

**MOUNT MARY COLLEGE**  
**STUDENT-ATHLETE HANDBOOK**

**2008-09**



**MEMBER OF THE ASSOCIATION OF DIVISION III INDEPENDENTS**



**NCAA DIVISION III**

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## DIRECTORY OF STAFF

### ATHLETIC DEPARTMENT

<b>Deanna D'Abbraccio</b>	<b>Director of Athletics Caroline Hall 149 <a href="mailto:dabbracd@mtmary.edu">dabbracd@mtmary.edu</a></b>	<b>256-1211</b>
<b>Janae Magnuson</b>	<b>Associate Athletic Director Senior Woman Administrator Head Softball Coach Caroline Hall 153 <a href="mailto:magnusoj@mtmary.edu">magnusoj@mtmary.edu</a></b>	<b>443-3644</b>
<b>Beth Vogel</b>	<b>Faculty Athletics Representative Professor: Business Administration Department Fidelis Hall 333 <a href="mailto:vogelb@mtmary.edu">vogelb@mtmary.edu</a></b>	<b>258-4810 ext. 476</b>
<b>Kerrie Gunter</b>	<b>Athletic Trainer <a href="mailto:kgunter@fmlh.edu">kgunter@fmlh.edu</a></b>	<b>443-3644</b>
<b>Craig Klotz</b>	<b>Head Tennis Coach Caroline Hall 148 <a href="mailto:tennisguy4life@yahoo.com">tennisguy4life@yahoo.com</a></b>	<b>258-4810 ext. 446</b>
<b>Kelsi Miller</b>	<b>Head Volleyball Coach &amp; Assistant AD Bloechl Center <a href="mailto:millerk@mtmary.edu">millerk@mtmary.edu</a></b>	<b>443-3636</b>
<b>Eugene Miranda</b>	<b>Head Cross Country Coach Caroline Hall 148 <a href="mailto:emiranda@wctc.edu">emiranda@wctc.edu</a></b>	<b>258-4810 ext. 446</b>
<b>Juan Farmer</b>	<b>Head Basketball Coach Caroline Hall 148 <a href="mailto:farmerj@mtmary.edu">farmerj@mtmary.edu</a></b>	<b>258-4810 ext. 446</b>

<b>Elaina Meier</b>	<b>Head Soccer Coach Caroline Hall 148 <a href="mailto:meiere@mtmary.edu">meiere@mtmary.edu</a></b>	<b>258-4810 ext. 446</b>
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**DIVISION OF STUDENT AFFAIRS**

<b>Deanna D'Abbraccio</b>	<b>Associate Dean of Student Affairs Caroline Hall 149 <a href="mailto:dabbracd@mtmary.edu">dabbracd@mtmary.edu</a></b>	<b>256-1211</b>
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<b>Pam Schossling</b>	<b>Coordinator of Campus Ministry Notre Dame Hall 043 <a href="mailto:schoessp@mtmary.edu">schoessp@mtmary.edu</a></b>	<b>258-4810 ext. 366</b>
<b>Tom Troast</b>	<b>Director of Counseling Bergstrom Hall <a href="mailto:troastt@mtmary.edu">troastt@mtmary.edu</a></b>	<b>258-4810 ext. 378</b>
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**MOUNT MARY COLLEGE SWITCHBOARD: 414-258-4810**

**If you don't know how to get in touch with an instructor or professor, call this number and ask for the person's extension.**

**Mount Mary College email addresses are the first 7 letters of a person's last name and the first initial of his/her first name. If someone has fewer than 7 letters, then it's the entire last name plus the first initial of the first name.**

## BRIEF HISTORY OF THE BLUE ANGELS

Mount Mary College has a long history of sports and athletics for its women students and staff dating back to the 1920's. We have not always been called the Blue Angels, however. That is more recent history.

