

Office of Athletics & Recreational Sports Personnel

ABAC 41, 2802 Moore Highway
Tifton, GA 31793-2601

<u>Position</u>	<u>Name</u>	<u>Phone</u>	<u>E-Mail</u>
Office of Athletics & Rec Sports www.abac.edu/athletics	Main Office FAX	(229) 391-4930 (229) 391-4931	
Athletic Director	Alan Kramer	391-4928(o)	akramer@abac.edu
Administrative Associate	Shirley Wilson	391-4930(o)	swilson@abac.edu
Equipment & Facilities Manager	Alton Hudgins	391-4935(o)	ahudgins@abac.edu
Athletic Trainer-RST	John Davis	386-5200(o)	jpd2008@yahoo.com
Bus Driver	Adrian Salter	391-4930	
Baseball Coach Assistant Baseball Coach	Steve Janousek Jeff Kilgore	391-4936(o) 391-4933(o)	sjanousek@abac.edu jkilgore@abac.edu
Golf Coach – Men’s Volunteer Assistant Coach	Herb Hendrix Sonny Hawkins	391-4934(o) 391-4934 (o)	hhendrix@abac.edu
Soccer Coach – Women’s Assistant Soccer Coach	Jimmy Ballenger Dusty Clark	391-4939(o) 391-4939(o)	jballenger@abac.edu
Softball Coach Assistant Softball Coach	Donna Campbell Kim Griffin	391-4929(o) 391-4929(o)	dcampbell@abac.edu kgriffin@abac.edu
Tennis Coach – Men’s & Women’s Assistant Tennis Coach	Alan Kramer Dale White	391-4928(o) 391-4937(o)	akramer@abac.edu dwhite@abac.edu

Table of Contents

- I. ABAC Mission Statement
- II. ABAC Athletics at a Glance
 - a. Philosophy
 - b. Purpose
 - c. Objectives
 - d. Mission Statement
- III. Current Catalog
- IV. ABAC Student Code of Conduct
- V. Athletic Addendum to Student Code of Conduct
- VI. Sportsmanship Policy
- VII. NJCAA Information Link
- VIII. Academic Support Resources and Link
- IX. ***FORMS (to be completed-*IN DETAIL*-PRIOR to 1st day of Practice)/must have parents signature if under 18
 - _____ Physical Packet
 - _____ Team Rules
 - _____ Release and Waiver of Liability
 - _____ GCAA Consent Form
 - _____ Medical Insurance and Authorization
 - _____ HSR Insurance Form (Copy Of Front and Back Primary Insurance Card* must maintain current insurance coverage at all times)
 - _____ Substance Abuse Informed Consent Statement
 - _____ Statement of Mutual Responsibility
 - _____ Discriminatory Harassment Policies & Procedures Form
 - _____ Personal Information Consent Form

I. Institutional Mission Statement

Abraham Baldwin Agricultural College is a residential institution offering pre-baccalaureate and associate degrees in a broad array of disciplines, and baccalaureate degrees in targeted fields. With a state-wide mission in agriculture and strong programs in the liberal arts, nursing, business, the natural and physical sciences, the social sciences, and physical education, the College serves students with diverse educational and career goals. Associate of Applied Science degrees prepare students for entry into a career field. Associate of Arts and Associate of Science degree programs provide the first two years of study toward a baccalaureate degree. Baccalaureate degrees in selective fields may be pursued by students holding an associate's degree.



Abraham Baldwin Agricultural College is a student-centered institution. As a point of access to higher education, the College provides a learning support program for under-prepared students. Evening, off-campus, and online courses furnish educational opportunities for individuals who are unable to attend classes in the traditional setting. Intercollegiate and intramural athletic programs and numerous student organizations offer students opportunities for physical and social development. Modern, state-of-the-art apartments provide the convenience of on-campus residence.

Vitaly involved with the educational and economic development of south Georgia, Abraham Baldwin Agricultural College continually strives to expand its service to the region. Public service programs include special-interest activities and courses, occupation-enhancing classes, youth enrichment courses, and performing and visual arts events. The College also provides administrative services and facilities that enable community and state organizations, as well as other units of the University System of Georgia, to bring seminars, meetings, and upper-level and graduate instruction to the region.

