic participation in 1995, while Houston joined competition in the fall of 1996.

The league's headquarters were established in Chicago and after nine years, relocated to the current office in Irving, Texas. Britton Banowsky was named Commissioner in October 2002, succeeding Mike Slive, the league's first commissioner.

After celebrating its 10th Anniversary during the 2004-05 season, C-USA began a new chapter in 2005-06 when its current membership came together to form the new look of the league. Member Institutions include:

- East Carolina University
- University of Houston
- Marshall University
- University of Memphis
- Rice University
- Southern Methodist University
- University of Southern Mississippi
- Tulane University
- University of Tulsa
- University of Alabama at Birmingham
- University of Central Florida
- University of Texas at El Paso

Since its formation, C-USA has established a strong foundation, an identity and a history that reflects the league's national presence. Twelve years of remarkable history has reinforced the league's position in collegiate athletics, setting the course for the next decade and beyond.



## SCHOOL HISTORY

The University of Memphis was founded under the auspices of the General Education Bill, enacted by the Tennessee Legislature in 1909. On September 10, 1912 West Tennessee State Normal School, the university's original name, opened its doors with Dr. Seymour A. Mynders as president. In 1925, the name of the college changed to West Tennessee State Teacher's College. In 1941 the college changed names again to Memphis State College, and in 1957 the state legislature designated Memphis State full university status. In 1994 Memphis State University became the University of Memphis.

Today, the University of Memphis is one of Tennessee's three comprehensive doctoral-extensive institutions of higher learning. Situated in a beautiful park-like setting in the state's largest city, it is the flagship of the Tennessee Board of Regents system. It awards more than 3,000 degrees annually. With an enrollment of approximately 21,000 students, The University of Memphis has 24 Chairs of Excellence, more than any other Tennessee university, and five state-approved Centers of Excellence.

## TRADITIONS

### *Why Tigers?*

When the University of Memphis first fielded a football team in the fall of 1912, no one had selected a nickname for the squad. In the beginning, fans referred to the football team as the Blue and Gray Warriors of West Tennessee Normal School. After the final game in 1914 at a student parade several Normal students were chanting, "We fight like Tigers." After that football season, the nickname was used seldom in campus publications. In 1922 Coach Lester Barnard adopted a team motto – "Every Man a Tiger" and the team went on to score 174 points while allowing its opponents just 29 points. In the late 1920s, student publications and downtown newspapers began referring to the football team as the "Teachers" or "Tutors." The Tiger nickname would return in 1939 and was adopted as the official nickname for the University of Memphis.

### *School Colors*

The University of Memphis' official school colors of Blue and Gray were selected in the early 1900s. The colors were chosen in an effort to show unity in a nation that was still recovering from the effects of the Civil War. The student body thought that by picking the colors of the North and the South, the school would show togetherness among all students.

## *Tiger Songs*

### **U of M ALMA MATER**

Stand Firm, O Alma Mater  
Through All The Years To Come;  
In Days Of Youth And Beauty  
Thy Halls Have Been Our Home.  
In Time Of Preparation  
Great Lessons Didst Thou Teach  
Till Now O Alma Mater,  
The Stars We'll Strive To Reach.

Lead On, O Alma Mater  
They Sons To Highways,  
Give Light And Truth Unto Them  
For All Their Coming Days.  
To Thee We'll Give All Honor,  
Our Hopes Abide In Thee,  
For Thou, O Alma Mater,  
Hast Made Us Ever Free.

### **U of M FIGHT SONG**

Go Tigers Go, Go On To Victory,  
Be A Winner Thru And Thru;  
Fight Tigers, Fight Cause We're  
Going All The Way --  
Fight, Fight  
For The Blue And Gray And Say --

Let's Go Tigers Go,  
Go On To Victory.  
See Our Colors Bright And True;  
It's Fight Now Without A Fear,  
Fight Now Let's Shout A Cheer,  
Shout For Dear Memphis U.  
(Yell)  
Go Tigers Go  
Go Tigers Go  
Yea -- Tiger Go!

### ***Tom III – Official U of M Mascot***

For over 35 years, the sideline mascot for the University of Memphis has been the Bengal Tiger. TOM III, the current Tiger mascot, attends all Tiger Football home games, and he can also be found at many other University events throughout the year as a powerful and majestic symbol of Tigers Athletics. TOM III travels in style in a custom-designed, climate-controlled trailer, always with a police escort.

With a father weighing in at nearly 650 pounds, TOM III is expected to grow to a magnificent size worthy of the University he symbolizes. Under the care of the Tiger Guard, who is licensed and regularly scrutinized by State and Federal regulatory agencies, Tiger fans can take pride in the fact that TOM III receives a level of care unsurpassed by any private facility in the nation.

As one of only two universities in America with a live tiger mascot, The University of Memphis is unique in its Tiger Tradition. As a project of the Highland Hundred, no public or University funds are used to provide for TOM's needs, and no University resources are required in his care. TOM is a powerful and majestic symbol of the University of Memphis, and his presence presents constant opportunities to educate Tiger fans young & old through the preservation of one of the world's most recognizable endangered species.



## CHAPTER 2 - TIGER ATHLETIC PROGRAMS

### CHAMPS/LIFE SKILLS

In 1994, the Division 1A Directors' CHAMPS program and the NCAA Life Skills program joined forces to become the CHAMPS (Challenging Athletes' Minds for Personal Success)/Life Skills Program. The mission of the NCAA is to maintain intercollegiate athletics as an integral part of the campus educational program and the athlete as an integral part of the student body. With this in mind, the CHAMPS/Life Skills Program represents the comprehensive commitment by the University of Memphis Athletic Department to develop and foster the total growth and development of our student-athletes.

CHAMPS/Life Skills was created to support the student development initiatives of its member institutions and to enhance the quality of the student-athlete experience within the university setting. The program is important because it provides the student-athlete with the necessary tools to succeed in his or her sport as well as other areas of life such as the classroom, the community, and the workplace.

The focus of the program is on five commitments viewed as critical to personal growth:

- **Academic Excellence**
- **Athletic Excellence**
- **Personal Development**
- **Career Development**
- **Service**

Some of the programs that comprise of the CHAMPS/Life Skills program at UM include: Team Rallies for individual sports; personal development speakers and seminars; opportunities for career exploration including a career development course (UNIV 4380), career panel, etiquette dinner, and career fairs; opportunities to participate in campus and community service projects; and the Student-Athlete Advisory Committee (SAAC).

The CHAMPS/Life Skills program puts an emphasis on providing a brighter future for today's superstars. It assists all student-athletes to become *Tigers Achieving Greatness* (TAG). For more information about the program, please contact the Athletic Compliance Office by phone at 901-678-2088. You can also visit the CHAMPS/Life Skills Website at <http://www.memphis.edu/lifeskills/>.

## **STUDENT- ATHLETE ADVISORY COMMITTEE**

### ***What is SAAC?***

A committee made up of student-athletes assembled to provide insight on the student-athlete experience. SAAC also offers input on the rules, regulations, and policies that affect student-athletes' lives on NCAA member institution campuses.

### ***Mission***

To enhance the total student-athlete experience by promoting opportunity, protecting student-athlete welfare, and fostering a positive student-athlete image.

### ***SAAC on UM Campus***

SAAC is a very important part of the University of Memphis Athletic Department because it provides a voice for the student-athletes. The membership is comprised of representatives from each sport who serve as the governing body of Memphis student-athletes. SAAC meets once a month and meetings provide many opportunities for student-athletes including the following:

- Communication with administrators and staff from UM campus and the Athletics Department
- NCAA and C-USA legislation voting
- Discussion of issues surrounding the student-athlete
- Assistance in planning CHAMPS/Life Skills events
- Leadership experience

If you are interested in serving on SAAC, please contact your coach, the SAAC Advisor, or an Executive Board member. For more information, please visit the SAAC Website at <http://www.memphis.edu/lifeskills/saac.php>.

#### **2009-2010 SAAC Executive Board**

President	<b>Christine Bach</b>	Volleyball
Vice President of Internal Operations	<b>Ryan Holland</b>	Baseball
Vice President of External Operations	<b>Kathleen Glavin</b>	W. Golf
Director of Programming	<b>Dominik Riley</b>	Football
Director of Programming	<b>Jordan Smith</b>	M. Tennis
Director of Programming	<b>Lauren Thompson</b>	Volleyball
Director of Programming	<b>Janelle Valle</b>	Softball
Director of Student-Athlete Welfare	<b>Dara Toulch</b>	W. Tennis

## **M CLUB**

The M Club is the athletic alumni of the University of Memphis. It was started in 1973 by several former football players with Percy Roberts (current board member) acting as the first president. Currently, the M Club has a database of over 2,500 members with about 450 active members.

