Knox College Athletics
2019-2020
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By signing this form:

- I am acknowledging that I have received the Knox College Student-Athlete Handbook. I understand that I am responsible for the rules and regulations of each section of this handbook and all information presented in the presentation at the start of the year required team meeting. I also understand that this is not a contract and that the policies and rules are subject to change.

- I also understand that I am expected to conduct myself in accordance with NCAA, Midwest Conference, Athletics Department (including all policies in this Student-Athlete Handbook, any policies presented at required student-athlete meetings, and any policies presented to a student-athlete via e-mail or hard copy), Team, and College regulations, as well as federal and state laws and local ordinances. I understand that I may be disciplined by the Athletics Department for violating Departmental, Team and Knox College Standards of conduct including but not limited to all policies in the Knox College Student Handbook, as well as for violating federal and state laws and local ordinances. Disciplinary action could include, but is not limited to removal/termination from athletic teams, suspension from athletic teams and other possible sanctions.

___________________________________________________________
Student-Athlete Signature

___________________________________________________________
Print Name

___________________________________________________________
Sport(s)
By signing this form:

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___________________________________________________________ _________________________
Student-Athlete Signature Date

___________________________________________________________
Print Name

___________________________________________________________
Sport(s)
Dear Prairie Fire Athlete,

This student-athlete handbook is meant to serve as a guide to help you manage the complexities of college life and your life as a student-athlete. Please take the time to read through the handbook. If you have any questions please feel free to ask any of our staff members about the materials in the handbook.

Expectations are high for student-athletes at Knox College academically, athletically and socially. Your coaches, our support staff and our administration are committed to helping you be successful so please do not hesitate to ask for assistance.

The 2019-2020 academic year is going to a great one and we are looking forward to celebrating your many successes.

Go Prairie Fire!

Daniella J. Irle
Director of Athletics
Knox College
## STAFF DIRECTORY

### SENIOR STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
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<tr>
<td></td>
<td>Head Athletic Trainer</td>
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<tr>
<td></td>
<td>Senior Woman Administrator</td>
<td></td>
<td>309-335-4079 (Cell)</td>
</tr>
</tbody>
</table>

### OTHER ADMINISTRATIVE STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Andy Gibbons</td>
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<td>309-341-7379</td>
</tr>
<tr>
<td></td>
<td>Fitness Center Director</td>
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<tr>
<td>Larry Welch</td>
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<tr>
<td></td>
<td>Campus Title IX Coordinator</td>
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<tr>
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</tr>
<tr>
<td>TBD</td>
<td>Game Operations Assistant</td>
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<td>309-341-7381</td>
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<td>Stephanie McMillan</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>309-341-2806 (Fax)</td>
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### SPORTS MEDICINE

