

Dear Student-Athlete:

Welcome back to another exciting and my initial year at Middle Tennessee State University!

We know that you are prepared to contribute to another fine year of academic and athletic excellence. As you are aware, student-athletes at MTSU have exemplified the utmost in campus pride, friendliness, and community service. It is our goal to create the best possible educational and athletic experience for you.

I am asking and reminding you that as student-athletes, you keep in mind you are a role model for many young people and serve as an ambassador for Middle Tennessee State University at all times. Our expectation is that you always conduct yourselves in an exemplary manner.

Because of your academic and athletic abilities, you have been given the opportunity to show young people how to accomplish athletic, academic, and personal goals through efforts on the field/court, on campus, in the classroom, and in the community. Your personal commitment to excellence in all campus and community endeavors and to good sportsmanship in representing yourself, the NCAA, Sun Belt Conference, and Middle Tennessee State University in athletic competition is expected and appreciated.

The Athletic Administration and the coaching staffs are proud of you and your accomplishments in athletic competition, academic and personal pursuits. We are here to provide continued support for you and your teammates. I am proud to be and proud to have you as a member of the Blue Raider family.

Good luck in the coming year and Go Blue Raiders!

Sincerely,

Chris Massaro
Director of Athletics
Middle Tennessee State University

Rights and Responsibilities

The MTSU Student-Athlete has the right to:

Be treated with respect and dignity

A positive academic environment

Appropriate academic support and personal counseling services

Participate in an athletics program of the highest integrity

Competent coaching

Safe and proper equipment

Be instructed about the safe use of mandatory equipment

Adequate practice and competition facilities

Medical care as determined by MTSU & TBR policies

Competent athletic support personnel

Privacy of personal information as determined by MTSU and TBR policies

Financial support for completion of academic degree as afforded all students

Use grievance/appeal processes without prejudice or reprisal

To comfortable accommodations when traveling

The MTSU Student-Athlete has the Responsibility:

To show respect and dignity toward other students, faculty and staff

To be a motivated, focused and active learner in the classroom

To be motivated and focused to perform athletically at the highest personal level

To report injuries to the appropriate athletics program staff

To report personal and team NCAA rules violations to appropriate athletics program staff

To treat teammates, opponents, coaches, game officials, fans and the media with respect and dignity

To participate in community service activities as an ambassador of MTSU and the MTSU Athletics Program

To represent MTSU Athletics with the highest personal and ethical standards

To report all outside financial assistance to the MTSU Compliance Office

General Statement and Delineation of Responsibilities

- Middle Tennessee State University is committed to an athletic program that fully complies with all National Collegiate Athletic Association (NCAA) legislation. This brochure will address compliance as it pertains to student-athlete employment, registration and audit of automobiles owned or driven by student-athletes.
- An on-going review of all loans and/or grants provided to student-athletes from all sources outside the University, academics and continuing eligibility and MTSU/ NCAA drug policies.
- All Middle Tennessee State University athletic department employees, scholarship student-athletes, coaches, and representatives of our athletic interests will work to ensure that compliance with NCAA legislation is met.
- Administrators and representatives of university athletic interests may not secure employment for any student-athlete without Athletic Compliance Office approval.
- It is the responsibility of the Director of Athletics or designee with the support of the Head Coach to ensure that all forms used to document information are accurate and complete for those student-athletes on current squad lists.
- A student-athlete's failure to complete or respond to questions relating to any areas of compliance may result in the student-athlete being withheld from competition by the Director of Athletics.

Middle Tennessee State University is a member of the NCAA and the Sun Belt Conference and strictly adheres to the rules thereof. There will be no tolerance for violations of NCAA and/or conference rule violations. You are **ULTIMATELY RESPONSIBLE FOR YOUR ELIGIBILITY**. It is your responsibility to know and understand policies, procedures, rules and regulations of Middle Tennessee State University Athletics, the Sun Belt Conference and the NCAA. Whenever you are in doubt, ask your coach or contact the compliance coordinator.

Motor Vehicle Information

Each student-athlete who operates or parks any motor vehicle on the campus is required to register and obtain an official permit. This permit is valid for the current academic year and registers the vehicle with the Office of Parking and Transportation Services. Certain additional information on motor vehicles driven by student-athletes will be obtained on Compliance Statement forms completed prior to your first practice and prior to the last day of classes, respectively. The Athletics Director will evaluate the information provided by the student-athlete in this section to determine if the type of vehicle and its stated value

match the information on the student-athlete's financial statement. Any discrepancies will warrant further review.

Accountability & Record Keeping

The Athletics Director or designee will determine the standing of each student-athlete with regard to compliance requirements in the areas of employment, finances, and motor vehicles. Any discrepancies will be noted and investigated. No student-athlete will be allowed to compete until all compliance requirements have been met. A complete reporting of all findings will be made, in writing, to the Director of Athletics each year. A final summer report will also be submitted to the Director of Athletics. All records will be maintained in the office of the Director of compliance for a period of five years after the date of graduation or the last date the student-athlete was enrolled in school.

MTSU Team Travel Policy

All athletic teams will use the state travel rates for per diem limits. In all cases, team transportation will be arranged through established university procedures and will be approved by the Athletic Director and University President. Travel itineraries are to be arranged in advance. University transportation should be secured in all instances when available. When university transportation is not available, charter and commercial transportation may be secured. Documentation must be maintained in the athletic department indicating that various cost alternatives have been explored before making all arrangements and reservations. However, if such arrangements are made by the university's purchasing office, that office should maintain the appropriate documentation.

** 15 passenger vans are no longer options for team travel per MTSU policies and procedures.

TEAM ROSTER

A team roster of all individuals traveling to each scheduled event must be included with complete itinerary, including hotel and emergency phone numbers, for proper accounting and auditing purposes. Limits will not be set on travel squads. Coaches will be permitted to take necessary personnel for each trip. Sun Belt Conference and NCAA squad limits will be followed. Please contact the Director of Compliance for those limits.

RECEIPTS

Receipts are required for all team travel expenses. Team members may be given monetary allotments, but they must sign for funds distributed to them. An individual should not sign team travel reimbursement forms unless the dollar amount is specified on the form before the signature is obtained. Failure to comply with this policy will result in a written reprimand and could jeopardize your employment with the university.

LODGING

Lodging expenses shall not exceed the rate established by the MTSU Comprehensive Travel Regulations. Housing during road games will be identical in quality for all athletics teams. Room assignments will be two in each room for each sport. If traveling to a conference meeting or other locations where room rates exceed state allotment you must include rooming brochure provided by conference or the special event attended with printed "Special Rates" to receive full reimbursement.

MISCELLANEOUS EXPENSES

Receipts must support miscellaneous expenses, such as movies, NCAA merchandise, or other entertainment expenses while on team trips. Telephone calls by staff members for business purposes may be claimed with detailed documentation. Personal phone calls made from hotel rooms must be paid for by the individual making the call. Other unauthorized charges will be paid by individual responsible for the charge.

MEALS

Individual meals associated with team travel will follow the MTSU Comprehensive Travel Regulations. Team meals as listed below will be reimbursed at actual cost: breakfast or brunch, lunch, pre game meal, post game meal, evening meal. All athletic teams will use the state travel rates for per diem limits. Gratuities not exceeding 15% are allowed. Appropriate documentation and receipts are required. Dining arrangements for team travel will be reviewed each spring to ensure that they are equivalent. Inequities will be brought to the coach's attention and adjustments will be made.

EXCEPTIONS

The President or his or her designee may approve exceptions to the requirement of this policy in appropriate cases. Exceptions include laundry, bus driver tips etc. Approval for these items should be placed in a memo to the Athletic Director and President for approval. All out of country team travel must be pre-approved by the TBR. Approximately thirty (30) days should be allowed for proper authorization. The proposed travel should be submitted to the Athletic Directors office 90 days before travel approval. It will be forwarded to the Presidents office and then to TBR.

HOUSING

Housing during road games will be identical in quality for all athletic teams. Room assignments will be two to a room for each sport. All athletic teams will use the state travel rates for per diem limits as per-approved motel rates. In special situations where rates exceed state limitations, the special team rates should be presented on official letter head and should accompany your travel claim.

MODE OF TRANSPORTATION

The head coaches will select the mode of transportation to all away games. University vehicles will be reserved through MTSU Motor Pool on a first come first served basis. Charter buses or rental vehicles will be used when university vehicles are unavailable. Each sport is responsible for reserving university transportation unless multiple sports require transportation during the same period of time. If this occurs, priority for mode of travel will be determined by distance, number of participants, and equipment carried and approved by the Athletic Director. Please be advised that the university no longer approves the use of 15 passenger vans and coaches are not permitted to rent 15 passenger vans for travel.

PRE-APPROVAL OF GUESTS

University officials and guests of the university who accompany the team on trips must have written approval in advance by the President and/or the Athletic Director.

SUPPORT PERSONNEL

Limits will not be set on travel squads. Coaches will be permitted to take the maximum number of participants and necessary support personnel for each trip. NCAA and Sun Belt Conference travel regulations will apply when determining travel squad size.

