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**2019-2020 ACADEMIC CALENDAR**

**FALL SEMESTER 2019**

August 26  Classes begin
September 2  Labor Day – No classes
September 4  Last date for undergraduate students to add a course, drop a course online, or declare a course pass/fail
September 5  Last date for graduate students to add a course or drop a course online
            Mass of the Holy Spirit at noon; classes canceled from noon to 1:15 p.m.
            Parent’s Weekend
October 1  Last date for undergraduate students to drop a course in the Associate Deans’ offices
October 14-15  Fall Break – No classes
October 17  Undergraduate Academic Advising period begins for spring registration
November 7  Undergraduate registration period for spring 2020 begins
November 27-29  Thanksgiving Holiday
December 2  Last date for official withdrawal from a course or from the University
December 10-11  Study Days - No classes for undergraduate day students only
December 12-19  Term Examinations

**SPRING SEMESTER 2020**

January 13  Classes begin
January 20  Martin Luther King Jr. Day – No classes
January 21  Substitute Monday class schedule
January 22  Last date for undergraduate students to add a course, drop a course online, or declare a course pass/fail
            Last date for graduate students to add a course or drop a course online
February 14  Last date for undergraduates only to drop a course in their Associate Deans’ offices
March 2-7  Spring Vacation
March 12  Undergraduate Academic Advising period begins for summer and fall registration
April 2  Undergraduate registration period for fall and summer 2020 begins
April 9-13  Easter Weekend—No classes on Holy Thursday and Good Friday.
            No classes on Easter Monday except for those beginning at 4:00 p.m. and later.
April 14  Last date for official withdrawal from a course or from the University
April 20  Patriot’s Day – No Classes
May 1-4  Study Days – No classes for undergraduate day students only
May 5-12  Term Examinations
SPORT ADMINISTRATORS DIRECTORY

Martin Jarmond
William V. Campbell Director of Athletics
552-4681
ad@bc.edu

David Ayer
Assoc. AD – Business Operations
Men’s Soccer/Men’s and Women’s Skiing/Men’s and Women’s Sailing
ayerda@bc.edu

JM Caparro
Sr. Assoc. AD – External Affairs
Men’s Basketball/Men’s and Women’s Fencing/Women’s Lacrosse/Volleyball
caparro@bc.edu

Matt Conway
Assoc. AD – Facilities and Operations
Field Hockey/Baseball
conwayml2@bc.edu

Jocelyn Gates
Sr. Assoc. AD/SWA
Women’s Soccer/Women’s Basketball/Men’s and Women’s Golf
fishergj@bc.edu

John Hegarty
Men’s Ice Hockey Director of Operations
Women’s Ice Hockey
hegartjb@bc.edu

John Kane
Sr. Assoc. AD
Men’s & Women’s Track and Field/ Cross Country/Rowing
kano@bc.edu

Jim O’Neill
Assoc. AD - Ticket Operations
Men’s & Women’s Tennis
oneilljk@bc.edu

Vaughn Williams
Sr. Assoc. AD - Administration
Football/Men’s Ice Hockey/Softball/
Men’s & Women’s Swimming and Diving
williavc@bc.edu
ATHLETICS DEPARTMENT DIRECTORY

All phone numbers listed are preceded by the area code 617

Administration
William V. Campbell Director of Athletics
Martin Jarmond – ad@bc.edu – 552-4681

Faculty Athletic Representative
Bob Murphy – murphyro@bc.edu – 552-3688

Assistant to the Director of Athletics
Jill Hegarty – mullarej@bc.edu – 522-4680

Senior Associate AD – Administration
Sport Administrator: Football/Men’s Ice Hockey/Softball/Men’s and Women’s Swimming and Diving
Vaughn Williams – williavc@bc.edu – 522-8673

Senior Associate AD & Senior Woman Administrator
Sport Administrator: Women’s Soccer/Women’s Basketball/Men’s and Women’s Golf
Jocelyn Gates – fishergj@bc.edu – 522-8303

Senior Associate AD
Sport Administrator: Men’s & Women’s Track/Cross Country/Rowing
John Kane – kano@bc.ed – 522-8840

Senior Associate AD – External Affairs
Sport Administrator: Men’s Basketball/Fencing/Lacrosse/Volleyball
JM Caparro – caparro@bc.edu – 552-2381

Senior Associate AD – Football & Alumni Relations
Barry Gallup – gallup@bc.edu – 522-4691

Athletic Administration Staff Assistant
Kiana Swepson – swepsonk@bc.edu – 552-8520

Buildings & Grounds
Manager Athletic Maintenance
Matt Hayes – hayesbc@bc.edu – 552-0418

Supervisors Athletic Maintenance
Norm Reid – reidn@bc.edu – 552-9216
Tom Walsh – thomas.walsh.5@bc.edu – 552-0137

Business Office
Associate AD - Business Operations
Sport Administrator: Sailing/Skiing/Men’s Soccer
David Ayer – ayerd@bc.edu – 552-1463

Assistant Director – Business & Travel Operations
Amy Coleman – colemaam@bc.edu – 552-8879

Fiscal Assistants
Patrick Sullivan – sulliaj@bc.edu – 552-8873
Melissa Wong – wongmv@bc.edu – 552-3021

Communications
Senior Associate AD - Athletic Communications (Football, department spokesperson)
Jason Baum – j.baum@bc.edu – 552-3004

Assistant AD – Athletics Communications (Women’s Basketball, Men’s Soccer, Women’s Golf, Softball)
Stephanie Tunnera – tunnera@bc.edu – 552-0524

Associate Director - Athletics Communications (Baseball, Rowing, Secondary Football)
Brendan Flynn – flynnhu@bc.edu – 552-2004

Associate Director - Athletic Communications (Men’s Basketball; Men’s Golf)
Mike Laprey – lapreym@bc.edu – 552-2193

Associate Director - Athletic Communications (Men’s Ice Hockey; Men’s and Women’s Tennis; Skiing)
Alastair Ingram – ingramal@bc.edu – 552-2094

Assistant Director - Athletic Communications (Women’s Hockey, Women’s Soccer, Fencing, Website, social & digital)
Katie Peverada – peveradk@bc.edu – 552-8841
<table>
<thead>
<tr>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Associate AD - Compliance &amp; Student Support Services</strong></td>
</tr>
<tr>
<td>Carly Pariseau - <a href="mailto:carly.pariseau@bc.edu">carly.pariseau@bc.edu</a> - 552-6210</td>
</tr>
<tr>
<td><strong>Associate Director - Compliance</strong></td>
</tr>
<tr>
<td>Brittany Bresley - <a href="mailto:soberab@bc.edu">soberab@bc.edu</a> - 552-8570</td>
</tr>
<tr>
<td><strong>Assistant Director - Compliance</strong></td>
</tr>
<tr>
<td>Kyle Medola - <a href="mailto:medolok@bc.edu">medolok@bc.edu</a> - 552-1916</td>
</tr>
<tr>
<td><strong>Compliance Assistant</strong></td>
</tr>
<tr>
<td>Yadira Reyes - <a href="mailto:reyesya@bc.edu">reyesya@bc.edu</a> - 552-4518</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Development</th>
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</thead>
<tbody>
<tr>
<td><strong>Senior Associate AD/Director of Development</strong></td>
</tr>
<tr>
<td>Wesley Ellison Stewart - <a href="mailto:ellisowe@bc.edu">ellisowe@bc.edu</a> - 552-9015</td>
</tr>
<tr>
<td><strong>Assistant - Director of Development</strong></td>
</tr>
<tr>
<td>Courtney Duncan - <a href="mailto:duncang@bc.edu">duncang@bc.edu</a> - 552-0108</td>
</tr>
<tr>
<td><strong>Assistant AD - Annual Giving</strong></td>
</tr>
<tr>
<td>Nate Warren - <a href="mailto:warrennc@bc.edu">warrennc@bc.edu</a> - 552-1336</td>
</tr>
<tr>
<td><strong>Associate Director – Flynn Fund Operations</strong></td>
</tr>
<tr>
<td>Joseph Castaldi - <a href="mailto:castaljo@bc.edu">castaljo@bc.edu</a> - 552-0145</td>
</tr>
<tr>
<td><strong>Associate Director – Annual Giving</strong></td>
</tr>
<tr>
<td>Matt Graham - <a href="mailto:grahammv@bc.edu">grahammv@bc.edu</a> - 552-2532</td>
</tr>
<tr>
<td><strong>Associate Director – Stewardship</strong></td>
</tr>
<tr>
<td>Alyssa Francona - <a href="mailto:francoal@bc.edu">francoal@bc.edu</a> - 552-8885</td>
</tr>
<tr>
<td><strong>Assistant Director – Athletic Events &amp; Donor Engagement</strong></td>
</tr>
<tr>
<td>TBD</td>
</tr>
<tr>
<td><strong>Assistant AD - Major Giving</strong></td>
</tr>
<tr>
<td>Patrick Hart - <a href="mailto:hartpl@bc.edu">hartpl@bc.edu</a> - 552-4671</td>
</tr>
</tbody>
</table>

| Associate Director – Athletics Major Giving |
| Jessica Conte - jessica.conte.2@bc.edu - 552-3445 |
| **Associate Director – Athletics Major Giving**  |
| Whitney Pezza - pezzaw@bc.edu - 552-8514 |
| **Assistant – Major Giving**  |
| Ty-Meer Brown - brownvn@bc.edu - 552-9043 |

<table>
<thead>
<tr>
<th>Equipment Room</th>
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</thead>
<tbody>
<tr>
<td><strong>Head Equipment Manager – Olympic Sports</strong></td>
</tr>
<tr>
<td>Kevin Murphy - <a href="mailto:murpaz@bc.edu">murpaz@bc.edu</a> - 552-6202</td>
</tr>
<tr>
<td><strong>Head Equipment Manager - Football</strong></td>
</tr>
<tr>
<td>Joe Flynn - <a href="mailto:flynnbv@bc.edu">flynnbv@bc.edu</a> - 552-3015</td>
</tr>
<tr>
<td><strong>Assistant Equipment Manager – Football</strong></td>
</tr>
<tr>
<td>Andrew Schatz - <a href="mailto:schata@bc.edu">schata@bc.edu</a> - 552-9107</td>
</tr>
<tr>
<td><strong>Assistant Equipment Manger – Olympic Sports</strong></td>
</tr>
<tr>
<td>Stephen Remick - <a href="mailto:remicks@bc.edu">remicks@bc.edu</a> - 552-3013</td>
</tr>
<tr>
<td>Sean Durfee - <a href="mailto:durfees@bc.edu">durfees@bc.edu</a> - 552-4785</td>
</tr>
<tr>
<td>Iggy Tarajos - <a href="mailto:tarajos@bc.edu">tarajos@bc.edu</a></td>
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<th>Facilities &amp; Operations</th>
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<tbody>
<tr>
<td><strong>Associate AD - Facilities &amp; Operations</strong></td>
</tr>
<tr>
<td>Sport Administrator: Field Hockey/Baseball</td>
</tr>
<tr>
<td>Matt Conway - <a href="mailto:conwayml@bc.edu">conwayml@bc.edu</a> - 552-6672</td>
</tr>
<tr>
<td><strong>Associate Director - Facilities &amp; Operations (MBB, WIH, SB, VB &amp; Conte Forum/Power Gym)</strong></td>
</tr>
<tr>
<td>Carson Brown - <a href="mailto:brownqq@bc.edu">brownqq@bc.edu</a> - 552-0601</td>
</tr>
<tr>
<td><strong>Associate Director - Facilities &amp; Operations (Alumni Stadium/Fish Field House/Yawkey Athletics Center &amp; FB, MSOC, MIH, LAX)</strong></td>
</tr>
<tr>
<td>Alan Fioravanti - <a href="mailto:fioravan@bc.edu">fioravan@bc.edu</a> - 552-0196</td>
</tr>
<tr>
<td><strong>Associate Director - Facilities &amp; Operations (Harrington Athletics Village/Newton Fields &amp; FB, WSOC, WBB, BB)</strong></td>
</tr>
<tr>
<td>Kelli Zeese - <a href="mailto:zeese@bc.edu">zeese@bc.edu</a> - 552-2186</td>
</tr>
</tbody>
</table>
Student-Athlete Academic Services
Director
Michael Harris – harrisvs@bc.edu – 552-8533

Associate Director
Da’Mon Merkerson – merkerso@bc.edu – 552-3151

Senior Assistant Director
Amy Morgan – morganag@bc.edu – 552-0614

Assistant Directors
Ashley Grigsby – grigsbya@bc.edu – 552-0616
Lee Metzger – metzgerl@bc.edu – 552-0617

Learning Specialist/Academic Counselor
Patrice Bouzan – bouzan@bc.edu – 552-1497

Administrative Assistant
Anna Pacella-Cerasani – pacellaa@bc.edu – 552-8533

Marketing & Fan Engagement
Associate AD – Marketing & Fan Engagement
Jamie DiLoreto – diloreto@bc.edu – 552-1504

Senior Associate Director – Sports Marketing
Jason Blanchette – blanchjd@bc.edu – 552-8944

Assistant Director – Marketing, Licensing & Fan Engagement
Victoria Boyle – boylev@bc.edu – 552-1503

Assistant Director – Marketing & Fan Engagement
Drew Read – readan@bc.edu – 552-0787

Sports Medicine (Conte Forum)
Director – Sports Medicine, Olympic Sports
Bert Lenz – lenzb@bc.edu – 552-8779

Senior Associate Director – Sports Medicine
TBD

Associate Directors – Sports Medicine
Kristen Allen – allenkr@bc.edu – 552-1045
Aaron Clark – clarkbh@bc.edu – 552-1392
Nicholas Gallotto – gallotto@bc.edu – 552-8266

Assistant Director – Sports Medicine
Eric Crest – crest@bc.edu – 552-4540

Resident in Athletic Training
Lindsay Lehtonen – lehtonen@bc.edu – 552-4828

Sports Medicine (Yawkey Center)
Assistant AD – Sports Medicine
Steve Bushee – bushee@bc.edu – 552-3009

Associate Director – Sports Medicine
Michael Vigneau – vigneau@bc.edu – 552-1126

Assistant Director – Sports Medicine
Emma Burgason – burgason@bc.edu – 552-4828

Residents in Athletic Training
Paul Rauch – rauchp@bc.edu – 552-9112
Jennifer Ruys – ruysj@bc.edu – 552-9112
Kyle Tinsman – tinsman@bc.edu – 552-9112

Strength & Conditioning (Conte Forum)
Director – Strength & Conditioning, Olympic Sports
Russ DeRosa – drosaru@bc.edu – 552-2155

Assistant Strength & Conditioning Coaches
Meghan Tierney – tiernemj@bc.edu – 552-2994
Jordan Stanley – stanlejr@bc.edu – 552-6573
Ryan Sullivan – sulliaku@bc.edu – 552-2026
Katie Simon – simonkb@bc.edu – 552-3972

Strength & Conditioning (Yawkey Center)
Head Strength & Conditioning Coach – Football
Scott McLafferty – mclaffej@bc.edu