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Scott Sunderland</td>
<td>Head Athletic Trainer</td>
<td><a href="mailto:ssunderl@knox.edu">ssunderl@knox.edu</a></td>
<td>309-341-7378</td>
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<td>309-335-4078 (Cell)</td>
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<tr>
<td>Shana Sewick</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>815-997-3826 (Cell)</td>
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<tr>
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</tr>
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<td>845-699-4495 (Cell)</td>
</tr>
<tr>
<td>Kaite Putnam</td>
<td>Graduate Assistant Athletic Trainer</td>
<td></td>
<td>309-341-7378</td>
</tr>
</tbody>
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### SPORTS INFORMATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
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<td>James Clark</td>
<td>Sports Information Director</td>
<td><a href="mailto:irelark@knox.edu">irelark@knox.edu</a></td>
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<tr>
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<tr>
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</tr>
<tr>
<td>COACHES</td>
<td>OFFICE</td>
<td>CELL</td>
<td>(341)</td>
</tr>
<tr>
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</tr>
<tr>
<td>Pat Barry</td>
<td>FH 126</td>
<td>847-636-6441</td>
<td>7610</td>
</tr>
<tr>
<td>Cory Bonstead</td>
<td>MG 202</td>
<td>405-659-5291</td>
<td>7804</td>
</tr>
<tr>
<td>James Clark</td>
<td>MG 208</td>
<td>309-335-4851</td>
<td>7714</td>
</tr>
<tr>
<td>Emily Cline</td>
<td>MG 206</td>
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<td>7484</td>
</tr>
<tr>
<td>Ben Davis</td>
<td>MG 207</td>
<td>612-432-4097</td>
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</tr>
<tr>
<td>Annie Gerdes</td>
<td>MG 210</td>
<td>815-768-7745</td>
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</tr>
<tr>
<td>KC Harding</td>
<td>MG 068</td>
<td>309-335-5750</td>
<td>7016</td>
</tr>
<tr>
<td>Cody Hipp</td>
<td>MG 201</td>
<td>219-765-4994</td>
<td>7282</td>
</tr>
<tr>
<td>Taylor Houck</td>
<td>MG 211</td>
<td>215-480-0142</td>
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</tr>
<tr>
<td>Jami Isaacson</td>
<td>MG 113</td>
<td>309-335-4062</td>
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</tr>
<tr>
<td>Adam Kiefer</td>
<td>MG 201</td>
<td>605-880-0912</td>
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</tr>
<tr>
<td>Chris Klassen</td>
<td>MG 205</td>
<td>520-481-4589</td>
<td>7544</td>
</tr>
<tr>
<td>Britton Koestler</td>
<td>FH 130</td>
<td>817-312-2226</td>
<td>7198</td>
</tr>
<tr>
<td>Britt Myers</td>
<td>MG 204</td>
<td>847-227-7470</td>
<td>7804</td>
</tr>
<tr>
<td>Brian O’Connor</td>
<td>MG 210</td>
<td>618-610-3445</td>
<td>7381</td>
</tr>
<tr>
<td>Jonathan Powers</td>
<td>GDH 101E</td>
<td>309-351-2244</td>
<td>7332</td>
</tr>
<tr>
<td>Adam Ries</td>
<td>MG 202</td>
<td>651-278-8905</td>
<td>7804</td>
</tr>
<tr>
<td>Erin Rutledge</td>
<td>MG 114</td>
<td>217-521-0908</td>
<td>7284</td>
</tr>
<tr>
<td>Damon Tomeo</td>
<td>MG 203</td>
<td>701-367-0990</td>
<td>7667</td>
</tr>
<tr>
<td>Evander Wells</td>
<td>FH 128</td>
<td>404-414-0289</td>
<td>7801</td>
</tr>
<tr>
<td>Meredith Witherell</td>
<td>FH 131</td>
<td>309-371-8050</td>
<td>7508</td>
</tr>
<tr>
<td>Garret Williams</td>
<td>MG 205</td>
<td>309-335-6553</td>
<td>7422</td>
</tr>
</tbody>
</table>
CAMPUS CONTACTS
Academic Advising.......................................................... 309-341-7215
Academic Support Services ........................................... 309-341-7151
Business Office .............................................................. 309-341-7343
Campus Life ................................................................. 309-341-7527
Counseling Services ....................................................... 309-341-7492
Dining Services .............................................................. 309-341-7243
Health Services ............................................................. 309-341-7243
Housing ........................................................................ 309-341-7527
ITS Help Desk (computers) ............................................. 309-341-7700
International Student Support ..................................... 309-341-7136
Library, Henry M. Seymour ........................................... 309-341-7246
Postal Services .............................................................. 309-341-7152
Registrar ...................................................................... 309-341-7205

EMERGENCY CONTACTS
Police or Fire, Emergency .................................................. 911
Campus Safety (All Hours) ............................................. 309-341-7979
Dean of Students Office .................................................. 309-341-7222
Campus Switchboard ..................................................... 309-341-7000
Title IX Office .................................................................. 309-341-7751
Anonymous Witness Reporting ..................................... http://www.knox.edu/silentwitness

LOCAL NUMBERS
Galesburg Cottage Hospital ........................................... 309-343-8131
OSF St. Mary Medical Center ......................................... 309-344-3161
Knox County Health Department ................................... 309-344-2224
Police or Fire, Non-Emergency ....................................... 309-343-9151
Counseling Referrals .................................................... 309-341-7432
United American Cab Services ..................................... 309-341-6161
VNA Van Service .......................................................... 309-342-1152
1. **Pumphandle.** On the day before the first day of fall term, everyone at Knox stands in a long, twisty line on the south lawn of Old Main. And one by one, you go down the line and shake everyone’s hand. Some people wear costumes; some people get creative with their greetings; the spirit is, shall we say, giddy. And in the end you come to know everyone at Knox, face to face, hand to hand. Democratic, humanizing, time-consuming—and totally worth it.