The mission of the M Club is to promote camaraderie among former letter winners and current student-athletes. This is accomplished by creating programs that provide all members with the platform to support the objectives of the M Club.

For more information about the M Club, please call 901-678-4878.

Current benefits for active members include:

- Free admission to the catered pre-game football hospitality tent.
- Free football tickets to designated M Club games.
- Preferred parking for all home football games (while spaces last)
- Hall of Fame voting privileges.
- Preferred seating for men's basketball season tickets.
- Discounts on select merchandise at Tiger Book Store (15-20%).
- Free subscription to the M Club Magazine.

## CHAPTER 3 - ACADEMICS

### CENTER for ATHLETIC ACADEMIC SERVICES (CAAS)

#### *Mission*

The University of Memphis' Center for Athletic Academic Services was established in order to provide academic services for student-athletes. The mission of the center is to provide the necessary academic support services for all student-athletes to be successful in the classroom and to pursue an undergraduate degree while competing as an athlete. The center is dedicated to the academic and personal development of all student-athletes. CAAS also has a unique responsibility as it conducts all required NCAA and Conference USA paperwork for academic compliance of prospective and current student-athletes. This includes paperwork for recruiting, certification of eligibility, filing of waivers, and academic rules interpretations.

CAAS is staffed by the Director, Assistant Director, five Athletic Academic Counselors and an Office Coordinator. CAAS is also assisted by graduate assistants, interns, student workers, and tutors. CAAS moved into the newly renovated Wilder Tower in July, 2003. The building houses campus-wide student services, including admissions, bursar, financial aid, registrar, student development, academic advising, and CAAS. The entire sixth and seventh floors, a total of 8,000 square feet, have been designated for CAAS' use and have the capacity for 31 student computer stations, 17 offices, and several study tables.

#### *Facility Location & Hours*

Wilder Tower 6<sup>th</sup> and 7<sup>th</sup> floor

##### Hours of operation - Fall and Spring Semesters:

- Monday - Thursday- 8:00 a.m. to 9:00 p.m.
- Friday- 8:00 a.m. to 4:30 p.m.
- Sunday- 6:00 p.m. to 9:00 p.m.

*All mandatory study hall hours **must be completed by Thurs. at 9:00 PM** (Study Hall Cycle Fri. - Thurs.)*

##### Hours of operation for Summer Sessions:

- Monday – Friday; 8:00 a.m. to 4:30 p.m.

#### *What to Expect From CAAS*

The CAAS office will maintain regular and reasonable office and study hall hours to accommodate the busy schedules of student-athletes and assist them in achieving their academic goals. Information will regularly be shared with coaches regarding class attendance,

academic performance, attitude, and behavior of student-athletes. CAAS staff will be knowledgeable of policies and procedures related to academics at U of M and will refer students to other offices on campus when necessary. CAAS staff will be knowledgeable of NCAA and Conference USA rules and regulations and will refer students to the appropriate contact person(s) on campus. CAAS staff will provide friendly, timely, and professional advice and assistance as it relates to:

- *Academic Counseling*
- *Registration/Class Schedules*
- *Tutors and Mentors*
- *Personal Concerns*
- *Progress Toward Degree Completion*
- *NCAA Eligibility*

### ***What CAAS Expects of Student-Athletes***

- *Attend ALL classes ALL of the time!*
- *Participate in class, ask questions, and show you are interested.*
- *Make it a habit to be on time for everything!*
- *Be prepared and organized.*
- *Bring all materials to class and study hall.*
- *Sit in the front and pay attention!*
- *Take good, legible notes in class.*
- *Turn off your cell phone in class and study hall.*
- *Show respect for yourself and others.*
- *Communicate honestly with your professors.*
- *Communicate honestly with your CAAS counselor.*
- *Ask for help!*
- *Do not wait until it is too late!*
- *Turn ALL assignments in on time!*
- *Respond to any requests made by CAAS staff in a timely manner!*
- *Follow the rules in the Center for Athletic Academic Services*

## **CAAS ACADEMIC COMMITMENTS**

### ***Study Hall Rules***

Study hall hours are based on a combination of **(a)** individual academic performances, and **(b)** individual team rules. Study Hall hours will be determined by your academic counselor and/or coach. All new freshmen student-athletes are assigned study hall their first semester.

Returning student-athletes and new transfers are assigned study hall by their counselor and/or coach.

- *Come prepared to **STUDY! STUDY! STUDY!***
- *You must sign in and out of Tutor Trac in order for study hall hours to count.*
- *Please be respectful of others... **TURN OFF** cell phone when in the study area (silent mode is not considered off).*
- *Food and drinks are only permitted in the quiet study area and round tables. Absolutely **NO** food and/or drink will be permitted near computer area (please clean up your trash).*
- *Group work and tutor sessions are to be held in the study rooms **ONLY** (round table area is for individual studies only)!*

### ***Academic Support Services (Tutor/Academic Mentor)***

Tutors and academic mentors are available to all student-athletes through CAAS. Tutors are available in most subject areas and work primarily on a one-on-one basis. Academic mentors provide general academic guidance for at-risk student-athletes and also work primarily on a one-on-one basis. CAAS coordinates the scheduling and assignment of academic support staff with student-athletes, provides a comprehensive academic support staff training program, and ensures NCAA compliance by establishing policies for all academic support staff.

Academic support staff are expected to effectively communicate the material, motivate, and support student-athletes. All information concerning a student-athlete's progress is kept confidential. All sessions between tutor/academic mentor and student-athlete must take place in a public campus locale (not a residence). Under no circumstance is a tutor/academic mentor to do a student-athletes work, which includes typing papers or assignments.

Student-athletes must agree to abide by the following guidelines in order to receive academic support services:

- *Be prepared for all sessions with specific questions and relevant course materials.*
- *In order to cancel a session, the student must call CAAS at least 3 hours prior to the scheduled meeting time.*
- *Students must be on time for all sessions.*
- *Dating or any type of intimate relationship between a student-athlete and tutor/academic mentor is unacceptable.*
- *Tutor and academic mentor sessions do not replace the student-athlete's responsibility to attend class and to study on his/her own.*

### ***Equipment Policy (laptops, copy/fax machine, textbooks)***

The Center for Athletic Academic Services gives student athletes and coaches the privilege to borrow laptops for academic use when traveling. Preference will be given to traveling teams on a first come, first served basis. All equipment must be returned on time. Failure to do so will result in a loss of privileges. In order to borrow a laptop, the student-athlete or coach must comply with the following terms:

- *Ask one's Athletic Academic Counselor for use of the laptop in advance.*
- *Assume sole responsibility for the laptop (and any related equipment).*
- *Lost or damaged equipment will be the sole responsibility of the student-athlete's coach.*
- *Return the laptop and additional materials in a timely fashion.*

#### ➤ Copy/Fax Machine Use

- *Both machines are to be used solely for academic purposes.*
- *Student-athletes must see a CAAS staff member first to have their copies and/or fax approved.*
- *Student workers will only copy/fax if given permission by a CAAS staff member.*

### ***CAAS Academic Advising/Registration***

One of the most important functions of CAAS is to advise student-athletes for course selection and assist in the selection of an academic major. Academic advising requires a partnership between the student-athlete and the counselor to ensure the best decisions are made for the benefit of the student-athlete. Student-athletes are required to meet with their Athletic Academic Counselor each semester during the advising period. Student-athletes who have declared an academic major are also required to meet with their major advisor.

### ***CAAS Academic Awards***

Student-athletes are eligible to receive a variety of academic awards while competing as student-athletes at the University of Memphis. The academic awards include but are not limited to:

- ***Tiger 3.0 Club***, recognizes SA's who earn a 3.0 or higher GPA for a semester.
- ***Tiger Academic Thirty***, honors SA's with the best GPA on each team (minimum 3.0 GPA) and then the next best group of athletes, totaling 30 student-athletes.
- ***Team GPA Award***, honors the male and female team with the highest GPA for the semester.
- ***Study Hall of Fame***, honors SA on a monthly basis who meet all weekly commitments (study hall hours, tutor, or mentor sessions). SA's are awarded a one hour pass each month to use at their leisure on a weekly basis. The pass cannot be used for tutor or mentor sessions and only one pass can be used a week.

