"Through Education, Northwest Indian College promotes Indigenous Self Determination and Knowledge"

Student athletes are held accountable by the same policies and procedures as other college students as outlined in the NWIC catalog & the Student Handbook.

Approved by the NWIC Board of Trustees May 2008
Approved by ADMIN Team August, 3rd 2011
Welcome to Northwest Indian College Athletics!

Dear Student-Athletes:

Welcome to the Northwest Indian College Athletic Department and the new academic school year. I hope the upcoming year is one of academic, athletic, and personal excellence.

This handbook is a compilation of materials pertinent to you, the student-athlete. The handbook describes the services available to you and provides helpful information about Northwest Indian College (NWIC) and the athletic experience. The handbook also explains the expectations of every student-athlete and the regulations that must be followed in order to maintain athletic eligibility.

The Athletic Department is looking forward to the upcoming year and all the exciting challenges we face. Please make full use of all your resources here at NWIC and don't hesitate to ask if you have any questions regarding your academic or athletic pursuits.

Sincerely,

Krista Mahle
Athletic Director

Approved by the NWIC Board of Trustees May 2008
Approved by ADMIN Team August, 3rd 2011
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**Athletic Directors and Coaches**

Add:
The Athletic Directors and Coaches are responsible for the ensuring NWIC athletes are informed of the rules and policies relevant to their participation in NWIC athletic programs and are responsible for modeling respect and compliance for those roles and policies.

Add:
Section from previous page

**Role of the Director**
The Director is responsible for game management and crowd behavior?

Add:
The Athletic Director shall investigate any and all accusations of rule/policy violation and is responsible for documenting a resolution of the matter(s), including imposition of consequences and/or disciplinary actions.

**Role of the Coaches**

Add:
The Coaches are responsible for ensuring Athletes comply with consequences and/or disciplinary actions and communicating such compliance, or non-compliance, to the Athletic Director.
NWIC Athletic Department Mission Statement:

It is the mission of the Athletic Department to create and foster an environment which provides opportunities to student-athletes to enrich their collegiate experience through participation in competitive & cooperative athletic teams. In concert with the mission of Northwest Indian College the Athletic Department is dedicated to providing opportunities, which will promote healthy living, enhance the intellectual, physical, social, and cultural development of the whole person, while conducting all activities with honesty and Integrity. The Athletic Department values gender and ethnic diversity and is committed to providing equitable opportunities for all students and staff.

Goals:

In pursuit of its mission, NWIC Athletic Department strives to:

- Conduct all activities with the health, education, and welfare of all student-athletes as a priority.
- Conduct a program that is an integral part of the educational system, with the student-athlete as an active participant within the student body.
- Provide staff, resources and facilities to support programs that are competitive in the Collegiate and AIHEC competitions.
- Foster a sense of community among students, alumni, staff, and the larger community
- Provide a viable student development program which will guide and assist student-athletes in developing their academic potential, career vision and preparation, sense of responsibility towards community service, and personal values and skills.
- Establish and adhere to standards of conduct for staff and students that are consistent with the development of strong moral character, responsible behavior, and mutual respect.

Northwest Indian College History

Northwest Indian college grew from the Lummi Indian School of Aquaculture founded in 1973 and changed its name to Lummi Community College in 1983. A new charter established the college as a public, non-profit, comprehensive community college for the purpose of providing post-secondary education services to the Native American communities in northwest Washington. The Name was change to Northwest Indian College in 1989 to reflect its broad, regional mission. In 1993, Northwest Indian College successfully achieved full accreditation from the Northwest Association of schools and colleges. In 1994, Northwest Indian College (NWIC) was granted approval as a Land grant College by congress. NWIC is a member of the American Indian Higher Education Consortium, the American Association of Community Colleges, and the American Council on Education.

The Northwest Indian College is a tribally controlled institution chartered by the Lummi Indian Business Council. The college is funded through the Bureau of Indian Affairs under Public Law Approved by the NWIC Board of Trustees May 2008
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98-192. The Northwest Indian College provides for a five-member board of trustees as the governing body for the College. Each trustee is a member of a participating Northwest Indian Tribe and appointed by the Lummi Indian Business Council.