2. **Bronze Turkey.** The Knox-Monmouth football game is one of the oldest college rivalries in the country (first game: 1888). The winner receives a trophy that is, yes, bronze and turkey-shaped. And the trophy is the object of many high jinks; at one point it was buried under our running track. The point being: We’re serious about athletic competition. But we’re also serious about not taking ourselves too seriously.

3. **The Prairie Burn.** An annual controlled burn at our Green Oaks field station, which is set on one of the oldest prairie restoration sites in America. Conducted by a professor and students from all over the map, from every discipline. A smart, necessary ecological practice. And a communal approach to joining the local ecosystem. Namesake of our athletic teams, The Prairie Fire.

4. **Flunk Day.** A (secret!) day in spring on which classes are cancelled, bells are rung, and the campus turns into a giant festival of nuttiness. Organized and run by a small, anonymous group of students.

5. **I-Fair.** Formally known as the International Fair. Food, music, dancing and singing from around the world, courtesy of our many cultural groups and students from more than 50 countries. Proud, crowded, and happily chaotic. Sample menu: fried plantains (Ghana), bulgogi (Korea), arepas (Venezuela), mango lassi (India).

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**KNOX SONGS**

**HAIL, KNOX ALL GLORIOUS**
Hail, Knox all glorious!  
Unto thee we sing.  
Ever victorious,  
homage we bring, we bring.  
For through all the ages,  
all our teams so bold, so bold,  
will fight for old Knox, Knox, Knox!  
Fight for the purple and the gold.

**HAIL TO ALMA MATER**
Hail to Alma Mater,  
Fling her banner high!  
Sing the songs of college days,  
Songs of days gone by.  
(refrain)  
In the quiet hours  
Of the starry night,  
Dream the dreams of college days,  
Mem’ries burning bright.  
(refrain)Hail to Alma Mater,  
Let our voices ring!  
Hail to Knox all glorious,  
Unto thee we sing.  
(refrain)Refrain:  
For the long, long road to Alma Mater  
is the road that calls us home  
O’er hills and plains,  
By lakes and lanes,Our woodlands, Our cornfields,  
Our Country, Our home.
KNOX COLLEGE ATHLETICS MISSION STATEMENT

The Department of Athletics provides students an opportunity to obtain knowledge, physical development, and life skills. Whether it is varsity athletics, club sports, or intramurals, we encourage participation by all of our students. The Athletics Department is committed to diversity and inclusivity of students, faculty, and staff and we adhere to the Knox College Culture of Respect. We value difference in its many dimensions and believe that athletics provide a welcoming and important environment for participation by all.

In concert with the College’s mission, intercollegiate athletics at Knox plays a major role in the development of our student-athletes. The principles of preparation, goal-setting, teamwork, integrity and sportsmanship, in both practice and competition, are embraced to ensure a quality experience with successful outcomes.

KNOX COLLEGE STATEMENT OF MISSION

Knox College is a community of individuals from diverse backgrounds challenging each other to explore, understand and improve ourselves, our society and our world. The commitment to put learning to use to accomplish both personal and social goals dates back to the founding of the College in 1837. We take particular pride in the College’s early commitment to increase access to all qualified students of varied backgrounds, races and conditions, regardless of financial means.

Today, we continue to expand this historic mission and the tradition of active liberal arts learning. We provide an environment where students and faculty work closely together and where teaching is characterized by inviting and expecting students to pursue fundamental questions in order to reach their own reflective but independent judgments. The mission is carried out through:

- **Our curriculum**: combining inquiry in traditional as well as newer disciplines with the integrative perspective of interdisciplinary work; building from basic skills of writing, reading, calculating and critical analysis to opportunities for sophisticated student research and creative expression.

- **The character of our learning environment**: encouraging the critical exchange of ideas, challenging our students with high expectations and persistent demands for rigorous thinking within a supportive and egalitarian environment, characterized by an informality and openness that mirrors our Midwestern surroundings.