### ***Academic Integrity (Conduct, Dishonesty, and Fraud)***

UM's code of Student Conduct defines academic misconduct as all acts of cheating, plagiarism, forgery and falsification. Academic dishonesty includes but is not limited to: **(1)** furnishing false information to any UM official, faculty member or office, **(2)** forgery alteration, or **(3)** misuse of any UM document, record or instrument of identification. UM student-athletes, are also held responsible for complying with NCAA Bylaw 10.1~ Unethical Conduct. For more information pertaining to Academic Integrity, visit the Judicial Affairs Website at <http://saweb.memphis.edu/judicialaffairs/> or contact CAAS at 901-678-2714.

## **ACADEMIC POLICY**

### ***NCAA Requirements***

#### **NCAA Satisfactory Progress Requirements**

- Entering 2<sup>nd</sup> year, **MUST** have 24 credit hours completed.
- Each academic year, Fall/Spring, **MUST** earn 18 credit hours.
- Each semester, Fall and Spring, **MUST** pass 6 credit hours.

***\*Must declare major prior to the start of the 5<sup>th</sup> semester.***  
***\*Once major is declared, the 6 and 18 credit hours must count toward major!***

#### **% of Degree Requirements**

Entering 5 <sup>th</sup> semester	40%
Entering 7 <sup>th</sup> semester	60%
Entering 9 <sup>th</sup> semester	80%

#### **NCAA GPA Requirements**

Entering 2 <sup>nd</sup> yr.	1.8
Entering 3 <sup>rd</sup> yr.	1.9
Entering 4 <sup>th</sup> yr.	2.0

**\* GPA MUST be maintained throughout the academic year**

### ***Courses at UM***

**For NCAA Certification, a student-athlete can only use 6 hours of remedial/prerequisite coursework during the first year.**

- DSPW 0700- Basic Composition (3 hrs)
- DSPM 0700- Basic Mathematics (3 hrs)
- DSPM 0800- Elementary Algebra (3 hrs)
- FastTrac ENGL 1010 and FastTrac MATH 1420/1710 are available for college credit for students who place into DSPW 0800 or DSPM 0850



- You must earn at least a C- in all of the classes listed above (except for FastTrac MATH) to advance to the next higher level course

**Courses which require a C- or better to count toward degree**

- ENGL 1010- General Education
- ENGL 1020- General Education
- All courses in your major require a C- or higher
- Other programs may have GPA requirements for their curriculums (see Undergraduate Catalog online)

**ACADEMIC STATUS AND RETENTION**

The academic progress of students at the University of Memphis is monitored at the conclusion of each term enrolled to determine their academic status. Students’ overall combined grade point average *AND* term grade point average are considered in determining status. There are four progressive levels of academic status:

- (1) Good Standing
- (2) Academic Warning
- (3) Academic Probation
- (4) Academic Suspension

**Good Standing**

Students are in Good Standing at the University of Memphis unless placed on Academic Warning, Academic Probation or Academic Suspension.

If a student has...	The student is...
- never been on Academic Warning, Academic Probation or Academic Suspension.	- in Good Standing as long as the overall combined GPA is 2.00 or above <i>AND</i> the term GPA is not lower than 1.00.
- been on Academic Warning, Academic Probation or Academic Suspension.	- must maintain every semester a minimum overall combined GPA of 2.00 <i>AND</i> a minimum term GPA of 2.00.

**Academic Warning**

Students can be placed on Academic Warning **ONLY ONCE** during their enrollment at the University of Memphis. After completing seven (7) hours of coursework, students will be placed on Academic Warning when their overall combined GPA is below 2.00 **OR** the term GPA is below 1.00. Once students receive an Academic Warning, they must maintain Good Standing or they will be placed on probation or suspension.

Students on Academic Warning must:

1. Successfully complete a workshop and pass the related quiz.
2. Submit an Enrollment Agreement with the Office of Academic Status and Retention Services, and satisfy the requirements in the Agreement.

Failure to satisfy these requirements will lead to administrative withdrawal from all classes for any future terms.

### **Academic Probation**

Any student who has ever been placed on Academic Warning status will be placed on Academic Probation if:

- Their overall combined GPA is below 2.00, OR
- The term GPA is below 2.00.

NOTE: Students who have regained Good Standing after an Academic Warning are placed on Academic Probation, if, in any subsequent term, their combined GPA falls below a 2.00 OR the term GPA below 2.00.

#### *First Academic Probation*

All students placed on Academic Probation for the first time will be required to:

1. Enroll in a one (1) credit hour Student Success Seminar;
2. Submit weekly academic progress reports to their counselor during the term; and
3. Must follow all requirements of Academic Status and Retention Services including referral to campus services such as tutoring, study skills workshops, etc.

#### *Continuing on Probation*

Students will remain on Academic Probation if the term GPA is 2.00 or higher but the overall combined GPA remains below 2.00.

#### *Subsequent Probation(s)*

Students who are placed on probation more than one time will have to complete a Conditional Enrollment Agreement with the Office of Academic Status and Retention Services. During this probation, students will be required to have an overall combined GPA of at least 2.00 OR a term GPA of at least 2.00 in order to continue enrollment.

### **Academic Suspension**

Students on probation will be suspended in the following term if their overall combined GPA is below 2.00 *AND* the term GPA is below 2.00.

Students on academic suspension can apply for readmission only after the following **minimum** periods:

1. For the first suspension, one regular term (fall or spring).
2. For the second suspension, one calendar year.

After a second suspension, a student may be ineligible for further enrollment at the University of Memphis.

Students on academic suspension who apply for readmission must participate in a counseling interview. Deadlines for readmission after suspension are strictly enforced.

Coursework taken at another accredited college or university will be used in determining eligibility for readmission. Students who left the university on academic suspension must fulfill

all previously attempted high school deficiency and remedial and developmental coursework requirements before they will be considered for readmission.

Students readmitted after Academic Suspension must sign a Conditional Enrollment Agreement and follow all requirements established by the Office of Academic Status and Retention Services. Failure to follow these requirements will lead to administrative withdrawal from all classes.

*The Office of Academic Status and Retention, 200 Wilder Tower, is responsible for the administration of this policy.*

## CHAPTER 4 – MEDIA RELATIONS

### ***Brief Overview***

Our office has a Director, four full-time assistants, a secretary, and two interns. We are located on the second floor of the Athletic Office Building (AOB).

Members of our staff have a variety of roles. We work for the coaches, athletes, and University; but we are also here to serve the public, the media, Conference USA, and other NCAA institutions. It is our goal to help promote the positive and to get the word out about each sport and its individuals. We are game-day event managers, publicists, writers, designers, artists, traveling secretaries, a liaison to C-USA and NCAA, and as you can see, a little bit of everything. It is our goal to produce quality media for each sport, and to have them printed in a timely and professional manner.

### ***Available Services***

We understand that an athlete's studies, team practices, and competition schedules are top priority. We will do our best to coordinate interviews and other media requests accordingly. If you feel overloaded with too many interviews or want advice on how to handle an interview, do not hesitate to talk to a member of our staff. WE ARE HERE TO HELP. Please let us know immediately if you feel you are misquoted or if you have had a problem with any member of the working media. Our staff is at your service 24 hours a day, 7 days a week. It is OK to call us at the office or at home if a media-related question or situation comes up (see Tiger Athletic Directory).

### ***Helpful Hints***

The members of the media are very important to the University of Memphis and to the student-athlete. We do have several suggestions at the University of Memphis that involve the student-athlete and the media to assist you in dealing with the media:

- ***All interviews should be approved by your head coach or the Athletic Media Relations Director.***

When informed about a telephone interview by the Athletic Media Relations Office, return the call promptly. We will attempt to coordinate interviews around your class schedule and practice time.

- ***Always respond to a reporter's question in a proper and polite manner.***

A reporter cannot use a one word statement from you. Try to answer his/her questions in a full sentence. You do not have to be long winded, but a “yes” or “no” answer from you will not work on the air or in the newspapers. If you do not like the questions you are being asked, you do NOT have to answer. Simply tell the reporter that you do not wish to answer that question, and he/she will move on to something else. The reporter cannot print what you do not say.

- ***Always refer to your teammates, coaches, and opponents in a positive manner.***

Student-athletes at The University of Memphis always speak in a positive manner when asked about fellow teammates, coaches, or opponents. We never make negative statements or second guess our coaches, teammates, or opponents. If you cannot answer a question in a positive manner, then simply do not answer. No student-athlete should refuse an interview approved by the Athletic Media Relations Director. If you are too shy to do an interview, please tell your coach before we start the season.

- ***You are not to give out your dorm or home telephone number to non family members.***

This will alleviate unwanted telephone calls in your room. No media member should ever be in the residence hall living area. The media can enter the residence hall lobby with the permission of your coach or the Athletic Media Relations Director. Please contact the Athletic Media Relations Office at 678-2337 if you are approached by a media representative in your residence hall.

