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SECTION I – GENERAL INFORMATION
Department Vision & Mission Statement

**Vision:** Working in concert with all components of our university, we seek to always provide stellar programs, quality co-curricular education, and enriching activities for all members of the Stevens Community that enrich every individual’s physical, mental and spiritual development and growth.

**Mission:** As the stewards of the intercollegiate, intramural, and physical education function of our university, we commit steadfastly to the goals of:

- Encouraging the educational aspects of athletics which reinforce the learning value and professional preparation of our students through meaningful partnering with the academic community
- Engaging active support from our alumni, members of our regional community and leaders from the professional community for our students as they pursue career aspirations
- Leading realistic and resonant efforts in maintaining the central and centric position on our campus as a welcoming and enriching recreational center
- Recruiting, nurturing, and developing student athletes who embrace and represent the best traditions, values, and aspiration of our university
- Providing progressive programs, quality facilities, and vanguard training that promote physical fitness and health maintenance for all members of our community

**Values & Standards:**

- Compassion, reflected in the respect rendered to each member of our community, the guidance provided to every student in our charge, and the selfless service to each individual and group seeking our expertise
- Community, a true sense of allegiance to our university’s charter of developing leaders and stalwart professionals among our students, and towards enhancing the fitness and wellness of our fellow staff and faculty colleagues
- Integrity, uncompromising in maintaining the trust of all our students, colleagues, and fellow community members in all our dealings, and demonstrating a clear and uncompromising loyalty to Stevens by virtue of all our actions
- Knowledge, achieved by constantly seeking, adapting, and innovating the best practices in each of our professional fields, and by acting as teachers and mentors in the truest sense on the playing field and at every individual opportunity
- Leadership, taking command appropriately and professionally in all situations in which good work can be accomplished, active new learning can be afforded, and personal development of our charges can be attained
Student-Athlete Experience

The NCAA and Stevens Institute of Technology strive to maintain intercollegiate athletics as an integral part of the campus education program and the student-athlete as an integral part of the student body. There are five important pillars of the program (Academic Excellence, Athletic Excellence, Career Development, Personal Development and Service), and the Stevens Athletic Department has developed policy and programs and continues to partner with offices on campus to further the development of our student-athletes. If you have an issue or complaint concerning your personal rights as a participant in intercollegiate athletics as impacted by team or Athletic Department rules, or if your concerns involve the mission of the Institute and the Department of Athletics, these options are available to you:

1. Discuss the matter with your team captain or your team’s SAAC representative
2. Discuss the matter with a member of the coaching staff
3. Bring the matter to the attention of the Director of Athletics

***Your level of comfort or a specific team policy should dictate the approach you take. If you feel these procedures may be inappropriate for resolving a specific concern, contact Director of Athletics Russell Rogers at (201) 216-5688 or rogers@stevens.edu for more information on how to proceed.
**Student-Athlete Advisory Committee (SAAC)**

The mission of Stevens’ Student-Athlete Advisory Committee (SAAC) at Stevens is to act as a liaison between student-athletes and athletic administration, as well as the campus community. This group aims to promote positive sportsmanship and leadership through community service, civic involvement, and academic excellence. Each varsity sport is represented at meetings and participates in a working group to showcase the student-athlete voice. The SAAC is vital to the athletic community as it organizes the Duckling Program and various other events on campus that benefit all students. Meetings take place once a month and are open to all student-athletes to attend. If you would like to be involved with SAAC, please email Rebecca Mullen at rmullen1@stevens.edu.

**Recruit Hosting Policy**

From time to time you may be asked by your coach to serve in the capacity as a host to a prospective student-athlete during their visit to campus. You must take this responsibility seriously and be sure to ask your coach about any concerns you may have about hosting a recruit for your team.

Prospective student-athletes and their hosts are expected to follow all team, athletic department, institution, and NCAA regulations, as well comply with New Jersey state law. In the event a prospective student-athlete fails to comply with state law, institution, department, or NCAA regulations, the host is expected to notify the coach, the athletic director, and/or the appropriate authorities depending on the nature of the violation.

Hosts of prospective student-athletes are not to provide prospective student-athletes with access to alcohol or drugs and should avoid activities and/or gatherings at which alcohol or drugs are present. It is the host’s responsibility to make sure the prospective student-athlete is always accompanied by a coach, teammate, or other appropriate institution and/or athletic department personnel. Hosts have a responsibility to provide reasonable accommodations for the prospective student-athlete.

Student-athletes who serve as recruitment hosts are responsible for the health and well-being of all recruits for the duration of their visit to campus. All hosts and high school athletes visiting the campus are required to sign a contract that serves as a commitment to follow this policy. The student-athletes’ coach will distribute and ensure that the contract is completed each time.
**Athletic Administration**

**Administrative Team**
- **Russell Rogers**, Director of Athletics 201-216-5688  rogers@stevens.edu
- **Michael Lippencott**, Senior Associate AD, Facilities & Operations 201-216-8038  mlippenc@stevens.edu
- **Megan Haughey**, Associate AD, Senior Woman Administrator 201-216-8087  mhaughey@stevens.edu
- **Emily Kaczmarek**, Assistant AD, Administration 201-216-5078  ekaczmar@stevens.edu
- **Charles O’Brien**, Assistant AD, Communications & Events 201-216-8740  cobrien2@stevens.edu
- **Heather White**, Assistant AD, Sports Medicine & SA Wellness 201-216-5695  hwhite@stevens.edu
- **John Maurizi**, Director of Campus Recreation 201-216-8111  jmaurizi@stevens.edu

**Administration & Business Operations**
- **Emily Kaczmarek**, Assistant AD, Administration 201-216-5078  ekaczmar@stevens.edu
- **Brian Bertucci**, Athletics Business Operations Coordinator 201-216-8533  bbertucc@stevens.edu