Assistant Strength & Conditioning Coaches – Football
Spencer Reid – reidsp@bc.edu – 552-4798
Tyler Rouse – rousety@bc.edu – 552-9208
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<tr>
<th><strong>Student-Athlete Development</strong></th>
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<tr>
<td><strong>Senior Associate Director - Student-Athlete Development</strong></td>
<td><strong>Assistant AD - Ticket Sales &amp; Services</strong></td>
</tr>
<tr>
<td>Jade Morris - <a href="mailto:pricketj@bc.edu">pricketj@bc.edu</a> - 552-2276</td>
<td>Michael Ricci - <a href="mailto:riccimhi@bc.edu">riccimhi@bc.edu</a> - 552-2171</td>
</tr>
<tr>
<td><strong>Assistant Director – Student-Athlete Development</strong></td>
<td><strong>Account Manager – Ticket Sales &amp; Services</strong></td>
</tr>
<tr>
<td>Caitlin Barros - <a href="mailto:barroscb@bc.edu">barroscb@bc.edu</a> - 552-2276</td>
<td>Kenneth Arao - <a href="mailto:araok@bc.edu">araok@bc.edu</a> - 552-4762</td>
</tr>
<tr>
<td><strong>Technology Support</strong></td>
<td>Lorelei Riseman - <a href="mailto:risemanl@bc.edu">risemanl@bc.edu</a> - 552-2185</td>
</tr>
<tr>
<td><strong>Associate AD - Technology &amp; Interactive Media</strong></td>
<td><strong>Account Manager – Ticket Sales</strong></td>
</tr>
<tr>
<td>Will Gartner - <a href="mailto:gartnerw@bc.edu">gartnerw@bc.edu</a> - 552-0959</td>
<td>Ben Rapaport - <a href="mailto:rapaporb@bc.edu">rapaporb@bc.edu</a> - 552-3560</td>
</tr>
<tr>
<td><strong>Associate Director - Information Systems</strong></td>
<td>Ryan Smith - <a href="mailto:ryansmithl6@bc.edu">ryansmithl6@bc.edu</a> - 552-3987</td>
</tr>
<tr>
<td>Mark MacDonald - <a href="mailto:macdonma@bc.edu">macdonma@bc.edu</a> - 552-0562</td>
<td>Matthew Ferreira - <a href="mailto:matthew.ferreira@bc.edu">matthew.ferreira@bc.edu</a> - 552-4057</td>
</tr>
<tr>
<td><strong>Technology Consultant</strong></td>
<td>Michaela Thompson - <a href="mailto:thompsdu@bc.edu">thompsdu@bc.edu</a> - 552-3917</td>
</tr>
<tr>
<td>Dan Flores - <a href="mailto:floresde@bc.edu">floresde@bc.edu</a> - 552-6316</td>
<td><strong>Baseball</strong></td>
</tr>
<tr>
<td><strong>Broadcast Services</strong></td>
<td><strong>Head Coach</strong></td>
</tr>
<tr>
<td><strong>Director – ACC Network Production</strong></td>
<td>Mike Gambino - <a href="mailto:bc.baseball@bc.edu">bc.baseball@bc.edu</a> - 552-2674</td>
</tr>
<tr>
<td>Michael Baker - <a href="mailto:bakerfw@bc.edu">bakerfw@bc.edu</a> - 552-8382</td>
<td><strong>Associate Head Coach</strong></td>
</tr>
<tr>
<td><strong>Producer – ACC Network Production</strong></td>
<td>Alex Trezza - <a href="mailto:trezzaa@bc.edu">trezzaa@bc.edu</a> - 552-1131</td>
</tr>
<tr>
<td>Russ Kenn - <a href="mailto:kenn@bc.edu">kenn@bc.edu</a> - 552-8556</td>
<td><strong>Assistant Coach</strong></td>
</tr>
<tr>
<td><strong>Audio Engineer – ACC Network Production</strong></td>
<td>Greg Sullivan - <a href="mailto:gregory.sullivan.4@bc.edu">gregory.sullivan.4@bc.edu</a> - 552-3092</td>
</tr>
<tr>
<td>Adam Ferguson - <a href="mailto:fergusak@bc.edu">fergusak@bc.edu</a></td>
<td><strong>Men’s Basketball</strong></td>
</tr>
<tr>
<td><strong>Broadcast Engineer – ACC Network Production</strong></td>
<td>The Clement and Elizabeth Izzi Family Head Men’s Basketball Coach</td>
</tr>
<tr>
<td>William Lawler - <a href="mailto:lawlerwi@bc.edu">lawlerwi@bc.edu</a></td>
<td>Jim Christian - <a href="mailto:mens.basketball@bc.edu">mens.basketball@bc.edu</a> - 552-3006</td>
</tr>
<tr>
<td><strong>Ticket Operations</strong></td>
<td><strong>Assistant Coaches</strong></td>
</tr>
<tr>
<td><strong>Associate AD - Ticket Operations</strong></td>
<td>Bill Wuczynski - <a href="mailto:wuczynsk@bc.edu">wuczynsk@bc.edu</a> - 552-3006</td>
</tr>
<tr>
<td>Jim O’Neill - <a href="mailto:oneilljk@bc.edu">oneilljk@bc.edu</a> - 552-3000</td>
<td>Scott Spinelli - <a href="mailto:spinelsc@bc.edu">spinelsc@bc.edu</a> - 552-3006</td>
</tr>
<tr>
<td><strong>Associate Director - Ticket Operations</strong></td>
<td>Chris Cheeks - <a href="mailto:cheeks@bc.edu">cheeks@bc.edu</a> - 552-3006</td>
</tr>
<tr>
<td>Matt Thompson - <a href="mailto:thompsmu@bc.edu">thompsmu@bc.edu</a> - 552-3000</td>
<td><strong>Director of Operations</strong></td>
</tr>
<tr>
<td><strong>Ticket Operations Assistant</strong></td>
<td>Dan McDermott - <a href="mailto:mcdermdb@bc.edu">mcdermdb@bc.edu</a> - 552-1928</td>
</tr>
<tr>
<td>Tatum St. Cyr - <a href="mailto:stcyrt@bc.edu">stcyrt@bc.edu</a></td>
<td><strong>Video Coordinator</strong></td>
</tr>
<tr>
<td><strong>Ticket Sales &amp; Services</strong></td>
<td>Chip Cunningham - <a href="mailto:cuminck@bc.edu">cuminck@bc.edu</a> - 552-3007</td>
</tr>
<tr>
<td><strong>Assistant AD - Ticket Sales &amp; Services</strong></td>
<td><strong>Player Personnel Specialist/Staff Assistant</strong></td>
</tr>
<tr>
<td><strong>Account Manager – Ticket Sales &amp; Services</strong></td>
<td>Briana Brown - <a href="mailto:brownaj@bc.edu">brownaj@bc.edu</a> - 552-3006</td>
</tr>
<tr>
<td><strong>Account Manager – Ticket Sales</strong></td>
<td><strong>Baseball</strong></td>
</tr>
<tr>
<td><strong>Baseball</strong></td>
<td><strong>Head Coach</strong></td>
</tr>
<tr>
<td><strong>Assistant Coach</strong></td>
<td>Mike Gambino - <a href="mailto:bc.baseball@bc.edu">bc.baseball@bc.edu</a> - 552-2674</td>
</tr>
<tr>
<td><strong>Men’s Basketball</strong></td>
<td>Alex Trezza - <a href="mailto:trezzaa@bc.edu">trezzaa@bc.edu</a> - 552-1131</td>
</tr>
<tr>
<td><strong>Assistant Coaches</strong></td>
<td>Greg Sullivan - <a href="mailto:gregory.sullivan.4@bc.edu">gregory.sullivan.4@bc.edu</a> - 552-3092</td>
</tr>
<tr>
<td><strong>Director of Operations</strong></td>
<td>Dan McDermott - <a href="mailto:mcdermdb@bc.edu">mcdermdb@bc.edu</a> - 552-1928</td>
</tr>
<tr>
<td><strong>Video Coordinator</strong></td>
<td>Chip Cunningham - <a href="mailto:cuminck@bc.edu">cuminck@bc.edu</a> - 552-3007</td>
</tr>
<tr>
<td><strong>Player Personnel Specialist/Staff Assistant</strong></td>
<td>Briana Brown - <a href="mailto:brownaj@bc.edu">brownaj@bc.edu</a> - 552-3006</td>
</tr>
</tbody>
</table>
Women's Basketball
Head Coach
Joanna Bernabei-McNamee - bernabei@bc.edu - 552-4530
Assistant Coaches
Yolanda Griffith - griffiyo@bc.edu - 552-0613
AJ Cohen - coheniy@bc.edu - 552-0606
George Porcha - porcha@bc.edu - 552-4529
Director of Operations
Mike Gibson - gibsonmf@bc.edu - 552-4529
Video Coordinator
Kelley Doogan - doogank@bc.edu
Staff Assistant
Paula Cooper - cooperpd@bc.edu - 552-4530

Cheerleading
Head Coach
Alisa Borselli - alisa.borselli@bc.edu - 552-3005
Assistant Coach
DaNarius Kirby - kirbydc@bc.edu - 552-3005

Men's and Women's Fencing
Head Coach
Brendan Doris-Pierce - dorispib@bc.edu - 552-1048
Assistant Coach
Yasser Mahmoud - mahmouya@bc.edu - 552-1048

Field Hockey
Head Coach
Kelly Doton - dotonk@bc.edu - 552-8583
Assistant Coach
Mark Foster - fostermp@bc.edu - 552-3410

Men’s and Women’s Golf
Head Coach
Drew Kayser - kayserdr@bc.edu - 552-8759
Assistant Coach
Ryan Peffer - pefferr@bc.edu - 552-1643
**Football**

**Head Coach**
Steve Addazio – bc.football@bc.edu - 552-2010

**Assistant Head Coach – Tight Ends**
Frank Leonard - leonardf@bc.edu - 552-3010

**Offensive Coordinator/Quarterbacks Coach**
Mike Bajakian - bajakian@bc.edu - 552-3010

**Defensive Coordinator/Linebackers Coach**
Bill Sheridan - sheridibi@bc.edu - 552-3010

**Assistant Coaches**
Eric Lewis - lewisw@bc.edu - 552-3010
Rich Gunnell - gunnell@bc.edu - 552-3010
Brian White - whiteui@bc.edu - 552-3010
Ricky Brown - richard.brown.2@bc.edu - 552-3010
Antoine Smith - smithbj@bc.edu - 552-3010
Jim Reid - bc.football@bc.edu - 552-3010
Phil Trautwein - phil.trautwein@bc.edu - 552-3010

**Assistant AD - Football Operations & Player Personnel**
Reggie Terry - terryr@bc.edu - 552-3010

**Assistant Director - Football Operations**
Shane Morin - morinsh@bc.edu - 552-3010

**Assistant to the Head Football Coach/Operations Assistant**
Cassi White - whiteacf@bc.edu - 552-2010

**Football Video Coordinator**
Kevin Tomaszek - tomaszke@bc.edu - 552-0767

**Director of Football Initiatives**
Josh Beekman - beekmanj@bc.edu - 552-3010

**Assistant Director of Player Personnel**
Joe Sullivan - sulliapj@bc.edu - 552-3010

**Player Personnel/Staff Assistant**
Andrew Liacopoulos - liacopoulos@bc.edu - 552-3010

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**Men’s Ice Hockey**

**Schiller Family Head Hockey Coach**
Jerry York - mens.icehockey@bc.edu - 552-3028

**Assistant Coaches**
Mike Ayers - mens.icehockey@bc.edu - 552-3028
Brendan Buckley - mens.icehockey@bc.edu - 552-3028
Marty McInnis - mens.icehockey@bc.edu - 552-3028

**Director of Operations**
Sport Administrator: Women’s Ice Hockey
John Hegarty - hegartyb@bc.edu - 552-0603

**Staff Assistant**
Keagan Gallagher - gallaggc@bc.edu - 552-3028
Women’s Ice Hockey
Head Coach
Katie Crowley - kingkt@bc.edu - 552-3104

Associate Head Coach
Courtney Kennedy - kenedcv@bc.edu - 552-3104

Assistant Coach
Andie Anastos – andrea.anastos@bc.edu - 552-3958

Lacrosse
Head Coach
Acacia Walker-Weinstein - walkerau@bc.edu - 552-0481

Assistant Coach
Kayla Treanor - kayla.treanor@bc.edu - 552-8959

Assistant Coach
Jennifer Kent – kentjc2bc.edu

Rowing
Head Coach
Grace Hollowell - holloweg@bc.edu - 552-2518

Assistant Coach
TBD

Men’s and Women’s Sailing
Head Coach
Greg Wilkinson - wilkingr@bc.edu - 552-1646

Assistant Coaches
William Bailey - baileywc@bc.edu - 552-1646
Beth Barnard - barnarel@bc.edu - 552-1646

Men’s and Women’s Skiing
Head Coach
TBD

Assistant Coach
TBD

Men’s Soccer
Head Coach
Ed Kelly – msoccer@bc.edu – 552-4084

Associate Head Coach
Bob Thompson – thompsrm@bc.edu – 552-4085

Women’s Soccer
Head Coach
Jason Lowe – jason.lowe@bc.edu - 552-0982

Assistant Coaches
Rachel Moreland – morelanr@bc.edu – 552-0982
Jamie Kranich – kranich@bc.edu – 552-0982

Softball
Head Coach
Amy Kviliaug – kvilhaua@bc.edu - 552-3107

Assistant Coaches
Olivia Watkins – watkinol@bc.edu
Matt Alberghini – albergma@bc.edu

Men’s and Women’s Swimming & Diving
Head Coach
Mike Stephens - stephemd@bc.edu - 552-0575

Assistant Coach
Eric Thurston – thurster@bc.edu – 552-3037

Diving Coach
Jack Lewis – lewisaz@bc.edu - 552-3037

Men’s Tennis
Head Coach
Scott Wilkins - scott.wilkins.1@bc.edu - 552-3169

Women’s Tennis
Head Coach
Nigel Bentley - bentleyn@bc.edu - 552-3171

Assistant Coach
Brian Lomax - lomaxb@bc.edu – 552-2595
Men’s Track & Field/Cross Country
Head Coach
Matt Kerr - mens.track@bc.edu - 552-0569

Assistant Coach
Anna Willard – willarda@bc.edu - 552-3649

Women’s Track & Field/Cross Country
Head Coach
Randy Thomas - thomasjh@bc.edu - 552-4664

Assistant Coach
Julie Heyde - heyde@bc.edu - 552-3008

Volleyball
Head Coach
Jason Kennedy - jason.kennedy@bc.edu - 552-4639

Assistant Coach
Marissa Prinzbach – prinzbac@bc.edu – 552-1822
STUDENT-ATHLETE CODE OF CONDUCT

I certify that as a participant in the University’s athletics program, I understand that athletics participation is a privilege and not a right. To enjoy the privileges of athletics participation, I will adhere to all codes of conduct including, but not limited to, those listed below. I understand that as a participant in the University’s athletic program, I am expected to behave in a manner that is consistent with the principles of Boston College and as a respectful member of an intercollegiate team. The failure to conduct oneself responsibly may lead to dismissal from and association with the intercollegiate athletics program at Boston College and may also lead to the immediate cancellation of any athletically related aid. Student-Athletes must represent Boston College and conduct all activities in a manner that reflects personal commitment and the moral and ethical values becoming of a Boston College student-athlete. Inappropriate behavior may result in disciplinary action and removal from the team.

General Student-Athlete Rules of Conduct
Each Coach has his/her own very specific team rules covering everything from conduct to dress code. However, there are general rules that apply to all student-athletes:

- Always present a positive image of yourself, your team, your family, and the University.
- Make good choices that reflect the spirit of Boston College Athletics.
- Take responsibility for your actions.
- Respect all players, officials, coaches, and administrators.
- Maintain control during emotionally charged situations.
- Maintain personal habits which enhance healthful living.
- Understand the importance of being punctual; be on time for every commitment.
- Be prepared to give 100% both mentally and physically in the classroom, the community, and to your team.
- Consumption of alcohol while on team trips or athletic functions is prohibited.
- The use of tobacco products of any kind while participating in practice or competition or while representing the University in any capacity is prohibited.
- Boston College student-athletes should be mindful of their use of social media. Student-athletes should refrain from posting inappropriate photographs or statements on their pages including, but not limited to, Facebook, Instagram, Twitter, and Snap Chat. Student-athletes should take extra precaution when setting the privacy levels of their profiles.
- No gambling of any kind is permitted.
- Hazing is illegal and a violation of University rules and State law.
- Class attendance is mandatory unless excused for team travel or competition.

Principles of Sportsmanship and Ethical Conduct (NCAA Bylaw 2.4)
For intercollegiate athletics to promote the character development of participants, to enhance the integrity of higher education and to promote civility in society, student-athletes, coaches, and others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletics participation but also in the broad spectrum of activities affecting the athletics program.

Sportsmanlike Policy:
Duties of student-athletes:

- No public criticism of officials or public comments evaluating the officiating of particular contest.
Contest must be conducted and played in a sportsmanlike manner. Acts violating decorum rules shall include but not be limited to, the following:

- Physically abusing an official, coach, athlete, opponent or spectator;
- Intentionally inciting participants or spectators to violent or abusive action;
- Use of profanity, vulgarity, taunts, or obscene gestures;
- Publicly criticizing game officials, conference personnel, a member institution, or institutional personnel;
- Entering the playing field for an unsportsmanlike purpose; and
- Other acts of unsportsmanlike conduct.
**TITLE IX**

**What is Title IX?**
Title IX is a federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities operated by institutions that receive federal funding. Sexual harassment, including sexual assault and other forms of sexual misconduct, is a form of sex discrimination that schools must respond to in accordance with their obligations under Title IX.