The College's goal is to contribute to a better-educated Georgia. To that end, it engages in a comprehensive planning and assessment process, enabling it to build upon its strengths and correct weaknesses. The College's faculty, staff, and administration are committed to excellence in preparing students to be informed, productive citizens in the Twenty-First century.

II. ABAC Athletics at a Glance

ABAC has a rich tradition of successful intercollegiate athletic programs. Five national championships and a long standing winning tradition serve as highlights for the intercollegiate athletic program at Abraham Baldwin. The Golden Stallions and Fillies are always strong competitors. ABAC teams compete in men's baseball, men's golf, men's tennis, women's fast pitch softball, women's soccer and women's tennis. All full-time students are invited to try out for the intercollegiate athletic teams and are strongly encouraged to contact the head coach PRIOR to the start of the semester. The Golden Stallions have won national championships in men's tennis in 1984 and 1999. The softball team has claimed national titles in 1991, 1995, and 1996.

ABAC is a member of the Georgia Collegiate Athletic Association and Region XVII of the National Junior College Athletic Association. Abraham Baldwin showcases its athletes in some of the finest outdoor venues available among state colleges in Georgia. These include a lighted baseball and softball field, 12 professionally-lighted tennis courts, varsity soccer field, a golf driving range, a putting green, all-purpose intramural field, intramural softball field, a nine hole golf course, a pool, a gym, and a walking track.

a. Statement of Philosophy

Abraham Baldwin Agricultural College believes that athletics is an important part of the college experience. ABAC has over the years created a balance between academics and athletics where the student-athlete has the best possible opportunities for success in the classroom and on the playing field. ABAC is dedicated to meeting the needs of students, promoting academic excellence, and serving the community as a source of knowledge, expertise, and culture. Athletic programs provide an active learning experience in building skills and attitudes such as persistence, team-work, cooperation, sportsmanship, courtesy, determination, time management, and personal discipline. Athletics develops character and maturity as well as athletic excellence and physical health and is important in gaining community support for the college at local and state levels and fosters pride among students, faculty, staff, alumni, and citizens of Tifton and Georgia. The ABAC athletic program is committed to providing equal opportunities of participation and accessibility to all students and spectators regardless of their age, race, sex, disability, religion, national origin or veteran status. Abraham Baldwin Agricultural College has the highest expectations and behavioral standards for its students, faculty, staff, contractors, visitors, and others that visit with this institution in regard to ensuring respect of others.

ABAC has zero tolerance for harassment of all types including sexual harassment which is a violation of the USG and ABAC non-harassment policies and ABAC Title IX guidelines (www.usg.edu/hr/orientation/USO_Sexual_Harassment_Policy.pdf) and (www.abac.edu/policies/non_harassment). Failure to conform to ABAC standards of behavior are viewed with the utmost seriousness, and will result in severe disciplinary action including and up to discharge or expulsion.

Additionally, sexual harassment and harassment based upon protected categories, including race, color, gender, religion, and national origin, are also violations of Title VII of the Civil Rights Act of 1964. Disability, age, and veteran status are additionally protected by law. Sexual harassment and sexual violence are also a violation of federal law, specifically Title IX and criminal prosecution may also result.

Sexual harassment can occur as the result of a person creating a hostile environment for others, including jokes, pictures, or inappropriate use of social media. Covered activities include all academic, educational, extracurricular, athletic, and other programs of the college, whether those programs take place in a college's facilities, at a class or training program sponsored by the college, or elsewhere.

Complaints of student-on-student harassment that initially occurs off college grounds may also be processed in accordance with established procedures.

In all cases, ABAC will investigate all cases in a prompt, thorough, and impartial manner. In cases involving potential criminal conduct, college personnel will determine, consistent with state and local law, whether appropriate law enforcement or other authorities should be notified.

ABAC will make every reasonable effort to maintain the confidentiality of complaints and throughout the investigative process. A written response to the complainant and the alleged perpetrator will be made concurrently at the conclusion of the investigation.