**Athletic Communications & Events**
- **Charles O’Brien**, Assistant AD, Communications & Events 201-216-8740  cobrien2@stevens.edu
- **Doug Waters**, Assistant Director of Athletic Communications 201-216-8740  dwaters2@stevens.edu
- **Keith Kinsella**, Events Manager 201-216-8740  kkinsell@stevens.edu
- **Michael Tornambe**, Athletic Events Coordinator 201-216-8740  mtornamb@stevens.edu

**Campus Recreation**
- **John Maurizi**, Director of Campus Recreation 201-216-8111  jmaurizi@stevens.edu
- **Brittney Carty**, Assistant Director of Campus Recreation 201-216-8554  bcarty@stevens.edu
- **Rebecca Mullen**, Aquatics Coordinator 201-216-5590  rmullen1@stevens.edu
- **Annie DeLoid**, Special Events Coordinator 201-216-3479  adeloid@stevens.edu
- **TBA**, Schaefer Center Receptionist 201-216-8040  TBA

**Office Manager**
- **TBA** 201-216-5693  TBA

**Physical Education**
- **Nicholas Mykulak**, Coordinator 201-216-5689  nmykulak@stevens.edu

**Sports Medicine**
- **Heather White**, Assistant AD, Sports Medicine & SA Wellness 201-216-5695  hwhite@stevens.edu
- **Allie McDavid**, Assistant Athletic Trainer 201-216-5695  amcavin@stevens.edu
- **Dausia Black**, Assistant Athletic Trainer 201-216-5695  dblack@stevens.edu
- **Melanie Rynshall**, Assistant Athletic Trainer 201-216-5695  mrynshal@stevens.edu
- **Daniel DeSio**, Assistant Athletic Trainer 201-216-5695  ddesio@stevens.edu
- **Dr. Oscar Vazquez**, Head Team Physician
- **Dr. Melissa Mascaro**, Primary Care Team Physician

**Strength & Conditioning**
- **Michelle Carrone**, Head Strength & Conditioning Coach 201-216-5393  mcarrone@stevens.edu
- **Dillon Wu**, Assistant Strength & Conditioning Coach 201-216-5393  dwu1@stevens.edu
- **Ryan Linder**, Aquatics Strength & Conditioning Coach 201-216-5393  rlinde@stevens.edu
### Coaching Staff

#### Baseball
- **Kristaps Aldins**, Head Coach 201-216-8033  
  kaldins@stevens.edu
- **Charles Thiellmann**, Assistant Coach 201-216-8033  
  cthiellma@stevens.edu

#### Basketball (M)
- **Bobby Hurley**, Head Coach 201-216-5690  
  rhurley@stevens.edu
- **Chris Thompson**, Assistant Coach 201-216-5690  
  cthomps2@stevens.edu

#### Basketball (W)
- **Megan Haughey**, Head Coach 201-216-8087  
  mhaughey@stevens.edu
- **Jill Conroy**, Assistant Coach 201-216-8087  
  jconroy2@stevens.edu

#### Cross Country & Track & Field (M/W)
- **Lance Harden**, Head Coach 201-216-8086  
  kaldins@stevens.edu
- **John Kolibab**, Assistant Coach 201-216-8086  
  cthiellma@stevens.edu
- **Tim Wilson**, Assistant Coach 201-216-8086  
  cthiellma@stevens.edu

#### Fencing (M)
- **Jim Carpenter**, Head Coach 201-216-8041  
  jcarpen1@stevens.edu

#### Fencing (W)
- **Linda Vollkommer-Lynch**, Head Coach 201-216-5324  
  lvollkom@stevens.edu

#### Field Hockey
- **Meredith Spencer-Blaetz**, Head Coach 201-216-8203  
  mspence3@stevens.edu
- **Jenn Hanks**, Assistant Coach 201-216-8203  
  jhanks@stevens.edu

#### Golf
- **Charles Papendick**, Head Coach 201-376-9885  
  cpapendi@stevens.edu

#### Lacrosse (M)
- **Gene Peluso**, Head Coach 201-216-5692  
  gpeluso@stevens.edu
- **Kevin Stockel**, Assistant Coach 201-216-5692  
  kstockel@stevens.edu
- **Patrick Tuohy**, Assistant Coach 201-216-5692  
  ptuohy1@stevens.edu

#### Lacrosse (W)
- **Karen Shaddock**, Head Coach 201-216-8056  
  kshaddoc@stevens.edu
- **Megan Clemens**, Assistant Coach 201-216-8056  
  mclemen2@stevens.edu
- **Emily Bitka**, Assistant Coach 201-216-8056  
  ebitka@stevens.edu

#### Soccer (M)
- **Dale Jordan**, Head Coach 201-216-5244  
  djordan@stevens.edu
- **Chris Koch**, Assistant Coach 201-216-5244  
  ckoch@stevens.edu

#### Soccer (W)
- **Jeff Parker**, Head Coach 201-216-8112  
  jparkerr1@stevens.edu
- **Melissa Koster**, Assistant Coach 201-216-8112  
  mkoster@stevens.edu

#### Softball
- **Emily Kaczmarek**, Head Coach 201-216-5078  
  ekaczmark@stevens.edu
- **Katie Prizer**, Assistant Coach 201-216-5078  
  kprizer@stevens.edu
- **Ryan Vander May**, Assistant Coach 201-216-5078  
  rvanderm@stevens.edu

#### Swimming (M/W)
- **Paul Hughes**, Head Coach 201-216-8039  
  phughes@stevens.edu
- **Adam Schneider**, Assistant Coach 201-216-8039  
  aschneil@stevens.edu
- **Rebecca Mullen**, Assistant Coach 201-216-5590  
  rmullen1@stevens.edu

#### Tennis (M)
- **Steve Gachko**, Head Coach 201-216-5694  
  sgachko@stevens.edu

#### Tennis (W)
- **Arik Zeely**, Interim Head Coach 201-216-5694  
  azeevy@stevens.edu

#### Volleyball (M)
- **Austin Voges**, Interim Head Coach 201-216-5691  
  avoges@stevens.edu
Coaching Staff (Continued)

**Volleyball (W)**
Annie McShea, Head Coach 201-216-3479 amcshea@stevens.edu
Annie DeLoid, Assistant Coach 201-216-3479 adeloid@stevens.edu

