

**CORBAN UNIVERSITY**  
**INTRAMURAL DEPARTMENT**  
**HANDBOOK**

**FOR THE**  
**2012-2013**  
**ACADEMIC YEAR**



## **Corban University**

Intramural Department

School Year 2012-2013

Dean of Athletic Activities: Dave Bale

Director of Intramurals: Donny Zavala

Intramurals Interns: Colin Allen, Jake Balbas

Intramural Student Supervisors: Rebekka Sleeper, Paul Williams, Jessica Bruggeman, Rachel

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Corban University  
5000 Deer Park Drive SE  
Salem, OR 97013

School office: 503-581-8600

C.E. Jeffers Sports Center

Intramural Office: 503-375-7588

## **Table of Contents**

Mission Statement.....	4
Contact Information.....	5
Schedules.....	6
Conduct of Officials.....	7
Conduct of Participants.....	7
Participation & Sign-ups.....	8
Insurance & Accident Policy.....	8
Forfeits.....	9
Protests.....	9
Inclement Weather.....	10
Sport Specific Rules.....	10
Equipment.....	10
Jewelry.....	10
Team Captains.....	11
Free Agent Program.....	12
Students with a Disability.....	12

## **Mission Statement**

The Intramural Department at Corban University is designed to provide opportunities for participation in a wide variety of sports and activities such as; individual sports and team sports, and competitive and recreational. Our goals consist of three keys we hope everyone is able to experience.

1. Christian fellowship- to provide an opportunity for Christian interaction through organized sports and activities. As well as providing a feeling of teamwork and group spirit in various activities.
2. Participation- to provide various opportunities for maximum student involvement, as well as allow opportunities for participation from alumni, faculty, and staff.
3. Fitness and special interest- to provide opportunities to develop and maintain a healthy body and mind. Also, to spend leisure time in organized sports and activities.

The purpose of the Intramural Department is to use recreational activity “to educate Christians who will make a difference in the world for Jesus Christ.”

## **Contact Information**

### **Corban University Intramural Staff Contact Information:**

Intramural Office: 1-503-375-7588

1-503-589-8156

Director of Intramural: 1-503-508-7403

### **Emergency Numbers:**

Medical Emergency: 911

Fire Department: 911

Ambulance: 911

Campus Care/Security: 1-503-589-8152 (Mon-Fri; 8:00am-5:00pm)

1-503-510-6430 (Nights and Weekends)

Campus Nurse: 1-503-581-9588



### 2012 Fall Intramural Schedule of Events

#### Fall 2012 Schedule

A **league** is an ongoing series of games throughout a 2-4 week period with up to 10 total game including playoffs. **Playoffs** are in a single or double elimination format---all games are played in one evening. The league playoffs conclude with one championship team.

League Events			
Sport/Event	Entries Open	Entries Close	Event Starts
Ultimate Frisbee	8/25/12	9/13/12	9/18/12
Men and Women Badminton Singles/Doubles	9/14/12	10/5/12	10/9/12
Volleyball	10/5/12	11/2/12	11/06/12

Mandatory Captain's Meeting Dates & Times			
Sport/Event	Date	Time	Location
Ultimate Frisbee	9/17/12	9:00 p.m.	Gym Classroom
Men and Women Badminton Singles/Doubles	10/8/12	9:00 p.m.	Gym
Volleyball	11/05/12	9:00 p.m.	Gym Classroom
Powder Puff	10/1/12	9:00 p.m.	Gym Classroom

A **tournament** is a one evening event lasting 2-3 hours.

Tournament Events			
Sport/Event	Entries Open	Entries Close	Event Starts
Brownie Bake Off	8/24/12	9/24/12	9/27/12
Disc Golf Tournament	9/10/12	9/29/12	10/1/12
RPS	9/10/12	9/29/12	10/3/12
Powder Puff	8/24/12	9/28/12	10/6/12
Basketball 3 on 3 tournament	10/8/12	10/26/12	10/29/12
Paintball	TBA	TBA	TBA
Golf Tournament	TBA	TBA	TBA