The Title IX Coordinator for ABAC is the Human Resources Director. The Deputy Title IX Coordinators for receipt of complaints also include the Dean of Students and the Director of Student Development. Details around reporting and other specific guidelines will be made available through the ABAC website at www.abac.edu/policies/title9.

ABAC will also provide educational training to students, faculty, and staff on an on-going basis in an effort to promote awareness and understanding.

All students, employees, visitors, contractors, and vendors are strongly encouraged to report any actions or activities that may be a violation of the USG and ABAC Non-harassment Policies and federal law, specifically Title IX. Retaliation for reporting issues or problems is also expressly prohibited by USG and ABAC Policy.

There is zero tolerance for violations of the above areas, and they will result in severe disciplinary action including and up to discharge or expulsion.

b. Statement of Purpose

At ABAC, student-athletes will be given the opportunity and encouragement to complete a college degree which will prepare them for further study or for occupational careers, and which will

provide them the opportunity to develop athletic abilities in an environment consistent with high standards of academic scholarship, sportsmanship, and leadership. The primary purpose of the athletic program is to provide those experiences which complement and support student-athletes in their pursuit of a collegiate education.

c. Objectives

The objectives of the athletic program are

1. To encourage academic scholarship and sportsmanship among student-athletes, students, faculty, staff, and spectators at athletic events.
2. To provide academic counseling, advisement, and support for student athletes.
3. To field disciplined, competitive athletes and teams who are recruited, coached, and supported by professionals dedicated to the observation of all applicable rules.
4. To schedule appropriate competition for the athletes and teams.
5. To update and maintain intercollegiate athletics in order to accommodate the athletic and recreational needs of a diverse student, faculty/staff and community.
6. To strive for improvement in the system of intercollegiate athletics by cooperation and promotion of sportsmanship with other institutions.
7. To endeavor to provide financial assistance as needed by student-athletes.
8. To comply with Title IX of the Higher Education Act.
9. To strive for excellence through Regional and National Championships.
10. To foster relationships with our local community and alumni.

d. Athletics Mission Statement

It is ABAC's mission to offer regionally (GCAA) and nationally (NJCAA) competitive intercollegiate athletic programs. Our focus is on building relationships with the local surrounding community while providing a worthwhile experience for our student-athletes, teaching them the meaning of integrity and ethical conduct, the basic principles of amateur competition, sportsmanship, fair play, and the principle of equitable opportunity for all students including women and minorities. We seek to enhance the academic endeavors of ABAC by helping through our success to attract promising students. Above all, we recognize that the College's obligation is to provide our students with a level of quality education which leads to recognized academic achievement, contributes to their social development, and prepares them to continue their academic and athletic pursuits.

III. 2011-2012 Catalog:

<http://www.abac.edu/catalog/2011-2012/index.cfm>

IV. Student Code of Conduct (see Statement of Mutual Responsibility):

<http://www.abac.edu/ses/handbook/conduct.pdf>

V. Athletic Addendum to Student Code of Conduct (see Statement of Mutual Responsibility):

Student-athletes are one of the most visible groups in the college community due to their public exposure via the competitive arena and the media. Consequently, their actions are often subject to scrutiny by other members of the campus community. Student-athletes are, therefore, placed in a position which requires exemplary behavior.

Basic courtesy and responsibility as a representative of ABAC Athletics require that all student-athletes:

- Treat instructors and classmates with courtesy and respect.
- Arrive to class on time and not leave early.
- Be prepared for class.
- Be attentive in taking notes and active in participating in class discussions.
- Notify instructors in advance when competition or travel requires missed classes.
- Discuss with instructors in advance the procedure to be followed if competition necessitates missing an examination or assignment deadline.

When student-athletes do group work with other student-athletes, their behavior invites judgments of student-athletes as a group. The behavior of each student-athlete should reflect positively on ABAC Athletics in general and specific sports in particular. Behavior has a definite impact on the reputation of the ABAC Athletics and the attitude the campus community has toward the entire athletics program.