**Wrestling**
Joe Favia, Head Coach 201-216-8090 amcshea@stevens.edu
Anthony Bonaventura, Assistant Coach 201-216-8090 adeloid@stevens.edu
Scott Del Vecchio, Assistant Coach 201-216-8090 adeloid@stevens.edu
Additional Campus Resources

Academic Support Center: https://my.stevens.edu/provost/academics/undergraduate/asc

Arts on Campus - https://www.stevens.edu/campus-life/arts-campus

Career Center – https://www.stevens.edu/directory/stevens-career-center/getting-started

Campus Life - https://www.stevens.edu/campus-life

Campus Recreation – http://stevensrec.com/

Community Service & Outreach – https://www.stevens.edu/about-stevens/community-engagement/programs-partnerships/community-service-outreach

Counseling Services: https://www.stevens.edu/counseling

Diversity Education – https://www.stevens.edu/diversityed

Dining Services – https://www.stevensdining.com/

Emergency Information - https://www.stevens.edu/emergency

Graduate Student Life - https://www.stevens.edu/campus-life/graduate-student-life

Health & Wellness – https://www.stevens.edu/campus-life/health-wellness


LGBTQ+ Resources – https://www.stevens.edu/LGBTQ

Living at Stevens - https://www.stevens.edu/campus-life/living-stevens

Report a Concern – https://www.stevens.edu/report

Student-Athlete Resources: http://stevensducks.com/sports/2016/12/20/student-athlete-resources.aspx


Student Employment Office - https://www.stevens.edu/directory/student-employment-office


Title IX Resources – https://www.stevens.edu/campus-life/title-ix

Undergraduate Student Life - https://www.stevens.edu/campus-life/undergraduate-student-life
Important Links


Department of Education Office for Civil Rights: http://www2.ed.gov/about/offices/list/ocr/index.html

Getting in the Game Video: https://www.youtube.com/watch?v=g0HhoRtIWO


NCAA Inclusion Portal: http://www.ncaa.org/about/resources/inclusion


SECTION II – STUDENT-ATHLETE POLICIES & PROCEDURES
**Academic Policy**

Under NCAA rules, all student-athletes must make satisfactory progress toward a baccalaureate degree and maintain a minimum grade-point average to be eligible to participate in intercollegiate athletics. While there is not a specific earned credit hour requirement for good academic standing, certain categories of students (e.g., those on financial aid and those playing intercollegiate athletics) will be expected to maintain the hours required for eligibility.

To remain in good academic standing, each semester, students must earn at least 12 credits and a 2.000 or higher semester grade-point average with no more than two withdrawals or failures and have a cumulative GPA of 2.000 or higher.

For more details please visit: [https://my.stevens.edu/provost/academics/undergraduate/UGPolicyStart.html](https://my.stevens.edu/provost/academics/undergraduate/UGPolicyStart.html)

Student-athletes who are placed on academic warning or academic probation for their prior semester’s academic performance are declared academically ineligible for athletic participation in the proceeding semester. Those students who are designated to be on academic watch are evaluated on a case-by-case basis to determine athletic eligibility for the next semester. Student-athletes may not take any quizzes, tests or exams while travelling. They must communicate with their professor ahead of time for make-up options.

All Stevens students are also obligated to commit to the Stevens Honor System. To learn more about it, visit: [https://web.stevens.edu/honor/](https://web.stevens.edu/honor/)

**Missed Class Policy**

A student-athlete who is a member of a Stevens varsity athletic team is normally excused from class for scheduled athletic contests. This “excused from class” status also includes team (or individual when applicable) travel to and from the competition site. The athletic department will use its best efforts to notify professors and/or classroom instructors of such absences on an individual basis. However, it remains the responsibility of the student-athlete on a regular basis to work proactively to inform their instructor of any such absence and to arrange for any make-up work as deemed necessary.

**Sportsmanship & Crowd Policy**

Good sportsmanship and respectful conduct are integral parts of being a student-athlete at Stevens before, during, and after every competition. The opponent and officials should always be respected and never shown up. All remarks, signs and banners are expected to be of a positive nature. Your behavior as a Stevens student-athlete reflects directly on yourself, your team, the Athletic Department, and the institution. We ask as representatives of the institution and athletic program that you kindly remind any friends, family, and others in attendance to also conduct themselves in a positive nature.
SECTION III – SUPPORT SERVICES
**Academic Support**

The Academic Support Center (ASC), located within Undergraduate Academics on Ninth Floor of the Wesley J. Howe Center, provides a variety of support programs and services to assist undergraduate students in achieving academic success. These services include: Academic Tutoring, Freshman Quiz Review Sessions, the Peer Leader Program and Academic Success Workshops.

Tutoring for technical courses is provided free of charge by skilled undergraduate students. The ASC offers individual assigned tutors and has a walk-in tutoring center located in the campus library, Room 306, to assist undergraduate students with understanding course material.

Quiz Reviews for many first-year technical courses are also provided through the ASC. The goal of a review session is to provide the student with additional insight into material previously presented in class. Please note, these review sessions are intended solely as a review, not as a substitute for attending class or preparing on one’s own. The Peer Leader program, a collaboration between Undergraduate Academics and Student Life, provides an opportunity for new first-year students to connect with an undergraduate student who has completed at least one year at Stevens.

Peer Leaders assist new students in their academic and social transition from high school to college. The mentoring process intends to provide new students with the information, support, and encouragement they need to be successful at Stevens.

Academic Success Workshops are facilitated by the ASC. Workshops cover a variety of topics aimed to assist students in their transition to college and success at Stevens. Topics include: Time Management, Getting Organized and Setting Goals, and Preparing for Final Exams.

As of September 1, 2020, for the Fall 2020 semester, all Academic Support Services will be done virtually. All tutoring (individual and walk-in) will take place through Zoom.

**Counseling & Psychological Services (CAPS)**

CAPS provides individual and group counseling services, as well as workshops and trainings to the students of Stevens Institute of Technology. These services are free and confidential for all enrolled students. For 2020-21, CAPS will operate weekdays from the hours of 9 a.m. to 9 p.m.