- ***Speak clearly.***

When being interviewed by members of the radio or television industry, speak in a firm voice. Do not whisper. Do not use slang or street talk when speaking with a member of the media. The young audience might understand you, but the older audience will be lost.

- ***Communicate with us.***

If you see or hear any misinformation about yourself, your team, or your coaches, please notify a member of the Athletic Media Relations Staff. On occasion an announcer might mispronounce your name or a writer might misspell your name. Let us know. It is the only way we can correct the problem.

## CHAPTER 5 – PHYSICAL WELFARE

### SPORTS MEDICINE/ATHLETIC TRAINING ROOM

#### *Brief Overview*

The University of Memphis athletic training staff consists of three NATA/State Certified athletic trainers and five graduate assistants. Medical supervision is provided by Campbell Clinic Orthopedics and Thomas Meriwether, MD, internal medicine. Athletic Training Facilities are located at the Bill Murphy Complex on south campus, Elma Roane Fieldhouse, and Larry O. Finch Center. Student-Athletes are encouraged to utilize the athletic training room that is assigned to their athletic teams; however, we will provide services to any student-athlete in any facility. Our hours of operation are **Monday – Friday, 8:00 AM – 4:30 PM, and by appointment only.** Remember, to stay healthy is to be healthy. Prevention is the key.

#### *Mission*

Our mission is to provide the best medical care possible for student-athletes. We are committed to the health and well-being of our student-athletes and at no time should that be sacrificed for the good of a team. Our medical supervisors have the final word in the participation of a student-athlete. We are committed to educating our student-athletes in healthy lifestyles both at the University and for life after college. We specialize in injury prevention so the student-athletes can perform at their optimal level.

#### *Insurance Policy*

The University of Memphis Athletic Department carries medical insurance for all injuries and illnesses that result from the student-athlete's participation in practice, sanctioned athletic activities, and University sponsored athletic competition. We do not assume any responsibility for any illness or injury which does not arise as a result of such participation, although we shall try to arrange medical care for such illness or injury. For these reasons, it is advisable that you or your parent/guardian carry medical insurance to cover non-athletic illnesses or injury. Our team physicians and athletic trainers will try to help you as much as possible with any situation that might arise.

## **STRENGTH & CONDITIONING PROGRAM (TIGER POWER)**

### ***Mission***

The University of Memphis Strength & Conditioning staff has adopted a no nonsense approach to the training of our athletes. Improving critical athletic qualities such as strength, power, speed, agility, flexibility, and endurance make up the foundation of our strength & conditioning program. We put our athletes through extensive training programs that match the needs of their sport and their level of physical development. In the end our objective for every athlete is to be athletically capable of participating professionally in their respective sport at the conclusion of their collegiate career.

### ***Locations***

The University of Memphis Athletics Department has three weight room facilities for its student-athletes to train. The Iron Tiger Weight Room is located at South Campus and is home to baseball, football, men & women's golf, rifle, men & women's soccer, softball, men & women's tennis, and the track & field program. The Fieldhouse Weight Room is home to volleyball and women's basketball and is located on campus in the Elma Roane Fieldhouse. The Larry O. Finch Center Weight Room is home to the men's basketball team and is located next door to the Recreation Center. Each facility includes an array of free weights, dumbbells, machines, and medicine balls to allow each team to perform an unlimited variety of exercises and movements.

Our hours of operation are **Monday – Friday, 8:00 AM – 4:30 PM, and/or when assigned by the strength and conditioning coach for your program.**

### ***Expectations***

The Strength and Conditioning Program has very high expectations of the athletes. They are not measured against the average athlete, but by the nation's best. Being powerful, fit, and fast is all relative to the level of competition that they compare themselves with. Throughout the athlete's career, strength coaches seek to expel thoughts of stagnation and contention with their current athletic abilities from our athlete's psyche. If our athletes are to truly flourish and grow, they must understand that there is always someone faster, stronger, and in better shape. Strength Coaches expect their efforts in training will reflect an understanding of this unmistakable truth in athletics.

## CHAPTER 6 – FINANCIAL AID

### *Athletic Scholarships*

Each varsity sport is provided a specific number of athletic scholarships within the guidelines established by the NCAA. The allocation of each award is at the discretion of the Head Coach of each individual sport.

In compliance with NCAA rules and regulations, athletically related financial aid is awarded on an annual basis and is limited to educational expenses including tuition, fees, room, board, and/or required course related books and supplies. The Athletics Department must notify a student-athlete as to the status of his/her award on or before July 1 preceding the academic year. Ideally, the student-athlete who is offered and accepts such athletically related financial aid may continue to receive such support provided he or she continues to be a team member and continues to make satisfactory progress toward graduation as defined by the existing standards. For more information regarding Athletic Scholarships, please call 901-678-4122.

### *Off-Campus Monthly Stipend*

Student-Athletes who receive athletic scholarships (room & board) and live off-campus will receive four checks during the fall semester and four checks during the spring semester to cover his or her room and board expenses. The amount of the award is equal to the cost of financial aid for housing and board established by the Athletic Department, proportional to what has been calculated for living on-campus. Checks can be picked up in the Athletic Business office located on the second floor of the Athletic Office Building (AOB 205). Prior to the disbursement of these checks, student-athletes are required to be in compliance with all NCAA, CUSA, and UM rules and policies. Accordingly, if a student-athlete is not in compliance, he or she will not receive their check. For more information regarding Off-Campus Monthly Stipends, call 901-678-4122.

### *Picking Up Text Books*

If your athletic scholarship qualifies you to receive books and you **do not** have an outstanding balance, getting your books is a whole lot easier. One simple step for the student-athletes, that's all! Pick up your prepackaged textbooks at the UM bookstore and you are ready to go for the semester. Below is an outline of the new procedures, however, if you have any questions concerning the new process, call 901-678-2461.



### *Pre-packaged Textbooks*

- CAAS submits class schedules for those student-athletes who receive scholarships to the Athletic Business Office.
- Athletic Business Office gives completed/approved book form to UM bookstore.
- UM bookstore will prepackage the textbooks prior to the start of each semester.
- Your coach will provide you with the date and time when you can pick up your textbooks.

### **STUDENT-ATHLETES WILL BE REQUIRED TO:**

- GO to the UM bookstore at the time/date scheduled for your sport.
- PRESENT a student-athlete ID.
- VERIFY/CONFIRM prepackage books are those required for class.

**NOTE:** Athletic scholarships (book scholarship) are for “REQUIRED” textbooks only. Student-athletes are not permitted to receive textbooks that are outlined as “recommended” on syllabus as part of this process.

### **ANY STUDENT-ATHLETE WITH AN OUTSTANDING DEBT WILL NOT BE ABLE TO PICK UP PREPACKAGED BOOKS, and MUST go through the following steps in order to receive their textbooks:**

- During the first week of class, bring your schedule and class syllabi to AOB Room 205.
- Fill out a book form and get it approved by the Athletic Business Office.
- Take approved book form to the bookstore, pull the books listed on the book form, and go to the cashier for processing.
- If the book you need is out-of-stock, you may purchase it at the Tiger Book Store, 3533 Walker Avenue (324-2808) or from an online bookstore (i.e. Barnes & Noble, Amazon, etc.). Bring your receipt, syllabus, and your class schedule to the AOB Room 205 to be reimbursed.
- If an instructor has written the material for your class and it is on your syllabi, you will be instructed to purchase it online or from a different source. Bring your receipt, syllabus, and class schedule to the AOB to get reimbursed.

### ***Returning Text Books***

The following procedures must be followed at the **END OF THE SEMESTER:**

- ON OR BEFORE THE LAST DAY OF EXAMS, take books to the Book Information Desk in the UM Bookstore, and tell them you are an athlete. Your books will be scanned and you will be given a TRAINING MODE RECEIPT and BUYPACK RECEIPT.

- Bring BOTH receipts to the Athletic Business Office by the designated due date to be cleared to receive books for the next semester.

**Late Books:** If text books are returned late (after the last day of exams), you must pay 1/4<sup>th</sup> the original cost of the books.

**Kept/Lost/Stolen Books:** If text books are not returned, you must pay 1/2 the original cost of the books before receiving books for the next semester.

**Book Form Restrictions:** No *Recommended* texts are allowed. Also, basic school supplies cannot be purchased on the book for (i.e. paper, pens, binders). If noted as required on syllabus, goggles, padlocks, and chemistry kits are allowed. These items are available in the Athletic Business Office or can be purchased on the book form.

**Acknowledgment Form:** All athletes on Book Scholarship must sign this form. It explains the book return policy and most importantly states all books must be returned by the last day of exams.