TIME OF ARRIVAL

All teams will be afforded the same opportunity to arrive a night before the competition for trips over four hours and for early morning competitions under four hours away. This will allow every team equal opportunity to practice in the facility and obtain adequate rest before the competition. Please be aware of class time missed by student athletes and plan travel that will limit time missed.

Financial Aid

The NCAA permits a student-athlete to receive financial aid that does not exceed the commonly accepted educational expense (as specified by the Financial Aid office).

NCAA Bylaw: A student-athlete shall not be eligible to participate in inter-collegiate athletics if he or she receives financial aid that exceeds the value of tuition and fees, room and board, and required course-related books. Per the NCAA, a PELL Grant does not count toward team or individual limits; however, there are other types of aid from sources outside of athletics that are considered countable toward the limit of a full grant in aid. All outside aid MUST be reported to the Financial Aid Office and the Compliance Office in order to protect your eligibility.

Grants-In-Aid (Scholarships)

Middle Tennessee State University provides grants-in-aid, student loans, and other aid packages to assist you with your educational expenses. Any questions should be directed to the Financial Aid Liaison to athletics. He will assist you with your needs. Each sport is allocated grants-in-aid that are awarded by the Scholarship Committee on the recommendation of the Head Coach of the participant's sport and with the approval of the Director of Athletics in accordance with NCAA guidelines. It is important to note that each grant-in-aid is awarded for the maximum of one academic year in compliance with NCAA requirements.

Scholarship Renewals and Non-Renewals

Every year, each head coach recommends scholarship renewals and non-renewals to the Director of Athletics. On or before July 1, each student-athlete will be notified as to whether his/her scholarship for the up-coming year has been renewed, modified or denied. With these facts in mind, the student-athlete should take personal responsibility to assure his/her scholarship continuation. Those individuals whose grants-in-aid are not renewed have the right to an appeal. If you receive a letter of denial and you feel it is unwarranted, you should contact your Head Coach or the Compliance Office immediately and petition in writing for a hearing with the Middle Tennessee State University Scholarship Committee to begin an appeal.

Cancellation of Financial Award

Financial aid may be cancelled during the period of the award if the student-athlete engages in serious misconduct warranting substantial disciplinary penalty by the University's regular disciplinary authority. Aid may also be cancelled if the student-athlete falls below full-time status (less than 12 academic hours per semester) or voluntarily withdraws from the team. If you believe the cancellation of your aid is unwarranted, you should contact your head coach, the Director of Athletics, or the Director of Compliance immediately and petition, in writing, for a hearing with the MTSU Scholarship Committee. Middle Tennessee State University provides an appeal process for the cancellation of financial awards.

Summer School Aid

Financial aid may be available for those student-athletes who wish to attend summer school. This aid will be awarded based on the need to remain eligible and to graduate, although other allowances may be granted. All financial aid will be distributed at the discretion of the head coach and the Athletic Director. The student-athlete must consult their respective Head Coach for approval, who will forward the recommendation to the Director of Athletics for approval.

Student Loans

Various loans are also available to any enrolled student who can show financial need. Financial aid applications should be made through the Financial Aid Office as soon as you know you will be attending Middle Tennessee State University.

In accordance with NCAA regulations, all financial aid from any source outside the Financial Aid office must be reported to the Compliance Office.

This includes state employee or teacher discounts, private scholarships and employee reimbursement plans.

Aid to Fifth Year Student-Athletes

NCAA regulations permit a student-athlete to receive five years of scholarship aid within a six-year period beginning with the date of initial full-time collegiate enrollment. Student-athletes who have completed their athletic eligibility but are still eligible to receive a fifth year of athletically related aid may be recommended for financial aid by their head coach. Funds may be available for those fifth year student-athletes who have met the following requirements:

- Completed his/her eligibility in good academic and athletic standing.
- Presented a positive image in the Murfreesboro community and represented the Athletic Department with the utmost character.
- Received approval of Head Coach, Student-Athlete Enhancement Center, and Director of Athletics.

Eligibility for continuation of fifth-year scholarship aid during each semester once athletic eligibility has been exhausted shall be determined by the class attendance policy in effect for student-athletes with athletic eligibility remaining and the student's overall performance for the semester.

The NCAA has established a Special Assistance Fund to assist Division I student-athletes who are Pell Grant recipients and/or show financial need. The following student-athletes qualify to receive special assistance funds:

1. Pell-eligible student-athletes receiving athletic aid (except nonqualifiers in their initial year of residence) including student-athletes who have exhausted their athletics eligibility or no longer are able to participate due to medical reasons.
2. Student-athletes who are receiving countable athletically related financial aid and who have demonstrated unmet financial need as determined by an analysis conducted consistent with Federal methodology or the methodology used for all students at the institution.

3. For a foreign student-athlete, an official student-athlete advisory entity of the institution outside the athletics department must certify in writing that the student-athlete has financial need.

Special Assistance monies may be used for the following purposes:

- Medical expenses (except those covered by another insurance program, either institutional or personal)
- Hearing aids
- Vision therapy (e.g. contact lenses or eyeglasses)
- Off-campus psychological counseling
- Purchase of expendable academic course supplies (e.g. notebooks, pens) and rental of non-expendable supplies (e.g. computer equipment, cameras) that are required for all students enrolled in the course.
- Articles of clothing, shoes, or other essential expenses (not entertainment).
- Travel expenses for parents or student-athletes related to family emergencies.
- Receipts for purchases are required and must be submitted to the program administrator.

Opportunity Fund for Student-Athletes

The Student-Athlete Opportunity Fund is intended to provide direct benefits to student-athletes or their families in meeting financial needs that arise in conjunction with participation in intercollegiate athletics, enrollment in an academic curriculum, or as a means of awarding academic achievement. All student-athletes, including international students, are eligible to receive these benefits, even if already receiving Special Assistance Fund monies.

Examples of how Opportunity Fund monies may be used:

- Summer School
- Academic Achievement Awards
- Fifth and/or sixth year
- Graduation award
- Insurance premiums for student-athletics
- Supplemental insurance Graduate school exams
- Postgraduate scholarships
- Professional program testing
- Fees for internship programs
- Travel home
- Emergency expenses for student-athletes
- Travel for team being honored by Governmental body
- Travel expenses for family members to be present as student-athletes are honored
- International student fees, and insurance

- Expendable supplies
- Educational supplies (e.g. laptop computers, cameras)
- Clothing allowances or to enhance clothing allowance from Special Assistance Fund
- Emergency and medical expenses for spouse and dependents
- Medical and dental costs not covered by another insurance program for those student-athletes not eligible for the Special Assistance Fund
- The above lists are not all-inclusive. If you have a need and think you may be eligible to receive either Special Assistance or the Opportunity Fund, speak to your Head Coach for more information.

Rights of Procedure

Middle Tennessee State University shall promote and atmosphere of respect for and sensitivity to the dignity of every person. It shall also be its policy not to unlawfully discriminate with respect to policies, educational programs, medical care, activities, and employment policies. The Department of Athletics may administer disciplinary action immediately following allegations of misconduct. The student-athlete, however, will be afforded due process rights and an opportunity to be heard, to respond to and explain the alleged allegations.

It is important to remember that for acts of misconduct, you may be disciplined by your coaches, the Department of Athletics, and/or the University. If the disciplinary action includes reduction or cancellation of your athletic aid, you may request, in writing, an opportunity for a hearing. This process is available for a grievance, including, but not limited to matters pertaining to financial aid, transfer release, and disciplinary matters.

Impermissible Financial Aid “Pay” For Participation

Impermissible financial aid is well defined and limited by the NCAA. Examples of special arrangements that are specifically PROHIBITED include, but are not limited to:

- A special discount, payment arrangement or credit on a purchase (e.g. airline ticket, clothing) or service (e.g. laundry, dry cleaning).
- A loan of money.
- A guarantee of bond.
- Transportation to or from a summer job.
- A benefit connected with on-campus or off-campus student-athletes’ housing (e.g. individual television sets or stereo equipment, specialized recreational facilities, room furnishing or appointments of extra quality or quantity).
- Signing or co-signing a note with an outside agency to arrange a loan.
- A student selling his complimentary ticket to an athletic event.
- An institution providing a prize to a student-athlete as a result of the individual’s participation in the institution’s promotional activities, unless receipt of the prize

is consistent with the provision of Bylaws or official interpretations approved by the NCAA Council.

Student-Athlete Employment

The NCAA has restrictions in place regarding departmental involvement in securing jobs for student-athletes. The following criteria apply to any student-athlete employment:

- The student-athlete will be treated in the same manner as other employees in all respects.
- The student-athlete will be paid only for the actual hours worked and at an hourly rate not to exceed other employees performing similar work in the area where the employment is performed. All compensation must be in check form only.
- The student-athlete will be provided no benefits whatever that are not provided to other employees engaged in similar work; this includes but is not limited to use of vehicles, transportation to or from work, meals, loans or advances, and time off with pay.