Appointments may be scheduled between the hours of 9 a.m. to 5 p.m. weekdays by calling (201)216-5177. Walk-in appointments are not available in Fall and with rare exceptions counseling services will only be provided over a secure and confidential teletherapy platform. Please note that CAPS has limited ability to provide treatment to students residing outside of N.Y. and N.J. but will gladly assist out-of-state residents in finding appropriate mental health resources.

- **Phone:** (201) 216-5177
- **Website:** [www.stevens.edu/CAPS](http://www.stevens.edu/CAPS)
- **Email:** [CAPS@stevens.edu](mailto:CAPS@stevens.edu)
- **Location:** Student Wellness Center, Second Floor (Between the North Building and the Ninth Street Gate)
Drugs & Alcohol Policy

The Department of Athletics expects all student-athletes to make responsible and educated decisions regarding the use of alcohol and drugs. Individuals involved with illegal drugs could be dismissed from their team immediately in addition to dealing with all legal implications that come with this offense. Underage drinking is against the law and student-athletes who choose to break this law will face disciplinary action. Those students aged 21 years or older involved in an alcohol-related incident that is reported to the department are held accountable for their actions. Each situation is handled on an individual basis and an appropriate course of action in dealing with the problem is the responsibility of the student-athlete’s coach and the Director of Athletics.

The athletic department firmly believes that the use of drugs (excluding those prescribed by a doctor for specified medical conditions) and alcohol can be detrimental to the mental and physical wellbeing of its student-athletes. The use of these substances can seriously interfere with the performance of individuals as students and as athletes and can be dangerous. The Department of Athletics expects all student-athletes to share in its goal of every individual and team doing all that they can to reach their ultimate potential. Understanding the harmful effects of alcohol and drugs on one’s athletic performance and well-being is each person’s responsibility. Any student-athlete who has questions or needs guidance in this area is strongly encouraged to speak with his/her coach or another athletic department staff member. All student-athletes are expected to follow the guidelines outlined in this section and need to understand that each coach also has the authority to develop additional individual team policies related to the area of alcohol and drugs.

Career Center

The Career Center has made all operations virtual for the Fall 2020 semester. We continue in our mission to empower Stevens students to succeed by working with both students and employers virtually during this time. Student-athletes are encouraged to make an appointment with a career advisor and to access a list of recommended career-related activities per their class year via the Career Center website and through Handshake, the Stevens career management platform. Students will also find the Career Center events calendar that provides workshops and webinars provided by the Center and by employers at these locations.

All students are strongly encouraged to participate in some form of experiential education and information on the Cooperative Education Program and Internship Program are provided below. Additional information can be found on the Career Center website.

The Career Center is open:
- Monday – Friday: 9:00 a.m. – 5:00 p.m.
- You do not need an appointment between: 10:30 a.m. – 4:30 p.m.
**Cooperative Education**

The Co-op Program is an academically based program that provides students studying in the engineering and science disciplines with progressive industry-based experiential learning opportunities. Co-op students are required to follow a five-year, alternating academic schedule which includes one summer of study. Student-athletes should meet with a Career Advisor regarding their Work/Study schedules.

**Internship Program**

Stevens summer interns are highly recruited across a diverse array of industries. The internship recruitment process can begin as early as a year in advance. Therefore, it is advised that student athletes in their first semester meet with a career advisor to begin preparing for their summer internship search.

**Office of Disability Services**

The Office of Disability Services exists to assist individuals with disabilities to have opportunity for full participation and equal access to campus programs and services, in alignment with federal standards and state regulations. Students can work with the Office of Disability Services to receive accommodations that meet the needs of their short-term or long-term physical, psychological and learning disabilities.

Services are available to any individuals with documented disabilities, including temporary disabilities like concussions or broken limbs.

- **Location:** Student Wellness Center, Second Floor (Between the North Building and the Ninth Street Gate)
- **Email:** disabilityservices@stevens.edu
- **Phone:** (201) 216-3748
SECTION IV – NCAA POLICIES
NCAA Compliance & Self-Reporting

The NCAA, the Middle Atlantic Conference, and the University have eligibility rules that must be followed.

Stevens Institute of Technology is committed to the strict adherence of the rules and responsibilities required as an NCAA Division III institution and membership in its various conferences. Athletic coaches, staff, and student-athletes are expected to abide by NCAA and conference rules and understand that any failure to do so, knowingly or unknowingly, must be reported immediately to the Director of Athletics or Stevens’ NCAA Compliance Officer for review.

Gambling

Gambling is prohibited by the NCAA, including here at Stevens. A student-athlete cannot gamble or place a wager on any sporting event that the NCAA conducts collegiate championships in, including your own games or competitions. This also includes March Madness pools or fantasy sports. Student-athletes are also prohibited by the NCAA from providing information to any individual that is involved in any gambling activity. Gambling is also a crime; it is a federal offense to influence a sporting event through bribery.

NCAA Bylaw 10.3 states:

Staff members of a member conference, staff members of the athletic department of a member institution, and student-athletes shall not knowingly:

- Provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competitions
- Solicit a bet on any intercollegiate teams
- Accept a bet on any team representing the institution
- Solicit or accept a bet on any intercollegiate competition for any item (e.g. cash, shirt, dinner) that has tangible value
- Participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card, or any other method employed by organized gambling

It is not worth risking your eligibility. Don’t bet on it!
SECTION V – TITLE IX & EQUITY
Title IX

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in educational programs and activities that receive federal financial assistance. Sex discrimination under Title IX includes but is not limited: to sexual harassment, sexual assault, and sexual violence by employees, students or third parties.