- 1929 – intra-class (freshmen, sophomores, juniors, and seniors) competition in basketball, baseball, bowling, volleyball, field hockey, golf, tennis, track & field, and swimming, along with club sports in horseback riding, hiking, and skating.
- 1939 – intra-class competition in all the above sports plus archery, badminton, dancing, and softball.
- 1950 – a light airy gymnasium, a beautiful natatorium, and four tennis courts on campus ushered in a new look for sports. The Athletic Association was affiliated with the Athletic Federation of College Women.
- 1954-1989 – Colleen Jacobson was the first Athletic Director, Coach, and Chair of the Physical Education Department.
- 1977 – varsity sports in basketball and volleyball competing in the Wisconsin Independent Colleges' Women's Athletic Conference.
- 1994 – varsity sports in cross country, softball, indoor track, soccer, tennis, and volleyball, competing in the Lake Michigan Conference as members of NCAA Division III. Nickname: Crusaders.
- 1999 – varsity sports in soccer, tennis, volleyball, and softball, competing against NCAA Division III and NAIA schools in the five state area. Nickname: Crusaders. School colors: royal blue, white and gray.
- 2002 – in response to September 11, 2002, there was discussion about the nickname Crusaders with concern for the violent nature associated with the name. By a vote of the student body the name Blue Angels was adopted.
- 2003 – the NCAA accepted Mount Mary College's application to re-join the NCAA Division III membership as provisional members.
- 2006 – October the new Bloechl Center opens, giving the Blue Angels and Mount Mary College an athletic and recreation center.
- If Mount Mary College successfully completes all membership requirements during the 2007-08 and 2008-09 academic years, the College would be considered full members of NCAA Division III.
- 2007 - Mount Mary College Blue Angels adopted a new athletic logo.

## NCAA DIVISION III

### Division III

NCAA Division III includes 420 member colleges and universities across the country. As a single gender institution, Mount Mary College must sponsor at least 5 sports with at least one sport in each of the three seasons (fall, winter, and spring). Mount Mary College has chosen to sponsor soccer, volleyball, cross country, tennis, basketball and softball. There are minimum contest and participant minimums required by the NCAA for each sport.

Division III athletics features student-athletes who receive no financial aid related to their athletic ability and athletic departments are staffed and funded like any other department in the college. Division III athletics departments place special importance on the impact of athletics on the participants rather than on the spectators. The student-athlete's experience is of paramount concern. Division III athletics encourages participation by maximizing the number and variety of athletics opportunities available to students, placing primary emphasis on regional in-season and conference competition.

Colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience. Division III athletics offers student-athletes the opportunity to become well-rounded individuals who successfully integrate athletics and academics. Student-athletes are integrated into the student body, and they experience the full range of college life. They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff. Division III athletics encourages the development of sportsmanship and positive social attitudes. Coaches and players treat each other with respect, and administrators work to foster a positive competitive environment.



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### CONFERENCE AFFILIATION

## **The Association of Division III Independents**

The Association of Division III Independents has evolved from an association where the purpose was to provide a unified voice to issues of common concern for independent institutions, to operating more like a conference in terms of offering exempted postseason championship opportunities, and enhanced recognition and stats programs for outstanding independent student-athletes.

In 2007-08, 21 institutions will build on the championships and recognition initiatives we have implemented to enhance and promote the experiences of independent student-athletes. In doing this, we will continue to create a sense of belonging for member institutions and participating student-athletes, and establish a more tangible presence for the association on member campuses.

- *Provides conference post season play opportunities in Volleyball, Soccer, Cross Country, Basketball, and Softball.*
- *Student-Athletes of the Week, Student-Athletes of the Month and Student-Athletes of the Year recognition program for independent student-athletes.*
- *Enhanced communications and professional development through the association's Web site - [www.d3independents.org](http://www.d3independents.org)*
- *Assistance to provisional members in the transition to NCAA membership.*
- *Provides statistical services and sports information services for volleyball, soccer, basketball, and softball.*



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**ATHLETIC DEPARTMENT PHILOSOPHY**

The mission of the Athletic Department parallels the mission of Mount Mary College. Just as the College seeks to provide an environment to develop the whole person, intercollegiate athletics, while focusing on the development of active women, seeks to provide an environment for learning and healthy living. Intercollegiate athletics encourages leadership, risk taking, critical thinking, and teamwork. Athletics provide a unique opportunity to collaborate with teammates while competing against opponents.

Student-athlete welfare plays a primary role in decisions and the direction of intercollegiate athletics at Mount Mary College. Teaching life skills, good decision making opportunities, recognizing and respecting individual differences and celebrating diversity are key components in the student-athletes' experience. While participating in intercollegiate athletics we expect students to make a commitment to their teammates for the success of the team. Success is not measured by wins and losses, but by growth and maturity through group experiences and competition.