Boston College attempts at all times to maintain a safe environment that supports its educational mission and is free from exploitation and intimidation, as well as discrimination based upon gender, including sexual harassment. Sexual harassment or sexual misconduct of any kind is antithetical to the mission of Boston College and the values it espouses and will be responded to accordingly, whether a complaint involves allegations of sexual misconduct by faculty, staff, student, or a third party. The University strives to eliminate sexual harassment, prevent its occurrence, and address its effects. In this regard, Boston College has several individuals who serve as Title IX coordinators. These individuals serve as resources for students, faculty, and staff within the Boston College community and oversee the University’s response to Title IX complaints. Contact information for each is below:

**University Title IX Coordinator**
Patricia Lowe
patricia.lowe@bc.edu
TitleIXCoordinator@bc.edu
617-552-3334

**Deputy Title IX Coordinator for Students**
Melinda Stoops
stoopsme@bc.edu
617-552-3482

**Deputy Title IX Coordinator for Athletics**
Jocelyn Gates
fishergj@bc.edu
617-552-8303

**University Harassment Counselor**
Linda Riley
linda.riley@bc.edu
617-552-4719

**What is Sexual Misconduct?**
Sexual Misconduct is defined in the Student Guide as a broad range of behaviors including sexual harassment, sexual assault, and other forms of misconduct of a sexual nature such as relationship violence, stalking, and sexual exploitation. Sexual misconduct can occur between individuals who know each other, have an established relationship, have previously engaged in consensual sexual activity, and between individuals who do not know each other. Sexual misconduct can be committed by persons of any gender, and it can occur between people of the same or different gender.

For the definition of consent and other terms related to sexual misconduct, please see the complete Sexual Misconduct Policy in the Student Guide by visiting bc.edu/sar

**What Is Consent?**
Consent is the clear and voluntary agreement to engage in particular sexual activity, communicated through mutually understandable words or actions. Consent is always freely informed and actively given. Silence or lack of resistance cannot be assumed to imply consent. Consent must be ongoing, and it may be withdrawn at any time. Consent for one sexual act does not imply consent for any subsequent sexual activity. Consent may never be obtained through use of coercion, intimidation, force, or threats. Consent cannot be obtained from an individual who is incapable of giving consent because the person:
- Is incapacitated, including through the consumption of alcohol or drugs;
- Is asleep, “blackened out,” unconscious, or physically helpless;
- Has a mental, intellectual, or physical disability; or
- Is under the legal age to give consent (16 years of age in Massachusetts).

After an Assault

The most common form of sexual misconduct perpetrated on college campuses is sexual assault. If you or someone you know has been assaulted in the last five days (120 hours), it is strongly recommended that you:

- Try to get to a safe place.
- Call one of the immediate-response or 24-hour services listed below. Taking care of yourself is the first step in the healing process after an assault.
- Try to preserve all physical evidence.
- Try not to wash your face or hands, bathe, brush your teeth, drink or eat, douche, or change clothes if you can avoid it. If you do change your clothes, put all clothing you were wearing at the time of the assault in individual paper bags (not plastic). It is important to preserve as much evidence as possible should you later decide to pursue criminal charges.
- Seek medical attention. This can include going to an area hospital (for which Boston College can arrange transportation) and meeting a sexual assault nurse examiner (SANE) to both collect forensic evidence and provide medical care and support to you. SANEs are specially trained nurses who provide immediate, compassionate, and comprehensive medical-legal evaluation and treatment.

  - Beth Israel Deaconess Medical Center ER: 617–754–2323
  - Brigham and Women’s Hospital ER: 617–732–5636

Reach out to additional resources listed below for ongoing support when you feel ready.

How to Help a Friend Affected by Sexual Violence

Believe What You Hear

Remember that survivors of sexual violence often worry that sharing what has happened to them will lead others to abandon, reject, or even retaliate against them. Being able to show you care could be the reason that your friend feels safe continuing to utilize support.

Don’t Judge

For students who have been sexually assaulted on college campuses, feeling judged and having their privacy violated by trusted peers, friends, and roommates can feel as traumatizing as the assault itself. To best help your friend, discuss your discomfort or concerns later with a trusted confidential resource like SANet, not in the moment.

Remember Your Role

While we might feel an instinct to gather details of the incident first, the best way to support a friend after an assault is often to affirm what they tell you. Ask whether your friend feels safe now, feel would be most helpful now, and whether they are interested in expanding their support system.

Offer to Connect

If and when your friend feels like the time is right to reach out for more support (such as academic, housing accommodations, conduct process), you can offer to connect your friend to SANet or a trusted professional on campus. Remember that there are many trusted resources on and off campus that they and their support system can utilize.

Seek Support
This is a very important part of helping a friend through the healing process. Throughout your conversations with anyone who talks to you about sexual violence, ask yourself whether this is a point to bring in a professional support system in order to take care of yourself. Remember to respect your friend’s privacy by avoiding sharing any details or personal information with others.

**Boston College Resources and Response**

**Important Things to Know**
- While alcohol is often a contributing factor, it is not the cause of sexual assault. It is often used strategically by perpetrators to facilitate sexual violence.
- 90% of survivors report that they knew and trusted the individual who assaulted them, and 60% of campus sexual assaults take place in residence halls.
- Fewer than 1 in 10 survivors of sexual assault on college campuses report their assaults to police and may choose to tell no one.

**STUDENT RESOURCES**

Boston College Sexual Assault Network Hotline (Confidential)
617-552-2233
- 24/7 confidential hotline for anyone affected by sexual violence (even if the caller is not a survivor)
- Staffed by trusted and trained advocates
- callers have the option to remain anonymous

SANE Care Team (Confidential)
Maloney Hall 421 (617) 552-8099
e-mail: sanet@bc.edu [bc.edu/sar]
Confidential resource that advocates for survivors.
- Provides all available options/next steps to survivors or friends of survivors.
- Accompanies survivors on their healing journeys.

University Counseling Services (Confidential)
Casson 201 (617) 552-3310 (weekdays); (617) 552-3250 or (617) 552-4440 (nights and weekends)
- Provides professional and confidential counseling; clinicians on call for emergencies 24 hours a day (please note: after-hour calls are routed through University Health Services or Boston College Police).
- Counseling available for survivors and other affected members of the community.

University Health Services (Confidential)
2150 Commonwealth Avenue (St. Thomas More Read Entrance) (617) 552-3225
- Open 24 hours a day for patient care and for urgent evaluations during the academic year with the exception of Thanksgiving, Christmas, and spring and Easter breaks.
- Outpatient services are available Monday–Friday during summer, spring break, and after January 1st to the beginning of spring semester.

Mission and Ministry
bc.edu/pastoral-counseling
Maara Callaway (617) 552-8433
Rick Rossi (617) 552-6592 (Confidential)
- Rick offers confidential pastoral counseling to survivors and other affected members of the BC community.

**STUDENT REPORTING OPTIONS**

Title IX Coordinator for Students
Melinda Stoops, Associate Vice President for Student Affairs
617-552-3470
- Oversees the University’s response to sexual misconduct reports involving students.
- Provides students with information about resources and reporting options.

Office of the Dean of Students
617-552-3470
- Offers information to students about options through the internal conduct system as well as guidance and support regarding academic and housing concerns.
- Provides students with details for stay-away orders and other immediate concerns.

Boston College Police
617-552-4444 (emergency); 617-552-4440 (non-emergency)
- Can provide assistance in pursuing legal action or connecting person with proper resources both on and off campus.
- Can aid students in making contact with the Administrators on Call and Psychological Emergency Clinician outside of normal business hours.
- Can provide transportation to local hospitals for related medical services with no requirement to file a police report.
- Reports will be taken by trained officers and an investigation will be conducted by specially trained investigators. This may involve questions about the assault, the assailant(s), location, and if there were witnesses.

For more information on the Boston College sexual misconduct policy and for additional resources go to: bc.edu/sar
Any form of hazing is prohibited by University policy and Massachusetts State Law. Hazing refers to any activity expected of someone joining a group (or to maintain full status in a group) that humiliates, degrades, or risks emotional and/or physical harm, regardless of the person’s willingness to participate. Hazing is a complex social problem that is shaped by power dynamics operating in a group and/or organization and within a particular cultural context.

Hazing activities are generally considered to be physically abusive, hazardous, and/or sexually violating. The specific behaviors or activities within these categories vary widely among participants, groups, and settings. While alcohol use is common in many types of hazing, other examples of typical hazing practices include personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing, and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one’s skin; brandings; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault.

For such activities to be considered hazing, forced or mandated participation is not required. If a new member feels that he or she will not be considered a fully participating member of the group or feels that they would be ostracized for not participating in particular behaviors (for example, alcohol use), then such implied coercion would be considered hazing.

Examples of Hazing

The following are some examples of hazing divided into three categories: subtle, harassment, and violent. It is impossible to list all possible hazing behaviors because many are context-specific. While this is not an all-inclusive list, it provides some common examples of hazing activities.

A. Subtle Hazing: Behaviors that emphasize a power imbalance between new members/rookies and other members of the group or team are termed “subtle hazing” because these types of hazing are often taken-for-granted or accepted as “harmless” or meaningless. Subtle hazing typically involves activities or attitudes that breach reasonable standards of mutual respect and place new members/rookies on the receiving end of ridicule, embarrassment, and/or humiliation tactics. New members/rookies often feel the need to endure subtle hazing to feel like part of the group or team. Examples include:

- Deception
- Implied requirement to participate in illegal or dangerous activities
- Silence periods with implied threats for violation
- Deprivation of privileges granted to other members
- Requiring new members/rookies to perform duties not assigned to other members
- Socially isolating new members/rookies
- Line-ups and drills/tests on meaningless information
- Requiring new members/rookies to refer to other members with titles (e.g. "Mr.", "Miss") while they are identified with demeaning terms
- Expecting certain items to always be in one’s possession
B. Harassment Hazing: Harassment Hazing involves behaviors that cause emotional anguish or physical discomfort in order to feel like part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members. Examples include:

- Verbal abuse
- Threats or implied threats
- Asking new members to wear embarrassing or humiliating attire
- Stunt or skit nights with degrading, crude, or humiliating acts
- Expecting new members/rookies to perform personal service to other members such as carrying books, errands, cooking, cleaning, etc.
- Sleep deprivation
- Sexual simulations
- Expecting new members/rookies to be deprived of maintaining a normal schedule of bodily cleanliness
- Being expected to harass others

C. Violent Hazing: Violent hazing includes behaviors that have the potential to cause physical, emotional, and/or psychological harm. Examples include, but are not limited to:

- Forced or coerced (explicit or implied) alcohol or other drug consumption
- Beating, paddling, or other forms of assault
- Branding
- Forced or coerced ingestion of vile substances or concoctions
- Burning
- Water intoxication
- Expecting abuse or mistreatment of animals
- Public nudity
- Expecting illegal activity
- Bondage
- Abductions/kidnaps
- Exposure to cold weather or extreme heat without appropriate
STUDENT-ATHLETE ACADEMIC SERVICES

The Office of Student-Athlete Academic Services (SAAS), under the Office of the Provost and Dean of Faculties provides academic and personal development services to all 750 student-athletes. Located on the 2nd and 4th floors of the Yawkey Athletics Center, SAAS employs eight full-time employees, who serve as liaisons between student-athletes, the Athletics Department and the BC academic community. We offer academic counseling, tutoring, academic mentoring, learning services and study table.

2nd & 4th Floor - Yawkey Athletic Center

<table>
<thead>
<tr>
<th>Hours of Operation</th>
<th>Summer Hours</th>
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<tbody>
<tr>
<td>Monday - Thursday</td>
<td>Monday – Thursday</td>
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<tr>
<td>9:00 AM - 9:00 PM</td>
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<td>Closed</td>
</tr>
<tr>
<td>Sunday</td>
<td>4:00 – 9:00 PM</td>
</tr>
</tbody>
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Academic Services Staff & Responsibilities

**Michael Harris**
Director of Academic Services
Men’s & Women’s Skiing, Men’s Tennis
harrissv@bc.edu
617-552-8669

**Amy Morgan**
Sr. Assistant Director
Women’s Basketball, Men’s & Women’s Golf, Lacrosse, Men’s & Women’s Soccer, Men’s & Women’s Sailing, Women’s Track & Cross Country
amy.morgan.2@bc.edu
617-552-0614

**Patrice Bouzan**
Learning Specialist/Academic Counselor
Field Hockey, Men’s & Women’s Ice Hockey, Men’s Track & Cross Country
bouzan@bc.edu
617-552-1497

**Da’Mon Merkerson**
Associate Director
Football
merkerso@bc.edu
617-552-0616

**Ashley Grigsby**
Assistant Director
Men’s Basketball & Football
grigsbya@bc.edu
617-552-0616

**Lee Metzger**
Assistant Director
Men’s & Women’s Fencing, Baseball, Volleyball, W. Tennis, Softball, Rowing, Men’s and Women’s Swimming & Diving
lee.metzger@bc.edu
617-552-0617
Vision:
To be the nation’s leader in formative student-athlete academic services.

SAAS operates within the SPIRIT of Boston College through the Core Values of:

Service – We work in service to others
Purpose – Our purpose is the student-athlete
Integrity – We operate with transparency and honest intent
Responsibility – We are accountable and thrive to do what is right
Innovation – We challenge the status quo to seek the optimal way
Teamwork – We work collectively to achieve the best results

Our work with student-athletes is guided by Father Himes Three Key Questions:
- What brings me joy?
- What am I good at?
- What does the world need me to be?

Mission Statement
SAAS supports the Boston College academic community and the Athletics Department in our mission to pursue student-athlete excellence, student-athlete formation, and a just society by remaining committed to integrity, ethics, and honesty. We provide comprehensive academic support services to meet the educational, personal, and career-development needs of all Boston College student-athletes. Consistent with the Jesuit ideal of cura personalis, we will take a holistic approach to academic services and student-athlete formation, seeking to provide each student-athlete with the opportunity to excel at Boston College and in life beyond the Heights.

Our Services
Academic Counseling: Academic Counselors are responsible for fostering intellectual and personal formation for their assigned student-athletes through regular meetings designed to assist student-athletes with navigating the institution. Academic Counselors coordinate academic services, track academic performance, monitor NCAA eligibility, help with graduation planning, and serve as a liaison to faculty, deans, campus administrators, and coaches.

Tutorial Support: Content tutoring is provided across a wide range of subjects and is delivered through individual, small group, and drop-in sessions.

Academic Mentoring: Academic mentors aid in the development of critical aspects of learning and academic success by serving as a motivator, and academic coach while assisting in the development and implementation of weekly objectives, long-term goals, academic skills, time management, and study strategies. Academic mentoring occurs during study table in one-on-one and group settings.

Study Table: Study table is required for some student-athletes to assist with time management and the completion of weekly academic objectives. Study table occurs in a supervised study environment, the Murphy Family Study Center or the 2nd Floor Academic Center, and each center has computers and printing services. Study table requirements are determined by the team’s Academic Counselors and Head Coach.
Learning Services: Learning Specialists create individualized academic plans for student-athletes with academic challenges, learning disabilities, and/or ADD/ADHD. Learning Specialists meet individually and in group settings with assigned students several times a week to assist with compensatory strategies and academic skill development while also working with the Connors Family Learning Center and the Office of Disability Services to assist student-athletes with accessing their university-approved academic accommodations.

Grade Monitoring: SAAS requests a minimum of two progress reports from faculty each semester, and Academic Counselors have Canvas Read Only & Observer Access. Academic Counselors will also ask for self-reported grades during academic counseling meetings. Grades are shared with coaches and athletic administrators.

Technology Loan Program: SAAS provides functional equipment to student-athletes who do not have access to a personal laptop, computer, charger, calculator, or tape recorder. Items are loaned to student-athletes on a short-term basis and must be returned to SAAS by the agreed upon terms. If items are lost or stolen, then the student-athlete’s student account may be charged for the replacement costs. All stolen items should be reported to law enforcement as soon as the item is identified as stolen to avoid charges to the student account.

Proctoring: Student-athletes are encouraged to work directly with their faculty member or department to make up any exams or quizzes missed due to athletically related travel. However, if the faculty is unable to proctor a make-up for the missed exam or quiz, the Office of Student-Athlete Academic Services (SAAS) may assist by providing proctoring services. The student-athlete must contact their Academic Counselor promptly and provide proof of their attempt to coordinate with their faculty member before completing a Proctor Request Form. SAAS does not provide proctoring services for any of the following reasons:

- Conflicts or missed class as a result of medical illness or family emergency
- Conflicts or missed class due to personal travel schedules and conflicts
- University approved academic accommodations for extended time

Faculty are encouraged to resolve these conflicts with student-athletes in a manner consistent with how they would any BC student.

Connors Family Learning Center
Boston College provides services and accommodations for students with learning disabilities and ADHD through the Connors Family Learning Center (CFLC). Depending on the specific nature of the disability, a student may be eligible for academic accommodations. Student-athletes with a diagnosed learning disability should provide current and comprehensive documentation to the SAAS Learning Specialist responsible for their team. Your Learning Specialist will facilitate registration with the CFLC and will and aid the student-athlete with accessing approved accommodations.