In support of the safety and well-being of members of the Stevens community and in compliance with Title IX, the following Title IX Coordinator has been designated to respond to inquiries concerning sex discrimination including sexual harassment, sexual assault, and sexual violence:

Xhiljola Ruci, J.D.
Director of Community Standards and Title IX Coordinator
Location: Wesley J. Howe Center, 10th Floor
Phone: (201) 216-3383
Email: xruci@stevens.edu
Full statement: www.stevens.edu/titleIX
EADA Report: https://ope.ed.gov/athletics/#/institution/search

Inclusion

As a core value, the NCAA believes in and is committed to diversity, inclusion and gender equity among its student-athletes, coaches, and administrators. We seek to establish and maintain an inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds. Diversity and inclusion improve the learning environment for all student-athletes and enhance excellence within the Association.

The NCAA’s Office of Inclusion will provide or enable programming and education, which sustains foundations of a diverse and inclusive culture across dimensions of diversity including but not limited to age, race, sex, class, national origin, creed, educational background, religion, gender identity, disability, gender expression, geographical location, income, marital status, parental status, sexual orientation and work experiences.


Stevens Rights as of Transgender Members of Stevens Community:

https://www.stevens.edu/campus-life/diversity-and-inclusion/title-ix
https://www.stevens.edu/campus-life/diversity-and-inclusion/lgbtq-resources-and-support
**LGBTQIA+ Inclusion & Non-Discrimination Statement**

Stevens Institute of Technology is committed to safety, fairness, and respect for all community members. Collegiate athletics provide an opportunity for students to compete with and against others who have a variety of identities, but all of whom share the common goal of achieving athletics excellence. Valuing our unique backgrounds and identities along with this common goal enhances the educational, social, and competitive experience for all and is important to team success and individual development. We believe that our intercollegiate athletics program/conference has a responsibility to promote LGBTQIA+ inclusion, gender equity, and the well-being of all students. We believe that all students should be safe and treated with respect and dignity as consistent with our institutional values and mission. We are committed to creating an inclusive environment for people of all sexual orientations, gender expressions and gender identities to participate in intercollegiate athletics programs. We believe in the power of education, dialogue, collaboration and building relationships as the most effective route to realizing our goal. We believe that, working together, we can identify conference and institutional practices that respect all LGBTQIA+ students, staff, visitors, and guests.

**Hazing**

Hazing and initiations are absolutely prohibited by Stevens and by the Department of Physical Education, Athletics and Recreation. Further, hazing is against the law in New Jersey. These acts are defined as any behavior that is physically, emotionally, or psychologically abusive to an individual or selected group of individuals for the purpose of gaining entrance or acceptance into an established group. An individual’s consent to hazing or initiation is not a defense for the behavior.

Any team, group or individual that engages in this behavior will be subject to serious sanctions by the university and the Department of Athletics. These sanctions range from university probation and suspension from athletic contests to expulsion from the team and/or the university.
Overview

The Stevens Institute of Technology Office of Sports Medicine is committed to providing comprehensive, high-quality medical services to every varsity student-athlete. On-site medical services provided include, but are not limited to, prevention, evaluation and treatment of injuries and illnesses, rehabilitation services, pre-participation exams, nutritional counseling, psychological counseling and drug education/counseling. The sports medicine team is comprised of two team physicians, and five licensed, certified athletic trainers, and medical consultants. This professional staff is responsible for the healthcare and safety of over 500 student-athletes participating in 25 Division III sports in the Middle Atlantic Conference, the MAC Freedom, the Eastern Women's Fencing Conference, and the Mid-Atlantic Collegiate Fencing Association.

Insurance Policy

Stevens Institute of Technology (“Stevens”) requires all full-time Stevens’ students to have primary health insurance coverage.

- Stevens has selected University Health Plans (UHP)/Magna Care to provide a student health insurance plan for its students for the 2020-21 academic year. Students are automatically charged for this plan unless proof of comparable insurance coverage is furnished.
- Students who can prove that they have comparable insurance coverage are eligible to waive the student plan.
- The instructions for enrolling in or waiving the Stevens student health insurance plan are available under the Student Heath Center website (http://www.stevens.edu/sit/ssc/sfs/health-insurance-info). The deadline for waivers and open enrollment for the 2020-21 academic year is August 31, 2020, for undergraduate students.
- Student-Athletes are strongly encouraged to enroll in the Stevens student health insurance option offered by University Health Plans. The Stevens health insurance plan gives students significant access to physicians and emergency health care in the Hoboken, N.J. area. Should a student-athlete decide to waive the Stevens plan, they are advised to check with their private insurance company to ensure that they will have access to local hospitals and specialists while in Hoboken.

Primary coverage for injuries or illnesses sustained by a student-athlete is through the student-athlete’s family/private insurance plan or through the Stevens health insurance plan if the student enrolls in the Stevens plan.
Insurance Policy (Continued)

The Stevens Athletic Department provides excess athletic accident coverage for eligible NCAA varsity student-athletes who are injured during in-season scheduled sponsored athletic practices, training or workout sessions, competitions, exhibition games, tryouts, team meetings, or other covered sports activity. All coverage terms, limitations, and exclusions are defined by the terms of the insurance policy between Stevens and its insurer. The current policy has a deductible of $2,000 for each covered loss. The “deductible” means the amount of covered expenses that must be paid before benefits will become payable under this policy. Under the current policy, the deductible will be reduced by the amount of medical expenses paid or payable under another health insurance plan. Any expenses not covered by the student-athlete's primary insurance plan will be the responsibility of the student-athlete, up to $2,000. This excess policy requires that medical expenses be incurred within a specified number of days of the covered accident for coverage to apply. For more information on the excess athletic accident policy, please contact the Assistant Athletic Director for Sports Medicine and Student-Athlete Wellness.

The NCAA has a Catastrophic Injury Insurance Program that covers a student-athlete who is catastrophically injured while participating in a covered intercollegiate athletic activity. The program is activated after a student-athlete's medical bills exceed $90,000. For more information, please visit NCAA.org.

The NCAA does not permit a college or university to provide insurance coverage or pay medical expenses for injuries or illnesses that are not a direct result of covered sponsored athletic activities such as practices, competitions, or conditioning sessions.

The student-athlete is responsible for any payment which is not covered by his/her own insurance policy or the Stevens excess athletic accident policy.