Mount Mary College Athletics are based on the principles of fair play and sportsmanship.



## STUDENT-ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) consists of one representative from each of the six sports. The representatives can be appointed by the coach or elected by the members of the team.

The purpose of the SAAC is to provide a mean of communication from student-athletes to the athletic administration. The SAAC will provide feedback to the administration on issues critical to student-athlete welfare. The athletic administration shall seek input from the SAAC regarding NCAA rules changes and Mount Mary College policy changes. The SAAC will meet at least three times each semester. If the appointed/elected SAAC member is unable to attend a meeting she may ask a teammate to attend in her place.

## **PARTICIPATION AWARDS**

**Awards will be presented following the completion of each season. Those student-athletes who complete the season will receive the following awards:**

**First year participant – framed certificate  
Second year participant – backpack  
Third year participant – jacket  
Fourth year participant – blanket**

**In addition, individuals in each sport will be presented with the following awards:**

**Most Improved  
Most Inspirational  
Most Valuable Player  
Captains Awards**

**At the All-College Academic Awards Program we will honor a scholar-athlete (the student-athlete with the highest GPA) from each sport.**



## **ELIGIBILITY REQUIREMENTS**

**Eligibility requirements are set by both the NCAA and the Mount Mary College administration.**

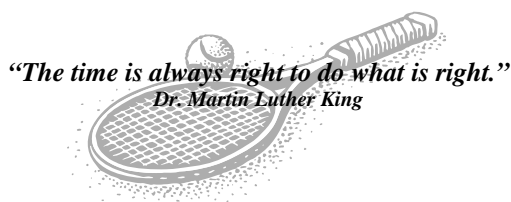
### **By NCAA regulations**

- **Student-athletes must be registered in a full time program of studies leading to a degree;**
- **Student-athletes must be in good academic standing as defined by Mount Mary College;**
- **Transfer student-athletes must have been eligible to compete at their previous institution had they stayed there (must be documented by the previous institution);**
- **Transfer student-athletes must be released from their previous institution either through the “self release” NCAA policy or in writing from the previous institution’s director of athletics;**
- **A student-athlete may not have competed in more than four seasons of competition at any collegiate level over a 10 semester time frame;**
- **A student-athlete must have signed the Student-Athlete Statement and Drug Testing Consent Form;**
- **Each student-athlete must be declared eligible to practice and compete by the authorities of Mount Mary College. Only those student-athletes who are declared eligible to compete are allowed to travel to away from home contests.**

### **By Mount Mary College policy:**

- **Registered in at least 12 undergraduate credits or 9 graduate credits during the semester of practice and competition;**
- **Returning student-athletes must have earned a minimum of 24 semester credits in the previous academic year;**
- **Good academic standing shall be defined in the following manner:  
Student-athletes are encouraged to maintain a grade point average higher than a 2.00. A semester grade point average below 2.00 places the student-athlete on academic probation. While on academic probation, a student-athlete will be required to meet with the Faculty Athletics Representative to develop an academic contract that will include but not be limited to mandatory attendance at study sessions in the Academic Resource Center and meeting with tutors. There may be restricted travel for any student-athlete placed on academic probation.**
- **Should a student-athlete’s semester grade point average drop below a 2.00 for two consecutive semesters the student-athlete will no longer be eligible to practice or compete.**

- **Exceptions to the good academic standing policy or Mount Mary’s eligibility regulation may be granted through an appeals process with the Student-Athlete Academic Advisory Committee (the Associate Dean for Academic Affairs, the Faculty Athletics Representative, and Director of the Academic Resource Center). A student-athlete wishing to appeal must submit a request for an appeal in writing to the Director of Athletics who will convene the advisory committee. The advisory committee may seek additional information from the student-athlete, coach, or athletic administrator prior to a hearing. The ruling of the committee is final.**



## **ATHLETIC CODE OF CONDUCT**

**As a representative of Mount Mary College there is a level of expectation regarding conduct as a member of an intercollegiate athletic team.**

**Being a member of an intercollegiate athletic team is a privilege not a right. Being a member of a team requires respect for others and respect for yourself.**