All student-athletes wishing to participate in the Job Program must contact their coach. Once a job is secured, the University will send a thank you letter to the employer for providing you with this job opportunity along with NCAA guidelines concerning student-athlete employment.

The Director of Compliance or his designee will serve as the Job Program Coordinator. In this capacity, he will maintain a complete file of Student-Athlete Placement Forms and a list of employers who have been sent thank you letters.

Eligibility for Participation

The main purpose of eligibility rules is to ensure that your best interests as a student are being met while you compete in athletics. Basically, eligibility rules set minimum standards which show that, as a student, you are progressing in a reasonable and timely fashion toward receiving your degree at Middle Tennessee State University. Eligibility rules are established by Middle Tennessee State University’s academic policies, the Faculty Athletic Committee, and the National Collegiate Athletic Association (NCAA).

A student-athlete must compete with honesty and integrity at all times and represent the honor and dignity of fair play. A student-athlete is not eligible if he/she has shown dishonesty in evading or violating NCAA regulations.

In order to practice or compete in intercollegiate athletics, you must:

1. Be officially registered as a full-time student in a minimum of 12 credit hours per semester.
2. Maintain satisfactory progress toward a bachelor's degree as defined below.

Satisfactory Progress

The following legislation will apply for any student entering an institution (such as MTSU) on or before August 1, 2003:

Minimum Credit Hours - While the NCAA and MTSU minimum credit requirements mandate that you must satisfactorily complete 12 credits in each of the previous 2 semesters or an average of 12 credits over the 2 semesters, the minimum will not allow you to graduate in four years. Therefore we recommend you enroll in more hours when possible.

In the event you are required to attend summer school to meet the satisfactory progress requirements specified above, you may earn no more than 25% of the credit hours required to meet satisfactory progress during summer sessions. You must earn at least 75% of the credit hours required to meet satisfactory progress during the regular academic year.

Minimum GPA - You must maintain a GPA that places you in good standing as determined by MTSU.

Retention Standards-Suspension of Students

The minimum quality point average required achieving the baccalaureate or associate degree is 2.00.

A student failing to meet one of the following standards during any term will be placed on academic probation for the subsequent term:

1. Attain a 2.00 GPA for current term or
2. Meet one of the following retention standards:
 - 00-29.99 quality hours 1.50
 - 34-49.99 1.80
 - 50 or more quality hours 2.00

Students who fail to attain a grade of C or better on the second attempt of a basic or developmental course are placed on academic suspension for one term excluding summer without regard to current or cumulative grade point average. Grades of I/W or F will count as an attempt.

The cumulative quality point average for a transfer student will be computed on all work attempted from all institutions attended.

Designation of Degree Program or Major - You must officially declare a major that leads to a specific baccalaureate degree by the beginning of your third year of enrollment (5th semester). After this major has been declared, you must make progress toward

completion of this degree. Please coordinate with your faculty advisor to assure progress toward graduation.

Percentage of Degree Requirements - Entering the third year (5th semester) of enrollment, you must have successfully completed at least 25% of the course requirements in your specific degree program. Entering the fourth year (7th semester) of enrollment, you must have successfully completed at least 50% of the course requirements in your specific degree program.

Entering the fifth year (9th semester) of enrollment, - you must have successfully completed at least 75% of the course requirements of your specific degree program. Transfer students and students who are considering a change in their major should consult the Student-Athlete Academic Advisor to discuss how this requirement could affect their future athletic eligibility.

Satisfactory Progress (newest legislation) the following legislation will apply for any student entering an institution (such as MTSU) after August 1, 2003:

Minimum Grade-Point Average

A student-athlete who is entering his or her second year of collegiate enrollment shall present a cumulative minimum grade-point average (based upon a maximum 4.000) that equals at least 90 percent of the institution's overall cumulative grade-point average required for graduation.

A student-athlete who is entering his or her third or subsequent year of collegiate enrollment shall present a cumulative minimum grade-point average (based upon a maximum of 4.000) that equals 95 percent of the institution's overall cumulative minimum grade-point average required for graduation.

A student-athlete who is entering his or her fourth or subsequent year of collegiate enrollment shall present a cumulative minimum grade-point average (based upon a maximum of 4.000) that equals 100 percent of the institution's overall cumulative minimum grade-point average required for graduation.

If the institution does not have an overall grade-point average required for graduation, it is permissible to utilize the lowest grade-point average required for any of the institution's degree programs in determining the cumulative minimum grade-point average. The minimum grade-point average must be computed pursuant to institutional policies applicable to all students.

Percentage of Degree Requirements

A student-athlete who is entering his or her third year of collegiate enrollment shall have completed successfully at least 40 percent of the course requirements in the student's specific degree program.

A student-athlete who is entering his or her fourth year of collegiate enrollment shall have completed successfully at least 60 percent of the course requirements in the student's specific degree program.

A student-athlete who is entering his or her fifth year of collegiate enrollment shall have completed successfully at least 80 percent of the course requirements in the student's specific degree program.

The course requirements must be in the student's specific degree program (as opposed to the student's major).

You must be enrolled in a minimum of 12 credit hours each semester. If you drop a course during the semester and fall below 12 hours, you are immediately ineligible for competition and practice. Any competition during this time will result in a forfeit by your team.

Continuing Eligibility

Student-athletes are first of all students. If you are to remain in good academic standing, your grades and the classes you take are important. While you are not expected to know all the NCAA rules and regulations concerning continuing eligibility, it is to your advantage to know all you can so that you can ask the right questions. The Student Athlete Enhancement Center is a major resource in maintaining your academic eligibility.

Ensuring Academic Success

As should be stated in all mission statements of the Department of Intercollegiate Athletics, MTSU Athletics will subscribe to high standards of academic quality and view its athletes as an integral part of the student body and, by so doing, retain a clear separation between intercollegiate athletics and professional sports. As a matter of institutional philosophy and consistent with the Knight Commission reform agenda for intercollegiate athletics, Middle Tennessee will recruit student-athletes to be students first and athletes second.

Accordingly, the MTSU academic enhancement center will be central to the accomplishment of this mission. Middle Tennessee will be aware of the special needs of today's Division I student-athlete and make the commitment to address those needs with a comprehensive academic program. MTSU understands that in addition to the demands of being a student at institutions of higher learning, student-athletes must also deal with the extra pressures associated with participating athletically in a competitive major college divisions and conferences. The academic enhancement center and coaches will ensure that student-athletes succeed to highest academic abilities and that any possible educational disadvantages resulting from participation in intercollegiate sports will be offset.

The MTSU academic enhancement center will offer programs designed to help each student-athlete achieve his or her athletic and academic goals. Academic enhancement center will be staffed appropriately with full-time advisors, mentors and study hall supervisors. The entire staff will be dedicated to achieving the program goal of providing

comprehensive services to ensure a successful student-athlete experience academically, personally, vocationally, and athletically.

The academic enhancement center will also support leadership roles in the NCAA's CHAMPS/Life Skills program. This program was created as a total development program for student-athletes. It is designed to enhance the quality of the student-athlete experience within a university setting. The MTSU CHAMPS (Challenging Athletes. Minds for Personal Success) will include five areas of development: Academic Excellence, Athletic Excellence, Personal Development, Career Development, and Commitment to Service. Within the five areas of development, students-athletes will have the opportunity to grow personally and professionally. Student-athletes also will have quality leadership opportunities through the Student-Athlete Advisory Committee (SAAC) and at the NCAA level.

Within the MTSU CHAMPS/Life Skills program there will be the ability to offer various educational and informative seminars for student-athletes including, but not limited to: drug and alcohol awareness, eating disorders, dating/date rape issues, career planning, resume building, etc. In addition, the Department will work closely with additional units on campus to expand this program.

With the work of a superior Academic unit **and the coach's commitment to academics** the quality of student-athletes Middle Tennessee should be able to attract will be of the first-rate level, and athletics will experience outstanding academic success on the part of student-athletes.

The athletic departmental goal for each team will be for the program to reach, average, and to maintain or exceed an average GPA of 3.0. or better Additionally, will desire that all of the teams, both men's and women's, achieve a graduation rate that exceeds the graduation rate of the student body at large, and to increase the academic performance of those teams that currently have lower GPA's. To reach the goals aforementioned, the needs of the academic department should be relatively simple to obtain.

Middle Tennessee State Athletic Department 4-Year Graduation/Academic Game Plan

Student-Athletes are enrolled in minimum 15 hours per semester. With the implementation of 120 credits for graduation, S-A's should not have problems earning their degree in four Years.

Student-athletes that meet the following academic standards will be required to enter the Academic Enhancement Mentorship Program:

- Student-Athletes with GPA's between 2.50 to 2.75 meet with a academic counselor once per month.
- S-A's with GPA's between 2.25 and 2.49 will be required to meet with academics twice a month.

- S-A's with GPA's between 2.00 and 2.24 will be required to meet with academics one time weekly.
- Ineligible Student-Athletes will meet with academics two times per week.

Student-athletes not meeting the minimum requirements for satisfactory progress will be in the mentorship program. (This will address the needs of student-athletes not meeting the 25/50/75 and 40/60/80 satisfactory progress schedule.)