Medical Eligibility

All medical documentation must be completed prior to participation. Student-athletes will not be allowed to participate, and athletic equipment will not be issued until the necessary documentation is completed. Please pay careful attention to the instructions you receive from the Sports Medicine Office regarding what information needs to be completed annually.

Please visit the following location for this information: http://www.stevensducks.com under the ‘Student-Athletes’ tab.
**Injury & Illness**

Medical care and facilities are available to all student-athletes who are on an active roster. To ensure proper and immediate medical care, all injuries and illnesses must be reported to the Office of Sports Medicine by 11 a.m. the next day or the next shift of a staff athletic trainer. The sports medicine staff has the unchallengeable authority with all medical decisions and return-to-play of our student-athletes. Student-athletes who do not report are in violation of the compliance forms required for participation. These situations are handled on a case-by-case basis and could result in suspension.

The Office of Sports Medicine should be the primary outlet for medical care for student-athletes on campus. If a student-athlete decides to go through another doctor, unless an emergency, this should be discussed with the staff ahead of time and further documentation will be required before you are cleared to return to sport. Once a referral to a physician is deemed necessary, the student-athlete must follow the policy of their insurance plan.

Stevens will provide excess insurance coverage for sports-related injuries that are sustained during an in-season scheduled practice or competition.

**Authorization for Services**

A certified athletic trainer (ATC) will evaluate and document all athletic injuries. Based on the evaluation, the ATC will determine the appropriate treatment and rehabilitation programs for all athletic injuries, including referral to appropriate medical professionals.

An appointment with the team physician, an internal medicine specialist, or other specialist, may be made at the discretion of the sports medicine staff. The sports medicine staff has a written directory of medical specialists and facilities. Student-athletes may also choose to make an appointment with their family physician provided that a member of the sports medicine staff is informed in advance, however, student-athletes are highly encouraged to be seen by the team physician. A student-athlete may not make an appointment for a sports-related issue with a doctor or get a prescription without the knowledge or preapproval of the sports medicine staff. The student-athlete will be financially responsible for any appointments, procedures, tests, treatments, or prescriptions, that not first approved by the sports medicine staff.
Authorization for Services (Continued)

The student-athlete is required to obtain a written clearance from their treating physician prior to returning to athletics. Once this is received you will then need to be cleared through the Office of Sports Medicine.

The sports medicine staff will make every effort to arrange transportation for sports-related injuries to appointments for student-athletes if needed.

A student-athlete with symptoms related to orthopedic, illness, concussion, etc. will be screened and scheduled for an appointment with a team physician. Each doctor will have a weekly clinic in the Office of Sports Medicine. Student-athletes who visit to the Student Health Center will be responsible to inform the Sports Medicine staff of the visit and any restrictions related to athletic participation. The Student Health Center and Sports Medicine work together on a regular basis.

Any student-athlete who has been evaluated at an emergency room must have a follow-up appointment with the team physician (or other medical specialist) before returning to participation if deemed necessary by the Assistant Athletic Director for Sports Medicine & Student-Athlete Wellness.

In accordance with federal guidelines, parents, the Director of Athletics, and coaches will be notified as soon as possible if any student-athlete is admitted to a hospital and/or if surgery is necessary. Every attempt will be made to follow the student-athlete’s primary insurance policy, but never at the expense of the care that the student-athlete should receive.

Treatment & Rehabilitation

After an injury has been evaluated, the student-athlete will receive a treatment/rehabilitation program. Both programs work on an appointment schedule. It is the responsibility of the student-athlete to schedule treatment or rehabilitation time around their class and practice schedules. Failure to show up for treatment or rehabilitation appointments can result in a delay in recovery and return to play.

Rehabilitation will only be conducted during practice time if approved by the coach and ATC. The student-athlete is required to continue their treatment/rehabilitation until a member of the sports medicine staff approves completion of the program.
**Nutritional & Dietary Supplements Policy**

Before consuming any nutritional or dietary supplement product, student-athletes are required to review the product and its label with members of the Sports Medicine staff. Dietary supplements are not regulated by the FDA and may cause positive drug test results. Any product containing a nutritional dietary supplement ingredient is taken at your own risk.

You can also check your level of risk of all supplements at Drug Free Sport Axis in the link below:

- [https://dfsaxis.com/users/login](https://dfsaxis.com/users/login)
- Password: ncaa3

Stevens Dining Service has a dietician on campus. To schedule an individual session, please contact their office directly at [dietician@stevens.edu](mailto:dietician@stevens.edu).

**NCAA Banned Drugs**

The NCAA bans classes of drugs because they can harm student-athletes and create an unfair advantage in competition. Some legitimate medications contain NCAA banned substances, and student-athletes may need to use these medicines to support their academics and general health. The NCAA has a procedure to review and approve legitimate use of medications that contain NCAA banned substances through a Medical Exceptions Procedure. The diagnosis of adult ADD and ADHD remains clinically based utilizing clinical interviews, symptom-rating scales, and subjective reporting from patients and others. Stevens Institute of Technology and the NCAA follow the same guidelines to ensure adequate medical records are on file for student-athletes diagnosed with ADD and ADHD in order to request an exception in the event a student-athlete tests positive during NCAA Drug Testing.

All medications must be on file in the Sports Medicine Office prior to participation.

For ADD/ADHD medications: the form in the following link must be completed and submitted with all supporting documentation to the Sports Medicine Office, prior to participation:

- [https://www.ncaa.org/sites/default/files/ADHD%20reporting%20form.pdf](https://www.ncaa.org/sites/default/files/ADHD%20reporting%20form.pdf)

Office Rules

Evaluation and treatment of varsity athletic injuries are available during office hours; however, busy conditions may require in season athletes to have priority.