If you have any questions about the book program please call the Athletic Business Office at 678-2461.

### ***Summer School***

For student-athletes who want to attend summer school and are seeking financial assistance from the Athletics Department, it is imperative that you discuss this with your CAAS counselor prior to the conclusion of the spring semester. You will be required to complete the “Summer School Request” form, and this form will be submitted to the appropriate athletic representatives for approval. Summer school scholarship is not a guarantee. You are required to satisfy specific summer school scholarship requirements set forth by the Athletic Department, and you must demonstrate that you have taken the necessary steps leading towards graduation (i.e. class attendance during academic year, comply with CAAS study hall and tutor requirements).

NCAA regulations states that a student-athlete may NOT receive athletic aid for attendance during a summer session unless he or she received such athletic aid during the previous academic year. Further, such aid may only be awarded in proportion to the amount of athletic aid received during the previous academic year. For more information regarding summer aid, call 901-678-4117.

### ***Fifth Year Aid***

NCAA regulations permit a student-athlete to receive five years of scholarship aid within a six-year period beginning with the dates of your initial enrollment. Each Head Coach may

recommend financial aid for student-athletes who have completed their athletic eligibility, but are eligible to receive a fifth year of athletically related aid. Aid is provided on a semester by semester basis. Class attendance is a requirement for fifth year aid and it will only be awarded for undergraduate degree completion.

**Funds are available for those fifth-year student-athletes who have met the following requirements:**

- Demonstrated a commitment to academics and a desire to obtain a degree.
- Completed his/her eligibility in good academic and athletic standing.
- Presented a positive image in the Memphis community and represented the Department of Athletics with the utmost character.
- Received approval of head coach, Director of Academic Services and Director of Athletics or designee.

### ***NCAA Special Assistant Fund***

The NCAA provides the Special Assistance Fund (SAF) to all participating institutions. The purpose of the SAF is to help student-athletes who are eligible for the Pell Grant or student-athletes receiving countable aid who have been identified as having financial needs. The fund is to be used to assist student-athletes who have monetary needs that are based on circumstances that are related to family emergency, course related academic supplies, and medical/dental necessities. In addition, based on availability, funding up to \$500 per year can be used for clothing, provided prior approval is given from the Athletic Compliance Office.

### ***NCAA Student-Athlete Opportunity Fund***

The Student-Athlete Opportunity Fund (SAOF) is intended to provide direct benefits to student-athletes or their families as determined by the NCAA and CUSA. As a guiding principle, the fund shall be used to assist student-athletes in meeting financial needs that arise in conjunction with participation in intercollegiate athletics, enrollment in an academic curriculum, or that recognize academic achievement. All student-athletes, including international, are eligible to receive SAOF benefits, regardless of whether they are grant-in-aid recipients, have demonstrated need, have either exhausted eligibility or no longer participate due to medical reasons.

Some of the acceptable uses for the SAOF the NCAA has approved:

- Educational supplies (laptops, cameras, drafting equipment, etc.)
- International student fees and insurance
- Graduation or academic achievement awards
- Supplemental insurance premiums for student-athletes
- Medical, vision or dental expenses not covered by another insurance program
- Clothing allowances
- Additional trips home

Prohibited uses of the fund are limited to salaries, grants-in-aid (except for summer school), capital improvements and stipends for student-athletes.

For more information regarding SAOF, please contact the Athletic Compliance Office.

## CHAPTER 7 – NCAA, C-USA, and UM GUIDLINES

### SPORTSMANSHIP

For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty, and responsibility. These values should manifest not only in athletics participation, but also in the broad spectrum of activities affecting the athletics program.

The University of Memphis Department of Athletics expects sportsmanlike conduct of its student-athletes and will not tolerate any action that brings discredit to the university, the Athletics Department, or anyone associated with the Athletics Department including coaches, administrators, and other student-athletes.

### RECRUITING

#### *Student-Athlete Host*

As a UM student-athlete, you may be asked to host a prospective student-athlete (PSA) when he/she visits our institution for an official and/or unofficial visit. Acting as a student host/hostess is an important service to the institution and to the Athletics Department.

Appropriate conduct is required of you by institutional, conference, and NCAA standards. **ALL** official and unofficial visits are expected to be in compliance with NCAA rules. As a PSA host/hostess **YOU**:

- May **ONLY** entertain the PSA within a **30-mile** radius of campus.
- May **NOT** receive “hard tickets” for a campus athletic event.
- May **NOT** purchase gifts for the PSA or the PSA’s parent, legal guardian, or spouse.
- May **NOT** give cash to the PSA or the PSA’s parent, legal guardian, or spouse.
- May **NOT** use a vehicle provided or arranged by any institutional staff member or representative of athletics interest.
- May **NOT** allow recruiting conversations to occur on or off campus between the PSA and a representative of athletics interest.
- May **NOT** conduct a tryout in the presence of a coach, institutional staff member, or representative of athletics interest.
- **NO** use of alcohol or drugs are allowed.
- **NO** gambling or gambling activities are allowed.
- Any activity that would violate criminal law is **PROHIBITED**.

### ***Hosting a PSA on Official Visits***

Official visits may not exceed 48 hours. In order to be a student host/hostess for a PSA, you must be enrolled as a full-time UM student. During an official visit, you may be provided with \$30 per day for entertainment purposes ONLY. That money is to be used for you, the PSA, and the PSA's parent, legal guardian, or spouse. Other students may assist with hosting the PSA, but they will have to pay for their own entertainment. You will be provided with an additional \$15 per day for each additional PSA you entertain. The cost of meals and admissions to athletics events are excluded from the \$30 entertainment money.

### ***Hosting a PSA on Unofficial Visits***

Unofficial visits are funded, in their entirety, by the PSA. NO money can be spent by the Athletic Department on you or the prospect during an unofficial visit. Unofficial visits are also confined to the University of Memphis campus. You are NOT allowed to take a prospect on an unofficial visit off-campus at any point for any reason.

## **AGENTS**

The NCAA strictly regulates interaction with agents, advisors, and their representatives (more commonly known as “runners”). A student-athlete shall be ineligible for participation in intercollegiate sports if he or she has agreed (orally or in writing) to be represented by an agent for the purposes of marketing his or her athletics ability or reputation in that sport. Further, an agency contract not specifically limited in writing to a sport or particular sports shall be deemed applicable to all sports, and the individual shall be ineligible to participate in any sport. Student-athletes and their relatives and friends are also prohibited from receiving any kind of benefit or expense, such as transportation or clothing from agents, advisors, and their representatives. Violations of these rules are considered to be among the most serious. For this reason, we urge all student-athletes to inform the Athletic Compliance Office if they are aware of any agent, advisor, and/or “runner” activities.

Engaging in the conduct listed below will result in the immediate loss of a student-athlete's eligibility and immediate cancellation of financial aid awards:

- Signing a contract or statement of intent to contract with a professional team, league, athletic agent or agency.
- Verbally agreeing to sign a contract in the future with any professional team, league, athletic agent, or agency.
- Receiving payment or a promise of payment of money or a benefit of any kind by a professional team, league, athletic agent or agency.

- Giving anyone your consent to negotiate on your behalf with any professional team, athlete agent or agency.
- Any member of your family receiving money, borrowed money, or any other benefit of any kind from a professional team, league, athletic agent or agency.
- Direct or indirect contact with athletic agents while the student-athlete has remaining eligibility.

## **AMATEURISM**

Student-athletes must maintain their amateur status to be eligible to compete in intercollegiate athletics. Therefore, student-athletes may **NOT** accept payment of any kind, directly or indirectly, for participating in their sport.

In rare situations, student-athletes may receive money from their respective sport's national governing body or an amateur sports club, depending upon the type of competition and the circumstances related to each competition. However, prior to receiving any funds, the student-athlete needs to get approval from the Athletic Compliance Office.

## **COMPLIMENTARY ADMISSIONS**

### ***Comp Admissions for Family/Friends***

As a UM student-athlete, you are permitted to receive up to four (4) complimentary admissions (via pass-list, NOT hard tickets) for all home and away competitions (based on ticket availability and individual team guidelines). You are permitted to receive up to six (6) complimentary tickets if you are a member of a team participating in a conference championship, NCAA championship, or bowl game. These admissions may be used by friends or family members. As a UM athlete you may NOT be compensated in any manner for adding a guest name to the pass list, as this is prohibited by the NCAA. NOTE: Complimentary admissions are only available for ticketed events.