- TBD – Football & Men’s Basketball
- Patrice Bouzan – Olympic Sports

Acceptable documentation needed for academic accommodations include the following:

- Neuropsychological evaluation (current from High School)
- Proof of standardize test accommodation(s): College Board/ACTs
- Proof of high school or previous institution accommodation(s): 504/IEP/Other
The CFLC also provides tutorial services, including writing support to all students. At times, SAAS may refer student-athletes to the CFLC for tutoring.

**Academic Integrity**

The Boston College community is committed to integrity, ethics and honesty in its quest for a just society. As a result, the Athletic Department and the University strive to maintain an environment that is consistent with these ideals by upholding the standards and values of the institution. Furthermore, it is expected that all student-athletes will display academic integrity.

Violations of Academic Integrity include:
- Cheating
- Plagiarism
- Collusion

All students and employees at Boston College are governed by university’s policies governing academic integrity. As a result, staff will adhere to the university policies and procedures when dealing with all allegations of academic dishonesty. Allegations or violations of Boston College and/or academic policies will be documented and reported consistent with university and/or BCAD policy and procedures.

Please refer to the Boston College 2019–20 Undergraduate Catalog for detailed information on the violations of Academic Integrity and the student’s role in maintaining it: [http://www.bc.edu/offices/stserv/academic/univcat/undergrad_catalog/policies_procedures.html#integrity](http://www.bc.edu/offices/stserv/academic/univcat/undergrad_catalog/policies_procedures.html#integrity)

**Academic Grievance**

Any student who believes he or she has been treated unfairly in academic matters should consult with the chairperson of the undergraduate or graduate department or his or her Academic Dean to discuss this situation and to obtain information about relevant grievance procedures.

**Major Change/Declaration of Major**

All student-athletes must meet NCAA progress toward degree requirements in their declared major to avoid loss of athletic eligibility. The NCAA mandates student-athletes declare a major by their fifth semester.

All student-athletes are encouraged to seek assistance from their faculty advisor and academic dean prior to declaring or changing their major. Student-athletes should not change their major without consulting with their Academic Counselor.
Internal Transfer
Matriculated students wishing to transfer from one undergraduate college to another within Boston College should contact the Academic Dean’s Office of the school to which admission is sought. Students applying for internal transfer to Morrissey College of Arts and Sciences, the Lynch School of Education, and the Connell School of Nursing may do so beginning at the end of their freshman year. The Carroll School of Management accepts a limited number of internal transfer students in January of their sophomore year. Students must have completed their first three semesters at Boston College.

Students applying to transfer into the Connell School of Nursing or the Lynch School of Education should note that enrollment is limited in the professional schools and internal transfer may or may not be possible in any given year.

Students applying for internal transfer should be in good academic standing (some schools may require a 3.0 GPA; the Carroll School of Management requires a 3.4 GPA). All students must complete at least three (four in Lynch School of Education and Connell School of Nursing) semesters of full-time study after the transfer.
Applications are normally submitted to the Academic Dean by the last class day of each semester.

Faculty/Campus Advising
All student-athletes are required to meet with their faculty and/or campus advisor at least once a semester. During these meetings, students will discuss degree requirements, update graduation plans, and identify potential courses for the upcoming academic term. Students are encouraged to thoroughly review their degree audit during these meetings.

Degree Audit
Students receive degree audits each semester before registration and have access to actual and simulated degree audits at www.bc.edu/myservices (“Degree Audit”). Students are responsible for completing all the requirements listed on the degree audit before graduation.

Account Holds
Account holds are placed on student registration for outstanding financial balances and failure to submit proof of immunization. A student should see Student Services for Outstanding Account Balance Holds, and Health Services for Immunization Holds.

Schedule Adjustment Period
Undergraduate students may drop or add a course(s) online during the first seven class days of the semester. All schedule adjustments should be discussed and approved by your Academic Counselor.

Course Withdrawal Policy
Student-athletes MUST complete a Course Withdrawal form with their Academic Counselor before dropping or withdrawing from a class after the schedule adjustment period. Students may not drop below full-time enrollment or 12 credits.

The Course Withdrawal form requires the student-athlete to provide approval from their Academic Counselor to their Academic Dean before the course is removed from the student’s class schedule. Students will not be permitted to withdraw from courses after the published deadline.

Undergraduates that withdraw from a course after the extended drop period will receive a "W" on their transcript. A grade of W does not affect the GPA, and students may re-take a course for which a "W" has been recorded.
Class Attendance Expectations
Students are expected to attend classes regularly, take tests, and submit papers and other work at the times specified on the course syllabus. Students who are absent repeatedly from class or practica will be evaluated by faculty to ascertain their ability to successfully complete the course.

Professors will announce, reasonably well in advance, tests and examinations based on material covered in class lectures and discussions, as well as other assigned material. A student who is absent from class on the day of a previously announced examination, including the final examination, is not entitled, as a matter of right, to make up what was missed. The professor involved is free to decide whether a make-up will be allowed.

Travel Letters
All student-athletes must meet with their instructors at the beginning of each semester to discuss class absences, missed examinations, and the student-athlete’s ability to successfully complete the course despite the class absences. This policy covers only travel and competition, not practice, trainings, or team meetings. We ask that you follow the instructions below to complete the procedure accurately:

Instructions for Travel
1. Print your name in the Student-Athlete box on the Blue Master Signature Form.
2. Print your course numbers and titles (all courses), along with your professors’ names, in the boxes on the Blue Form.
3. In cases where you will miss class, present the white schedule and attached letter to your professors and explain that you are a student-athlete, making them aware of your travel conflicts. Ask the professors to sign your blue form indicating that they have received your Travel Schedule. If there is a problem with this process see your AC immediately.
4. If a class will never be missed (for example, you travel only on two Fridays and will never miss your two classes that meet on Tuesday and Thursday), put an “X” in the Professor’s Signature box. You do not need to present a schedule or get the signature from that instructor. If no conflicts exist this semester, please note this on the blue form, and return the form immediately to your coach.
5. When you have secured all of the required signatures, return your blue form to your coach.
6. Report any difficulties encountered with instructors to your academic counselor ASAP.
7. REMEMBER – you are responsible for making up work and test missed due to athletic activities. Present yourself to your instructors in a responsible and positive manner! Remind professors and discuss make-up work in anticipation of each absence.
Graduation
Students are expected to satisfactorily complete eight semesters of full-time study. Students generally may not accelerate the date of graduation stated in the acceptance letter, unless they receive a Dean’s exception. The University awards degrees in May, August, and December of each year, although commencement ceremonies are held only in May. A diploma will not be dated before all work is completed. Students who graduate in December may participate in commencement exercises the following May.

Full-Time Status
Students must be registered for at least 12 credits per semester to be considered full-time. At least nine of the credits must be in courses of three credits or more. Students should enroll in 15 credits each semester to ensure timely degree completion.

Student-athletes must be enrolled full-time to practice and compete in competition. Failure to maintain full-time status may also result in loss of financial aid.

External/Transfer Courses
After admission to Boston College, the only courses that may be applied towards a graduation are those offered at Boston College in a regular course of study during the academic year. Exceptions to this rule must be approved in writing by the Academic Dean before the courses are begun. Exceptions may be granted by the Academic Dean for official cross-registration programs, external summer study abroad, certain special study programs at other universities, and summer courses with an AD prefix in the Woods College of Advancing Studies.

A student must earn a grade of C- or better to receive credit for any course taken at another university. In some instances, the Academic Dean may stipulate a higher grade. After the course has been completed, the student should request that the registrar at the host university forward an official transcript to the Office of Student Services at Boston College.
Grading

In computing averages, the following numerical equivalents for the twelve (12) letter grades are used:

- A: 4.00
- A-: 3.67
- B+: 3.33
- B: 3.00
- B-: 2.67
- C+: 2.33
- C: 2.00
- C-: 1.67
- D+: 1.33
- D: 1.00
- D-: .67
- F: .00
- P: No effect on GPA
- U: No effect on GPA

Students in the Connell School of Nursing must achieve a grade of C- or higher in nursing courses, or they will be required to retake the course.

A student’s cumulative average is based on grades in courses taken at Boston College, plus other courses specifically approved for credit towards the degree by the Academic Dean. If a student fails a course, the failing grade remains on the student’s transcript and a 0.0 is calculated into the student’s cumulative average.

A failed course may be retaken for credit, with the new grade added to the GPA, but the original failure remains on the transcript and continues to be counted in the GPA. If a student retakes a failed course and fails it again, the course is again entered on the transcript and the grade is counted in the GPA. If a student retakes a course in which she or he has already received a passing grade, the repeated course is again entered on the transcript and the grade is calculated in the cumulative GPA, but the course is not credited toward the degree.

Grades will be posted at www.bc.edu/myservices (“Current Courses and Grades”) at the close of each semester. Any student who believes there is a grade discrepancy on a semester grade should resolve the discrepancy within the first six weeks of the following semester.

Incomplete & Deferred Grades

All required work in any course must be completed by the date set for the course examination. A student who has not completed the research or written work for a course taken in the fall or spring semester or is absent from the course examination in either semester, may, with adequate reason and at the discretion of the instructor, receive a temporary grade of Incomplete (I). All such (I) grades will automatically be changed to F on March 1 for the fall, August 1 for the spring, and October 1 for the summer.

A faculty member may only assign a grade of J for a 2-semester course when the grade in the first semester is dependent on the grade issued at the end of the semester. The J grade has no GPA value. Instructors should assign a grade for each semester at the end of the second semester. Such courses may include an Internship, Dissertation Direction, or Student Teaching.
Pass/Fail Electives
Sophomores, juniors, and seniors may enroll online in a non-major, non-minor, or non-Core course on a pass/fail basis during the first seven class-days of the semester.

Second-semester freshmen who have been approved by their Academic Dean for an overload of a sixth course of three credits or more may take that course on a pass/fail basis, in which case the course may not be used to fulfill a major, minor, or Core requirement.

No more than one course of three or more credits may be taken pass/fail in any semester. No student may take more than six pass/fail courses of three or more credits for credit toward a degree.

Courses in the Carroll School of Management and the Woods College may not be taken on a pass/fail basis. Departments may designate some courses as not available in general for pass/fail enrollment.

Students may not take foreign language courses on a pass/fail basis until they have completed the University’s language proficiency requirement.

A student enrolled in a course on a pass/fail basis who earns a grade of D- or higher will receive a grade of Pass for the course.

Grade Change
Grade changes should be made only for exceptional reasons. For all students, the grades submitted by faculty at the end of each semester are considered final unless the faculty member has granted the student an Incomplete to provide time to finish his or her course work. Such Incompletes should only be granted for serious reasons, e.g., illness, and only when the student has been able to complete most of the course work but is missing a specific assignment, e.g., a final paper, an examination, etc. Incompletes are not to be granted to allow the student to complete a major portion of the course work after the end of the semester.

NCAA Continuing Eligibility
Degree Requirements
Most Boston College degrees require 120 hours. Please refer to your degree audit and/or advisement worksheet.

Football 9-Hour Rule
Football student-athletes must pass 9-degree applicable hours in each Fall term and earn their APR eligibility point to be fully eligible for competition the fall season.

Baseball Continuing Eligibility Rule
Baseball student-athletes must be eligible to compete in the Fall Semester to be eligible to compete during Spring Semester.
Post Season Competition
To be eligible to compete in a postseason event (e.g., conference tournament, bowl game, NCAA championship) that occurs between regular terms a student-athlete must have satisfactorily completed six semester hours of academic credit during the preceding regular academic term of full-time enrollment (NCAA Bylaw 14.1.10.2).

In addition to meeting the outlined requirements, student-athletes must also meet all BC academic requirements and be considered in good standing. Ordinarily, a student must maintain a cumulative GPA of at least 1.667 (1.5 in CSOM) to maintain good academic standing within Boston College.
<table>
<thead>
<tr>
<th>Class</th>
<th>6 Hour Rule</th>
<th>18 Hour Rule</th>
<th>Percent Degree Requirement</th>
<th>Minimum GPA Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>Pass 6-degree applicable hours each term (Fall/Spring).</td>
<td>Pass 18-degree applicable hours between the Fall &amp; Spring terms.</td>
<td>Pass 24 total degree applicable hours prior to start of 3rd semester</td>
<td>90% of GPA needed to graduate prior to start of 3rd semester</td>
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<td>NOTE: Summer School may NOT be included.</td>
<td>Please see College Minimum Requirements: A&amp;S: 1.500</td>
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<td>LSOE: 1.500</td>
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<td>CSON: 1.500 (2.000 in CSON courses)</td>
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<td>CSOM: 1.350</td>
</tr>
<tr>
<td>Sophomore</td>
<td>Pass 6-degree applicable hours each term (Fall/Spring).</td>
<td>Pass 18-degree applicable hours between the Fall &amp; Spring terms.</td>
<td>Declare a major Complete 40% of major by start of 5th semester</td>
<td>95% of GPA needed to graduate prior to start of 5th semester</td>
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<td>NOTE: Summer School may NOT be included.</td>
<td>Please see College Minimum Requirements: A&amp;S: 1.584</td>
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<td>LSOE: 1.584</td>
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<td>CSON: 1.584 (2.000 in CSON courses) CSOM: 1.425</td>
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<tr>
<td>Junior</td>
<td>Pass 6-degree applicable hours each term (Fall/Spring).</td>
<td>Pass 18-degree applicable hours between the Fall &amp; Spring terms.</td>
<td>Complete 60% of major by start of 7th semester</td>
<td>100% of GPA needed to graduate prior to start of 7th semester</td>
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<td>NOTE: Summer School may NOT be included.</td>
<td>Please see College Minimum GPA Requirements: A&amp;S: 1.667</td>
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<td>LSOE: 1.667</td>
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<td></td>
<td></td>
<td>CSON: 1.667 (2.000 in CSON courses) CSOM: 1.50</td>
</tr>
<tr>
<td>Senior</td>
<td>Pass 6-degree applicable hours each term (Fall/Spring).</td>
<td>Pass 18-degree applicable hours between the Fall &amp; Spring terms.</td>
<td>Complete 80% of major by start of 9th semester</td>
<td>100% of GPA needed to graduate prior to start of 9th semester</td>
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<td>NOTE: Summer School may NOT be included.</td>
<td>Please see College Minimum GPA Requirements: A&amp;S: 1.667</td>
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<td>CSON: 1.667 (2.000 in CSON courses) CSOM: 1.50</td>
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<tr>
<td>5th Year</td>
<td>Pass 6-degree applicable hours each term (Fall/Spring).</td>
<td>Graduate prior to the next Academic Year Eligibility Expired</td>
<td>Graduate prior to the next Academic Year Eligibility Expired</td>
<td>Graduate prior to the next Academic Year Eligibility Expired</td>
</tr>
</tbody>
</table>
SUMMER SCHOOL – PROCESS, GUIDELINES AND PRIORITIES

PURPOSE
The primary purpose of summer school is to enrich a student-athlete’s academic experience while improving their ability to receive an undergraduate degree while they are eligible to compete for four competition seasons as a student-athlete. Other needs may be accomplished during the summer terms, but those needs must not trump our primary academic purpose.

ELIGIBILITY
Only scholarship student-athletes that were on athletic aid in the previous academic term and approved incoming Freshmen who will be on scholarship in the immediate upcoming term are eligible to be considered. In addition, they would only be eligible for the higher of the two scholarship percentages of either the athletic aid they received in the previous academic term or the athletic aid that they will receive in the upcoming year (or just the upcoming term if they are an incoming freshman).

PRIORITIES
Summer school applications will be approved based on the following priorities (in priority order).