- Everyone must sign in before receiving treatment.
- Proper attire is always required
- Food is not permitted
- Personal bags/equipment is to be kept outside the sports medicine office
- All rehabilitation is to be scheduled in advance if possible
- Injuries sustained during practice must be reported right away and injuries sustained at an away event should be reported by noon the next day
- Foul language or inappropriate behavior or conversation will not be tolerated and may be cause for dismissal from sports medicine office at the staff discretion
- All athletes must be clean and showered after practice/games prior to receiving treatments
- Any athlete requiring treatment in the sports medicine office must be supervised by a certified athletic trainer, not a coach or other staff member
- Water and supplies must be returned to the sports medicine office in a timely manner following practices and put away in the appropriate area
- At no time are water coolers or ice chests to be taken from the sports medicine office for any reason without prior consent from the head athletic trainer.
Varsity Sport Assignment

Each athletic trainer is responsible for providing daily on-site and/or off-site practice and event coverage. It is the responsibility of the student-athlete to report all medical issues to their primary athletic trainer when possible, although athletes may be seen by any member of the staff.

Heather White, Assistant Athletic Director for Sports Medicine and Student-Athlete Wellness
  S  Fall - Women's Soccer
  S  Winter - Wrestling
  S  Spring - Men's Lacrosse

Allie McDavitt, Assistant Athletic Trainer
  S  Fall - Men's Soccer
  S  Winter - Men's Basketball, Men's Fencing, Women's Fencing
  S  Spring - Women's Lacrosse

Daysjia Black, Assistant Athletic Trainer
  S  Fall - Women's Volleyball
  S  Winter - Women's Basketball
  S  Spring - Men's Volleyball, Men's Tennis, Women's Tennis

Melanie Rynshall, Assistant Athletic Trainer
  S  Fall - Men's Cross Country, Women's Cross Country
  S  Winter - Men's Indoor Track & Field, Women's Indoor Track & Field
  S  Spring - Men's Outdoor Track & Field, Women's Outdoor Track & Field, Softball

Daniel DeSio, Assistant Athletic Trainer
  S  Fall - Field Hockey, Golf
  S  Winter - Men's Swimming, Women's Swimming
  S  Spring - Baseball, Golf

Please review the weekly schedule to better understand which athletic trainer is covering your particular practice and what times they are available. The athletic trainers will be covering all home events for their particular sport unless otherwise posted.

Evaluation and treatment of varsity athletic injuries are available during office hours; however, busy conditions may require in season athletes to have priority.
**Hours of Operation**

The Office of Sports Medicine will be open two hours prior to the start of an event. Water and supplies will be set up one hour prior to the start time. If you need access to the sports medicine office earlier, please contact the sports medicine staff prior to the day of event and arrangements can be made. Locker rooms are typically accessible at least two hours prior to scheduled start time for events.

Currently, for the Fall 2020 semester, only student-athletes engaged in on-campus instruction will be able to make an in-person appointment with the Sports Medicine staff. All other student-athletes should connect with their team’s assigned athletic trainer via email.
SECTION VII – GENERAL POLICIES & PROCEDURES

Team Travel Policy
Student-athletes are expected to travel to and from an away athletic contest with their team. A special transportation waiver must be signed by the student-athlete for any exceptions. This exception will be made for student-athletes traveling with family members only!

**Laundry & Equipment**

Laundry loops will be issued to each head coach and should be distributed to each student-athlete. Only athletic gear worn during practices and games should be looped or placed in bags. Personal items will not be washed. Practice gear should be submitted every day even if minimal. Do not overload loops or bags to ensure the load washes and dries sufficiently.

All equipment/gear/apparel issued to a Stevens student-athlete is the property of Stevens Institute of Technology. Each student-athlete is responsible for returning all individually issued items at the end of the season. Student-athletes are financially responsible for any lost or misplaced items.

**Intramurals**

Any individual who was listed on a varsity team roster or practiced with the team as of the first regular-season contest shall not be eligible to participate in intramural play in the same sport during the same academic year. In addition, student-athletes who are practicing with the team but not competing are ineligible to participate in intramurals in that same sport.

**Community Service**

Community involvement is part of the athletic department’s mission. All teams are encouraged to perform at least one community service project per year. The Stevens Duckling Program has been a huge success and teams are strongly encouraged to participate.

**Off-Season Facility Usage**
Time on one of Stevens’ athletic fields can be reserved by individual student-athletes for sport-related activities provided the following is observed:

- **S** The student-athlete must not be required to report back to any of his or her sport-specific coaches any information related to the activity. In addition, no athletics department staff member who observes, monitors or conducts the activity (e.g., strength coach, trainer, manager, etc.) may report back to the student-athlete's coach any information related to the activity (Revised: 1/15/11 effective 8/1/11)

- **S** The activity must be initiated solely by the student-athlete. Neither the institution nor any athletics department staff member may require the student-athlete to participate in the activity at any time

- **S** The student-athlete's attendance and participation in the activity (or lack thereof) may not be recorded for the purposes of reporting such information to coaching staff members or other student-athletes

- **S** The student-athlete may not be subjected to penalty if he or she elects not to participate in the activity. In addition, neither the institution nor any athletics department staff member may provide recognition or incentives (e.g., awards) to a student-athlete based on his or her attendance or performance in the activity.

Please note that each request will be evaluated individually.

Normal Facility Hours

Schaefer Center:
- **S** Monday, Wednesday, Friday: 6 a.m. to 11 p.m.
- **S** Tuesday & Thursday: 8 a.m. to 11 p.m.
- **S** Saturday: 9 a.m. to 9 p.m.
- **S** Sunday: 12 p.m. to 11 p.m.

Fitness Center:
- **S** Monday, Wednesday & Friday: 6 a.m. to 11 p.m.
- **S** Tuesday & Thursday: 8 a.m. to 11 p.m.
- **S** Saturday: 9 a.m. to 9 p.m.
- **S** Sunday: 12 p.m. to 11 p.m.

Basketball/Racquetball/Squash Courts:
- **S** Monday, Wednesday, Friday: 6 a.m. to 11 p.m.
- **S** Tuesday & Thursday: 8 a.m. - 11 p.m.
- **S** Saturday: 9:00 a.m. to 9 p.m.
- **S** Sunday: 12 p.m. to 11 p.m.