Each guest using one of your admissions must present a photo ID at the pass gate for admissions. Examples of proper ID include student ID, driver's license, or a government and/or official picture ID from place of employment. If acceptable ID is not presented, admissions will be denied. Any guest appearing at the complimentary admissions pass gate for admissions, but not listed, will be denied complimentary admissions and will be required to purchase a ticket (if available).

Student-athletes must sign-up in advance for complimentary admissions. Please contact your coach to find out what steps should be taken in order for you to sign up for complimentary admissions.

### ***Comp Admissions for Student-Athletes***

In compliance with NCAA and C-USA rules, all student-athletes in all sports may receive a complimentary admission to all regular-season home athletic events as long as tickets are available. “Hard tickets” cannot be issued. UM uses the student pass gates for such complimentary admissions. In order to gain entrance to any of the intercollegiate sporting events, student-athletes must present their UM student ID at the pass gate for admissions. NO exceptions will be made.

## **DRUG TESTING**

### ***NCAA/C-USA***

The NCAA and the C-USA have established a list of banned substances provided to you in a supplemental packet the first team meeting by the Athletic Compliance Office. You should not assume that the list of banned substances is limited to “street” or illegal drugs. Some of them can be found in prescription and over-the counter medications, such as cold remedies and in various nutritional supplements. Therefore, before taking any medication or supplement, you are advised to consult with your team trainer.

Strict penalties have been established for first and subsequent violations of the NCAA banned substances rule. In addition, student-athletes who refuse to participate in mandatory drug testing or who attempt to manipulate a drug test are subject to an ineligible ruling pursuant to NCAA, C-USA, and institutional rules and regulations.

The NCAA Executive committee and the C-USA have been authorized to determine the time and methods for drug testing of student-athletes. The NCAA may randomly select student-athletes for drug testing prior to or immediately following participation in NCAA Championships. All student-athletes are subject to NCAA random drug testing on a year-round basis, including the summer months.

### ***University of Memphis***

UM Athletics recognizes drug abuse is a serious social and health problem in today's society and that the use or abuse of certain drugs can seriously affect or damage the health and performance of an athlete. The abuse of chemical substances including illegal drugs, misuse of prescription drugs, androgenic anabolic steroids, alcohol, and drugs that are not medically



indicated will not be tolerated by the Department of Athletics. To combat this problem, the Department of Athletics established a drug education program to assure that its athletes have the opportunity to participate in a drug free environment while attending The University of Memphis. It is hoped that this program will generate positive attitudes that carry into the student-athlete's life after graduation. The program consists of three primary components:

- Educational seminars on drug abuse to athletes and staff
- Drug screening of all athletes to detect usage or abuse of chemical substances
- Counseling sources for substance abuse

For more information about the drug education program, please call 901-678-4135.

## **EMPLOYMENT**

NCAA rules require all student-athletes to receive written permission to work prior to commencing any kind of employment at any time during the academic year. Student-athletes can initiate the process for securing the required prior written approval by completing a form that is available in the Athletic Compliance Office. Employment cannot begin before a copy of this form, with all required signatures, is returned to the student-athlete by an Athletic Compliance Office representative.

In order to get approval for employment, the employer and student-athlete must review and verify the following information:

- The student-athlete is to be compensated only for work actually performed.
- The student-athlete is to be compensated at a rate commensurate with the going rate in that locality for similar services.
- The student-athlete will not receive any benefits or perks not provided to all employees in his/her job title and description.
- Compensation does not include any remuneration for value or utility that the student-athlete may have for the employer because of the publicity, reputation, fame, or personal following that he or she has obtained because of athletics ability.

A student-athlete may be employed by his or her institution, by another institution, or by a private organization to work in a camp or clinic as a counselor. The student-athlete may receive compensation granted the following requirements are met:

- The student-athlete must perform duties that are of general supervisory character in addition to any coaching or officiating assignments.
- Compensation provided to the student-athlete shall be commensurate with the going rate for camp clinic counselors of like teaching ability and camp or clinic experience and may not be paid on the basis of the value that the student-athlete may have for the employer because of athletics reputation or fame the student-athlete has achieved.

It is not permissible to establish varying levels of compensation for a student-athlete employed in a sports camp or clinic based on the level of athletics skills of the student-athlete.

- A student-athlete who only lectures or demonstrates at a camp/clinic may not receive compensation for his or her appearance at the camp/clinic.

A student-athlete may receive compensation for teaching or coaching sport skills or techniques in his or her sport on a fee-for-lesson basis provided:

- Institutional facilities are not used.
- Playing lessons shall not be permitted.
- The institution obtains and keeps on file documentation of the recipient of the lesson(s) and the fee for the lesson(s) provided during any time of the year.
- The compensation is paid by the lesson recipient (or the recipient's family) and not another individual or entity.
- Instruction to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time.
- The student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lesson sessions.

Before lessons can begin, the student-athlete must complete the appropriate "fee-for-lesson" form with all required signatures. This form can be obtained at the Athletic Compliance Office.

In addition, it is NOT permissible for a student-athlete to make appearances that may imply endorsement of a commercial enterprise or product. Examples include an appearance at a grand opening of a sporting goods store, or referring to an advertiser during a radio interview. Modeling that a student-athlete may have done prior to collegiate enrollment could be continued with certain restrictions, but must be cleared with the Athletic Compliance Office.

At the beginning of each year, the Athletic Compliance Staff will meet with all student-athletes to provide them with a written description of how NCAA rules apply to employment. If you have questions prior to receiving any information pertaining to the employment program, contact the Athletic Compliance Office.

## **STUDENT-ATHLETE PROMOTIONAL APPEARANCES**

The NCAA allows student-athletes to speak to groups and make appearances for institutional, charitable, educational, or nonprofit promotions. There are some restrictions and a form must be completed in all cases. If you are asked to speak at an event or promote any type of organization, you should refer that person to the Athletic Compliance Office so that the proper information and permission may be obtained.

## **EXTRA BENEFITS**

It is NOT permissible for a student-athlete, or their relatives and friends to receive any kind of “extra benefit” or preferential treatment that is not made available and provided to the general public or the general student population under the same terms and conditions in which it is made available and provided to the student-athlete or their relatives and friends.

The NCAA specifically identifies several types of “extra benefits” that are not permitted. An all inclusive list is not provided here, but some examples of special arrangements that are specifically **prohibited** include:

- A loan of money.
- Free or reduced- cost or services.
- The use of an automobile.
- Transportation to or from a summer job.
- Signing or co-signing a note with an outside agency to arrange a loan.
- A special discount, payment arrangement, or credit on a purchase or service (e.g. laundry, restaurants, car dealers, movie theatre, concerts).
- A benefit connected with on-campus or off-campus student-athlete’s housing (e.g. individual television sets or stereo equipment, specialized recreational facilities, room furnishing or appointments of extra quality or quantity).

Violation of the NCAA “Extra Benefits” rule may result in the loss of your athletic eligibility. When in doubt, please contact the Athletic Compliance Office at 901-678-2088.

## **GAMBLING**

The NCAA opposes all forms of legal and illegal sports wagering. Sports wagering has the potential to undermine the integrity of sports contests and jeopardizes the welfare of student-athletes and the intercollegiate athletics community. Sports competitions should be appreciated for the inherent benefits related to participation of student-athletes, coaches, and institutions.

### **Student-Athletes should NOT knowingly:**

- Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition.
- Solicit a bet on any intercollegiate team.
- Accept a bet on any intercollegiate competition for any item (shirt, cash, dinner, etc.) that has value.

- Engage in any type of activity that influences the outcome of an intercollegiate contest in an effort to affect win-loss margin (“point shaving”).
- Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, a parlay card, the internet, or any other method.

Violation of any NCAA gambling/sports wagering rule will jeopardize the eligibility of any student-athlete involved in such activities.

## HAZING

The University of Memphis Athletics Department only supports those activities which are constructive, educational, inspirational, and that contribute to the intellectual and personal development of students. As such, the institution unequivocally opposes any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment, or ridicule.

Hazing is an intentional action taken, situation created, or any conduct or method of initiation into any school organization, club, or team under direct school sponsorship that denies a person his or her individual rights or results in mental or physical discomfort, embarrassment, ridicule or endangerment. Hazing includes any forced treatment or physical activity which is likely to adversely affect the physical health or safety of any student or which subjects a student to extreme stress. Additionally, hazing can include exaggerated or excessive teasing. It is “hazing” when a student compels another student to participate in any activity which is against University policy or state/federal law. Even if a hazing victim may seem willing or may even agree to participate in some form of personal embarrassment or physical/mental danger, this does not change or lighten the responsibility of the one who is doing the hazing. In addition, any person who witnesses or fails to report knowledge of any incidents of hazing may be considered to be a participant in the hazing.