ACADEMIC REQUESTS
- Credits deficiency (one or more classes deficient – 2 or more credits) **
- Low GPA (2.2 or lower)
- Graduation or Eligibility Risk – ability to pass courses, GPA, course mapping (based on SAAS recommendations)
- At-Risk Learning Profile
- ** Deficiencies can’t be created by unapproved under loading – undergraduate student-athletes should be in 5 classes an academic-year semester unless a reduction is approved by SAAS because of an at-risk learning profile, banked classes, or class load difficulty

FIFTH-YEAR (RED SHIRT) ACADEMIC PROGRESS
- Fifth-year student-athletes completing an undergraduate degree will be given the same academic-related priority as undergraduate student-athletes attempting to finish in 4 years (Reference Academic Requests Above)
- Fifth-year student-athletes (with remaining eligibility) enrolled in a graduate program will be given access to summer school classes but this access won’t exceed the normal access that a similar undergraduate student-athlete receives.
- A red-shirt student-athlete of any grade level, will not be granted more credits (unless they meet the academic requirements above) in order to complete a graduate degree while they are eligible or immediately after their eligibility.
- Fifth-Year (Red Shirts) who are enrolled in a graduate program will not be granted academic year aid after their eligibility has expired unless an exemption is given in writing by the Athletic Director upon the athlete entering into the graduate program.
FIFTH-YEAR (GRADUATE TRANSFER) ACADEMIC PROGRESS

- Fifth-year graduate transfers will be given enough credits to complete a graduate degree under the following conditions:
  - Those student-athletes with one-year of eligibility remaining will be given 10 classes provided that they complete the 10 classes in 2 academic semesters and 2 back to back summer sessions (I and II either before they compete or after their eligibility expires)
  - Graduate student-athletes with more than one-year of eligibility remaining will be given the above multiplied by the number of years of eligibility they have remaining

ATHLETIC PREPARATION/COMPETITIVE REQUESTS

- Requests for summer school that are not based on academic need will be considered under the following parameters:
  - Student-athlete will receive one course for one summer term
  - Based on available dollars after all academic requests are considered
  - Based on gender equity balance

SPECIAL REQUESTS

- Special requests (requests that don’t fit into the listed categories) will be reviewed by the Summer School Review team and final approval will be at the discretion of the Athletic Director.
- There is a possibility of additional summer credits for graduate students with eligibility remaining if a reduction in scholarship dollars during the academic year is used as an offset

APPLICATION PROCESS/TIMELINE

- Application must be completely filled out in order to be considered
- Applications must be completed by the due date (XXXX)
- Applications for Study Abroad classes must be completed by (XXXXXX)
- There will be a separate due date for student-athletes wishing to study abroad

Please contact David Ayer in the Business Office if you have any questions. (Ext. 2-1463)
Summer School Funding Request Form

Process:
1. The student-athlete will complete Section I and secure coach signature (Section II).
2. SAAS and student-athlete will complete Section III, and SAAS will deliver all requests to the BCAD Business Office.
3. The Summer School Committee will review requests and make decisions. Early decisions for study abroad applicants.
4. BCAD Business Office will notify coaches of Committee decision; CC academic counselors; coaches, will notify student-athlete.

SECTION I (to be completed by student-athlete)
Name: ____________________________  Sport(s): ____________________________  Eagle ID: ____________________________
Current Acad. Yr. (circle): Fr So Jr Sr Grad  Cell Phone: ____________________________  Email: ____________________________
Request for Session I (list course title(s)): ____________________________
Request for Session II (list course title(s)): ____________________________
Are you requesting housing and meals?  Session I: Yes  No  Session II: Yes  No

Signature of Student-Athlete: ____________________________  Date: ____________________________

SECTION II (to be signed by head coach)
I am aware of this student-athlete’s academic situation and support his/her request for summer school funding.

Signature of Head Coach: ____________________________  Date: ____________________________

SECTION III (to be completed by SAAS)
Date Request Received by SAAS: ____________________________  School: ____________________________  Major(s): ____________________________
Credits completed to date: ____________________________  GPA: ____________________________  Credits Deficient: ____________________________
Credits in bank ____________________________  Do deficiencies affect 18-19 or 19-20 eligibility?  Yes  No
Summer school requested for (circle): Major  Core  Elective
Incomplete grades outstanding or anticipated deficiencies for spring? ____________________________
Additional Reason(s) for Request: ____________________________

Did student-athlete drop/withdraw from any classes during academic year which rendered him/her under-enrolled, or fail any classes which caused him/her to pass fewer than 12 credits that semester?  Yes  No
If yes, please list course(s), credits, and approximate date of drop/withdrawal:
Course(s): ____________________________  Credits: ____________________________  Date: ____________________________

Did student-apply for study abroad funding?  Yes  No  Date application is due: ____________________________
Is student eligible for University voucher?  Yes  No  If yes, how many courses will be covered by voucher?  ______

Signature of Team Academic Counselor: ____________________________  Date: ____________________________

Date Received by Athletic Administration: ____________________________
Scholarship 17-18 Yes ___ if so % ___ No ______
Scholarship 18-19 Yes ___ if so % ___ No ______
Decision(s) Rendered – Courses: Approved  Denied  Date Coach Notified of Decision(s): ____________________________
Housing: Approved  Denied
Meals: Approved  Denied

Signature of Athletic Administrator: ____________________________  Date: ____________________________
STUDENT-ATHLETE DEVELOPMENT

Mission
To provide holistic and inclusive programming to support student-athletes in their personal growth and experience while at BC and help them prepare for life beyond.

Three Pillars
• PERSONAL DEVELOPMENT
• CAREER READINESS
• COMMUNITY ENGAGEMENT

Personal Development
A variety of programs are offered to enhance student-athlete growth and experience to enhance student-athlete growth and experience. From leadership or personal finance education to tips on coping with stress, these opportunities allow student-athletes to get out of their comfort zone, grow personally, and positively impact their team.

60+ Programming Opportunities
2,000+ Participants

• Campus Diversity Workshop
• Eagle Leadership Institute
  • ESPNW Event
  • Etiquette Dinner
• Student-Athlete Advisory Committee
• Senior Cultural Experience
• Xcel Spring Leadership Retreat
• First-Generation Student-Athlete Association
• Female Student-Athlete Self-Defense Class
• International Student Day at the Baseball Game
Resources

Alcohol and Drug Education
Gasson Hall 013
617-552-9900
adeprogram@bc.edu

Campus Ministry
McElroy 233
617-552-3475
ministry@bc.edu

Montserrat Office
36 College Road
617-552-3140
montserrat.coalition@bc.edu

Office of the Dean of Students
Maloney Hall Suite 448
617-552-3470
deanofstudents@bc.edu

Office of Health Promotion
Gasson Hall 025
617-552-9900
healthpromotion@bc.edu

SANet: Sexual Assault Network
617-552-2211

The Thea Bowman AHANA and Intercultural Center
Maloney Hall 455
617-552-3358
bowmancenter@bc.edu

University Counseling Services
Gasson Hall 001
617-552-3310 (non-emergency), 617-552-3227 (emergency)

University Health Services
2150 Commonwealth Avenue, Ground Floor
617-552-3225

Women’s Center
Maloney Hall 441
617-552-3489
women@bc.edu

Office of International Students and Scholars
Thea Bowman House
72 College Road
617-552-8005
bcis@bc.edu
Career Readiness
As our student-athletes approach graduation, we want them to be prepared for life after Boston College. While they are here, we connect them to our expansive alumni network to provide them informational interviews, internships, or job opportunities. In addition, we offer a variety of programs to arm them with tools to succeed when establishing their brand through a cover letter or resume, applying for jobs/graduate school, going on an interview, or performing on the job.

15 Opportunities
20+ Hours of programming
400+ participants

Class of 2018:
99% Secured Post-grad plans

Eagles to eagles:
Female student-athlete
Networking night

Eagles connect:
MALE STUDENT-ATHLETE NETWORKING NIGHT

Resources


Career Center
Southwell Hall,
38 Commonwealth Avenue, Chestnut Hill, MA 02467
Phone: 617-552-3430
E-mail: career.center@bc.edu
http://www.bc.edu/offices/careers/

EagleLink: bc.edu/eaglelink

NCAA After the Game Career Center:
http://www.ncaa.org/student-athletes/former-student-athlete/careers
Community Engagement
Boston College student-athletes have a unique platform to further the University mission, "Men and Women for Others". They want to make a positive and lasting impact in the community. Our partnerships with local schools and organizations provide our student-athletes with a variety of programming to give them an opportunity to make a difference.

- 4,600+ Hours
- 100+ Opportunities
- Engaged with over 20 Organizations
- 94% Participation on HelperHelper
- Service Immersion Trip – Houston, TX

Resources

HelperHelper app: You can download in your phone’s app store

Volunteer and Service Learning Center
McElroy 114
617-552-1317
volunteer@bc.edu

BC Volunteer Database: http://volunteer.bc.edu
**Contact Information:**
Our staff is here to assist you and your team in any way we can. Please feel free to come by our offices or set up a one-on-one appointment.

Jade Morris - Senior Associate Director, Student-Athlete Development
pricketj@bc.edu
617-552-2276

Caitlin Barros – Assistant Director, Student-Athlete Development
barros cb@bc.edu
617-552-2276

Jessica Hurley - Intern, Student-Athlete Development
hurleyar@bc.edu
617-552-3519

**Social Media**
Make sure to follow us for important updates and events:
Instagram and Twitter @bceagleskills

**Office Location**
Yawkey Athletics Center, 4th Floor

**Mailing Address**
Boston College-Student-Athlete Development
Yawkey Athletics Center
140 Commonwealth Avenue
Chestnut Hill, MA 02467
The mission of the Boston College Compliance Office is to provide guidance to the entire Boston College community with regard to the rules, regulations and standards which mandate integrity and fair play in all our affairs. Above all else, we exist to promote and protect the health and well-being of our student-athletes, our Department of Athletics and the University.

**Agents/Advisors**
The NCAA defines an “agent” as any individual who, directly or indirectly represents or attempts to represent an individual for the purpose of marketing his or her athletics ability or reputation for financial gain; or seeks to obtain any type of financial gain. The term "agent" also includes runners (individuals who befriend student-athletes and frequently distribute impermissible benefits) and potentially financial/family advisors that represents the student-athlete.

1. A student-athlete (and his/her parents, relatives and friends) **MAY NOT** agree verbally or in writing to be represented by an agent in the present or in the future.
2. A student-athlete (and his/her parents, relatives and friends) **MAY NOT** accept transportation, money, gifts or other benefits from an agent.
3. A student-athlete (and his/her parents, relatives and friends) **MAY** speak to an agent as long as an agreement for agent representation is not established.

It is permissible for a student-athlete and their family to retain the services of an “advisor” (as opposed to an agent) or legal counsel without jeopardizing his or her eligibility for intercollegiate athletics.

1. An advisor/lawyer **MAY** provide advice to a student-athlete about the potential of a professional career in athletics;
2. An advisor/lawyer **MAY** discuss the merits of a proposed contract and/or give the student-athlete suggestions about the type of offer that should be considered;
3. An advisor/lawyer **MAY NOT** contact teams to arrange private workouts or tryouts;
4. An advisor/lawyer **MAY NOT** negotiate the terms of a proposed professional sports contract with the team;
5. An advisor/lawyer **MAY NOT** be present during the discussions of a contract offer from a team; and
6. An advisor/lawyer **MUST** be paid at his or her normal rate for such services. It is not permissible to receive such services at a free or discounted rate, regardless of whether or not the advisor typically charges clients for such service.

**Boston College Compliance:**
- All agents and advisors should be registered with the Compliance Office.
- Any collateral materials an agent would like to provide a student-athlete should first be provided to the Compliance Office for approval.
Amateurism
Student-athletes must be considered an amateur athlete in order to participate in intercollegiate athletics. A student-athlete will lose his or her amateur status if the individual:

1. Uses his or her athletics skill (directly or indirectly) for pay in any form in that sport;
2. Accepts a promise of pay, even if such pay is to be received following completion of intercollegiate athletics participation;
3. Signs a contract or commitment of any kind to play professional athletics;
4. Receives, directly or indirectly, a salary, reimbursement of expenses or any other form of financial assistance from a professional sports organization;
5. Competes on any professional athletics team and knows that the team is a professional team even if no pay or remuneration of expenses was received; or
6. Enters into a professional draft.

Promotional Activities
Student-athletes are prohibited from using their name, picture or likeness to endorse a commercial product or service, doing so will jeopardize his or her eligibility. Student-athletes are permitted to promote charitable and nonprofit organizations.

Boston College Compliance:
- Student-athletes wishing to promote a charitable or nonprofit organization must first receive approval from the Compliance Office.

Complimentary Admission
Student-athletes are eligible for a maximum of four (regular season) or six (postseason) complimentary admissions per event in his or her sport if there is an admission charge. Complimentary admissions may not be sold or traded for anything of value and “hard” tickets shall not be issued.

Boston College Compliance:
- Student-athletes must enter complimentary admission requests in JumpForward and guests will be audited by the Compliance Office.
- Individuals receiving complimentary admissions are required to present proper identification, or they will not be admitted into the event.
- Complimentary admissions should not be provided to any donors or boosters.
**Disability Insurance**

A student-athlete is permitted to borrow against future professional earnings from an established commercial lending institution in order to purchase insurance against a permanent disabling injury or illness that would prevent him or her from pursuing a career in professional athletics.

If student-athlete is eligible for disability insurance, Boston College can assist with arrangements for securing the loan for insurance. No other individual (including an agent, advisor, booster or other university staff member) may assist the student-athlete in securing the loan.

*Boston College Compliance:*

- Student-athletes that are eligible for disability insurance will be notified by the Athletic Department.

**Employment**

There is no limit on the amount that can be earned when employed, provided the student-athlete is compensated at the going rate for work that is actually performed.

Student-athletes may receive compensation for teaching or coaching sports skills or techniques in his or her sport on a fee-for-lesson basis provided:

1. Boston College facilities are not used;
2. Playing lessons are not provided;
3. Compensation is paid by the lesson recipient (or the recipient’s family) and not another individual or entity;
4. Instruction provided to each individual is comparable to the instruction that would be provided during a private lesson when the instruction involves more than one individual at a time; and
5. A student-athlete does not use his or her name, picture or appearance to promote or advertise the availability of fee-for-lessons.

*Boston College Compliance:*

- Student-athletes that have a job are required to provide documentation to the Compliance Office.
- Student-athletes that provide lessons, must maintain detailed records of the lessons provided and payment for the lessons. Student-athlete should be prepared to provide documentation to the Compliance Office upon request.

**Eligibility**

5-Year Clock

Student-athletes have four seasons of competition and have a time-frame of five years to utilize those four seasons. The clock starts when a student-athlete enrolls full-time at either a 2-year or 4-year collegiate institution.

A student-athlete utilizes a season of competition when participating in a competition against an outside team, regardless of duration except for preseason exhibitions and practice scrimmages.

**Redshirt vs. Medical Hardship**

“Redshirting” refers to the practice of intentionally holding a student-athlete out of competition for an entire year. Student-athletes (nor coaches) do not need to file a formal request for a redshirt season.
"Medical Hardship" refers to gaining back a year of eligibility (after having competed) due to suffering a season ending injury in the first half of the season when the student-athlete has participated in 30% of the competitions or less. The waiver is approved by the conference office and must be accompanied by contemporaneous documentation.

<table>
<thead>
<tr>
<th>Requirements for Practice</th>
<th>Requirements for Competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Enrolled full-time (at least 12 degree applicable hours)*</td>
<td>✓ Enrolled full-time (at least 12 degree applicable hours)</td>
</tr>
<tr>
<td>✓ Completed all BC and NCAA forms and attended Compliance meeting</td>
<td>✓ Completed all BC and NCAA forms and attended Compliance meeting.</td>
</tr>
<tr>
<td>✓ Cleared by Sports Medicine</td>
<td>✓ Cleared by Sports Medicine</td>
</tr>
<tr>
<td>✓ Newcomers have 45 days to practice unless deemed Final Qualifier/Amateur</td>
<td>✓ Freshman – Final Qualifier/Amateur</td>
</tr>
</tbody>
</table>

*Freshman and transfers that have not attended orientation are permitted to practice until classes begin.

**In order to participate in postseason competition between terms, student-athletes must pass at least six-degree applicable hours.

**Ethical Conduct**

NCAA rules and Boston College require student-athletes to act with honesty and sportsmanship at all times. A student-athlete’s refusal to furnish information relative to potential NCAA rules violations is considered unethical conduct and carries harsh penalties, including permanent loss of eligibility. Knowingly furnishing or knowingly influencing others to furnish the NCAA or BC with false or misleading information concerning a possible violation will also result in harsh penalties.

**Extra Benefits**

An extra benefit is any special arrangement or opportunity provided to a student-athlete (or their relatives or friends) that is not available to the general population or student body. Examples of impermissible extra benefits include:

1. Gifts of clothing or equipment;
2. Cash or like items, any tangible items including merchandise;
3. Free or reduced-cost services;
4. Free of reduced rentals, leases or purchases of any type;
5. Free or reduced cost housing or employment arrangements for a prospect or a prospect’s relatives

This is not an exhaustive list of impermissible extra benefits. Student-athletes should contact the Compliance Office PRIOR to accepting any benefit. Failure to do so may result in the student-athlete being deemed ineligible for competitions and lead to more severe penalties.
Financial Aid
Student-athletes that receive an outside scholarship must have the scholarship reviewed and approved by the Compliance Office and the Financial Aid Office prior to accepting the award.

Federal law and NCAA legislation limit the amount of aid a student-athlete may receive. In the event that the student-athlete’s aid exceeds individual or team limits, Boston College reserves the right to reduce any aid provided to the student-athlete.