When it is determined student-athletes are not meeting their classes and/or missing academic meetings they could be suspended from dates of competition. The following criteria will be implemented when it is discovered that a student-athlete is not making academic meetings.

Level #1 Meet with Athletic Director

Level #2 Suspended from a portion of next scheduled contests. (I.e., 1st Half, 1st Match)

Level #3 Suspended from next scheduled contest

Placing Non-Qualifiers on scholarship

Inasmuch as Student-Athlete's will not be counted toward graduation rates or Academic Retention until they receive athletic aid. The athletic department's policy for putting non-qualifiers on scholarship will require said student-athletes to be eligible for competition prior to being put on athletic scholarship.

Summer School

Student-Athletes wishing to attend summer school will be required to meet certain requirements to qualify for a scholarship. One or all of these will apply:

- Must be in need of hours for eligibility for the next school year? However, for spring sports, if Student-Athlete can meet eligibility requirements subsequent to the fall term without summer school, they will not be considered.
- It will assist the student-athlete in graduating on time or earlier.
- Special case circumstances. The Athletic Director must approve all special cases

Playing and Practice Seasons

The NCAA requires that each sport have a limit on a student-athlete's participation in activities required by a coach. For example, practice, competition, weight training/conditioning, film review, and athletic related meetings are all considered countable athletically related activities and must be limited to a maximum of four hours per day and 20 hours per week, six day per week, during the playing season. This does not apply when teams are participating in conference and postseason championships or bowl games, or official vacation periods.

Outside the team playing season, coaches may require practice and/or strength and conditioning activities not to exceed eight hours per week. A student-athlete may request voluntary individual skill instruction, but such instruction is limited to two of the eight hours per week and cannot involve more than four student-athletes from the same team at any one time.

It is not permissible for a student-athlete to compete for an outside (non-university) team during the academic year without approval from the Director for Compliance. Questions regarding this and other compliance matters may be answered by the Compliance Office at (615) 898-5491.

Athletic Training Room

The Middle Tennessee State University Athletic Training Room is located in the east corridor on the lower level of Murphy Athletic Center. A secondary athletic training room is located in Alumni Memorial Gymnasium. These facilities are shared by both the male and female athletes.

Hours of Operation

The athletic training room is open daily at 6 AM and closes when all treatments are completed. Student-athletes should schedule a treatment time when they are not in class. The athletic training room will open prior to any scheduled contest for treatment and taping.

Dental Work

MTSU is responsible for dental injuries that occur during a practice or contest. This responsibility may be void if the athlete fails to wear or drastically alters oral protection provided by the athletic department. Dental injuries must be reported to the athletic trainer at the time they occur. The athletic department is in no way responsible for routine dental exams, dental repair, or dental cleanings. The athletic trainers may choose to help arrange for a dental appointment. This, however, does not constitute financial responsibility on the part of the athletic department. Please be prepared to pay your dental bill at the time of treatment. Failure to pay creates a bad situation between the dentist and the athletic department and makes it difficult to make appointments for athletes in the future.

Emergencies

All "EMERGENCIES" should be directed to the athletic training room. If an emergency occurs and an athletic trainer is not available, the athlete should go to the Middle Tennessee Medical Center Emergency Room on Bell Street. In addition, emergency help and transportation may often be arranged through Campus Security (2424). Most emergencies that occur during practice or contests will be attended by an athletic trainer.

Emergencies arising from problems in the housing units or on campus are the responsibility of the athlete and his/her family.

Injuries and Illness

All athletes who become injured or ill should report to an athletic trainer or, if not available, their coach immediately. If not reported during practice/game, report any problems immediately after such an event. If the athlete discovers an injury after hours or becomes ill, he/she should contact a trainer or report to the training room by 8:00 AM the following morning. The Athletic Training Department will help facilitate non-athletic injuries or illness but the student-athlete may be responsible for the medical charges.

The athletic trainer and a physician will determine a player's ability to practice/play. Unless the Athletic Training Department has received a prior excuse for an injury, an athlete should report to the athletic training room regardless of playing status.

Prescriptions

Medicine prescribed by the team physician for athletic injuries should be obtained through the Athletic Training Department. Personal prescriptions may not be charged to the Athletic Department account. Prescriptions for illness or injury not related to an athletic injury are the responsibility of the individual athlete. All prescriptions must be approved by the Head Athletic Trainer.

Team Physicians

Any injuries that occur during practice or a contest that require the service of a physician will be referred through the athletic training room to one of our four team physicians. Should medical services be required, the athlete will be referred for these specialized treatments or tests. Tests, services, treatment or second opinions obtained by a student-athlete not approved by the Athletic Training Department will be done so at the athlete's expense. **The Middle Tennessee State University Athletic Department will not be financially responsible for such tests or services that have not been referred by Middle Tennessee State University Athletic Training Department.**

Athletic Insurance

Athletic insurance for injuries that occur during participation in practice and/or contests is provided through the Tennessee State Board of Regents. Coverage is of a secondary nature and is payable only after family or group insurance has paid its portion. Use of family insurance does two things;

1. Helps to lower the cost of insurance for the athletic department and

2. Generally helps a family meet deductible amounts, as MTSU usually pays the deductibles. Unlike auto insurance, use of family insurance does not increase the cost of insurance to the family. Athletic insurance is only for injuries that result from athletic practice or contests. It will not cover accidents in the dorm, on campus, or an illness suffered by an athlete.

Liability for Insurance Coverage

Middle Tennessee State University Athletic Department will not be liable for expenses arising from failure to file an injury claim. The Athletic Department's insurance requires that notice of a claim be filed within 30 days of an injury occurrence and proof of loss must be filed within 90 days. Claims for any injury must be filed and in process within 12 months or the Athletic Department may no longer claim reimbursement for injury. The athletic department will not be financially responsible for any injury the athlete does not report within 12 months of the injury occurrence.

Supplies

Non-perishable athletic training room supplies may be provided for an athlete's use. These supplies are LOANED to an athlete and are expected to be returned to the athletic training room when the item is no longer needed. Crutches, knee and ankle braces, knee sleeves, thigh supports, etc. are to be returned at the end of each season. They will be laundered or replaced and be available at the beginning of the next season. Failure to return athletic training room supplies may result in a hold placed on your grades as well as prohibiting registration for the following semester.

Athletic Training Room Rules

1. Report all injuries to the Athletic Training Room - No matter how small the injury, we have to take care of it before it becomes a problem
2. Do not be late for or miss a treatment. Communicate any conflicts in a timely manner before your appointment.
3. If you are injured or become ill during the night call the Athletic Trainer overseeing your sport.
4. No gear should be brought into the Athletic Training Room.
5. No hats ("do-rags") or earrings/eyebrow rings should be worn in the Athletic Training Room.
6. Watch your language in the Athletic Training Room. It is a Coed environment.
7. Wear comfortable shorts and a T-shirt at all times in the Athletic Training Room.
8. No tobacco products should be brought into the Athletic Training Room.
9. Shower after practice before being treated. IT IS A MUST!
10. No cell phones should be brought into the Athletic Training Room.
11. No loitering - If you are not being taped or treated please leave.
12. Be respectful to all athletes and athletic trainers.
13. Please refrain from making Sexual references in the Athletic Training Room.

14. Food is allowed in the Athletic Training Room, provided that you clean up after yourself and leave the room the way you found it. If you don't, this privilege will be taken away.

Contact Lenses

Contact lenses will be replaced if they are lost during practice or a contest. Loss of a contact lens must be reported to an athletic trainer at the time it is lost. Replacement of contact lenses will be facilitated if the prescription for the lenses is on file with the athletic trainers.

Athletic Training General Policy Statement

The purpose of the Middle Tennessee State University athletic training program is to provide the best medical care possible for all athletes. Middle Tennessee State University's Athletic Department provides medical insurance for all injuries arising from participation in University sponsored athletic competition. We do not assume responsibility for any injury or illness that does not arise as a result of such participation. For these reasons it is advisable that athletes and or parents purchase insurance to cover non-athletic illnesses or injuries. Athletes who are not on scholarship and want to try out of a team will not receive a physical without proof of insurance.

It is athletic department policy that NO athlete may practice, try out, or play without a physical examination and completed insurance forms. These forms must be on file in the athletic trainer's office prior to athlete's participation in intercollegiate sports.

Drug Free Athletic Program

Middle Tennessee State University committed to drug-free athletics and endorses the NCAA drug-testing program. The NCAA often tests NCAA teams prior to post-season competition. The Athletic Department supports this testing program and its efforts to control and stop the use of illicit and non-prescribed drugs. Middle Tennessee State University develops and strictly enforces specific guidelines for athletes with positive drug tests. Only drugs prescribed by the team physician, Middle Tennessee State University Health Services, or other licensed physician are permissible.

**** Substance Abuse Evaluation Program ****

The Athletics Department of Middle Tennessee State University recognizes that drug and alcohol abuse is a significant problem in modern society. Specifically, the misuse or abuse of prescription drugs, non-medically indicated drugs, street drugs and alcohol have a negative effect on the performance of student-athletes, both in the classroom and in sports, and will not be permitted at Middle Tennessee State University.