Scholastic Dishonesty/Collusion will ABSOLUTELY not be tolerated. Examples of collusion are:

- Failing to secure your academic work
- Providing a paper or project to another student
- Providing an inappropriate level of assistance
- Communicating answers to a classmate about an exam or any other class assignment
- Removing tests or answers from a test site
- Allowing a classmate to copy answers

Similarly, student-athletes' conduct will be closely scrutinized during campus events, travel, and competition off campus. Student-athletes are looked upon as role models, particularly by young

children, and it is important that personal conduct be above reproach at all times. It is expected that representatives of ABAC, either at the College or on road trips, will:

- Abide by the Student Code of Conduct and Athletic Addendum
- Abide by all team rules, training rules, and travel rules as outlined by the head coach. (Student-athletes absolutely must comply with the directions of college officials).
- Dress appropriately.
- Be courteous, patient, and cooperative with fans, officials, community people, and media personnel.
- Refrain from use of inappropriate language, signs or symbols of unsportsmanlike conduct.
- Refrain from loud, attention-drawing, or discourteous behavior when traveling, staying in hotels, or visiting other campuses.
- Refrain from the following:
 - Alcohol, tobacco and drug use
 - Conviction of an indictable offense
 - Destroying, stealing, or defacing property
 - Illegal gambling
 - Personal web pages questionable content

With the rising popularity of sites such as Facebook and MySpace, student-athletes should take responsibility for the content of individual pages. Questionable content can present a negative image of student-athlete as an ABAC student-athlete, and therefore a negative image of the ABAC Athletics. You should also be aware that you and your friends are not the only people who view your information. Employers view these pages as part of background checks on possible employees. People who would do you harm also use these pages as means of locating you.

Please adhere to the following guidelines concerning content:

- NO offensive, derogatory, or discriminatory remarks
- NO pictures displaying any illegal activities (ex: underage drinking)
- NO pictures displaying any activities that may be considered Hazing activities
- NO pictures displaying any offensive gestures or sexual content

Student-athletes who do not conform to the stated expected behavior of this code may be subject to discipline. The discipline may range from a warning to dismissal from the team, and/or reduction/withdrawal of athletically related financial aid.

Any student-athlete who drops below the 12-hour enrollment will NOT be allowed to compete or practice with the team or participate in sports-related activities. That student-athlete is also jeopardizing future financial aid. All athletes who receive Athletic Grant-in-Aid must live on campus. Athletes who live with their parents or legal guardians within a 50-mile radius of the campus will be able to apply for exemption from the residency requirement.

It is the fundamental belief of the NJCAA that athletic participation is a privilege and that those athletes who use illegal performance enhancing and/or recreational drugs substantively violate that privilege. In response to any violations of this nature that occur and are detected in NJCAA-sponsored or sanctioned events, continuation of rights and privileges or participation by the individual or the institution will be reviewed or revoked, as appropriate.

The ABAC Drug Policy is a Suspected Use Policy: ABAC does NOT random drug test, but we reserve the right to test any athlete if there is reasonable suspicion he/she is using illegal substances. Each instance will be handled on a case by case basis. The totality of circumstances will be studied. It is the institution's accepted responsibility to provide a competitive environment that is free from drug and substance use and abuse. A student-athlete who is suspected of using illegal substances may be subject to testing upon approval by the Director of Athletics. If a student-athlete refuses testing, the athlete will be subject to sanctions imposed by the Head Coach and Director of Athletics. In all cases, student-athletes will be afforded full rights of due process, which will include notice of the suspected violation, in writing, and the opportunity to respond, prior to the implementation of any disciplinary action. The results of testing will be made known only to the College's Director of Counseling, Director of Public Safety, the Director of Athletics and Head Coach. (see Substance Abuse Informed Consent Statement).

Hazing will not be tolerated. Examples of hazing include, but are not limited to

- Any type of physical brutality, such as whipping, beating, or striking.
- Any type of physical activity, such as sleep deprivation, exposure to the elements, or confinement in a small space.
- Any activity requiring consumption of food, liquid, or alcoholic beverage.
- Any activity that intimidates or threatens a student with ostracism or subjects them to extreme mental stress, shame, or humiliation.
- Any activity that includes, causes, or requires the student to perform a duty or task that involves a violation of the Penal Code.