**Equal Opportunity Compliance**

Northwest Indian College is committed to and practices equal opportunity in education and participation in college activities without regard to race, color, gender, age, religion, political ideas or affiliation, national origin or ancestry, marital status, and physical or mental handicap. With regard to employment, Northwest Indian College supports and practices equal opportunity and the Indian Preference Act as authorized by Title 25, US Code, Section 473, and respective tribal laws and or regulations.

The Northwest Indian College Sexual Harassment Policy forbids sexual harassment of students by faculty, staff, or administration. Sexual harassment of employees by other staff, supervisors or students is also prohibited. Handicapped students should be aware that room assignments for classes will be changed and other appropriate accommodations made in order for them to take classes originally scheduled in a non-accessible locations. Inquiries or complaints regarding discrimination should be directed to: Human Resources Office, Northwest Indian College, 2522 Kwina Road, Bellingham, WA 98226, (360) 676-2772.

**General Guidelines:**

It is important that student-athletes have an understanding of the additional responsibilities they accept when they become members of a collegiate level athletic team.

**Such responsibilities include:**

- Performing to the best of your ability academically and athletically
- Contributing your best efforts toward successful team performance
- Contributing on and off the court in a manner that reflects credit to you, your team, the Athletic Department and the college
- Making sacrifices that benefit your teammates, your education and the reputation of the college
- Supporting all sports activities/teams of NWIC

**Participation in athletics is a privilege, not a right:** There may be times when these responsibilities involve sacrifice, which might not be necessary, if you were not a student-athlete. Student-athletes are members of a highly visible community within this larger community. The success of our athletic programs depends on the trust and support of the public. The goal of the Athletic Department is to provide a quality educational experience for student-athletes that deserve the public’s confidence. This

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confidence is gained through exemplary performance both on and off the playing field by student-athletes, coaches, and staff.

**Student-Athletes are held accountable by the same policies and procedures as other college students as outlined in the NWIC Handbook, additionally:**

You are subject to the rules and regulations of the NCAA, NWACC & AIHEC conference governing:

- Un-sportsmanlike behavior
- Non therapeutic drug use
- Gambling and bribery
- Acceptance of permissible awards, benefits and expenses
- Other forms of misconduct.

You are subject to all Athletic Department rules and policies as stated in the student-Athlete handbook and in other department publications including, but not limited to, those regarding academics.

**Team Rules**

Each set of coaches will put together team rules with the team at the beginning of each season. All players wanting to participate on the team will be required to sign a contract with their coaches and the Athletic Director confirming that they are agreeing to abide by the rules of the team, coaches and Athletic Department.

Failure to comply with team, Athletic Department, or college policies will result in suspension, probation and/or dismissal from the team:

- **1st offence** – Suspension from practice & game play for 2 games
- **2nd offence** – Suspension from practice & game play for 5 games
- **3rd offence** – Removal from the team for the remainder of the season

**The Athletic Department team rules:**

1. Student athletes will not participate in competition play (including leagues) or practice, if they have visible marks on their neck, face or other areas that a jersey does not cover. Students are not allowed to place band aids or anything else over them to cover up marks in order to become eligible to play.
2. You are all team mates and potentially dorm mates; treat each other with the respect and dignity that you would treat your own siblings. You will be spending approximately 7 months together while playing for NWIC; take advantage of building new friendships here. If "drama" occurs and disrupts the team environment, the athletic director reserves the right to remove student(s) involved until the matter is resolved. This includes removing the privilege of traveling with the team the student is participating on.
3. All student athletes participating on either the men's or women's basketball teams are expected to show up at home games for the opposing team 2 hours before tip-off. This expectation ensures that the gym is set up before the opponent and officials arrive.

*Failure to comply with team, Athletic Department, or college policies may result in suspension, probation and/or dismissal from the team.*

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Academic Integrity

Academic dishonesty, including all forms of cheating, plagiarism, and fabrication, is prohibited. Knowingly facilitating academic dishonesty is also prohibited. The expectation of the college is that all students will accept these standards and conduct themselves as responsible members of the academic community. Refer to the Student Rights and Responsibilities outlined in the NWIC College Catalog for the current year you are participating.