**As a member of a Mount Mary College team you are expected to refrain from use of tobacco, alcohol, and drugs. Consumption of alcohol if you are under the age of 21 is against Wisconsin law. If over 21 we expect you to refrain from drinking alcohol. If you are over 21, please remember that purchasing and/or providing alcohol to minors is a serious legal offense. The use or selling of illegal drugs is also a serious offense. Tobacco use, drinking alcohol, and/or the use of illegal substances will affect your body, your athletic performance and your academic performance. It just isn’t worth it!**

**Drinking alcoholic beverages, use of tobacco or illegal substances while on road trips or representing Mount Mary College are prohibited. A violation of this will result in immediate dismissal from the team.**

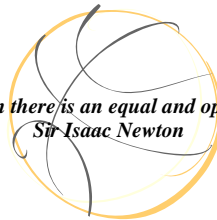
**Also, please consult the Mount Mary College Student Handbook or website for the Conduct Code for all students.**

**Each student-athlete is expected to adhere to the athletic code as well as the all student Conduct Code and follow the team rules as established by the coach of her sport.**

## DUE PROCESS

**A student-athlete dismissed from a team or suspended for a period of time by a coach, may appeal the coach's decision. Coaches are required to meet with any student-athlete who is in violation of team or college policies. At such meeting the coach will inform the student-athlete of his/her recommendation for dismissal or suspension. Following the meeting, the coach will put the decision in writing to the Director of Athletics with a copy to the student-athlete. If the student-athlete wishes to appeal the decision, she may contact the Director of Athletics within 10 working days of the meeting with the coach. The Director of Athletics will gather any additional information deemed necessary and meet with both the coach and the student-athlete. The Director of Athletics will determine if the suspension/dismissal is warranted and provide a ruling in writing to the student-athlete with a copy to the coach. If the student-athlete disagrees with the ruling of the Director of Athletics, she may appeal to the Student-Athlete Appeals/Grievance Committee in writing within 10 working days of the Director of Athletics decision. The Student-Athlete Appeals/Grievance Committee shall include the Associate Dean of Student Affairs, the Director of Student Engagement, and the Director of Residence Life. The ruling of this committee is final.**

*"For every action there is an equal and opposite reaction."  
Sir Isaac Newton*



## **LOCKER ROOM, UNIFORMS, LAUNDRY, AND EQUIPMENT**

**As a student-athlete you will be issued practice apparel, uniforms, etc. Please respect this apparel. You will be expected to return all items issued to you. If items are not returned, a “hold” will be placed on your academic record, preventing you from obtaining your grades or a transcript and preventing you from registering for classes.**

**Practice clothes and uniforms will be laundered in the Bloechl laundry. Please wear street clothes to practices and competition, pick up practice clothes and uniforms in the locker room prior to practices and games. Leave dirty practice clothes and uniforms in the laundry following practices and games.**

**Immediately following the last competition of the season, all practice clothing, uniforms, and warm-ups MUST be returned.**

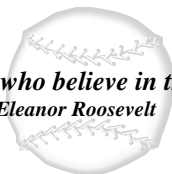
## **TEAM TRAVEL**

**While traveling away from campus for competition, Mount Mary College will provide all necessary expenses associated with the travel – meals, transportation, and lodging.**

**Student-athletes must travel with the team. Following a competition, a student-athlete may return home with a parent or guardian, but those arrangements must be made with the coach prior to departure from the away location. Student-athletes are not permitted to travel with anyone other than a parent or guardian without written permission in advance from the parent or guardian.**

*“The future belongs to those who believe in the beauty of their dreams.”*

*Eleanor Roosevelt*



## HOW TO BE SUCCESSFUL IN THE CLASSROOM

- **Be on time for every class;**
- **Use a planner to stay organized about assignments and daily schedules;**
- **Never miss class;**
- **Sit in the front row, not in the back of the room;**
- **Provide your instructor/professor with the letter and your sport schedule;**
- **Complete assignments before you leave for a team trip;**
- **Seek a tutor in the Academic Resource Center early in the semester;**
- **If you think a class is going to be difficult sign up for a tutor immediately. This service is free;**
- **Participate in class decisions;**
- **Form study groups with your teammates and classmates;**
- **Communicate with your coaches and professors openly about your academic needs and goals;**
- **Get enough sleep every night;**
- **Find positive ways to relieve stress.**