Holidays - Building is CLOSED
(Thanksgiving, Christmas, Easter, Independence Day)

*Please note the facilities may close at other times throughout the year.*

Fall 2020 Facility Hours
No indoor athletic facilities are open currently. A staff member will be present at the front desk of the Schaefer Athletic Center from 9 a.m. – 5 p.m. Monday through Friday and from 12 p.m. – 5:00 p.m. on weekends starting Sept. 12.

We are monitoring the pandemic conditions and state guidance closely and will assess our ability to open at limited capacity in the next several weeks or more.

**DeBaun Field and the Stevens Tennis Courts***

- **S** Monday-Friday, 9 a.m. - 5 p.m.
- **S** Saturday-Sunday, 12 p.m. - 5 p.m.

*Open only for safe, socially distanced activities with masks worn always

We will evaluate whether the hours need to be expanded based on usage numbers and any feedback we receive.

*Please note that all schedules are subject to change without notice

**Team Assessment**

All varsity teams will have an opportunity to meet with the team sport administrator and complete a survey to describe their experience as a Stevens student-athlete in 2020-21. The primary goal of the Department of Athletics is to ensure that all student-athletes develop a wide range of skills that will prepare them well for life after college. Your feedback is critical in this process!

**Locker Rooms**

Several of Stevens’ athletic teams have the privilege of using a locker room during the season. It is always essential that appropriate behavior and treatment of the team locker be exhibited. Student-athletes should never be in their locker room when the facility is closed except for a scheduled practice or contest, nor should any non-team member ever be allowed in the locker room. Locker room decorations and paraphernalia should always be in good taste and must be completely removed when the locker room is vacated after the season. The locker rooms should always also be kept in good condition because they are shared by visiting teams throughout the year. Damages to the facility could be assessed to the team’s fundraising account or the individual(s) responsible for the damage. Please note that abuse of any of these policies can result in expulsion of individual team members or an entire squad.

**Physical Education Requirement**
There will be no Physical Education courses offered in Fall 2020.

For student-athletes wondering about how they can complete their Physical Education degree requirements, please see the below information, updated as of July 21, 2020:

Fall 2020 Seniors and Juniors will receive one Physical Education waiver. If a Senior, graduating at the end of the Fall 2020 or Spring 2021 semester, is unable to meet the Physical Education course degree requirements with this waiver, they should contact the Office of Undergraduate Academics. The Office of the Registrar will follow up early in the fall semester with additional details on the Physical Education requirement waiver process.

In a typical academic year, all Stevens students must complete four physical education courses for non-academic credit. The physical education requirement must be completed by the end of the sixth semester at Stevens. Participation in varsity sports can be used to satisfy the entire physical education requirement.

Job Opportunities

Any student that is interested in working for the Department of Athletics should visit the Stevens Student Employment Office website (https://www.stevens.edu/directory/student-employment-office). All the many jobs related to Athletics are listed there. The majority of jobs require federal work-study (FWS) eligibility, while a very limited amount of other jobs are open to students without FWS. Students can create a profile and apply to positions as they wish.

Contact Keith Kinsella (kkinsell@stevens.edu) with any questions about employment within athletics.

Social Media Policy

Competing as a student-athlete for Stevens Institute of Technology (“Stevens” or the “University”) is a privilege. Student-athletes at Stevens are held in high regard and are viewed as role models in the Stevens community. As leaders, student-athletes have the responsibility to always portray themselves, their team, the University, and the Middle Atlantic Conference (“MAC”) in a positive manner.

Use of social media sites such as Facebook, Twitter, Instagram, YouTube and other digital platforms and distribution mechanisms have both positive aspects and potentially negative consequences. It is important that student-athletes are aware of these consequences and exercise appropriate caution if they choose to participate in social media.

The Department of Athletics recognizes that there are many benefits to having an active presence on social media. Social media allows student-athletes and the Department of Athletics to engage and connect with the student body, faculty, staff, fans, alumni, prospective student-athletes, parents, media, and various local communities. Social media allows institutions like Stevens and their student-athletes to grow relationships through personal, regular, and honest communications.

Social Media Policy (Continued)
Student-athletes should be aware that anyone, including coaches, staff, faculty, future employers, media, opposing teams, the MAC, the NCAA and others have easy access to status updates, photos, videos and comments that they post. Inappropriate material found by third parties could affect the perception of the student-athlete, the Department of Athletics, the University, and the MAC. As a student-athlete and campus leader, it is important to remember how powerful online communication can be and the significant impact it can have on individuals, friends, family, teammates, and an athletic program.

Examples of inappropriate social media content and behavior include, but are not limited to:

- Content that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entities, including comments about other institutions, fans, student-athletes and coaches;
- Pictures, videos, comments or posts that depict or condone the use of drugs, alcohol or tobacco;
- Photos, videos and comments of a sexual nature;
- Content that depicts or encourages violent or illegal activities;
- Bullying;
- Hazing;
- Content that would constitute a violation of University policy, Department of Athletics policy or MAC or NCAA rules and regulations; and
- Information that is sensitive or personal in nature or is proprietary to Stevens.

Inappropriate behavior is subject to review by Stevens, the MAC and the NCAA and may result in consequences up to and including expulsion or suspension from a team, in addition to other University sanctions.

**Media Requests**

Any and all media requests, including podcast interviews and newspaper quote requests, must be handled through Assistant Athletic Director for Communications and Events, Charles O’Brien, to ensure that the request is in the best interest of the student-athlete, team, and University.

- Email: cobrien2@stevens.edu
- Phone (O): (201) 216-8740

**2019-20 Athletic Highlights**

- Seven Middle Atlantic Conference (or MAC Freedom) Conference Championships
- Nine CoSIDA Academic All-Americans (Program Record)
- Three NCAA Tournament Appearances
- Seven NCAA Championship qualifiers
- 518 Student-Athletes named to MAC Academic Honor Roll
- 24 Academic All-MAC Selections
- Four MAC Senior Scholar Athletes
- Middle Atlantic Conference NCAA Woman of the Year Nominee