Therefore, the Athletics Department, in conjunction with the Athletic Training Department, has established a drug and alcohol abuse prevention and screening program in order to allow

student-athletes to progress toward their athletics and academic goals in a drug free environment.

The objectives of the Drug Testing Program are:

- To educate student-athletes concerning the physical, psychological, and social effects of drug and alcohol abuse.
- To identify through periodic testing those student-athletes who may be involved in drug or alcohol abuse.
- To provide a counseling and rehabilitation program

Student Athlete Grievance and Appeals Process

Due to the unique relationship between the student athlete and the University, there may arise grievance and/or appeal situations that are not covered by other university grievance and appeals processes (MTSU Student Athlete Handbook, MTSU Policy Manual etc.). When these circumstances arise, the student athlete may initiate the Student Athlete Grievance and Appeals Process.

The Committee

The process will use a standing Ad Hoc committee consisting of seven voting members and five ex-officio members.

Voting members:

- The Student Government President or his/her designee
- The Faculty Senate President or his/her designee
- Three members of the Student Athlete Advisory Council who are not members of the grievance/appellant's team (chosen by the council in a meeting convened by the Faculty Athletic Representative for that purpose)
- The chair of the University Athletic Committee or his/her designee
- A second member of the University Athletic Committee Ex Officio Members:
- The grievance/appellant's Athletic Academic Advisor
- The Faculty Athletic Representative
- The athletic department's highest ranking Compliance Officer
- A member of the coaching staff who is not from the grievance/appellant's team (chosen by the Athletic Director)
- The Dean of Student Affairs of his/her designee

[The committee will be diverse in makeup with respect to minority and gender representation. Additional voting members may be added by the committee to achieve diversity. Any individual deemed to have a conflict of interest must be removed from the committee. Members of the committee are not to discuss the case with grievant/appellant or the coach (or university official) official involved. Any member doing so must be

replaced on the committee. The committee will protect the confidentiality of the grievant/appellant, the coach or university official, the nature of the charges, and all aspects of the deliberations of the committee.]

The Process

1. The student athlete takes their grievance/appeal to either their Athletic Academic Advisor or the Faculty Athletic Representative.
2. The Athletic Academic Advisor or the Faculty Athletic Representative encourage and aid the student athlete to resolve the grievance/appeal with the involved coach or athletic department official.
3. If no resolution occurs the student's Athletic Academic Advisor AND the Faculty Athletic Representative will meet with the student athlete and file a written grievance/appeal (using the form provided by the Athletic Director's office). This completed form must be received by the Athletic Director's office within ten working days of the failure to resolve the grievance/appeal with the coach or athletic department official.
4. The Athletic Director must give a copy of the grievance/appeal to the involved coach or athletic department official within five working days of receiving it.
5. The coach or athletic department official involved will have five days after receiving the grievance/appeal to respond back to the Athletic Director in writing.
6. The Athletic Director or his/her designee will begin the process of convening the Student Athlete Grievance and Appeals Committee within five working days of receiving the grievance/appeal. The Athletic Director will mail to each committee member the grievance/appeal and the coach or athletic department official written response no later than five working days before the first meeting.
7. The Student Athlete Grievance and Appeals Committee will meet no later than ten working days after the Athletic Director initiates the convening. Since the committee is not a decision making body (recommendation only) its meetings are closed.
8. The Athletic Director or his/her designee will attend the first committee meeting and assign them their charge. The Athletic Director will then leave. The committee will elect a chair from among the voting members.
9. The committee will review the grievance/appeals and decide whether or not it has any merit.

- a. If the grievance/appeal is determined to have no merit the committee will dismiss the grievance/appeal and inform the student athlete, involved coach or athletic department official and the Athletic Director of that decision.
 - b. If the grievance/appeal is determined to have merit the committee will continue with the process.
10. The committee will consider and deliberate the facts relevant to the grievance/appeal and the response to it. The committee may seek out additional information that may help them in their process. This may include interviewing the student athlete, the involved coach or athletic department official, or any other individuals who may help clarify the situation or the issues involved.
 11. The committee must render a decision within 10 working days of its meeting. That decision will be in the form of a recommendation to the Athletic Director regarding the resolution of the issue. The committee will also inform the student athlete and the involved coach or athletic department official of the committee's decision.
 12. The Athletic Director will have five working days from the receipt of the committee's recommendation to render his/her decision. That decision will be communicated to the grievant/appellant, the involved coach or athletic department official, and to each member of the Student Athlete Grievance and Appeals Committee.
 13. The decision of the Athletic Director is final.
 14. The student athlete can withdraw the grievance/appeal at any time and be further treated without prejudice.
 15. The student athlete will be treated without prejudice regardless of the committee's recommendation or the Athletic Director's decision.

******* Drug Testing *******

Drug testing will be performed on all Middle Tennessee State University student-athletes on a random, mandatory basis in accordance with NCAA policies. Student-athletes may also be tested on a regular basis when there is cause to believe that testing is warranted (example - DUI, any signs and/or symptoms of possible drug use). Testing may also be performed "for cause" at the discretion of the Head Athletics Trainer and in consultation with coaches, trainers, and academic advisors.

Student-athletes will be selected using a random lottery system from the rosters of all athletics teams at the University in or out of season. These student-athletes will be required

to provide a urine sample, approximately 100 ml, under the strict supervision of personnel selected by the Head Athletics Trainer. The student-athlete may have a witness accompany him or her to the testing to certify identification and to monitor the proceedings. Each specimen will be sealed under the observation of the student-athlete and witness. The student-athlete will be assigned a personal code number from a list provided by athletic personnel that will be recorded on the student-athlete's signature form and on the test bottles.

The sample will be analyzed for presence of drugs banned by NCAA Proposition #30 and may include:

- psychomotor and central nervous system stimulants,
- psychominimetic amines,
- anabolic steroids,
- diuretics,
- street drugs, and other drugs at the discretion of the Head Athletics Trainer

All positive tests will be reported to the Head Athletics Trainer who will contact the student-athlete involved and notify the Director of Athletics.

Refusal to participate and comply with the drug testing procedures will be treated as a positive test.

Notification Procedure for Drug Testing

The Head Athletic Trainer will contact the Head Coach and provide, 12 hours prior to the test, in writing, the name or names of the student-athletes who have been selected for testing. The head coach will notify the student-athlete of the time of testing and where to report for their drug test. The student-athlete will be assigned a specific time to report for their drug test. If the student-athlete has an emergency beyond their control, the student-athlete will have two hours to report for their drug test. All student-athletes who fail to report within the two-hour time limit will be considered a "no-show." A "no-show" will be considered a positive test.

*****Consequences of Positive Testing*****

The primary purpose of these consequences is rehabilitation of the athlete, not disciplinary action or punishment.

1st offense

- The student-athlete's parent(s) or guardian(s) will be notified by the Head Athletics Trainer.
- The student-athlete will attend one mandatory evaluation and counseling session under the supervision of a substance abuse counselor in compliance with Middle Tennessee State University student-athlete policy.

- The student-athlete will not be subject to random testing but will be subject to testing by demand by the Head Athletics Trainer for a minimum of one year. A second positive reading will be considered a separate offense.
- The Head Coach will be notified that a breach of team rules has occurred and appropriate action will be taken as stated in this policy.

2nd Offense

- The student-athlete's parent(s) or guardian(s) will be notified.
- The student-athlete will receive mandatory assessment and counseling.
- Follow-up drug testing will be done on a case-by-case basis.
- The student-athlete will be suspended from any participation in intercollegiate athletics and will not be eligible for any athletic aid for a minimum of one calendar year. Reinstatement to athletics participation will be contingent upon completion of the recommended rehabilitation program.

3rd Offense

- The student-athlete's parent(s) or guardian(s) will be notified.
- The student-athlete will be permanently suspended from all athletic participation and will lose all athletic financial aid at the completion of that academic semester.

The following information provides common chemical substances and their side-effects.

Alcohol

Alcohol is not an illicit substance but is illegal to use and purchase for individuals under the age of 21 in the state of Tennessee.

Alcohol is the number one drug of choice among college-aged students. Even though alcohol may initially produce stimulant-like effects it is a central nervous system depressant and is an ergolytic aid (decreases athletic performance). It affects high centers of the brain causing problems with speech, thought, restraint and judgment. Alcohol is an addicting substance and negatively affects athletic performance. Alcohol leads to cramps, heat exhaustion and heat stroke. Alcohol is a diuretic, which increases the risk of dehydration electrolyte imbalance resulting in a decrease in sports performance. At high alcohol blood concentration levels, alcohol reduces the heart's ability to contract resulting in heart attack, stroke and even death.

Anabolic Steroids

Androgenic-anabolic steroid preparations are often taken to increase strength. While some strength and size gains have been demonstrated, research does not suggest the use of these products.