Ethical Consideration

The purpose of intercollegiate athletics is to provide an opportunity for the student-athlete to attain a college education and degree and to develop his/her potential as a skilled performer, in an educational setting. By virtue of becoming a member of an athletic team, however, you become subject to certain responsibilities and obligations which could include the loss of some individual rights and privileges. It is important that your personal conduct demonstrates sound moral and ethical judgment. Remember, you are representing your tribe, your family, the team and Northwest Indian College.

Sexual Harassment

Northwest Indian College strives to provide a working and educational environment that is free from sexual harassment for all students, faculty, and staff. Sexual harassment in any form is unacceptable behavior and will not be tolerated.

Gambling Policy

1) Student-athletes may not participate in any gambling activity that involves intercollegiate athletics, professional athletics through a bookmaker, a parlay card, or any other method employed by "organized gambling."

2) Any prospective or enrolled student-athlete that is found in violation of this policy shall be ineligible for further intercollegiate competition for the duration of one calendar year.

Roles of Director, Coaches, and Student-athletes

The Athletic Director communicates the expectation of good sportsmanship to all representatives of the institution active with the athletics program. It is particularly imperative that this message is impressed on each coach, along with the intention that the coach will require compliance with the Athletic policies set forth by the Director of Athletics. The Director must ensure that opponents are treated with fairness and respect. All aspects of game management must be controlled to assure such treatment, including crowd behavior.

Coaches

The coaches’ behavior influences that of the student-athlete and frequently, the fans. The coach has a

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responsibility to educate student-athletes concerning their obligations to the coach, the institution, the athletic department, and themselves. Respect for an opponent can most effectively be conveyed to the student-athletes by the manner in which the coach speaks of and acts toward the opponent. It is the role of the coaches to provide written documentation to the Athletic Director within 2 days of an Incident. Incident report forms are provided to each set of coaches in the coaches' manual. Incident report forms are to be filled out with facts only, no opinions, signed and turned in.

**Student-athletes**

The student-athlete must honor the responsibilities which accompany the privilege of representing the institution by adhering to playing rules and guidelines set forth. Student-athletes are expected to treat coaches, teammates, the Athletic Director, other college staff and opponents with respect. They must be aware of the penalties of fighting, taunting and of unethical conduct. Student athletes will be removed from all collegiate play for any violations of the athletic handbook, team, department or college policies.

Student athletes will be put on probation, suspended or removed from their team for any of the following violations immediately at the discretion of the Athletic Director:

- Un-sportsmanlike conduct includes profanity, threatening behavior, striking an opponent, official, or coach; excessive arguing; derogatory behavior or abusive remarks.
- Use of illegal drugs/ and or use of alcohol; includes showing up to travel or at a home game with obvious signs of intoxication of an illegal substance or alcohol.

**Class Conduct and Attendance**

Each student athlete is expected to:

- Be on time to class
- Sit in front of the room, and be an active participant in the classroom
- Show respect for the professor, focus on the lecture, no music, cell phones, etc. Know your professors office hours, personalize your course work.
- Provide proper documentation before leaving on team travel and trips.
- Make up all course work missed due to team travel.

**Absences**

The Athletic Director and Coaches are responsible for scheduling events and will make every effort to minimize missed class time due to team travel. The Athletic Director or Coach will schedule departure dates with this as a priority. If you are absent from a class for a reason other than basketball, it is your responsibility to inform your instructors of your absence prior to the start of class time.

Events scheduled are monitored by the Athletic Director to ensure budget and academic needs are considered.

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NWIC Eligibility Information and Guidelines for regular season play

- You must be registered at NWIC in a minimum of 12 credit hours.
- You must have passed a minimum of 9 credit hours the last quarter you were enrolled in college, or still be in good academic standing with the financial aid office.
- You must have a cumulative GPA of 2.0 or higher
  (Coaches/team GPA requirement for traveling may be higher and supersedes this requirement)
- You may not participate in one sport more than four seasons.
- You must be a high school graduate or the class of which you were a member has graduated.
- Any time you participate in a regularly scheduled game, match, or contest, you will be charged with one year of eligibility in that sport for NWIC.
- If convicted of the use or sale of illegal drugs, including anabolic steroids, you will be suspended from participation in a NWIC sponsored athletic events or activities.
- In order to attend the annual basketball championship competition each year the student athlete must meet all NWIC & AIHEC eligibility requirements to travel with the team.