Athletic Grant-in-Aid
An athletic grant-in-aid includes tuition, fees, room, board, books, miscellaneous expense and travel (if applicable). It does not cover student health insurance, taxes on room and board or other fees (e.g., parking fines, lost ID, room damage). An athletic grant-in-aid can be cancelled or reduced:

1. In the event a student-athlete renders himself or herself ineligible for competition;
2. Fraudulently misrepresents any information on an application, letter of intent or financial aid agreement (i.e., declaring the intent to participate in a particular sport and then either not reporting for any countable athletically related activities or making only a token appearance with minimal participation);
3. Engages in serious misconduct resulting in disciplinary action; or
4. Voluntarily withdraws for the team.

An athletic grant-in-aid cannot be cancelled or reduced during the term of the award on the basis of the student-athlete’s athletic performance, because of an injury or illness or for any other athletics reason.

A student-athlete determined to be a medical noncounter (no longer able to participate in their sport), may be issued an addendum to clarify their status with the team and expectations (e.g., drug testing).

In the event that a student-athlete’s award is cancelled or reduced, the student-athlete reserves the right to appeal. For additional information refer to the Student-Athlete Financial Aid Appeal Process.

Gambling
Student-athletes are prohibited from gambling on any NCAA sponsored sport at the collegiate or professional level. Sports wagering is defined as placing, accepting or soliciting a wager of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Includes use of a bookmaker or parlay card; internet sports wagering; auctions; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

Grievances
Student-athletes who believe they have been subject to inappropriate or unfair conduct or actions by a coach or Athletics staff member should refer to the Student-Athlete Grievance Policy.
Outside Competition

TEAM SPORTS: The ACC and NCAA limit student-athletes’ participation on outside teams during the academic year (including official vacation periods).

INDIVIDUAL SPORTS: It is permissible for a student-athlete to participate in outside competition as an individual during the academic year, as long as the student-athlete represents only himself or herself in the competition and does not engage in such competition as a member of or receive expenses from an outside team. (Applies to Tennis, Golf, Track and Rowing.) Student-athletes cannot accept prizes (e.g., cash)

Boston College Compliance:
- Student-athletes wishing to participate with an outside team must first get approval from the head coach and the Compliance Office prior to participating.
- Student-athletes that compete as an individual must maintain detailed records of competitions.
- Any student-athlete that wins a prize for outside competition MUST seek approval from the Compliance Office prior to accepting the prize.

Playing and Practice

Hour Limitations
During the playing season, student-athletes are limited to four-hours per day and 20-hours per weeks of countable athletically related activities (CARA).
In sports other than football, outside the playing season, student-athlete are limited to eight-hours per week of weight-training and conditioning, including a limit of no more than four-hours for skill-related instruction.

Required Days Off
During the playing season student-athletes are required to be provided one day off per week without any required athletically related activities and two days off per week outside the playing season.
At the conclusion of the championship segment, student-athletes are required to be provided with seven consecutive days off. Student-athletes must be provided an additional 14-days off during the playing season or if outside the playing season, during the academic year when classes are in session.
Travel days may not be considered a day off unless student-athlete(s) returns to campus prior to 5:00am and are provided a continuous 24-hour period without any required athletically related activities.

<table>
<thead>
<tr>
<th>Examples of CARA</th>
<th>Examples of RARA</th>
<th>Not CARA or RARA</th>
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</thead>
<tbody>
<tr>
<td>Practice</td>
<td>CARA</td>
<td>Academic Meetings</td>
</tr>
<tr>
<td>Competition</td>
<td>Compliance Meetings</td>
<td>Life Skills Activities</td>
</tr>
<tr>
<td>Strength and Conditioning</td>
<td>Promotional Activities</td>
<td>Medical Activities</td>
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<tr>
<td>Team Meetings/Film Review</td>
<td>Media Activities</td>
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<td></td>
<td>Recruiting Activities</td>
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<td></td>
<td>Community Service</td>
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</tbody>
</table>
Time Management Plan

The Student-Athlete Time Management Plan was established to provide transparency and accountability to the athletically related time demands placed on student-athletes. Student-athlete are to be provided with their schedule per department policy (refer to the Student-Athlete Time Management Plan).

Student-athletes must be provided with a seven-day notice of any additions to the schedule and 24-hour’s notice to any change of scheduled CARA and RARA within the control of the coaching staff.

Boston College Compliance:
- At least one student-athlete on each team will be designated as the Time Management Plan representative.
- Student-athletes will be asked to verify monthly CARA and RARA logs in JumpForward.

Recruiting
1. Acting as a student-athlete host is an important service. Conduct of the student-athlete and the prospect should reflect positively on the Athletic Department and Boston College.
2. The student-athlete host may be provided with host money to provide reasonable and appropriate entertainment (within 30 mile radius) to the prospect. The host money cannot be used to purchase tangible items (e.g., sweatshirt), nor can it be provided directly to the prospect.
3. The student-athlete host may be provided with a meal card and complimentary admission to accompany the prospect to on-campus meals and athletic events.
4. The prospect may participate in recreational activities, provided the activities are not organized or observed by a coach and are not designed to test the athletics abilities of the prospect.

Transfers
Student-athlete’s wishing to transfer to another 4-year institution should first notify the head coach and sport administrator of their intentions. The student-athlete should then alert the Compliance Office to review applicable NCAA legislation and ACC and Boston College policies.

Student-athletes that have provided notice of their intention to transfer continue to have access to academic support services and sports medicine services for injuries sustained during countable athletically related activities. Student-athletes will be denied access to athletic facilities and elective resources (e.g. Weight Room) unless approved by the Athletic Director (or designee) with input from the head coach and applicable department head.

ACC Intra-Conference Transfer Rules
Undergraduate student-athletes that were recruited or received athletics grant-in-aid wishing to transfer within the ACC will be subject to the Intra-Conference Transfer penalty that will require the student-athlete to be withheld from competition for one year in-residency and charged one season of competition.
STUDENT-ATHLETE FINANCIAL AID APPEAL PROCESS

A student-athlete who wishes to appeal any decisions concerning his or her athletically-related financial aid MUST submit a written request that includes the following:

- Student’s name, ID number, year in school, sport;
- Type and amount of all previous financial aid;
- Reasons for believing that the decision was improper, including names of institutional staff members (e.g., coach, Student Services officer, etc.) with whom the student has discussed the aid; and
- Copies of any relevant documents (e.g., letter regarding initial athletics award).

The student must submit these materials to the Senior Assistant Director of Financial Aid, within ten business days of the issuance of the cancellation or reduction notification. The appeal is reviewed by the Appeals Committee and its decision is final. There is no appeal beyond the Appeals Committee. A written response to the appeal will be sent to the student within ten business days after the appeal has been heard.

COMMITTEE:

The Appeals Committee consists of three administrators who are chosen from a pool of individuals identified by the Senior Assistant Director of Financial Aid. The chairperson for each hearing is designated by the Senior Assistant Director of Financial Aid. None of the committee members report to the Athletics Department.

PROCEDURES:

1. The student submits the appeal in writing to the Senior Assistant Director of Financial Aid within ten business days of the issuance of the cancellation or reduction notification.
2. The appeal must include the four items listed above.
3. A hearing is then scheduled within ten business days of receipt of the appeal. The actual date of the hearing may be outside of the ten business day window but it will generally be scheduled within ten business days of receipt of the appeal.
4. The student and appropriate member(s) of the Athletic Department are notified of the time and place.
5. If the student has additional documentation to submit to the Appeals Committee, it should be submitted at least two business days prior to the hearing.
6. If the Athletics representatives have written information to present, it must be submitted to the Appeals Committee at least two business days prior to the hearing.
7. Each side presents its arguments to the committee. Both parties are entitled to bring witnesses to the hearing. These witnesses should be able to speak to the facts that they witnessed.
8. Consistent with the University’s Student Conduct process, attorneys may be present and serve as an advisor only in instances in which the termination of the athletic aid is related to a criminal matter where the student has been arrested or has a complaint filed against him or her and the matter has not yet been concluded in court. Students may bring an advisor, but the role of advisors, including attorneys, is limited. He or she is not entitled to address the Appeals Committee or act in any advocacy capacity at the hearing. The student and advisor can confer at any point during the hearing, but the advisor may not formulate specific questions, responses, or statements for the student. Violations of the guidelines would result in a warning being issued to the advisor by the Appeals Committee. Repeated violations may result in the advisor being asked to leave the hearing room. The Appeal Committee reserves the rights to have an attorney serve as its advisor in appeals in which the student brings an attorney-advisor.
9. Both sides will provide a list of all individuals attending the hearing to the Appeal Committee at least two business days prior to the hearing. Individuals not disclosed to the Appeal Committee will not be permitted to attend the hearing.
10. If either party has substantive evidence as to why a specific person should not be part of the committee hearing the case, either of these parties will be given an opportunity to present this information to the chair of the committee at the start of the hearing. If the chair deems that there is substantive evidence, the committee member in question will be excused and another member will be substituted. The decision of the chair is final.

**ACTION:**

If the Appeals Committee determines that the decision was not a violation of any NCAA rules/regulations or institutional policy and no extenuating circumstances are present, the appeal is denied.

If the Appeals Committee determines that the decision was in violation of any NCAA rules/regulations or institutional policy, the appeal is approved. The original athletically-related financial aid award is made available to the student-athlete as soon as possible. In some cases, a work commitment to Athletics may be required to fulfill the terms of the scholarship contract.

In any case, the chair of the Appeals Committee notifies the student and other appropriate parties in writing within ten business days after the hearing.

**STUDENT-ATHLETE TIME MANAGEMENT PLAN**

Every sport program must develop a time management plan (TMP) to provide student-athletes with greater predictability and transparency in their athletic schedules for the upcoming academic year. TMPs are intended to provide student-athletes adequate advance notice of future athletically-related activities in order to effectively plan their academic and non-athletically related activities.

1. **POLICIES**
   - It is ultimately a head coach’s responsibility to develop and maintain a permissible TMP per NCAA rules and department policies.
   - Coaches are encouraged to use JumpForward to develop the TMP outline and detailed TMP.
     a. TMP outline provides a shell of a schedule for student-athletes to begin planning (e.g., practice times, competitions, study hall)
     b. Detailed TMP provides the exact dates and times of all CARA and RARA (e.g., departure time, team meals, community service)
The TMP outline must be developed in a collaborative process including the sport administrator, the head coach (or designee), at least one student-athlete and the compliance office.

a. The head coach will make a recommendation on who should be designated as the student-athlete representative(s), but the sport administrator will make the final decision.

The head coach (or designee) is responsible for seeking input from and collaborating with other athletic department offices (e.g., communications, student-athlete development, and marketing) for activities to be included within the detailed TMP.

Student-athletes will be provided an approved TMP outline prior to the start of preseason practice or classes each semester, whichever is earlier.

The head coach (or designee) will provide detailed updates to the TMP no later than the 15th of each month for the upcoming coming month’s RARA and CARA through JumpForward.

Changes and additions to the detailed TMP must be provided in writing (e.g., text message, email) to the student-athletes and the sport administrator and reflected on an updated detailed TMP or addendum.

a. Student-athletes must be provided at least seven days’ notice of any RARA or CARA additions.

b. Student-athlete must be provided at least 24 hours’ notice of any changes to scheduled RARA or CARA that is within the control of the coaching staff.

c. The sport administrator should maintain contemporaneous records of changes and additions made to the detailed TMP.

RARA and CARA cannot be considered a voluntary activity if a coach is present, unless there is a legislated exception (e.g., safety).

An annual review will be conducted by the sport administrator, head coach, at least one student-athlete representative, FAR and the compliance office to evaluate the extent to which student-athletes were free from all RARA and CARA (during the eight-hour period and days off) and that the coaching staff has complied with institutional policies and procedures.

The athletic director will provide an executive summary of the annual reviews to the President for review.

II. PROCEDURES

1. The head coach (or designee) must complete and submit the fall semester TMP outline no later than July 1st and for the spring semester TMP outline no later than November 1st. Football and basketball must complete and submit a TMP outline for required summer activities no later than April 1st.

2. The compliance office will review the TMP outline for applicable NCAA rules and then notify the sport administrator and designated student-athlete(s) that the TMP outline is ready for review.

3. The sport administrator will coordinate an opportunity (in person, by teleconference or email) with the selected student-athlete(s) to review the TMP outline for the applicable semester.
4. The sport administrator will submit possible revisions to the head coach for consideration. If agreement can’t be reached, the athletic director (or designee), in consultation with the FAR (if necessary), will make the final determination.

5. Once final, the sport administrator will notify the compliance office to provide the TMP outline to the student-athletes no later than the start of required practice activities or classes, whichever is earlier.

6. Coaches must update and provide a detailed TMP for each month during the academic year and it must be made available no later than the 15th of the previous month. See JumpForward instructions on how to add an activity to the TMP.
   a. Student-athletes must be given advanced notice per institutional policy for any changes or additions to the detailed TMP.

7. Following the conclusion of the academic year, the sport administrator will coordinate a meeting (in-person or by teleconference) with the head coach, FAR, at least one student-athlete and the compliance office to conduct an annual review.

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**STUDENT-ATHLETE GRIEVANCE POLICY**

I. **POLICIES**

   Boston College Athletics is committed to fostering the health, well-being, and welfare of student-athletes. This policy describes the process available to student-athletes who believe they have been subject to inappropriate or unfair conduct or actions by a coach or Athletics staff member.

   This policy is intended to address grievances that arise within the athletics program and are not covered under any other institutional policy or procedure, including, without limitation, the Student-Athlete Financial Aid Appeal Process, which addresses grievances related to the athletics aid. Grievances involving other students should be addressed through the Code of Student Conduct and the Student Conduct System. In addition, Boston College has institutional policies and processes in place to address discrimination grievances and discriminatory harassment. Students who report matters that are better addressed by other institutional policies will be referred to those policies and other appropriate University administrators. Further, this policy is not intended to address student complaints regarding playing time, position, and other matters that are within the discretion of the coach and the coach’s expertise in the sport.
The Department of Athletics will respect the privacy of student-athletes pursuing grievances and will refrain from discussing complaints or sharing written materials about the complaint in accordance with the University’s Student Educational Records policy. Retaliation against a student-athlete for reporting a grievance is prohibited and may result in disciplinary action.

II. PROCEDURES

1. Informal Grievance:
   - In some cases, an informal discussion may resolve a student-athlete’s concerns with coaches or staff. When possible, a student-athlete should attempt to resolve the issue directly with the individual(s). Team captains are often a good resource to help mediate an issue.
   - If the student-athlete cannot reach a satisfactory resolution of the issue through direct communication or is uncomfortable making direct contact with the involved individual(s), the student-athlete should report the grievance to the applicable sport administrator. When appropriate, the sport administrator may be able to help facilitate a resolution to the complaint through informal means, such as providing advice or facilitating a conversation between involved parties.

2. Formal Grievance:
   - If the issue cannot be resolved informally, or if the student-athlete is uncomfortable pursuing the grievance independently, the student-athlete may report the grievance in writing to the sport administrator. The student-athlete should write the statement by himself or herself; statements written by other individuals (e.g., parents, legal counsel) will not be accepted. The statement should describe the unfair or inappropriate conduct of concern, any steps that have been taken in an attempt to resolve the concern, and the outcome that the student-athlete is seeking.

The sport administrator shall be responsible for initiating a timely and comprehensive review of the grievance. In situations where the sport administrator is implicated or otherwise an inappropriate choice, the formal complaint should be submitted to the Director of Athletics, who will then appoint one or more members of the Athletic Department senior staff to conduct the review. University administrators outside of the Athletic Department may be consulted or assist with a review if deemed necessary.

- The sport administrator or designee(s) will notify the alleged offending party that a formal complaint has been filed and offer an opportunity for the individual to respond in person or in writing.

- The sport administrator or designee(s) may choose to meet individually with the student-athlete and involved individual(s) to review the grievance and response. Additional individuals may be interviewed if deemed necessary. Both the student-athlete and the alleged offending party may suggest other individuals who are knowledgeable of the facts of the situation.

- After reviewing written statements and interviewing appropriate parties (if necessary), the sport administrator or designee(s) will present a resolution to the student-athlete and the alleged offending party.

- If the student-athlete is dissatisfied with the resolution then the student-athlete may submit a written appeal to the Director of Athletics. The appeal must be submitted as soon as possible but no later than ten (10) business days after the student-athlete has received the resolution from the sport administrator or designee(s) and must include information about the student’s complaint and an explanation as to why the resolution is dissatisfaction.
The Director of Athletics or the Director’s designee will review all relevant information, including any documents gathered by the sport administrator, and reserves the right to request additional information and consult with other University administrators. The Director of Athletics will endeavor to render a decision within thirty (30) days of receiving the appeal, and will notify the student if the process is expected to continue beyond the thirty (30)-day period.