Actions and activities which are prohibited include, but are not limited to, the following:

- Any type of initiation or other activity where there is an expectation that individuals joining a particular team must participate in behavior designed to humiliate, degrade, or abuse them, even if that person is willing to participate.
- Any requirement or pressure put on an individual to participate in any activity which is illegal, perverse, and publicly indecent, contrary to his/her genuine morals and/or beliefs (e.g. public profanity or indecent or lewd conduct).
- Any activity or action that creates a risk to the health, safety, or property of the University or any member of the surrounding community.
- Assigning or endorsing “pranks” such as stealing or harassment of another organization.
- 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.
- Morally degrading/humiliating games or other activities that makes the member the object of amusement, ridicule, or intimidation.
- Subjecting a member to cruel and unusual psychological conditions.

Any violation by any student-athlete or team will result in severe penalties and sanctions determined by the University Of Memphis Office Of Judicial Affairs. There will be NO EXCEPTIONS!

## **PLAYING AND PRACTICE SEASON**

A student's participation in mandatory countable athletically-related activities is limited to a maximum of 4 hours per day and 20 hours per week when the student-athlete's sport is "**IN-SEASON**". Student-athletes must be given one day off per week when classes are in session.

Countable athletically related activities INCLUDE but are not limited to:

- practice
- competition
- mandatory strength training and conditioning
- individual workouts required or supervised by a coach
- captain's practices
- mandatory or supervised film or videotape reviews

Examples of activities that are NOT countable include: training table, physical rehabilitation, dressing, taping, academic study hall, academic tutoring sessions, travel to and from practice and competitions, medical exams or treatments, and voluntary workouts supervised only by the strength and conditioning staff members who have been instructed to report back to the coaching staff.

A student-athlete's participation in countable athletically-related activities during the academic year must follow the guidelines listed below when the student-athlete's sport is "**OUT-OF-SEASON**".

- Participation may not exceed 8 hours.
- Such participation is limited to mandatory strength training and conditioning.
- 2 of the 8 hours per week may be spent on voluntary individual skill instruction in all sports except
  - Men and women's basketball – 4 hours for skill instruction
  - Football – skill instruction not permitted during the "OUT-OF-SEASON" period, although eligible football student-athletes can

- watch a film or videotape with their coaches for up to 2 of the 8 hours each week “OUT-OF-SEASON” during the academic year.
- No more than 4 student-athletes may be involved in skill related instruction with their coaches at any one time in any facility except
    - From September 15 through April 15
    - Football – skill instruction not permitted
    - Baseball – from September 15 to one week prior to the final examination period for the fall term and from January 15 through April 15

In the “OUT-OF-SEASON” period during the academic year, student-athletes must be given a minimum of two days off per week on which no countable athletically related activities may occur.

NCAA rules prohibit a student-athlete from missing class for the purpose of participation in any practice activities, except when a team is traveling to an away-from-home contest and the practice is in conjunction with the contest. These rules apply whether or not the class instructor monitors attendance or approves of missed class time.

## **REPRESENTATIVES OF ATHLETIC INTEREST**

The definition of a “Representative of Athletic Interest” (Booster) as defined by the NCAA is anyone who at anytime has:

- Been a member of a sports booster club such as the “M-Club” or “Highland 100”.
- Made contributions to that Athletics Department or to an athletics booster organization.
- Assisted in the recruitment of a prospective student-athlete.
- Arranged for or provided summer employment for enrolled student-athletes.
- Assisted in providing benefits to enrolled student-athletes or their families.
- Been involved in any way with promoting UM’s athletic programs.
- Held season tickets in any sport.

### **It is PROHIBITED for a Representative of Athletic Interest to:**

- Provide cash or loans in any amount to a student-athlete, or family or friends of the student-athlete.
- Provide use of an automobile or transportation of any type.
- Provide rent-free or reduced-cost housing for any length of time.
- Provide gifts, free or reduced cost services including meals, drinks, clothing, laundry, haircuts, and legal fees.

- Provide awards or monetary gifts to a student-athlete for his/her athletic performance.

## **TRANSFERRING TO ANOTHER INSTITUTION**

Any student-athlete wanting to transfer to another institution should contact their head coach to discuss the possibility of being released. The Head Coach will then work with the Athletic Compliance Office to process the appropriate paperwork. If you have questions pertaining to the NCAA transfer requirements and how they will affect your eligibility, you can contact the Athletic Compliance Office at 901-678-2088 or the Assistant Director in CAAS at 901-678-2707.

## CHAPTER 8 – CALENDARS and DIRECTORIES

### UM ACADEMIC CALENDAR

#### FALL SEMESTER

Fall Classes Begins  
Labor Day Holiday  
Fall Break  
Thanksgiving Holiday Vacation  
Classes Resume  
Last Day of Classes  
Study Day  
Final Exams  
Commencement

#### SPRING SEMESTER

Spring Classes Begins  
Martin Luther King Holiday  
Spring Break  
Classes Resume  
Last Day of Classes  
Study Day  
Final Exams  
Commencement

#### SUMMER SESSION

Pre Session Begins  
Memorial Day Holiday  
Last day of Classes  
Final Exams

Full Session Begins  
Break for Full Term  
Classes Resume  
Last day of Classes  
Final Exams

First Session Begins  
Independence Day Holiday  
Last day of Classes  
Final Exams

Second Session Begins  
Last day of Classes  
Final Exams

#### 2009

Saturday, August 29  
Monday, September 7  
Saturday-Tuesday, October 17-20  
Thursday-Sunday, November 26-29  
Monday, November 30  
Wednesday, December 9  
Thursday, December 10  
Friday-Thursday, December 11-17  
TBA

#### 2010

Thursday, January 14  
Monday, January 18  
Monday-Sunday, March 8-14  
Monday, March 15  
Wednesday, April 28  
Thursday, April 29  
Friday-Thursday, May 1-7  
TBA

#### 2009

Monday, May 17  
Monday, May 31  
Thursday, June 3  
Friday, June 4

Monday, June 7  
Friday-Monday, July 2-5  
Tuesday, July 6  
Thursday, Aug 12  
Friday, August 13

Monday, June 7  
Sunday-Monday, July 4-5  
Thursday, July 8  
Friday, July 9

Monday, July 12  
Thursday, August 12  
Friday, August 13



# TIGER ATHLETIC DIRECTORY

## ATHLETIC DIRECTOR

R. C Johnson

678-5395

[rjohnson@memphis.edu](mailto:rjohnson@memphis.edu)

## ATHLETIC OFFICES

Academics	Dr. Joe Luckey, Director	678-2714	<a href="mailto:jluckey@memphis.edu">jluckey@memphis.edu</a>
Athletic Aid	Sally Andrews, Coordinator	678-4122	<a href="mailto:sandrews@memphis.edu">sandrews@memphis.edu</a>
Compliance	Nicole Green, Asst. AD	678-3085	<a href="mailto:ngreen@memphis.edu">ngreen@memphis.edu</a>
Development	Bill Landsen, Assoc. AD	678-2334	<a href="mailto:blansden@memphis.edu">blansden@memphis.edu</a>
Equipment	Marc Hohorst, Head Manager	678-2848	<a href="mailto:mhohorst@memphis.edu">mhohorst@memphis.edu</a>
5 <sup>th</sup> Year Aid	Lynn Parkes, Assoc. AD.	678-2088	<a href="mailto:lparkes@memphis.edu">lparkes@memphis.edu</a>
Life Skills	Kelly Dale, Coordinator	678-2388	<a href="mailto:kldale@memphis.edu">kldale@memphis.edu</a>
Marketing	TBA	678-4142	TBA
Media Relations	Bob Winn, Assoc. AD	678-2337	<a href="mailto:bwinn@memphis.edu">bwinn@memphis.edu</a>
M-Club	TBA	678-4878	TBA
SAAC	Kelly Dale, Coordinator	678-2388	<a href="mailto:kldale@memphis.edu">kldale@memphis.edu</a>
Summer School	Lynn Parkes, Assoc. AD	678-2088	<a href="mailto:lparkes@memphis.edu">lparkes@memphis.edu</a>
Tickets	Melissa Moore, Asst. AD	678-4143	<a href="mailto:mmoore@memphis.edu">mmoore@memphis.edu</a>
Training Room	Amos Mansfield, Head Trainer	678-2847	<a href="mailto:amansfie@memphis.edu">amansfie@memphis.edu</a>
	Finch Center	678-2247	
	Fieldhouse	678-2340	
	South Campus	678-3546	