**NWIC eligibility requirements prevail over AIHEC guidelines.**

AIHEC Eligibility Guidelines for conference play *(Retrieved: www.aihec.org)*

The following athletic eligibility standards must be met or exceeded by each student athlete.

The student athlete:

1. Must be enrolled in a minimum of 9 semester/quarter credits at the respective tribal college or university.

2. Must have earned a minimum cumulative grade point average at the end of the academic semester for that credit level.
   - 6-12 credits ....................1.50
   - 12 – 24 credits ................. 1.75
   - 24-36 credits .................. 1.95
   - 36-60 credits .................. 2.00

   Students must successfully complete (with a passing grade) a minimum of 67% of the credits attempted. ATTEMPTED CREDITS are defined as the number of credits for which a student is registered (which includes any courses added, dropped, or repeated), for that term. Any course from which a student withdraws or receives grades of (F) failed, (U) unsatisfactory, or (I) incomplete, count as credits attempted, but not completed. Any course that a student repeats will count in the calculation of hours attempted and completed.

3. Must be making satisfactory progress toward a degree program

4. New in-coming freshmen students (first term) must submit a grade check form with a “C” or better in each class to be eligible to play

5. There is no age limit for student athletes to compete. Students under the age of 18 years old must have written parental consent to compete

6. A student may represent the institution while enrolled and seeking a certificate, associate or first baccalaureate degree at an AIHEC member institution

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7. A student athlete cannot be a full-time TCU employee.

8. Students must maintain amateur status in the specific sport in which he/she is competing.

Student eligibility must be verified by the Registrar and a Representative of the institution designated by the president.

Note: Student athletic eligibility is based on tribal college enrollment and standing and does not require the student to be American Indian.

**Student Athlete Behavior**

The AIHEC Athletic Commission supports institutional policies regarding the behavior of students. The Commission supports responsible behavior of students, coaches, other participants, and fans at all AIHEC sanctioned events.

**Student Athlete Expectations, accountability & responsibility**

To participate in the intercollegiate athletic program at NWIC, student-athletes must meet all academic requirements of the Institution, the Athletic Department and all standards set forth by the head coaches. All Students are expected to strive for a 2.0 cumulative G.P.A. and apply their best efforts towards academic success. If a student-athlete falls below this minimum standard the student-athlete will lose their privilege to travel with the team they are on until they are back on track. It is the student-athlete’s responsibility to fulfill each step of their education plan.

It is important to realize that **YOU** are responsible for your academic record, accept ownership for your achievement. Your grades are your grades and they will follow you to the next institution you attend. You may have several people working with you to help you achieve your academic goals, but you are ultimately responsible for producing on the actual exams, projects, and papers. Do not make excuses. If your grade on an exam is not as high as you would like, go see your instructor and find out what you missed and how you can do better the next time. Meet with your instructor and find out how to better prepare yourself. College life is challenging so learn from every setback and move on to the next challenge. By setting priorities, managing your time, and studying effectively you will put yourself in a position to be very successful academically and athletically.

**Travel Policy**

In accordance with the NWIC drug and alcohol free campus policy students will complete an Acknowledgement of Responsibility agreement. The students will agree to abstain from and not be in the presence of all drugs and alcohol while representing the college. The students will conduct themselves in the utmost respectful manner and will be held to the student conduct code (NWIC 2011-2012 catalog, pages 35-36) during travel. Any student who violates the drug and alcohol free policy or acknowledgment of responsibility will be sent home immediately while on travel. By signing the acknowledgments of responsibility, students understand that there are sanctions imposed that are a part of this policy, which the students agree to. The student in violation of this policy is responsible for the cost of any additional travel/per-diem expenses incurred as a result of the policy violation.

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In addition, before travel, students will complete an Attendance & Satisfactory Progress Verification form with each of their instructors. By signing this form, the student verifies they are in good academic standing with NWIC, have no outstanding Incomplete grades, have a G.P.A. of 2.0 or better, and are currently passing all courses with a 'C' or better.

When leaving for a trip any student who fails to show up on time for the departure will forfeit their travel for that time period and will be responsible for any fees necessary to cancel/change travel arrangements and must return to campus or home. It is also the expectation that the student return the per-diem monies to the NWIC employee responsible for that trip.