The decision of the Director of Athletics is final, and will be communicated to the student-athlete in writing, with copies to the persons(s) against whom the grievance was about and the sport administrator.
SPORTS MEDICINE

It is our mission to protect and promote the health and safety of all intercollegiate student-athletes. We provide and coordinate a comprehensive array of professional health care services. We work closely with our coaches as they prepare their teams for competition.

Boston College Sports Medicine is responsible for the primary health care of all varsity student-athletes in conjunction with the University Health Services. The main functions of Sports Medicine are to provide pre-participation clearance for all students who intend to participate in varsity athletics, as well as to provide care, prevention, and rehabilitation of all athletic injuries/illnesses that occur while student-athletes are representing Boston College in intercollegiate athletics. Sports Medicine will make any and all necessary referrals to physicians and/or hospitals for examinations/testing in a timely fashion to ensure the well-being of all student-athletes and to promote a safe and complete return to their respective sport.

Medical Clearance and Eligibility

- Try Out Clearance
  - All students wishing to try out for a varsity team must meet the following requirements prior to any tryout activity:
    - Completed pre-entrance physical examination forms on file in Health Services indicating that student is cleared for sport activity.
    - Provide results of Sickle Cell blood test.
    - Completed insurance information form and insurance information letter
    - Be on a coach-submitted roster in the Compliance Office or sign up on tryout list in Conte 411 and complete a Risk Statement form and a Health Questionnaire.
  - For a more detailed description of the tryout procedures, please refer to the BCAD Compliance Manual

- Final Medical Clearance
  - At completion of the tryout period, all coaches will submit a finalized roster to the Compliance Office. The Compliance staff, in conjunction with the Sports Medicine staff, will determine the medical eligibility for all team members.
  - First time participants in all sports must complete a history of injuries/illnesses to be provided to the Director of Health Services, Team Physician and/or Sports Medicine prior to obtaining a sports physical examination. At a minimum, the following conditions must be reported:
    - Injuries to head, neck, back, shoulders, knee and internal organs
    - All fractures, dislocations, separations, sprains and muscular strains/tears.
    - Any serious illness
    - Allergies, asthma, diabetes.
    - All previous surgeries
    - Previous alcohol/drug abuse counseling
    - Cardiopulmonary conditions
    - Missing paired organs
    - Any other condition that could impact the student's safety
The student will need to complete a sports participation physical examination at the University’s Health Services. The physical will be scheduled by Sports Medicine Staff as soon as possible after the team roster has been finalized. The coach is responsible for notifying team members to schedule this examination.

This examination will include a general medical physical, a baseline concussion test and a review of any prior orthopedic injuries and will verify and update immunization history in accordance with state laws. Each athlete will also undergo balance testing which will be administered by Sports Medicine staff.

Failure to report a medical condition/previous injury listed in the above categories will release the University from any liability in the event of injury or illness caused by or related to the unreported condition. Boston College will not be held financially responsible for any tests (x-rays included) or referrals to medical consultants to complete the physical examination or review. Any tests or referrals are the responsibility of the student and his/her family. Furthermore, Boston College will not be responsible for any care that may eventually be required to treat a medical condition that is not reported at the time of the sports physical.

Loss of one of the paired organs (kidney, lung, eye, etc.) or any other condition that is determined by the Director of Health Services, Team Physician or orthopedic consultant to be detrimental to the student’s health and well-being may disqualify the student from participation in intercollegiate athletics.

Upon completion of the sport physical examination, Health Services will issue a clearance card to be returned to Sports Medicine that will indicate that the student is: cleared for full participation, allowed restricted activity until further tests and/or examinations are completed or is disqualified from athletic participation.

- Both returning and first time student-athletes must submit a completed NCAA Health Questionnaire, Concussion Education Document, and Medical Release Waiver to Sports Medicine via the ‘Jump Forward’ (Compliance Office Website) each year prior to participation.
- Specific athletes/groups of athletes/teams may be required to undergo annual physical evaluations as deemed necessary by the Sports Medicine Staff.
- The Director of Health Services, Team Physicians and/or orthopedic consultants may re-examine any student-athlete and change the student-athlete’s participation status at any time.
- Any student-athlete utilizing prescription medication for the treatment of ADHD or a similar condition must complete an NCAA Medical Exemption Form YEARLY. These forms, and instructions for completion, can be obtained in-person from Sports Medicine. The form is also available on the Boston College Athletics Website in the Sports Medicine section.
Medical Treatment

1. The student-athlete must report all injuries/illnesses to Sports Medicine at onset; if occurrence is outside of normal athletic training room hours, the report should be made the next working day. Coaches should report any known medical problems that occur when athletic trainers are not present. The University will not be responsible, financially or otherwise, for injuries/illnesses not reported to Sports Medicine within three days.

2. The Sports Medicine Staff will triage all injury signs and symptoms and provide care and/or refer the student-athlete to the appropriate clinician as necessary. All athletes have access to, AND ARE WELCOME IN EITHER ATHLETIC TRAINING ROOM; in Yawkey Athletic Center or in Conte Forum. If the athletic training room that your team normally uses is closed, please seek care at the other athletic training room. If both athletic training rooms are closed see instructions in #3 below.

3. If a student-athlete becomes ill outside of the normal of athletic training room hours, (or becomes aware of an injury suffered earlier) the athlete should report to Health Services located in the southeast corner of the dorm at “2150 Commonwealth Ave”. This is the corner of the building closest to the new Recreational Complex. The Boston College Health Service is responsible for the health and well-being of all students and operates a 24/7 care facility during the normal academic year. Since Sports Medicine and Health Services work very closely in providing medical care, the student-athlete must alert the Health Service staff that they participate in intercollegiate athletics so that the appropriate staff in Sports Medicine will be notified. Further, the student-athlete must contact the Athletic Trainer for their team and provide information about the nature of the problem and the timeline related to the onset of symptoms. Campus Police will assist with transport to Health Services if symptoms prevent the athlete from walking to 2150 Commonwealth.

Medical Referrals

1. All medical tests and/or referrals to non-University physicians or service providers must be made by the Sports Medicine Staff and/or University physician. Any athlete wishing to obtain a second opinion or obtain other care by non-university affiliated clinicians (including testing, treatments, procedures, etc.) with an expectation for financial support from the University, must obtain prior permission in writing from the Sports Medicine Medical Director. Consult with your team athletic trainer to obtain this written permission.

2. Any student-athlete obtaining medical treatment without prior approval from the Sports Medicine Medical Director (except in an emergency) will assume financial responsibility for all related expenses. Please also refer to “Medical Payment Policy” and to “Practice or Game Participation” regarding second opinions.

3. Coaches may not refer a student-athlete to a non-University physician or service provider.
Insurance Requirements and Medical Payment Policy

1. Boston College will be responsible only for injuries occurring while a student-athlete is representing the University in formal intercollegiate activity with on-site supervision by a University coach. The University does not cover charges related to an illness (i.e. Mono, staph infection, etc.) or to non-Boston College intercollegiate athletic injuries (i.e. injuries incurred at the Recreation Center during intramural participation, injuries incurred while competing on a national team, etc.)

2. All University students (including non-athletes) will be automatically enrolled in, and charged for, the University student insurance policy unless they are able to provide proof of private medical insurance coverage and then waive the University sponsored plan. The Athletic Department is not responsible for the expense if the student-athlete fails to waive the University coverage. If a student-athlete does not have private insurance coverage and is unable to pay for the University sponsored plan, the student-athlete may request that the Athletic Department utilize special assistance funds to cover the cost of the insurance policy. This request is made through the Compliance Office and the student-athlete must be Pell Grant eligible to qualify.

NOTE: Private insurance comparable to the school’s student health insurance is required by state law for all students enrolled in any Massachusetts college or university.

3. The Athletic Department requires that any private insurance plan carry a maximum deductible of $500.00 and that the policy cover at least 70% of usual and customary charges. The private policy must cover the student-athlete for routine care while they are in Boston. Most Health Maintenance Organizations (HMO’s) DO NOT cover routine care for the student and thus would not be acceptable to satisfy the BCAD requirements.

4. All bills must initially be submitted to the student-athlete’s health insurance plan. The BCAD carries a secondary athletic injury policy that will review a claim only after the student-athlete’s primary insurance has acted upon the submitted expenses and Sports Medicine has received the Explanation of Benefits form sent by the primary insurance. If the student-athlete does not have appropriate coverage as outlined above, balances of bills will become the responsibility of the student-athlete and their parent/guardian. Be advised that BCAD is very firm on this policy.

5. BCAD will be responsible only for charges incurred by a student-athlete when they receive care from a Boston College physician/service provider, when they are specifically referred to an outside consultant by a member of the Sports Medicine Staff, or when they receive prior permission for outside care by the Medical Director. If a student-athlete chooses to go outside the Boston College ‘circle of care’ without a referral or permission, the payment of any and all balance bills remaining after the student-athlete’s private insurance has acted will be the responsibility of the student-athlete and their parent/guardian. Coaches are not permitted to make outside medical referrals.

6. When a student-athlete completes their participation with their respective team (due to graduation, or any other reason for leaving team) the student-athlete shall complete an “Exit Injury Statement” which will be provided to the athlete by the Sports Medicine staff. This document will allow the student-athlete to inform Sports Medicine of any on-going injury issues that have not been yet been rectified and will promote communication to solve any remaining injury issues. Arrangements for treatment and referrals related to any prior intercollegiate athletic injury sustained at Boston College shall be discussed and a plan put in place within two months of the athlete’s cessation of participation. The Boston College secondary medical accident insurance will be available to financially assist the former student-athlete for up to two years after the athlete leaves the team provided that all of the normal insurance requirements (listed in previous sections) are still in place and have been satisfied. Student-athletes may obtain an Exit Injury Statement from their team athletic trainer if one is not provided to them. Failure to return an Exit Injury Statement shall nullify any BCAD financial responsibility for medical care related to a previously incurred injury.
**Procedure for Processing Medical Bills**

1. As needed, the Sports Medicine Staff will provide the insurance information that has been supplied by the student-athlete to any service provider that renders care to the student-athlete. The service provider will bill the student-athlete’s private insurance directly.

2. It is the student-athlete’s responsibility to inform the Sports Medicine Staff of any special procedures that must be followed to obtain insurance coverage. Furthermore, it is the student-athlete’s or parent’s responsibility to seek prior approval, or referrals, or follow any special procedures needed for any medical services if this is required by the private insurance company. Due to Federal HIPAA laws, insurance companies will not discuss insurance matters with the Sports Medicine Staff.

Once private insurance has acted, the student-athlete and/or their parent/guardian must provide the Sports Medicine Staff with both a balance-due bill and an Explanation of Benefits Form from the private insurance company. This form is required before Boston College will take any action on any bill:

1. Once the Explanation of Benefit form(s) and the balance-due bill(s) have been received, Boston College will process and evaluate the claim to determine our level of financial responsibility.

2. Parent/Guardian should NOT make payments on bills and expect reimbursement. It is extremely difficult to have parent/guardians refunded for payments and often they will not be reimbursed at 100% of their payment.

**Practice or Game Participation**

Decisions concerning the availability of a student-athlete for practice or game competition shall be the sole responsibility of the Sports Medicine Staff. The final authority will be held by the university physician/consultant that is attending to the student-athlete. To be clear, outside physicians do not have the authority to make medical decisions for the University.

Those student-athletes who seek second opinions are required to provide the Sports Medicine Department with a written diagnosis and prognosis for the student-athlete’s condition. If an outside physician recommends that a student-athlete not participate, Boston College will abide by this recommendation and will not clear the student-athlete to participate until the second opinion physician issues clearance. If the second opinion physician initially recommends that the student-athlete be cleared to participate, Boston College will still hold final authority for clearance.

**General Sports Medicine Policies**

Sports Medicine Policies are as follows:

- Sports Medicine hours will be posted on a seasonal basis. Treatments are available to all intercollegiate athletes who have received medical clearance for the academic year.
- Sports Medicine is a co-educational facility; all student-athletes must wear proper attire.
- No mobile phone calls in Athletic Training Rooms, and please use earbuds or headphones if reviewing video on a mobile device.
- All treatments will be under the direction of a Physician and supervised by the Sports Medicine Staff. However, student-athletes must be pro-active and participatory in their own care. On-going, open and honest communication is important amongst all parties involved so as to promote safe and timely treatments to maximize healing.
- Any student-athlete with concerns or questions regarding the diagnosis and/or care of their injury, should communicate with the athletic trainer who is supervising treatment. After speaking with the athletic trainer, if there are on-going concerns and/or questions these should be addressed with the Assistant Athletic Director for
Sports Medicine or the Director of Sport Medicine for Olympic Sports. Again, student-athletes have responsibilities when they are injured and must be participatory in their own care. If the student-athlete is unhappy with diagnosis, treatment or progression, it is imperative for the student-athlete to voice these concerns.

- All treatments and strapping must be applied by the Sports Medicine Staff.
- The Sports Medicine Staff is responsible for the administration of any treatment utilizing a therapeutic modality. Student-athletes will not be allowed to set-up/turn on/apply electrical modalities.
- All Sports Medicine equipment and supplies shall remain in Sports Medicine unless permitted otherwise by a staff member.
- All injured student-athletes must report for treatment as directed. Failure to keep treatment and/or medical referral appointments will be seen as a lack of desire to return to full activity as soon as possible. Coaches will be made aware of missed treatments.
- Treatments will be scheduled around class time. No student-athlete will be required to miss class for treatments.
- The use of tobacco products is an NCAA violation and is strictly forbidden throughout the athletic department and at any athletic venue. This rule applies to both student-athletes and coaches.
- In accordance with both FERPA and HIPAA laws, Sports Medicine Staff cannot discuss an athlete’s condition with anyone without the student-athlete’s permission. This includes parents who contact us regarding their child’s medical care.

**Drug Testing and Supplement Use**

All Boston College student-athletes are subject to both Boston College and NCAA Drug Testing (year round and at NCAA Championships). A list of banned substance categories is available at the NCAA website; Boston College also prohibits use of these same banned substances and may test for these substances during any testing.

As previously mentioned, any athlete using a stimulant medication for treatment of ADHD must have an NCAA Medical Exception Form on file in their medical chart at University Health Services, and this form must be updated yearly. If an athlete tests positive for stimulant use during Boston College testing and the form is on file, there will be no sanction. If an athlete tests positive for stimulant use during NCAA testing, the athlete will have the opportunity to provide the NCAA with the Medical Exception Form along with the full battery of testing results used for diagnosing the ADHD. The NCAA will evaluate all material and determine whether any sanction will be assessed.
If athletes test positive for other banned substances, both Boston College and NCAA have various penalties and sanctions. Please refer to the Boston College Drug Testing Policy included in this handbook, and refer to the NCAA Drug Testing Policies on the NCAA website.

Be aware that all athletes are responsible for what they put in their body such as supplements, vitamins, medications, etc. There is no option for the excuse “I didn’t know what was in it…” nor “I didn’t know this was a banned substance”. Sports Medicine recommends using only supplements provided or endorsed by our Strength and Conditioning staffs. If a student-athlete chooses to utilize a nutritional supplement or would like to learn more about a supplement, its possible dangers, and its likelihood of causing a positive drug test, bring the supplement to the Assistant Athletic Director at the Yawkey Athletic Training Room for evaluation by the Center for Drug Free Sport. Many products contain substances not listed on the ingredient label and as nutritional supplements are not FDA regulated, there is no control over what manufacturers might utilize to ‘spike’ their products. Thus, even if the substance receives a ‘low risk’ response from the Center for Drug Free Sport, the athlete must still take responsibility for using the substance and will still be held liable for a positive drug test.

**Boston College Drug Testing Topics** - See the full Drug Testing Policy which is available from the Compliance Office on the ‘Jump Forward’ website for more specific and detailed information about the Drug Testing Policy

- Testing is random and can occur at any time, with any student-athlete throughout the school year
- You must appear for testing when instructed and be prepared to deliver a valid urine sample
- Collection of urine is observed by Sports Medicine staff. This is not something that we find enjoyable but we take this seriously and ask that you ‘respect the process’ and handle this as you would any other important part of your athletic participation
- There is NO “24 Hour Rule” that allows the athlete a minimum of 24 hours to report for testing — this is a myth. The Team Athletic Trainer (or Coach) will notify the athlete of both the time and location for testing
- Failure to deliver a valid urine sample (appropriate specific gravity) within the time frame designated will be considered a positive test and the athlete will be subject to immediate and possible later sanctions.