## SPORTS MAIN LINES

### MEN

Baseball	678-4137
Basketball	678-2346
Football	678-4140
Golf	678-4136
Rifle	678-2452
Soccer	678-4141
Tennis	678-5309
Track & Field	678-4295

### WOMEN

Basketball	678-4120
Golf	678-4121
Rifle	678-2452
Soccer	678-3427
Softball	678-2315
Tennis	678-2328
Track & Field	678-4295
Volleyball	678-4232

### IMPORTANT WEBSITES

Academics	<a href="http://www.memphis.edu/caas/index.php">http://www.memphis.edu/caas/index.php</a>
Athletics	<a href="http://gotigersgo.cstv.com/">http://gotigersgo.cstv.com/</a>
Compliance	<a href="http://www.memphis.edu/compliance/">http://www.memphis.edu/compliance/</a>
Life Skills	<a href="http://www.memphis.edu/lifeskills/">http://www.memphis.edu/lifeskills/</a>

## UM CAMPUS DIRECTORY

Admissions/Transfers	678-2111
Bursar's Office	678-5579
Calendar of Events (recording)	678-2079
Campus Bookstore	678-2011
Campus Recreation Center	678-2811
Career & Employment Services	678-2239
Cecil C. Humphreys School of Law	678-2421
College of Arts and Science	678-3067
College of Communication and Fine Arts	678-2350
College of Education	678-4265
Fogelman College of Business and Economics	678-2432
Health Services (Center)	678-2287
Herff College of Engineering	678-2171
Honors Program	678-2690
International Students Office	678-1765
Kemmons Wilson School of Hospitality & Resort	678-8021
Loewenberg School of Nursing	678-2003
Marketing and Communications	678-2843
McWhorter Library	678-2208
Police Services	678-4357
Rudi E. Scheidt School of Music	678-2541
Student Leadership & Involvement	678-8679
University College	678-2716
University Main Line	678-2000



# CLASS SCHEDULE

Name \_\_\_\_\_

Semester \_\_\_\_\_

	Sun	Mon	Tue	Wed	Thurs	Fri	Sat
<b>7</b> am :30							
<b>8</b> am :30							
<b>9</b> am :30							
<b>10</b> am :30							
<b>11</b> am :30							
<b>12</b> PM :30							
<b>1</b> PM :30							
<b>2</b> PM :30							
<b>3</b> PM :30							
<b>4</b> PM :30							
<b>5</b> PM :30							
<b>6</b> PM :30							
<b>7</b> PM :30							
<b>8</b> PM :30							
<b>9</b> PM :30							

# CLASS SCHEDULE

Name \_\_\_\_\_

Semester \_\_\_\_\_

	Sun	Mon	Tue	Wed	Thurs	Fri	Sat
<b>7</b> am :30							
<b>8</b> am :30							
<b>9</b> am :30							
<b>10</b> am :30							
<b>11</b> am :30							
<b>12</b> PM :30							
<b>1</b> PM :30							
<b>2</b> PM :30							
<b>3</b> PM :30							
<b>4</b> PM :30							
<b>5</b> PM :30							
<b>6</b> PM :30							
<b>7</b> PM :30							
<b>8</b> PM :30							
<b>9</b> PM :30							

## CAMPUS MAP

<b>BUILDING</b>	<b>ABBR</b>	<b>LOCATION</b>
<a href="#">Administration Building</a>	AD	F-9
<a href="#">Alumni Center</a>	AC	I-15
<a href="#">Annex IV</a>	N/A	N/A
<a href="#">Art Building</a>	AB	E-8
<a href="#">Athletic Office Building</a>	AOB	K-13
<a href="#">Ball Hall, E.C.</a>	BH	I-12
<a href="#">Baptist Student Union</a>	1	C-10
<a href="#">Barth House Episcopal Center</a>	2	C-8
<a href="#">Billy Mac Jones Building</a>	BMJ	J-15
<a href="#">Bookstore / V. Lane Rawlins Service Court Facility</a>	BS	H-11
<a href="#">Brister Hall, John Willard</a>	JWB	D-11
<a href="#">Browning Hall</a>	BR	I-8
<a href="#">Campus School</a>	CS	J-12
<a href="#">Carpenter Student Housng Cmplx-</a>	CSH	J-3
<a href="#">Catholic Student Center</a>	3	B-11
<a href="#">CERI, 3876 Central</a>	EQ1	K-4
<a href="#">CERI, 3890 Central</a>	EQ2	K-4
<a href="#">CERI, 3892 Central</a>	EQ3	K-4
<a href="#">CERI, 3904 Central</a>	EQ4	K-4
<a href="#">CERI, 3918 Central</a>	EQ5	K-4
<a href="#">Christian Student Center (Church of Christ)</a>	4	C-8
<a href="#">Clement Hall</a>	CL	E-11
<a href="#">Clock Tower, V. Lane Rawlins</a>	CT	G-11
<a href="#">Communication and Fine Arts Building</a>	CFA	G-6
<a href="#">Dunn Hall</a>	DH	F-7
<a href="#">Ellington Hall</a>	EH	E-12
<a href="#">Engineering Administration Building</a>	EA	H-5
<a href="#">Engineering Science Building</a>	ES	I-5
<a href="#">Engineering Technology Building</a>	ET	I-6
<a href="#">FedEx Institute of Technology</a>	FIT	D-6
<a href="#">Fieldhouse, Elma Neal Roane</a>	FH	H-10
<a href="#">Finch Recreation Facility, Larry O.</a>	FRF	G-16
<a href="#">Fogelman College of Bus &amp; Econ Admin Bldg</a>	FAB	D-5
<a href="#">Fogelman College of Bus &amp; Econ Classroom Bldg</a>	FCB	D-5
<a href="#">Fogelman Executive Center</a>	FEC	E-5
<a href="#">Hayden Hall</a>	HH	H-9
<a href="#">Health Center, Hudson</a>	HC	H-8
<a href="#">Herzog Building, Ray L.</a>	HB	H-8
<a href="#">Holiday Inn</a>	HI	E-4
<a href="#">Information Center</a>	IC	C-5
<a href="#">Jewish Student Union</a>	5	C-9
<a href="#">Johnson Hall</a>	JN	D-10
<a href="#">Jones Hall</a>	JO	F-9
<a href="#">Law, Cecil C. Humphreys School of</a>	LAW	F-5
<a href="#">Life Sciences Building</a>	LS	H-12
<a href="#">Lipman Early Childhood School &amp; Res Inst, Barbara K.</a>	LIP	H-2
<a href="#">Manning Hall</a>	MN	G-9
<a href="#">McCord Hall</a>	MC	H-8
<a href="#">McWherter Library, Ned R.</a>	ML	H-7
<a href="#">Meeman Journalism Building, Edward J.</a>	MJ	F-8
<a href="#">Mitchell Hall</a>	MI	E-11
<a href="#">Music Building</a>	MU	H-5
<a href="#">Muslim Student Union</a>	6	B-11
<a href="#">Mynders Hall</a>	MY	E-9
<a href="#">Newport Hall</a>	NH	I-15
<a href="#">Panhellenic Building</a>	PAN	D-7
<a href="#">Parking Garage, Deloach</a>	PG1	E-6
<a href="#">Parking Garage, Zach Curlin</a>	PG2	H-11
<a href="#">Patterson Hall</a>	PT	D-12
<a href="#">Presbyterian Place</a>	7	C-9
<a href="#">Printing Services Building</a>	PS	E-14
<a href="#">Psychology Auditorium</a>	PA	E-7
<a href="#">Psychology Building</a>	PSY	E-7
<a href="#">Rawls Hall</a>	RH	D-8
<a href="#">Richardson Towers</a>	RT	B-5
<a href="#">Robison Hall</a>	ROB	I-9
<a href="#">Rose Theatre Lecture Hall, Michael D.</a>	RTH	H-10

<a href="#">Scates Hall</a>	SC	H-9
<a href="#">Smith Hall, J.M.</a>	SM	G-12
<a href="#">Smith Hall, Nellie Angel</a>	SH	D-8
<a href="#">South Hall</a>	SO	J-14
<a href="#">Student Recreation and Fitness Center</a>	REC	G-15
<a href="#">Theatre and Communication Building</a>	TC	G-5
<a href="#">Tiger Den</a>	JOC	F-9
<a href="#">University Center</a>	UC	G-11
<a href="#">Wesley Foundation (Methodist)</a>	8	C-10
<a href="#">West Hall</a>	WH	D-9
<a href="#">Wilder Tower, John S.</a>	WT	E-11
<a href="#">Wilson School of Hospitality &amp; Resort Mgt, Kemmons</a>	WS	E-4