**\*Dates as well as events are subject to change at the discretion of the IM Department**

## **Conduct of Officials**

1. All intramural officials working for the Intramural Department are students who have expressed a desire to assist the program in this capacity. Intramural referees are paid and will have received prior referee training.
2. Intramural officials are to read ALL of the rules designated to the specific sport prior to the first competition.
3. Officials are to sign the code of conduct and liability waiver, this shows that they will do their job to the best of their ability, if the act of refereeing is cause of an injury Corban University is not liable, and that they understand the rules that apply to the designated sport.
4. Officials must be available to attend the meetings as required by the intramurals supervisors.
5. Intramural officials will do their best to keep the games running on time, enjoyable, and fair.
6. Officials are responsible to make sure the teams pray together prior to competition.
7. Per any competitive or recreational activity, officials may be asked to provide brief rules to the teams prior to the start of each game/activity.
8. Officials are responsible for their surroundings therefore they must feel the environment is safe to play in and refrain from ANY distractions deemed unnecessary by the onsite supervisor.

## **Conduct of Participants**

“...whatever you do, do it all for the glory of God.” 1 Cor. 10:31

1. A major part of the philosophy of the Intramural Department is that good sportsmanship is essential for every contestant. In order to encourage proper conduct during games, officials, supervisors, and administrators shall make decisions on whether to warn, penalize, or eject players or teams for poor sportsmanship.
2. The Intramural Department adheres to the conduct policies described in the student handbook.
3. **All participants MUST sign the intramural code of conduct and liability waiver form BEFORE participating in any sport or activity. This will be strictly enforced.**

4. It is highly encouraged that all participants read the rules of each sport before competing for understanding and if needed direct questions to intramurals supervisor for clarification.
5. The presiding official or supervisor may disqualify any participant whom they feel is physically, mentally, or emotionally unable to participate.
6. Any act or misconduct, physical or verbal, is grounds for ejection from participation in intramural activities at the discretion of the referee and/or intramurals supervisor. This pertains to teams as well as individuals.
7. Ejected players will immediately be suspended from all intramural activity. In order to be granted rights to participate the player must meet with the Intramural Director to discuss future participation. (Incidents will be documented.)

## **Participation and Sign-ups**

1. Any Corban student, faculty, staff, or alumni is eligible to participate in the Intramural Department.
2. Team Rosters are due on the listed due date to the intramurals coordinators or to the Intramural office. Additions or corrections need to be communicated and cleared through the intramurals office (Gym office).
3. Current intercollegiate athletes must have clearance through their coaches to participate in any intramural activity.
4. Any student, faculty, staff, or alumni participant who has participated in a sport professionally is barred from that sporting activity.
5. Information regarding activity dates and information times can be obtained from; student e-mail, the Intramural website, the Corban Toilet Paper, posters, or from the Intramural office.
6. A maximum of two varsity athletes per team are allowed to play their sport, but must first have permission from their coaches, athletic trainers, and intramural supervisors (ie- No more than two Varsity Men's Basketball players would be allowed to play on one particular team). If you have the maximum number of sport specific varsity athletes on your team, you are allowed only one other non-sport specific Corban athlete. (includes current and former athletes)
  - 2 Sport Specific Corban Athletes + 1 Non-Sport Specific Corban Athlete
  - 1 Sport Specific Corban Athlete + Unlimited Non-Sport Specific Corban Athletes



## **Insurance and Accident Policy**

All participants are to read and agree to the terms before participating in intramural events. The terms state:

“In signing this contract I recognize that Corban University provides no insurance coverage or payment for medical expenses for students who sustain injuries while participating in intramural sports. I recognize there are inherent risks of injury when participating in intramural sports and waive and release Corban University from any and all claims or demands for damages or injury, known or unknown, that I may have against Corban University as a result of participating in intramural sports. I agree to assure and pay all my own medical and emergency expenses in the event of accident, illness or other incapacity occurring while participating in intramurals. I also agree that I am responsible to observe any physical restrictions indicted by a physician.”

## **Forfeits**

The team requirements for number of players are listed on the roster sheet for that specific sport. If teams fail to meet the minimum number of players needed by the time it is ten minutes into the scheduled time of play, that team must forfeit.

**If your team absolutely needs to forfeit a game, then Captains are responsible to notify the Director of Intramurals well in advance before the event.**

**FORFEIT RULE:** Any team who forfeits two games in the same season will be dropped from further participation in the league. NO EXCEPTIONS WILL BE MADE

## **Protests**

1. All protests must be in writing and submitted to the Intramurals office within 24 hours of the competition of the contest. A duplicate copy must also be delivered to the opponent's captain.
2. Protests may be made on the playing of an ineligible player or when interpretation of the rules is at fault. Under no circumstances will an official's judgment be grounds for a protest.