Androgenic-anabolic steroids resemble the male hormone testosterone and can cause acne, jaundice, trembling, aching joints, and swelling of feet and ankles. Other more serious side effects include high blood pressure, a reduction in HDL cholesterol, increased risk of heart attack and damage to the liver.

In women androgenic-anabolic steroids often cause masculinization characteristics such as increased hair growth, a deepened voice, irregular menstrual cycle and often male-pattern baldness. Some of these are side-effects are irreversible.

In men the effects are increased breast development and testicular atrophy (the wasting away of tissue / organs).

The possession and distribution of androgenic-anabolic steroids is illegal. The NCAA bans the use of androgenic-anabolic steroids

Cocaine

Cocaine is an addictive central nervous system stimulant, which destroys the brain's chemistry balance.

The use of cocaine produces both physical and psychological effects. Physical effects include rapid breathing, hyperactivity, blurred vision, insomnia, weight loss, increased body temperature, increased heart rate and blood pressure.

Psychological changes associated with cocaine use are personality changes, anxiety, irritability, poor concentration, paranoia and even hallucinations.

Users may become depressed and paranoid or develop tremors and convulsions.

Amphetamines

While at one time thought to enhance performance, amphetamines actually causes the athlete to demonstrate poor judgment and confusion.

Amphetamines are central nervous system stimulants, which increase heart rate, blood pressure, body temperature, metabolism and other bodily functions. Amphetamines mask the body's symptoms of fatigue and are often found in diuretics and other weight loss products.

Even with short-term use, amphetamines can cause dizziness, tinnitus, hyperactivity, headaches, and mental depression.

Amphetamines have an addicting effect and must be taken in increasing doses to maintain their stimulating sensation, thus increasing the chance of permanent physical or psychological damage.

Smokeless (Spit) Tobacco

Nicotine is a psychoactive drug affecting the central nervous system. Smokeless tobacco is not an alternative to cigarettes and contains more cancer causing agents than cigarettes.

The use of smokeless tobacco directly cause pre-oral cancer lesions (leukoplakia) and oral cancer. It also causes bad breath, oral abrasions, gum recession, periodontal bone disease, tooth loss and increased blood pressure.

Smokeless tobacco like all other tobacco products contains nicotine, which is a central nervous system stimulant.

Nicotine is addictive upon a withdrawal causes physical withdrawal symptoms.

The NCAA bans the use of smokeless tobacco products including snuff and chewing tobacco

Marijuana

One of the most widely abused drugs has been claimed harmless; however, research shows that damage to the brain, lungs, and reproductive organs may result from repeated use of marijuana.

The brain is affected initially as a result of marijuana smoke and later by producing memory deficits.

Marijuana affects the male reproductive system by reducing levels of male hormones and often producing male mammary gland development. Chromosomal changes have also been noted even in moderate user.

Marijuana seriously impairs function in areas coordination and perception. It affects the body's ability to regulate temperature, causing a consistent rise in body temperature during physical activity. This increases the risk of heat cramps, heat exhaustion and heat stroke resulting in a dramatic decrease in sports performance.

Users report lack of motivation, energy loss, and less interest in activities. Academic performance levels decline, and psychological disturbances increase.

Middle Tennessee State University Athletics is committed to a drug-free environment and will make every effort to ensure that our athletes remain drug free. We encourage you to make a commitment to yourself, your family, and your university to have a drug-free life.

Student Health Services

The Jack McFarland Health Services Building is conveniently located across from Cummings Dormitory and the Business and Aerospace Building. The full time professional staff consists of two board-certified physicians; certified physicians assistant, certified nurse practitioner and five RNs, all of whom maintain certification in either ACLS or BCLS. A prepaid student health fee covers the cost of basic office visits. There may be additional charges for other professional services such as laboratory tests, medications, injections, suturings, and EKGs. Payment of these fees is expected at the time of service and may be paid by cash, check, Raider Funds, MasterCard or Visa.

Academic and Student Services

Middle Tennessee State University has a large and beautifully landscaped campus of approximately 500 acres and 153 permanent buildings totaling over 4 million square feet. Campus buildings are shown on a map printed in this catalog.

Adult Services Center

The Adult Services Center provides information for prospective adult learners, which includes most graduate students. The center also provides information and referrals to students about all aspects of academic and social life at MTSU. Located in Keathley University Center, Room 320, the center operates from 7:30 a.m. to 6:30 p.m. (except Fridays) during the Fall and Spring semesters to serve the varied schedules of working adults.

The center provides a place to meet and share ideas with other adult learners. The student organization called OWLs (Older Wiser Learners) functions as a support system, a social organization, and a service organization. The honorary organization for adult learners, Pinnacle, is also sponsored through the Adult Services Center and any graduate student with a 3.4 GPA may apply. Additional information is available by calling (615) 898-5989.

Alumni Association

The mission of the Middle Tennessee State University Alumni Association is to foster sound relationships between the University and its alumni and to provide a strong force for the advancement and support of the University by its alumni. A Board of Directors governs the association and the Alumni Relations Office facilitates the programs and services of the association. Establishing and promoting scholarships is an ongoing endeavor of the Alumni Association. The Alumni Relations Office is located in the Alumni Center, one of the four original campus buildings. Visit www.mtalumni.com or call 1-800-533-MTSU.

Art Department Slide Library

Located in Saunders Fine Arts 309, the Slide Library is a resource for the art faculty and for the University population at large. The library's 50,000 slides include examples of art from the prehistoric to contemporary era.

Cafeterias

Four University locations offer wholesome food for students at reasonable rates: the Grill in Keathley University Center; McCallie Dining Hall in Corlew; James Union Building Cafeteria; and CyberCafe in Woodmore. They are operated for the benefit and convenience of the students, faculty and their guests, and other guests on the campus who may be attending conferences or other official functions. Several different meal plans are available for those who are interested.

Career and Employment Center

The University provides a year-round centralized placement service for its students and alumni through the Career and Employment Center located in Keathley University Center, Room 328. Satellite offices are being established to serve the needs of students in each of the colleges. The program is designed to assist prospective graduates and alumni in securing career positions. Each year employers from business, industry, government, and education conduct on-campus interviews with students in the Career Center. Other placement services include the development of reference files for credentials, career job listings, part-time and summer employment opportunities, and the career library.

Center for Historic Preservation

One of two Centers of Excellence at MTSU, the Center for Historic Preservation (histpres.mtsu.edu/histpres) was established in 1984. It is a research and public service institute committed to the preservation, protection, enhancement, and sensitive promotion of the historic environment. Through its varied projects, programs, and activities, the center responds directly to the needs and concerns of communities and organizations working to include heritage in their future economic development strategies. Providing leadership and assistance on a local, state, regional, and national basis, the center's work falls within four initiatives.

Town and country preservation recognizes the unique heritage, resources, and problems of rural areas and small towns. National Register nominations for individual buildings and historic districts are an ongoing priority of this initiative. The Tennessee Century Farm Program is a documentary and educational project for farms that have been in the same family for at least 100 years. The African-American Rural Church Project, also a continuing project, documents the state's historic black churches, often identifying schools and cemeteries as well.

Heritage education addresses the use of local historic resources as teaching tools in the K–12 grades. The center cooperates with the MTSU College of Education and Behavioral Science and local schools to develop and test new teaching materials and provide teacher-training workshops. The center also works closely with community heritage organizations to guide and assist them in preservation and education projects. The Heritage Education Network (histpres.mtsu.edu/then) is a national Web site for teachers sponsored in part by the National Center for Preservation Technology and Training. The center director also serves as the senior editor of the Tennessee Historical Quarterly, a valuable tool for high school and college teachers.

The Tennessee Civil War National Heritage Area (histpres.mtsu.edu/tncivwar) is the center's primary federal grant funded project. Created by Congress in 1996, the Heritage Area focuses on the preservation, interpretation, and heritage development of the multiple legacies of the Civil War and Reconstruction era in Tennessee. The center is the only university unit in the nation to serve as the administrative head of a National Heritage Area, which are partnership units of the National Park Service.

The Heritage Area provides technical services to institutions, agencies, and property owners across the state and develops funding partnerships with groups, governments, and institutions which work with the center to establish joint projects and programs of long-lasting benefit to the state and nation. As part of the Heritage Area effort, the center plays an active role in the Alliance of National Heritage Areas and directs the alliance's Heritage Development Institutes, which are professional training workshops held across the nation. The alliance provides support for graduate interns who participate in the workshop programs. The center also works closely with the Long Distance Trails Program of the National Park Service to document and develop preservation alternatives for National Register-eligible properties along the Trail of Tears in Tennessee.

The museum and historic sites initiative offers assistance to heritage museums in basic planning, adaptive restoration of historic buildings for museum use, collections management, and exhibit development. The center focuses on addressing the needs and problems of small museums.

Graduate-level staffs teach two historic preservation courses each year for the Department of History and direct a large number of theses. The center funds a limited number of graduate research assistantships and fellowships each year. Graduate and undergraduate students work at the center to assist staff on a variety of applied research and public service projects, gaining valuable interdisciplinary experience to supplement their in-class training. The center's technical library and facilities are visited by and serve students, interested individuals, and preservation professionals.