**Mount Mary College**  
**ACADEMIC CALENDAR**  
**2008-2009**

**First Semester (Fall 2008)**

**AUGUST**

18-21	Monday-Thursday	Term 1 Monday-Thursday classes begin
20	Wednesday	All-College Workshop
21-22	Thursday-Friday	Orientation (move in August 20 <sup>th</sup> )
23	Saturday	Saturday classes start, Term 1 begins
25	Monday	Regular semester classes start, 1 <sup>st</sup> Quarter Begins

**SEPTEMBER**

<b>1</b>	<b>Monday</b>	<b>LABOR DAY--No Classes/COLLEGE CLOSED</b>
2	Tuesday	Last Day to Add/Drop a Semester Class
17	Monday	Last Day to Apply for December 2008 Graduation
29	Monday	Last day to withdraw from 1 <sup>st</sup> quarter class

**OCTOBER**

13	Monday	Term 1 ends
14-16	Tuesday-Thursday	Term 2 Tuesday-Thursday classes begin
16	Thursday	1 <sup>st</sup> Quarter Ends
<b>17</b>	<b>Friday</b>	<b>QUARTER FALL BREAK—No Classes</b>
20	Monday	2 <sup>nd</sup> Quarter begins; Term 2 Monday classes begin

**NOVEMBER**

10	Monday	Last day to withdraw from full-semester classes
24	Monday	Last day to withdraw from 2 <sup>nd</sup> quarter class
26-30	Wednesday-Sunday	THANKSGIVING BREAK--No Classes (COLLEGE CLOSED Thursday-Sunday)

**DECEMBER**

5	Friday	Last day of full classes
11	Thursday	2 <sup>nd</sup> quarter ends/Term 2 ends
8-12	Monday-Friday	Exam week (Friday only classes meet December 12 <sup>th</sup> )
13	Saturday	December Graduation Breakfast

**Note: Withdrawing from Accelerated classes**

**8-week class: A student may withdraw anytime before the 7<sup>th</sup> class**

**4-week class: A student may withdraw anytime before the 3<sup>rd</sup>**

**Second Semester (Spring 2009)**

**JANUARY**

10-17 Saturday

Term 3 Saturday classes begin

12-15 Monday-Thursday

Term 3 begins

**20 Monday**

**MARTIN LUTHER KING DAY—COLLEGE**

**CLOSED**

21 Tuesday

Orientation

22 Wednesday

Regular semester classes begin, 1<sup>st</sup> Quarter begins

28 Wednesday

Last Day to Add Semester Classes

**FEBRUARY**

6 Friday

Last Day to Apply for May 2009 Graduation

**MARCH**

2 Monday

Last Day to Withdraw from 1st Quarter Classes

9 Monday

Term 3 Ends

12 Thursday

1<sup>st</sup> quarter Ends

12 Thursday

Term 4 begins

14-20 Saturday-Friday

Spring Break

23 Monday

2<sup>nd</sup> quarter begins

23-25 Monday- Wednesday

Term 4 classes begin

**APRIL**

9-13 Thursday- Monday

Easter Break

**13 Monday**

**Accelerated and Monday only night classes must**

**meet**

14 Tuesday

Last day to withdraw from full semester classes

27 Monday

Last day to withdraw from 2<sup>nd</sup> semester classes

**MAY**

8 Friday

Last day of full semester classes

11-14 Monday-Thursday

Exam week

14 Thursday

2<sup>nd</sup> quarter ends

14 Thursday

Term 4 ends

16 Saturday

COMMENCEMENT

19 Monday

Early Summer Session Begins

**25 Monday**

**MEMORIAL DAY—No Classes/COLLEGE**

**CLOSED**

**Summer Session 2009**

Early session

Monday, May 18<sup>th</sup> through Friday, June 12<sup>th</sup>

Regular summer session

Monday, June 22 through Friday, July 31<sup>st</sup>

Summer accelerated Term 5

Monday, June 8<sup>th</sup> through Thursday, July 30<sup>th</sup>

**Note: Withdrawing from Accelerated classes**

**8-week class: A student may withdraw anytime before the 7<sup>th</sup> class**

**4-week class: A student may withdraw anytime before the 3<sup>rd</sup>**

**Academic Resource Center (ARC)**

*Joy Klotz*, Coordinator  
Haggerty Library, Lower Level  
Phone: 414.258.4810 Ext. 219

The Academic Resource Center (ARC) provides assistance to all members of the Mount Mary College community who wish to enhance their academic skills. This assistance is free of charge and available by appointment; drop-in appointments are dependent upon availability. In addition to specializing in content areas such as communication, math and science, ARC tutors work with students to teach strategies for time management, test taking, active reading, etc. Professional tutoring may take place in an individual or group setting. Students can also request peer tutoring through the ARC. Finally, students who have special circumstances may be eligible for test taking in the ARC.