In keeping with the Intercollegiate-Athletics philosophy of "student first, athlete second," the educational experience for the student-athlete will be emphasized at all times. Coaches will make every effort to minimize student-athlete absences from class and exams in scheduling athletic competitions.

When practice schedules conflict with class schedules, student-athletes are required to attend class. All student-athletes are expected to attend all scheduled class meetings. If a class is missed due to a scheduled road trip or home competition, student-athletes should notify their instructor *prior* to the absence to make plans to complete all work as assigned.

VI. Sportsmanship

It is the goal of the NJCAA, its Board of Directors and Standards and Ethics Committee, that its member institutions continue to move towards a conscious state of sportsmanship and game ethics that transcend the notion of winning at all cost.

The NJCAA is dedicated to the values of sportsmanship, ethics, and fair play. The NJCAA adopted a sport-wide Sportsmanship and Ejection Policy in 2005, becoming the first collegiate athletic organization to adopt a sportsmanship and/or ejection policy that encompasses all sponsored sports.

In 2007 the NJCAA Standard and Ethics Committee presented, and the organization approved, an entirely new Code of Conduct for student-athletes, coaches and administrators. The new policy puts even more emphasis on conduct on and off the field and endorses strict penalties and reporting.

ARTICLE XVIII – SPORTSMANSHIP

A basic principle of NJCAA athletic competition is to develop and foster respect for fellow participants, coaches, officials and spectators. The following handbook section applies to all athletic events involving NJCAA member institutions, conferences and regions. Sport rule books may apply rules and regulations that are more restrictive than those found in this section.

- A. Participants will recognize their responsibility for proper conduct before, during and after every contest.
- B. Coaches and Athletic Directors will recognize and assume responsibility for the behavior of themselves, players, staff, game management personnel and representatives of the respective NJCAA member institution.

Section 1. Ejections: (The Ejection Form can be found in the “Forms” section of the Handbook/Casebook.)

- A. Ejection for violent behavior:
 1. Violent behavior is defined as:
 - a. An act in which physical contact or an attempt to make physical contact occurs with the purpose to do damage, harm, intimidate, incite a fight or otherwise injure a player, coach, referee, spectator, game management personnel or damage property.
 - b. An act in which any bench personnel other than the coaching staff leave the bench area when a fight may break out or has broken out.
 2. The following penalties will be assessed if a game official ejects a player, coach, team personnel, staff member, or game management personnel for violent unsportsmanlike behavior:
 - a. Immediate ejection and removal from the venue.
 - b. Mandatory ejection and removal from the venue for any bench personnel other than the coaching staff who leaves the bench when a fight may break out or has broken out.
 - c. A two contest suspension to be served during the next two regularly scheduled or post season contests. Suspension of a coach or player at the end of a season of play shall carry over to the following season.
 - d. Should the player, coach or team personnel be ejected for violent behavior a second time during the season, that individual shall be prohibited from participating in athletic contests of that institution for the remainder of the academic year, including postseason play.
 - e. Penalties shall be imposed automatically by the offending institution with suspensions to be in effect for the next two regularly scheduled contests as appearing on the published schedule of the institution at the time of the ejection.
 - f. The referee may end the contest.
 - g. Failure to report and/or comply will result in:
 1. For the first occurrence, the penalties will double, with the head coach serving the double portion of the penalty and a letter of reprimand shall be sent to the Director of Athletics and the President of the institution.
 2. For the second occurrence, the penalties will double and a sanction of probation shall be given to the offending institution for that sport in that year.