One recent project, The Tennessee Encyclopedia of History and Culture Online Edition, is a partnership among the center, the Tennessee Historical Society, and the University of Tennessee Press. Launched in 2003, the encyclopedia Web site provides a comprehensive reference for the state's history.

Center for Popular Music

The Center for Popular Music (CPM) is an archive and research center devoted to the study of American popular music from the Colonial era to the present. It was established in 1985 as one of sixteen Centers of Excellence at universities in the Tennessee Board of Regents system. The center's mission is to promote research and scholarship in American popular music and to foster an appreciation of America's diverse musical culture. To carry out this mission, the CPM maintains a large research library and archive; presents public programs that interpret various aspects of American vernacular music; engages in original research projects; and disseminates the results of research through publications in various media.

The CPM's library and archive is one of the largest and best popular music research collections in the country. Materials in the center's archive and library fall into three broad categories. First are extensive holdings of the various types of media in which music has been fixed and sold as a commodity. These include print materials such as sheet music, song books, song broadsides and songsters, and sound recordings in formats ranging from cylinders to compact discs. The center's sound archive is one of the largest in the country and consists of approximately 140,000 commercial sound recordings as well as many hours of unique unpublished recordings of music and interviews.

The CPM's sheet music collection of approximately 65,000 items is the largest in the Southeast, and its library of gospel songbooks is one of the most extensive of any repository not associated with a religious organization. Second are various materials that are needed to study popular music in all its musical, cultural, historical, technological, and commercial contexts, including items such as photographs, posters, playbills, concert programs, trade catalogs, news clippings, and personal papers of musicians, songwriters, and business people. Third are books, periodicals, and other reference materials about popular music. The center has one of the largest and most comprehensive libraries of books and periodicals about popular music in the country.

Materials in the center's collection do not circulate but are available to anyone doing research on American popular music. The center's resources support undergraduate, graduate, and faculty research in a variety of disciplines and departments. In keeping with one of the aims of the Centers of Excellence program, the Center for Popular Music serves as a research resource for people far beyond the bounds of the University. Center staff members have fielded research queries from every state in the union and from foreign countries representing every continent except Antarctica. Authors, journalists, media producers, performers, and students writing dissertations have all made use of the center's archive and library.

The center's public programs include lectures, conferences, symposia, and concerts of contemporary and historical popular music.

Child Care Lab

The Campus Child Care Lab, located in the Womack Lane Building on Homecoming Circle, provides quality care for children ages 3–5 whose parents are attending MTSU. In the Fall and Spring semesters, first priority is given to families who need Monday/Wednesday/Friday care OR Tuesday/Thursday care; second priority is given to families who need full-time care (Monday–Friday). In the Summer term only, first priority is given to families who need full-time care. The facility is licensed for 24 children. In addition to educational programming, a hot lunch and two snacks are provided daily. Hours of operation are 7:00 a.m.–5:00 p.m., Monday–Friday. The Campus Child Care Lab also provides preschool teaching experiences for MTSU students. For more information, call (615) 898-2970 or visit the Web site at www.mtsu.edu/~stuaff/childcare.

Disabled Student Services

Disabled Student Services is the coordinating body which distributes information concerning services available to students with disabilities. The office acts as an advocate for disabled students at the University, surveying the needs of these students and developing programs to meet those needs. Information and assistance can be obtained by calling (615) 898-2783 or visiting the office located in Keathley University Center, Room 120. MTSU's ADA/504 coordinator is Watson Hannah, 119 Cope Administration Building, (615) 898-5366.

Albert Gore Research Center

The Albert Gore Research Center preserves and makes available for research a variety of historical documents and photographs. Its collections focus on the history of politics and public policy and on Middle Tennessee State University and the region it serves. The Gore Center assists a variety of researchers, including undergraduates; graduate students; MTSU administrators, faculty, and other scholars; the media; and citizens of the local community. The center is named for Albert Gore, Sr. (B.S., MTSU '32), whose papers from his Congressional career (1939–1970) form the largest and one of the most important collections in the repository.

Housing and Residential Life

Housing facilities on campus include 22 residence halls and apartment complexes housing 3,400 single students and families. Information may be obtained from Housing and Residential Life, Keathley University Center 300.

Philip C. Howard Music Library

Located within Instructional Media Resources in McWherter Learning Resources Center, Room 101, Howard Music Library houses audio and video recordings and equipment, musical scores, and reference materials. Anyone with a valid MTSU ID may borrow

scores. Recordings circulate only to faculty and staff but may be used by anyone in-house. The Howard Music Library is part of the McLean School of Music. (See also McLean School of Music in this catalog.)

Information Technology

The MTSU Information Technology Division (ITD) supports computing and information technology resources on campus. ITD manages the campus network and MTSU's primary academic and administrative computing systems; provides telecommunication services for the campus; promotes and supports instructional technology, including faculty consultation and training and maintenance support for all campus technology-based classrooms; provides technical support and training for the use of microcomputer hardware and software; provides a help desk that never closes during the semester; supports MTSU's primary administrative applications such as student information, human resources, and PipelineMT; and administers the STA (Student Technology Assistant) program, the campus ID system, and the MTSU Web site.

Any MTSU student or faculty or staff member may have an account on the central server for accessing on-campus resources and state, regional, national, and international networks including the Internet. Students may activate their accounts at www.mtsu.edu/changepw, on any Internet-accessible computer. The account will be ready to use within 10 minutes. Faculty and staff accounts are created upon completion of an application. The application forms are available online at www.mtsu.edu/~itd/forms and at the Information Technology Division Office, Cope Administration Building, Room 3. For more information, call the ITD help desk at 898-5345 or e-mail help@mtsu.edu.

Instructional Media Resources (Media Library)

Instructional Media Resources (IMR), located in McWherter Learning Resources Center, Room 101, manages a large collection of videotapes, DVDs, laserdiscs, audio tapes, CDs, and CD-ROMs. It also features study rooms and carrels, an open computer lab with both Macintosh and Pentium computers, laser printers and scanners, and typewriters available for walk-in use by faculty and students. Faculty members may check out all materials, reserve IMR materials, and place their own multimedia resources on reserve in the Media Library for use by their students. Staff and students may view video materials in the Media Library and may check out audio materials.

The Instructional Technology Support Center

The Instructional Technology Support Center (ITSC), in the McWherter Learning Resources Center, provides facilities, training, and support for the use of instructional technology by MTSU faculty, MTSU students, and K–12 teachers. The ITSC consists of several related units and facilities, including Audio/Visual Services, Instructional Media Resources, two computer labs, a graduate student multimedia development center, a twenty-first century classroom, and a satellite videoconferencing center.

Two PC computer labs and one PC/Macintosh computer lab are available in the ITSC for use by faculty and students. A description of the hardware and software in the computer labs and a monthly listing of open hours are posted on the ITSC Web page (www.mtsu.edu/~itsc). Graduate students can create multimedia projects or presentations at four multimedia development stations in the ITSC.

Audio/Visual Services maintains an inventory of audio/visual equipment for faculty check-out, repairs campus audio/visual equipment, provides dubbing services, records off-air programming for classroom use, and supports satellite services. Audio/Visual Services also offers professional video production services for MTSU faculty and administrators, including studio production, remote production, post production, and satellite uplinks and downlinks.

Libraries and Archives

Numerous library and archive resources are located on the MTSU campus. Copying of materials housed in these facilities is permitted only in compliance with federal copyright statutes and in accordance with departmental rules and regulations. Resources include Art Department Slide Library, Center for Popular Music, Gore Center, Howard Music Library, Instructional Media Resources, Walker Library, and Women's Studies Library. Detailed information about each is in this section.

McWherter Learning Resources Center

The McWherter Learning Resources Center provides the opportunity for a different approach to learning. Completed in 1975, this unique 65,000 square-foot facility received national recognition for the award-winning design and is considered a model by other institutions throughout the region. The McWherter Learning Resources Center is the primary facility for teacher education programs and provides instructional technology support to faculty and programs at MTSU as well as area school districts.

In addition to the Instructional Technology Support Center, the support areas of Photographic Services and Publications and Graphics have the dual responsibility of producing materials for classroom use and for serving the entire University community's photography and publication needs. Also housed in the facility are the WMOT-FM Radio Station and the Albert Gore Research Center.

Multicultural Affairs

The Office of Multicultural Affairs provides a welcoming and supportive environment for minority students. The office also serves as a link between ethnic minority students and the University community. The mission of the Office of Multicultural Affairs is to provide support services for students; to assist in achievement of life goals; and to increase academic, social, cultural, moral, and physical development. In addition, the director of Multicultural Affairs is an advocate for the needs of the ethnic minority student population.

More information may be obtained by calling (615) 898-2987 or writing to MTSU P.O. Box 88, Murfreesboro, TN 37132.

Murphy Center

Charles M. Murphy Center is a multipurpose building for instruction, recreation, athletics, and convocations. This versatile structure provides facilities that enhance total health, physical education, recreation, and safety programs as well as house outstanding athletic and entertainment events. The complex includes the Monte Hale Basketball Arena, two auxiliary gymnasiums, four handball courts, classrooms, two dance studios, an indoor track, indoor tennis courts, men's and women's dressing rooms, and weight training equipment. The student ID office is located in Murphy Center (track level).