**Counseling and Mental Health Resources**

Both the University and the Athletic Department offer ‘in-house’, on-campus counseling services that any student-athlete may utilize.

University Counseling Services are located at Gasson Hall Room 001. During normal business hours, appointments can be made directly by calling 617-552-3310. Emergencies and urgent situations will be handled immediately by the PEC (Psychological Emergency Clinician) who is available 24 hours a day. If outside of normal business hours, student-athletes with urgent needs should contact Health Services at 617-552-2225 to be put in touch with the PEC, any student-athlete with an emergent need for assistance should call Campus Police at 617-552-4444. University Counseling provides a variety of services including Individual Counseling, Same Day Consultations, Triage and other modes of care. Please refer to this link for further information about services and access: https://www.bc.edu/offices/counseling/services.html

Clinicians available within the Athletic Department are licensed psychologists or psychiatrists from Newton Wellesley Hospital. These clinicians provide both sports performance enhancement and true clinical counseling. The NWH clinicians have a close working relationship with on-campus clinicians at University Counseling Services to assure continuity of care as needed. Student-athletes should consult with their athletic trainer to initiate scheduling an appointment with one of the Athletic Department clinicians.
Sports Medicine – Additional Services

To further assist our student-athletes, Sports Medicine provides extra services which are available to all (there is NO differentiation between scholarship or non-scholarship student-athletes)

- Sports Performance – Nutrition. On-site nutritional counseling is available from a sports certified registered dietician for teams, small groups and individuals. Appointments can be initiated via your team athletic trainer.

- Sports Performance – Massage. On-site massage from licensed massage therapists is available for specific injury conditions when deemed necessary by the treating clinician. Massage is intended for treatment of specific injuries and in-season athletes will have priority for available times. The treating clinician will make appointments based on availability and academic class schedule

- Physical Therapy Consultant. Sports Medicine utilizes the services of a licensed physical therapist to assist the athletic training staff with rehabilitation of some post-surgical cases and other long-term therapy patients. The treating athletic trainer will determine the need for assistance from the therapist.

- Contact Lens Replacement. Sports Medicine will provide six months of contact lenses each academic year. The student-athlete must have a current (within a year) prescription specifically for contact lenses. The contacts will be provided through Sports Medicine; student-athletes will not be reimbursed.
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<td>Assistant Athletic Director, Sports Medicine</td>
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<td>Bert Lenz</td>
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<td>Director - Sports Medicine, Olympic Sports</td>
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<td>Kristen Allen</td>
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<td>Associate Director – Sports Medicine</td>
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STRENGTH & CONDITIONING

Mission
The Boston College Strength & Conditioning Program is committed to the complete development of the student-athlete- and thereby achieving excellence – through learning and applying fundamentally sound principles that the student-athletes can use throughout their lifetime.

Philosophy
Through science based training we strive to reduce the risk of injury and improve athletic performance by providing programs for the athletes to succeed in their specific sport. The staff’s programming will promote a competitive environment that will instill passion, work ethic, and team cohesion amongst the athletes. For the student-athletes to excel we ensure that their training environment is safe.

Rules Of Conduct
All varsity student-athletes and athletic department staff members who use the weight room are required to comply with the rules of operation regarding conduct and equipment use. The posted rules have been established to ensure a safe environment for all that use it. Violators of established rules are subject to discipline and possible suspension of weight room privileges. Respective head coach will be notified of all disciplinary situations in regard to their team.

Objectives
To develop speed, power and strength through a foundation of flexibility. We do this through progressive overload training with specific programming for each sport. By teaching our athletes the purpose of these objectives allows for better adherence to our program and safer training methods. Through training the student-athletes will develop a confidence necessary to compete in his or her sport.

Guiding Principles
1. Flexibility.
2. Muscle strength and power.
3. Progressive overload training.
4. Specificity in program design.
5. Core stability and joint balance.
6. Speed, agility and over all conditioning.

Guiding Principles of Basic Nutrition
1. Describe basic food groups
2. Explain nutritional needs of an athlete (e.g. proteins, carbohydrates, vitamins, minerals)
3. Proper hydration techniques (e.g. pre-, post- activity)
4. Explain the importance of proper nutrition requirements and timing for practice/competition days and off days.
5. Educate on nutritional habits that will lower percent body fat and increase lean muscle
**FUELING STATION**

**Rules**

1. The Fueling Station is for the use of STUDENT-ATHLETES ONLY.
2. Hours of Operation: Monday – Friday / 6:00 AM – 6:00 PM
3. Take only what you will eat now; do not stock up.
   Once items run out, they will not be restocked until the next week’s delivery.
4. Do not walk away from toasters or microwaves while cooking.
5. Clean up after yourself.
6. Be respectful of those studying in the lounge.

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**Olympic Strength & Conditioning Staff**

**Russell DeRosa**  
Director of Strength and Conditioning  
derosaru@bc.edu  
617-552-2155

**Brandon Hummer**  
Assistant Strength and Conditioning Coach  
hummerb@bc.edu  
617-552-3972

**Jordan Stanley**  
Assistant Strength and Conditioning Coach  
stanlejr@bc.edu  
617-552-6573

**Ryan Sullivan**  
Assistant Strength and Conditioning Coach  
sulliaku@bc.edu  
617-552-2026

**Megan Tierney**  
Assistant Strength and Conditioning Coach  
tiernemj@bc.edu  
617-552-2994
The Boston College Athletic Department’s Equipment Room is responsible for supplying, distributing and maintaining equipment for all varsity athletes at Boston College. In addition, the Equipment Room provides and cleans all game and practice uniforms for varsity athletes. The following are the general policies of the Equipment Room:

1. Athletes, coaches and Equipment Room staff should be treated in a courteous and friendly manner.
2. Only Equipment Room staff is allowed into the Equipment Room; all others are not allowed unless accompanied by a member of the Equipment Room staff.
3. All equipment is the property of Boston College and all students, faculty and staff of the University must return equipment upon request.

**Locker Assignments and Equipment Issuance**

The Equipment Room is responsible for making locker assignments and distributing equipment to varsity athletes. The following procedures must be followed:

1. All coaches must submit a team roster and request a date and time for equipment to be picked up at the start of the season to the Equipment Manager.
2. The Equipment Room then creates a database for each student-athlete for the purpose of creating an equipment card, which lists all the equipment, sizes and supplies that the student-athlete requires.
3. At the mutually agreed distribution time, all student-athletes will receive a laundry box and combination (based on availability) and a locker room locker and combination (based on availability). The locker will be issued to the student-athlete for his or her entire time as a member of the respective team. The locker must be cleaned out of all of its contents at the conclusion of each academic year.

**Laundry Cleaning and Distribution**

1. All varsity student-athletes receiving a laundry box will also receive a mesh bag with a pre-assigned number.
2. At the conclusion of each day’s practice or game, student-athletes must put their game/practice-related clothing/towel in the mesh bag and place the mesh bag in the laundry chute for cleaning. The laundry bag enclosure must be secured properly. All laundry bags should be placed in the laundry chute by 7:00 p.m. in order to be returned by 8:00 a.m. the following morning.
3. The Equipment Room staff will inform student-athletes when laundry problems occur.
4. When laundry is lost, the student-athlete must inform the Equipment Room. The student-athlete will be issued a temporary replacement (based on availability) and the Equipment Room will record the lost item. If the item is not recovered within three (3) days, the item will be recorded as lost, and billed to the student-athlete’s student account, depending on the lost item.
Equipment Retrieval

1. At the conclusion of each season, athletes must return all equipment to the Equipment Room. (Exceptions may be made for out of season practice purposes, provided the athletes receive permission from their coach and sign the policy for distribution/retrieval of athletic equipment.)

2. If equipment is not returned within five (5) days following the end of the season, the Equipment Manager will send the head coach a notice, asking him/her to remind the athletes to return their equipment.

3. Student-athletes who fail to return any equipment will be charged the cost of that item at the current retail price.

4. Bills for unreturned equipment are processed through the Student Accounts Office after approval by the Equipment Manager.

5. Bills may only be credited if the student-athlete returns the item within one month of the billing date.

Equipment Room Staff

Kevin Murphy
Head Equipment Manager – Olympic Sports
murpaz@bc.edu
552-6202

Sean Durfee
Assistant Equipment Manager – Olympic Sports
durfees@bc.edu
552-4785

Stephen Remick
Assistant Equipment Manager – Olympic Sports
remicks@bc.edu
552-3013

Iggy Tarajos
Assistant Equipment Manager – Olympic Sports
tarajos@bc.edu

Joseph Flynn
Head Equipment Manager – Football
flynnbv@bc.edu
552-3015

Andrew Schatz
Assistant Equipment Manager – Football
schatza@bc.edu
552-9107
COMMUNICATIONS

The Boston College Athletic Communications office builds the brand of the department, student-athletes, coaches and administrators through the distribution of information, images and video, execution across multiple social media platforms and planned interactions with the media. The staff tells the story of BC Athletics and its student-athletes, works directly with television partners, coordinates interviews, administers and creates content for BCEagles.com, operates social media sites, conducts awards promotion, and compiles statistics, photo archives, and historical information.

Boston College fans are interested in their student-athletes, and during your athletic career you may be called upon to interact with the media. This is an opportunity to develop and refine your communication skills, which can be beneficial in the classroom, with your fellow student-athletes, and in future business and professional careers.

You have a responsibility to the University, your coaches, and your teammates to develop a positive relationship with the media. Since this is a learning experience for most of you, the following hints may provide some guidance in developing a successful relationship.

- Members of the Athletics Communications office will always check with you concerning date, time and location of an interview (personal or via telephone) before it is scheduled.
- If a media member contacts you directly about an interview, always refer the reporter to the Athletics Communications office.
- If you would like advice on speaking with the media or feel overloaded with media obligations, please let us know. We are here to serve you and help you build the strongest, most positive personal brand possible.
- If a media question comes up, it’s more than ok to call us...at anytime (see cell numbers below). We are here to help.

FOLLOW US on twitter, instagram, and facebook!
We manage accounts for every athletics team and overall athletics department accounts.

SOCIAL MEDIA 101 (Connecting, Protecting)

- You are a representative of Boston College Athletics. Like an interview, everything you say/post is on the record. Internet sites such as Facebook, Twitter, Instagram and others are widely used.
- Postings on personal profiles, groups, and chat rooms are in the public domain and easily accessible by anyone including reporters, parents, coaches, predators, employers, and graduate school admissions officials. Even if your profile is private, once the information is posted online, anyone can access.
- Once information is posted, it can be retrieved by computer savvy individuals even after it has been deleted.
- Keep everything positive and use good sportsmanship!
- Social media allows you to cultivate your brand. Take a look at some professional athletes who do it well including Tom Brady, Steph Curry, Matt Ryan, Sydney Leroux, LeBron James and Lindsey Vonn to name a few.
Staff

**Jason Baum**
Senior Associate AD/Communications
Football (Primary)
Office: (617) 552-0504
Mobile: (201) 966-6338
Email: j.baum@bc.edu

**Stephanie Tunnera**
Assistant AD/Media Relations
Women’s Basketball, Men’s Soccer, Softball, Women’s Golf
Office: (617) 552-0524
Mobile: (857) 233-3421
Email: Stephanie.tunnera@bc.edu

**Mike Laprey**
Associate Director
Men’s Basketball, Men’s Golf
Office: (617) 552-2193
Mobile: (401) 829-3747

**Brent Greenberg**
Communications Intern
Field Hockey, Men’s and Women’s Cross Country, Men’s and Women’s Track and Field, Softball, Sailing
Office: (617) 552-1188
Mobile: (240) 418-8163
Email: greenbbg@bc.edu

**Brianna Foley**
Communications Intern
Volleyball, Lacrosse, Men’s and Women’s Swimming and Diving, Secondary Women’s Basketball
Office: (617) 552-4508
Mobile: (603) 401-7631
Email: foleyiv@bc.edu

**Alastair Ingram**
Associate Director
Men’s Ice Hockey, Men’s and Women’s Tennis, Skiing
Office: (617) 552-2094
Email: ingramal@bc.edu

**Katie Peverada**
Assistant Director
Women’s Ice Hockey, Women’s Soccer, Fencing
Office: (617) 552-8841
Mobile: (207) 404-0444
Email: peveradk@bc.edu
SOCIAL MEDIA GUIDELINES

Use social media strategically.

Social media should be part of a broader communication strategy. Consider the following questions, ideally before you launch a new channel, but even when it is already established.

- What do you hope to achieve?
- Who is your audience?
- What channels would reach them most effectively?
- Do you have the resources and commitment to run these channels well?
- Are other related departments already doing something similar?
- Do you need multiple channels? Would fewer, stronger channels be better?

THINK BEFORE YOU POST.

How are others likely to react to the post? Remember that “delete” only goes so far on the Internet, so use good judgment before each post.

- Posts can go viral very quickly, so if it’s questionable, skip it. (Ask: Would I want to see this shared across the Web attributed to my channel?)
- If it touches on a controversial topic (e.g., politics), it can result in a heated discussion. Are you prepared for that?

Remember that audience members may have varying reactions to a post that appears to be completely positive.

Office of University Communications
Boston College
3 Lake Street
Brighton, MA 02135
**DEV**

Varsity sports put the most deeply held principles of Boston College into action. In addition, they provide a unifying forum for students, alumni, relatives, and friends to remember their special connections with the University as they come together to cheer the Eagles on to victory.

**Flynn Fund**
The Flynn Fund is an avenue by which alumni, parents and friends can invest in advancing the mission of athletics at Boston College. Dollars raised by the Flynn Fund provide critical financial resources such as scholarship support as well as training and competition needs so that BC Athletics can recruit and retain the highest caliber student-athletes.

Boston College Athletic Development  
320 Conte Forum  
140 Commonwealth Ave  
Chestnut Hill, MA 02467

Phone Number: 617-552-0772

**Varsity Club**
The Boston College Varsity Club is a unique organization. We represent all student-athletes that have had the distinct honor of earning a Varsity Club Letter wearing the Boston College uniform, those who supported the teams as managers and those who provided extraordinary support to the BCVC has honorary members.

Our motto, "Always an Eagle", reminds us that we are always part of a varsity team no matter your sport or graduation year.

Annually, we ask for membership dues that help us continue the legacy of our distinct athletic alumni. Your dues help us stage for member events along with the funding for the Eagle of the Year Awards and our annual Hall of Fame Inductions. Each one of us benefited from the experiences we had wearing the maroon and gold and competing for Boston College. Paying your membership dues is one way to acknowledge and give thanks for those opportunities.

The Varsity Club is for all of us. We invite you to come back to campus and participate.

To get in touch with the Varsity Club, please send an email to varsity.club@bc.edu or call 617-552-9280.
TICKETS

Student-Athletes as Participants

- All varsity student-athletes are entitled to receive a maximum of four complimentary admissions for all home games in which they are competing and a maximum of two complimentary admissions for all away games in which they are playing and there is an admission cast for tickets. The following NCAA rules are to be following when a student-athlete signs up for complimentary admissions:
  - A sign up procedure will be established between the ticket office and head coach
  - Complimentary admissions will be provided through a pass list for individuals designated by the student-athlete
  - All individuals designated by a student-athlete to receive admission must so proper identification
  - A student-athlete may use a teammate’s complimentary admission if so designed by the teammate

Student-Athletes as Spectators

- There will be a limited number of admissions put aside for use by varsity athletes for home events
- Student-Athletes will be admitted, while supplies last, by swiping their BC student ID at student entrance.
- Student-Athletes will not receive free admission to away games, post-season events, or any special events for which there is a charged admission.
CAMPUS RESOURCES

Athletics Department
Conte Forum 310 | 552-8520

Bookstore
McElroy Commons | 800-978-0978

Campus Ministry
McElroy 233 | 552-3475

Career Center
Southwell Hall | 552-3430

Connors Family Learning Center
O’Neill Library | 617-552-8093

Dining Services
129 Lake St | 552-2263

Disability Counseling Services
Maloney Hall 448 | 552-3470

Student-Athlete Academic Services
Yawkey Center | 552-8533

Murray Graduate Student Center
292 Hammond St | 552-1855

Office of Health Promotion
Gasson 025 | 552-9900

Office of Institutional Diversity
129 Lake St | 552-2323

Office of Student Services
Lyons Hall 103 | 552-3300

Police Department
Maloney Hall | 552-4440

Residential Life
Maloney Hall 413 | 552-3060

Thea Bowman AHANA and Intercultural Center
Maloney 455 | 552-3358

University Counseling Services
Gasson 001 | 552-3310

University Health Services
2150 Commonwealth Ave | 552-3225

Women’s Resource Center
Maloney 441 | 552-3489