**ARC Hours:**

<b>Day</b>	<b>Open</b>	<b>Close</b>
<b>Monday</b>	8:00 AM	8:00 PM
<b>Tuesday</b>	8:00 AM	8:00 PM
<b>Wednesday</b>	8:00 AM	8:00 PM
<b>Thursday</b>	8:00 AM	8:00 PM
<b>Friday</b>	8:00 AM	4:00 PM
<b>Saturday</b>	9:00 AM	12:00 PM

# Library Hours

FALL SEMESTER  
ACADEMIC YEAR 2008-2009  
Monday, August 25, 2008 - Saturday, December 13, 2008

## REGULAR HOURS

Monday - Thursday	07:45 am - 10:15 pm
Friday	07:45 am - 05:00 pm
Saturday	11:00 am - 05:00 pm
Sunday	02:00 pm - 08:00 pm

## EXCEPTIONS

Sat Aug 30	11:00 am - 03:00 pm
Sun Aug 31	02:00 pm - 06:00 pm
Mon Sep 1	CLOSED
Fri Oct 17	07:45 am - 04:00 pm
Mon Nov 24	07:45 am - 10:00 pm
Tue Nov 25	07:45 am - 09:00 pm
Wed Nov 26	07:45 am - 04:00 pm
Thu Nov 27 - Fri Nov 28	CLOSED
Sat Nov 29	12:00 Noon - 05:00 pm
Sun Dec 7	12:00 Noon - 10:00 pm

Final Examination Week  
Monday, December 8 - Friday, December 12

Mon Dec 8 - Tue Dec 9	07:45 am - 10:15 pm
Wed Dec 10	07:45 am - 10:00 pm
Thu Dec 11	07:45 am - 09:00 pm
Fri Dec 12	07:45 am - 04:00 pm
Sat Dec 13	CLOSED

## **Information Technology (IT)**

At Mount Mary College we not only connect students with talented faculty but also to the latest technology.

Located on the Fitzpatrick Level of the Haggerty Library, IT provides support for the computing needs of the students, faculty, and staff of the college community.

The center is staffed by a director, technicians, network administrator, administrative systems support person, and student workers. Help Desk Hours include -

Monday through Thursday - 7:45 a.m. to 10:00 p.m.

Friday - 7:45 a.m. to 4:30 p.m.

Saturday and Sunday - 8:30 a.m. to 5:00 p.m.

Mount Mary has numerous public and departmental computer facilities that are available to the Mount Mary community. Several of these facilities are open 24 hours a day, seven days a week.

All buildings, residence hall rooms and most classrooms are connected to the network and from there to the Internet and campus-provided E-mail system.

Software at a Discount: Mount Mary students and employees are able to purchase Microsoft products at a discount through a collaborative effort with the Wisconsin Association of Independent Colleges and Universities (WAICU). And recently, discounted Adobe products were made available to students.

Mount Mary College is proud to be a responsible user of technology. Please read the college's Information Technology Acceptable Use Policy and policy on file-sharing and copyright infringement.

For more information, contact the Help Desk, (414) 258-4810, ext. 321.

**My Mount Mary**  
*[www.mymtmary.edu](http://www.mymtmary.edu)*

This site is designed to help you maintain and access institutional records. With a password you can access your grades, directory information, coordinate group projects/meetings, and a whole lot more.

Some of the features available to students include the ability to check grades, see class schedules, and view course history. To gain access, students must receive a User ID and password from the Registrar's Office, Room 153 Notre Dame Hall.

If at any time you have difficulty gaining access to My Mount Mary using your provided password, please contact the IT Department Help Desk at ext. 321.

My Mount Mary contains all the information students need to know-announcements, events, registration and much more.

**Visit this site daily!**



To view NCAA documents please visit [www.ncaa.org](http://www.ncaa.org)

To view Mount Mary Sports Schedules please visit [www.mtmary.edu](http://www.mtmary.edu)



*"You have all the tools and resources you need. What you do with them is up to you"*  
*anonymous*