Recreation Center

The Campus Recreation Office, located in the Recreation Center, administers a comprehensive recreation program for MTSU students. Opportunities include participation in team or club sports, outdoor pursuits, fitness activities, and aquatic programs. A wide variety of outdoor and other recreation equipment is available for checkout by students.

The Recreation Center, which opened in Fall 1995, provides students with a state-of-the-art facility. The center includes six basketball/volleyball courts, six racquetball courts, an indoor track, an aerobics room, an 8,000-square-foot free weights area, cardiovascular machines, an indoor swimming pool, locker rooms, an indoor gym for soccer and roller hockey, a rock climbing wall, an outdoor pool, an outdoor ropes course, and a sun deck with four sand volleyball courts adjacent. The center is open seven days a week during the Fall and Spring semesters and the Summer term. The Recreation Center closes during fall break, Thanksgiving holidays, Christmas holidays, and spring break. The schedule may be adjusted during other University holidays and for certain special University events. More information on programs or the center may be obtained by contacting the Campus Recreation Office at (615) 898-2104.

James E. Walker Library

The James E. Walker Library is an important resource for a quality education. The library offers a beautiful facility for study and a broad collection of books, periodicals, and information databases.

The centrally located facility opened in January 1999, providing expanded resources for student research, inquiry, reading, study, and discussion. The collections of materials and services support course assignments, term papers, general reference, projects, and student research. The facility provides a variety of individual and group study areas as well as 300 computers for accessing both local and international information resources. Special features of the library include group studies, two instruction rooms for learning how to use

library resources, Special Collections, and an Adaptive Technologies Center to meet needs of students with disabilities.

Librarians are available to help with reference, research, and information and students are encouraged to ask questions. With their university ID cards, students can access all books, periodicals, and electronic databases in the library collection. Classes and individual instruction sessions are offered on the use of library resources, and research guides are published to provide further information about collections and services. More information can be found on the library's Web site at www.mtsu.edu/~library.

Women's Center

The June Anderson Women's Center (JAWC) has been serving women at MTSU since 1977. Support groups, workshops, and programs for women are offered during the academic year. A free legal clinic is open the last Thursday of each month during Fall and Spring semesters. The office, located on the main floor of the James Union Building, Room 206, provides a safe space for women to meet together and organize projects. A resource and referral file includes information on financial aid for women, housing, and community legal, health, and mental health services. Students are invited to attend and to volunteer for Women's Center activities.

During Spring semester, the Women's Center, working collaboratively with the National Women's History Month Committee, sponsors events, programs, and films which bring together the campus and community in a celebration of women's contributions to culture and society. Additional information about the Women's Center's activities or services is available by calling (615) 898-2193 or via the Internet at www.mtsu.edu/~jawc.

Women's Studies Library

The Women's Studies Program, located in Peck Hall 109B, maintains a collection of materials related to women's and gender studies. Most volumes circulate.

Guidelines you should follow in working with the media

- Always dress appropriately for a face-to-face interview. This does not mean you have to dress formally; simply make sure that your clothes are clean, neat and in good taste.
- NEVER schedule an interview that conflicts with class, practice or team meetings. Your obligation to your school work and your team comes first.
- Do not make any statement to media representatives you would not like to see in print or hear over the air, EVEN if you understand that a particular portion of your conversation is "off the record." Answer all questions as fully as possible, trying to avoid simple "yes" or "no" answers. Make an effort to speak clearly and distinctly and use the best language skills you possess.
- Remember that a courteous "No comment," or "I don't really care to comment on that," is a proper answer if you feel uncomfortable with a question. If you feel

uncomfortable with the entire drift or tone of an interview, politely end the interview and notify the Sports Information Office or your head coach of the problem.

- Make sure you understand the question and think about your answer. 33 General Rules for Interviews:
- Never second-guess your coaches or teammates.
- Be a gracious winner.
- Exhibit a mature attitude in losing.
- Never "bad-mouth" an opponent – It will make YOU a loser, no matter what the outcome of the game.

In short, CONDUCT YOURSELF WITH "CLASS" AT ALL TIMES.

ATHLETIC ADMINISTRATION

ATHLETIC DIRECTOR

Chris Massaro 2986

ASSOCIATE ATHLETIC DIRECTORS

Larry Counts 5563
Diane Turnham 2938

FACULTY ATHLETIC REP

Dr. Terry Whiteside 2318
(Cell) (397) 9183

NCAA COMPLIANCE

Michael Moleta 5491
Daryl Simpson (GA) 5491
FAX (904) 8314

BUSINESS MANAGER

Zackie Sanderson 2207

SPORTS INFORMATION

Mark Owens 5057
JoJo Freeman 5270
Denise Gideon (904) 8115
Tony Stinnett (904) 8209

BRAA

TBA (Assoc AD) 5206
Alan Farley 2915
Roy Mewbourne 2915

MARKETING/PROMOTIONS

Mark Meadows 5135
Brad Warden 5322
Jodi Greeson 5283

Jim Simpson 5632

ACADEMIC ADVISING

Jeanne Massaquoi 5610
Debbie Carroll 5638
Wynnifred Counts 5581
Damien Reades 5498

SECRETARIES

Roxanne Forth/SID-WBB-VB 2968
Cathy Vaughn/MBB-SB-Ten 2916
Cindy Hughes/AD-Golf 2452
Pat Fones/Baseball-Tr-Soc 2450
Jan Worley/Football 2926
Lillian Rucci (BRAA) 2210
Linda Watson (BRAA) 5953

COACHING STAFF

BASEBALL

Steve Peterson 2984
Jim McGuire 2961
Kevin Erminio 5495

BASKETBALL-MEN'S

Kermit Davis 5987
Donnie Tyndall 5988
Al Pinkens 5993
Matt Woodley 2178

BASKETBALL-WOMEN'S

TBA 2451
TBA 5083
TBA 5356
TBA 5207
TBA 2498

FOOTBALL

Andy McCollum (904) 8214

Blake Anderson	2933
Mark Criner	2930
Art Kaufman	2839
Scott Fountain	2935
Tom Fiveash	2311
Kevin Fouquier	2936
Darin Hinshaw	2934
Alex Robins	2932
Derek Jones (904)	8118
Floyd Walker	2937
Richard Brunoski (904)	8376
Brendon Ferrell	2882

GOLF

Johnny Moore (Men's)	5685
Whit Turnbow	5754
Rachael Moore (Women's)	5404

SOCCER

Aston Rhoden	5316
Beth Acreman	2160
Connally Edozian	2160

SOFTBALL

Leigh Podlesny	5018
Jodi Chmielewski (904)	8010

TENNIS

Dale Short (Men's)	2957
TBA (Women's)	

TRACK & FIELD

Dean Hayes	2571
Roger Kerr	5879

VOLLEYBALL

Matt Peck	2230
Jeff Motluck (904)	8346
Lexee Marshall	

WEIGHT ROOM

Matt Riley (904)	8196
Robb Rogers	2428
Darren Edgington	631-9569
Cedric Walthaw (904)	8196

ATHLETIC TRAINER 2412

Joe-Joe Petrone (904)	8302
Alison Thompson (904)	8303
Lucas Calcari (904)	8304
George Camp	5095

FAX NUMBERS

Athletics/Media Relations	5626
Athletic Director/Compliance	2777
BRAA	5056
Football	2189
Baseball (904)	8285
Ticket Office	5262
Men's Basketball (904)	8221

MISCELLANEOUS

HPER	2811
Campus Recreation	2104
ID Office	5523
AMG Training Room (904)	8141
HPER Equipment Room	2918
Football Equipment Room	2882
Football Press Box	2312
Football PA Booth	2994
Baseball Press Box	2117
Murphy Press Row	2807
Murphy Press Box	2666
Murphy PA Table	2912
Concert Information	2551
Wellness Center	5549
Motor Pool	2415
MTSU POLICE	2424

OPERATIONAL SERVICES

John Jewell, Manager	2753
Jennifer Price/Sec (904)	8258
JoAnn Goodman/Sec	2752
Rita Whitaker (904)	8129
Roger Evans, Technician	2885

ATHLETIC CERTIFICATION OFFICERS

Donna Victory	5704
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ATHLETIC FINANCIAL OFFICER

Robbie Snapp	2246
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HOUSING

Vicki Justice-Lowe	2971
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ATHLETIC BOOKS

Jeff Whitwell	2701
Vickie Mooneyham	7172
Lightning's Locker Rm	5221
Melissa Warner	2702

TICKET OFFICE 898- 2103

John Brooks	5261
Debbie Strobel (904)	8229
Joy Conley (904)	8247
Stacey Dobecki	5198
FAX NO	5262

SCHOLARSHIP COMMITTEE CHAIR

Dr. Henry Means	8871
MTSU Box	0069

CONCESSIONS

George Zimmerman	5317
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