Northwest Indian College is not responsible for any fees/costs incurred due to rescheduling of travel days/times or modes of transportation. The individual student is responsible for these expenses. Per Diem or any travel advance funds are given at a set rate and shall be used only for purchasing meals. If a student misuses these funds, additional funds will not be provided.

To be eligible for travel, a student must have at least a 2.0 cumulative GPA.

Running start students are not eligible to travel on overnight trips. Northwest Indian College will not incur any additional travel fees for running start students.

**Drug and Alcohol Policy**

Northwest Indian College students are role models representing the College. The College is committed to maintaining the Lummi campus and all associated extended sites as environments that are completely free of alcohol and drugs.

The Northwest Indian College policy for a drug and alcohol free campus encompasses the principles of the safety and well-being of all students, and members of tribal communities.

Northwest Indian College endorses a drug and alcohol free campus. Unlawful possession, manufacture, use or distribution of illicit drugs or alcohol by students on Northwest Indian College property or as part of college activities is prohibited. Any violation of tribal, local, state, or federal law regarding the unlawful possession, manufacture, use or distribution of illicit drugs or alcohol may result in referral for prosecution and imposition of penalties.

The college will impose sanctions consistent with tribal, local, state and federal law and adopted regulations on students found to have violated this policy. Such sanctions may include recommendation for completion of an appropriate rehabilitation program, expulsion from the college and referral for prosecution. Student disciplinary action will be initiated in accordance with these laws.

- Violation of this policy will affect a student’s eligibility to participate in extra-curricular activities sponsored by the college.
- A student identified as acting in violation of this policy will have one opportunity of rehabilitation to return to good standing.

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. A drug and alcohol evaluation will be mandatory within 10 days of the infraction, submitted to the Dean for Student Life. All recommended treatment must be followed to remain in good standing and to continue participation with your team.

. When travel is required to participate, students will be responsible to the college Employees. The students and staff shall abide by NWIC personnel travel policy.

. In Accordance with the NWIC drug and alcohol policy, students will complete an Acknowledgment of Responsibility Agreement. The student will agree to not be in the presence of as well as abstain from the use of all drugs and alcohol while representing the college. She/he will conduct themselves in the utmost respectful manner and will be held to the student conduct code during travel.

. In addition, before travel, students will complete with each of their instructors, the attendance and satisfactory progress verification for student travel form. By signing this form the student verifies they are in good fiscal standing with NWIC, have no incomplete grades, have a G.P.A of 2.0 or better, and are currently passing all courses.

*Self-referral - Any Student at any time can seek treatment referral assistance through the Center for student success office. Drug and alcohol issues are not part of the grievance or appeal process.*

**Academic Planning & Advising**

Academic advising is provided to students by advisors in Student Services, by a Site Manager or by a faculty member as applicable. The academic advisor will assist in online registration or sign the quarterly enrollment form and provide the necessary information to ensure adequate course selection for the student’s intended program of study. Advisors offer assistance in understanding degree requirements, planning schedules, understanding financial aid information, monitoring satisfactory academic progress and establishing and monitoring Student Success plans. Schedule an appointment with an advisor to verify that courses selected apply to intended degree program prior to quarterly registration.

*For all student athletes, the athletic director will be your academic advisor. This will guarantee that your class schedule will not interfere with your practice schedule and/or games.*

**Health & Wellness**

Another important aspect of being a student athlete is ensuring that your own health is taken care of. All student athletes enrolled in a federally recognized tribe must register and set up a medical chart prior to being seen at the Lummi Indian Health Center (located 1 block from NWIC main campus). Bring with you a copy of your tribal identification, health insurance card, and proof of residence from the Director of Residence Life.

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All students enrolled at NWIC have access to the Lummi Fitness Center at no cost to them.

In collaboration with the Cooperative Extension department the NWIC Athletic Department will be offering a series of classes mandatory to all student athletes. These courses will be open to all other students and the community and will include areas like: sports medicine, injuries, physical therapy etc.

**Intramurals Sports participation at Whatcom Community College**

Intramural sports are currently not offered at NWIC. However, in spring 2011 NWIC was invited to participate in the intramural program at Whatcom Community College (WCC) along with Bellingham Technical College (BTC). All intramural activities will be hosted at WCC.