3. Both contestants and/or team captains shall be permitted to present their version of the case before a decision is final. Final decisions will be determined by the Intramurals Director and their committee of chosen employees and students. Decisions made by the committee are final.
4. All protests will be decided on the basis of fairness to the individuals or teams concerned and the best interest of intramural competition in the sport involved.

## **Inclement Weather**

Decisions will be made 2 hours prior to the start of the event. Games will be played as scheduled if it is safe for participants and staff members and if the facilities used will not be damaged. If the conditions change during play, the supervisor will determine if games will continue or be rescheduled. Captains are responsible for keeping their team up to date on any game cancellations.

## **Sport Specific Rules**

The specific league and/or game rules provided for each specific sport will be posted on the Intramural website, as well as available in the Intramural office.

## **Equipment**

1. Sports equipment will be provided when possible, but students are required to furnish their own personal equipment.
2. Safety equipment may be required; this equipment will be identified in the league rules. The safety of our participants is our top priority. Safety equipment may include but is not limited to shin guards, mouth guards, etc.
3. Footwear for all contests is mandatory unless otherwise stated and should follow these guidelines:
  - Indoor Activities: No street shoes, outdoor cleats or black-sole shoes
  - Outdoor Activities: Only rubber-molded cleats or tennis shoes may be worn. Absolutely NO metal or metal screw-in spikes allowed.
4. **Teams are encouraged to wear matching shirt colors to all contests for easy identification.**

## **Jewelry**

Corban University Intramural Department encourages participants and staff to remove all jewelry prior to involvement in any activity. Jewelry that is deemed dangerous to themselves or others will have to be removed in order to participate. If the jewelry cannot be removed, concealed, or secured in a manner safe for the participant, they will not be able to compete. Questions may be directed to the Intramural Director, but staff at the event are required to make the decision on-site using their training and judgment.

## **Team Captains**

Each team is required to select the best possible person as Captain. A Captain must assume the role of liaison between the Intramural office and their team to ensure that good sportsmanship will be exhibited by all participants, players, captains, and fans alike. Each captain will have the following responsibilities:

1. Acquaint themselves and team members with the intramural policies and the specific league and/or game rules.
2. Attend all required meeting for the league including the Captain's Meeting prior to the season. (If the Team Captain is unable to attend the meeting a representative may attend in their place.) If no representative attends the Captains Meeting, the team will be dropped from the league.
3. Ensure that all members of his/her team are eligible for participation.
4. Assure his/her team is ready for play at all scheduled game dates, times, and locations. This includes notifying team members of changes made to the league schedule for any regular or post season games.
5. Be responsible for the conduct of their players on and off the Intramural playing field.
6. Choose an appropriate name for their team that is free from derogatory terms or innuendos. The Intramural supervisors will review all team names for inappropriate content. If a name is found to be inappropriate, a new name must be chosen or the team will be recognized by an assigned name.
- 7. Contact team members in the event of a cancelation.**
8. Attend all captains meetings.
9. Ensure that your team roster has the required minimum players signed up before the first game.
- 10. Remind your players that they play at their own risk.**
11. Ensure that your players are playing on only ONE team or it will result in forfeit or loss of player eligibility.

12. Notify your players that team schedules, rules, waivers, and any other Intramural information can be found on the Intramural website or in the Intramural office.
13. As Captain you have the right to protest a questionable rule interpretation or situation. Refer to the section on “Protests” on pg. 9
14. If your team absolutely needs to forfeit a game, then Captains are responsible to call or E-mail the Director of Intramurals. (503-375-7588 or dzavala@corban.edu)

## **Free Agent Program**

The Corban University Intramural Program understands that there are many persons on campus who wish to participate in an intramurals, but may not have a team to participate with. If this is the case for any individual they are encouraged to contact the Intramural Department either in person or by e-mail and we will do our best to find a team for them or if possible create a house team.

## **Students With a Disability**

If you have a disability and require accommodation in order to fully participate in any of our activities, please contact the Director of Intramurals at 503-375-7588.