3. Games played during the time of failure to report and/or failure to comply with Article XVIII, Section 2.A must be forfeited.
- B. Ejection for **non-violent unsportsmanlike behavior**:
1. Non-violent unsportsmanlike behavior is defined as profanity, vulgar gestures, trash talking, taunting or abusive language directed at players, coaches, referees, game management personnel and/or spectators. The use of tobacco or alcohol during NJCAA sponsored events is prohibited within this rule.
 2. The following penalties will be assessed if a game official ejects a player, coach, team personnel, staff member, or game management personnel for non-violent unsportsmanlike behavior:
 - a. Immediate ejection and removal from the venue.
 - b. For the first non-violent ejection of the sport season, a one contest suspension to be served during the next regularly scheduled or post-season contest(s). Suspension of a coach or player at the end of the season of play shall carry over to the following season. For the second non-violent ejection of the sport season, a two game suspension shall be served. For the third non-violent ejection of the sport season, a four game suspension shall be served. Each subsequent ejection will result in a doubling of the suspension previously served.
 - c. Penalties shall be imposed automatically by the offending institution with suspensions to be in effect for the next regularly scheduled contest as appearing on the published schedule of the institution at the time of the ejection.
 - d. Failure to report and/or comply will result in:
 1. For the first occurrence penalties will double, with the head coach serving the double portion of the penalty and a letter of reprimand shall be sent to the Director of Athletics and the President of the institution.
 2. For the second occurrence penalties will double and a sanction of probation shall be given to the offending institution for that sport in that year.
 3. Games played during the time of failure to report and/or failure to comply with Article XVIII, Section 2.A must be forfeited.
- C. Entering spectator area is prohibited: No player, coach or bench personnel may leave the playing area and enter into the spectator area of the facility to engage in any type of verbal or physical conflict. Penalty for violation of this rule shall be immediate ejection from the contest and suspension from all intercollegiate athletic contests of that institution for the remainder of the academic year including playoffs.
- D. Ejection of the coach: the game shall be terminated and a forfeit declared if the head coach is ejected and there is no assistant coach or other college staff contractually bound to the institution willing to assume responsibility for the team.
- E. Reporting structure
1. The Athletic Directors of the member institutions involved in the contest shall notify, in writing, their respective Region Director (or designee) following the ejection/s by noon local time of the first business day following the event.
 2. The Region Directors (or designee) shall keep a record of all ejections in their respective region. The record shall include the name and institution of the person ejected, the date of the ejection, the reason for the ejection, and the penalty imposed.
 3. The Region Director or designee shall supply an end of the year report of the ejections occurring in the Region. The report shall include the number of ejections and the penalties assessed by sport. Copies of the end of the year report shall be given to the Region, the Sport Committee, and the Standards and Ethics Committee by June 15 of that academic year.
- F. Appeals
1. Participants in all NJCAA certified sports are subject to the penalties listed for the ejections.
 2. There is no appeal of a game(s) suspension resulting from an ejection by a game official except:
 - a. When there is the college's irrefutable game video evidence that the wrong student-athlete/coach was ejected. If the wrong student-athlete/coach was ejected, the penalty will be assessed to the student-athlete/coach in violation and he/she will serve the complete suspension.
 - b. All game suspensions will be in effect during the appeals process.
 - c. Only the institution of the student-athlete(s)/coach(s) that was ejected can appeal.
 - d. The NJCAA National Office will rule on all appeals.

NOTE: The level of the ejection can not be appealed (violent vs. non-violent).

Section 2: Suspensions:

A Personnel and athletes suspended under these NJCAA rules shall not be allowed in the facility/gym/field complex before or during the contest and may not coach or participate before the game, during play, or at half-time. Suspended coaches may travel with the team. Suspended athletes may not travel with the team while serving a suspension.

VII. NJCAA Information Link <http://www.njcaa.org/>

VIII. Academic Support Link <http://www.abac.edu/aac>

IX. Forms-SEE HANDOUTS IN FOLDER POCKET

Mandatory Completion PRIOR to first practice:

- _____ Physical Packet
- _____ Team Rules
- _____ Release and Waiver of Liability
- _____ GCAA Consent Form
- _____ Medical Insurance and Authorization
- _____ HSR Insurance Form (Copy of Front and Back Primary Insurance Card* must maintain current insurance coverage at all times)
- _____ Substance Abuse and Informed Consent Statement
- _____ Statement of Mutual Responsibility
- _____ Discriminatory Harassment Policies & Procedures Form
- _____ Personal Information Consent/HIPPA/FERPA Form