The purpose of the Intramural sports component of Northwest Indian College is to make participation in sports and activities a meaningful part of a total education, to help produce mentally diverse and socially adjusted individuals through encounters that are well organized, wholesome, varied in nature, and safe.

NWIC students interested in participating in the intramural program with WCC & BTC need to sign up in the Athletic Director’s office in building 17 and sign a hold harmless agreement and acknowledgment of risk agreement before participating in any sports activities.

**The objectives of the Northwest Indian College Intramural/Club program are:**

- To provide opportunities for individual development through a variety of programs balanced between light and vigorous exercise, team, and individual competition to enhance all skill levels.
- To safeguard the student’s health by developing rules with safety in mind, providing functional equipment and adequate supervision.
- To provide opportunities for the development of skills that can be utilized throughout life.
- To broaden participation through increased activity options, both structured and unstructured.

**Intramural & Club Sports Guidelines:**

- Student must be currently enrolled at NWIC. Students are eligible to play intramurals if the student is enrolled at least (9) credits.
- Sportsmanship/Conduct: One of the objectives of intramural sports is to promote interaction and fellowship on campus and throughout the community. All participants are expected to adhere to the objectives Northwest Indian College has set forth regarding the Intramural program.
- Un-sportsmanlike conduct including; profanity, threatening behavior, striking an opponent, official, or activity supervisor; excessive arguing; derogatory behavior or abusive remarks by player (s) will not be tolerated and will be subject to suspension.
- All established disciplinary procedures will be enforce by the Athletic Director and may be heard by the Center for student success team if petitioned by the Individual.
- Use of illegal drugs/ and or use of alcohol at an intramural activity are strictly prohibited and In violation of NWIC conduct regulations for facility use. Teams found with alcohol and or drugs or intoxicated

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will be removed for the remainder of the intramural season.

- Physical fighting is not tolerated in intramural competition. A player who uses aggressive physical violence will be removed from intramural competition play. The team will be placed on probation and a second violation by anyone on that team disqualifies that team from competition.

- Team Captains are vital to successful communication between players, the athletic director and the Intramural coordinator at Whatcom Community College. You will be tasked constantly with information, game times, and all outgoing intramural information. You also must detail equipment, head communication amongst players, and stay in direct connection with the athletic director and intramural staff.
Acknowledgement of Responsibility

I, ________________________________, acknowledge that I am representing the Northwest Indian College (NWIC) at ________________________________ on ____________________.

- In accordance with the Drug and Alcohol Policy of NWIC, I agree to not be in the presence of and abstain from all drugs and alcohol while representing the college.

- If I fail to abstain from drugs and alcohol for the period of time described above I will be unable to participate in any college related activities where I will represent NWIC for one calendar year.

- I understand that I will be billed by the Athletic Department for the fee's it cost NWIC to change my flight if I am on a trip where airline tickets were purchased through college funding.

- I will conduct myself in the utmost respectful manner while in attendance at this activity, knowing that I am respecting my college, my tribe, my community and myself. I will abide by what is asked of me and will be held to the student conduct code (pg. 35-37, 11-13 catalog) of NWIC during travel, participation in competitions and general conference activities, and stay with my assigned room partners as a representative of the NWIC.

__________________________________________   __________________________
Student Athlete                                      Date

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ATTESTMENT & SATISFACTORY PROGRESS VERIFICATION FOR STUDENT TRAVEL

I _________________________________ am planning to travel with the Northwest Indian College to ____________________________, on ______________________________. I understand that in order to travel I must currently be in good fiscal standing with NWIC, have no incomplete grades, have a G.P.A. of 2.0 or better, and passing all of my courses with a C- or better.

Instructors please verify that this student is currently attending and passing your course and the student is demonstrating effort consistent with successful completion. In the event this student is not demonstrating required effort please notify the Athletic Director.

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In accordance with Northwest Indian College travel policies, I understand all receipts are due immediately following return from travel. I will conduct myself in a manner appropriate for a NWIC representative and will abide by the drug and alcohol policy. Failure to comply with travel policies will result in a payback situation.

Hold Harmless

I will not hold the Northwest Indian College, its Board of Education members, its employees or agents responsible for any accidents, injuries, damages or other losses to my person or property, which may result from participation in this event/activity.

________________________________________  __________________________
Student Athlete                                      Date

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