- **Our residential campus culture**: encouraging the personal, cultural and intellectual growth of our students in a reflective, tolerant and engaged campus community through supportive residential opportunities, numerous student organizations, a wide array of creative activities and cultural programming, and opportunities for intercollegiate and recreational sports.

- **Our community**: reaffirming and extending our ongoing commitment to a diverse community of students, faculty and staff with each new hiring and admission.

Our aims throughout are to foster a lifelong love of learning and a sense of competence, confidence and proportion that will enable us to live with purpose and to contribute to the well-being of others.
MIDWEST CONFERENCE STATEMENT OF PHILOSOPHY

The Midwest Conference is formed as an organization of colleges sharing a similar educational philosophy of intercollegiate athletics. Conference members believe that intercollegiate athletics provide unique and valuable experiences in the total educational program. They contribute significantly to the development of the individual students and provide excellent opportunity for their growth, self-realization, and the fulfillment of personal potential.

As part of our educational philosophy, members of the Midwest Conference believe in a strong commitment to academic excellence, to value and support student-athlete well-being, sportsmanship, and diversity in all forms including race, gender, ethnicity, religion, sexual orientation, socio-economic status, and disability. Conference members seek to inform, educate and equip student-athletes and campuses with the skills necessary to engage each other in honorable competition, integrate themselves into their campus communities, and prepare for entry into a diverse society. This understanding and commitment is crucial to the overall success and ability of our student-athletes, and provides strength to the Midwest Conference.

The Midwest Conference oversees the intercollegiate athletic programs of its members to ensure that they are conducted in a manner consistent with the overall educational objectives of the conference and its respective members. The Conference will be controlled by the presidents of the member institutions. Further, the conference believes that the quality and conduct of coaches and Athletics Department staff are of significance in establishing and maintaining the vocational validity of our athletic programs. Finally, our purpose is to initiate, stimulate and improve our intercollegiate athletic programs for the benefit of the participants and to thereby promote education, fitness, recreation, and athletic excellence. The member institutions are committed to maintaining and advancing these purposes.

The Midwest Conference was formed by a union of the Midwest Collegiate Athletic Conference and the Midwest Athletic Conference for Women. The Midwest Collegiate Athletic Conference was formed in 1921 by Beloit, Carleton, Coe, Cornell, Knox, Lawrence, and Hamline; it had a long and distinguished history of intercollegiate athletics for men. The Midwest Athletic Conference for Women was formed in 1977 by Coe, Cornell, Grinnell, Knox, and Monmouth; it provided not only competition for women but also leadership opportunities for their coaches. The intent of the union is to preserve those traditions, while enhancing administrative efficiency and fostering equity between men’s and women’s sports. Equity, however, does not presume sameness. In uniting these two previously independent bodies, the Midwest Conference intends to promote cooperation, but also to respect any differences in practice or philosophy of sport that may be considered important to either the men’s or women’s programs.
NCAA DIVISION III PHILOSOPHY STATEMENT

Colleges and universities in Division III place the highest priority on the overall quality of the educational experience and on the successful completion of all students’ academic programs. They seek to establish and maintain an environment in which a student-athlete’s athletics activities are conducted as an integral part of the student-athlete’s educational experience, and an environment that values cultural diversity and gender equity among their student-athletes and athletics staff. To achieve this end, Division III institutions:

1. Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletics program at the institutional, conference and national governance levels;

2. Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (e.g., students, alumni, institutional personnel) than on the general public and its entertainment needs;

3. Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;

4. Primarily focus on intercollegiate athletics as a four-year, undergraduate experience;

5. Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;

6. Encourage participation by maximizing the number and variety of sport offerings for their students through broad-based athletics programs;

7. Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;

8. Assure that athletics participants are not treated differently from other members of the student body;

9. Assure that student-athletes are supported in their efforts to meaningfully participate in nonathletic pursuits to enhance their overall educational experience;

10. Assure that athletics programs support the institution’s educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution’s athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;

11. Assure that athletics recruitment complies with established institutional policies and procedures applicable to the admission process;

12. Exercise institutional and/or conference autonomy in the establishment of initial and continuing eligibility standards for student-athletes;

13. Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;

14. Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body;

15. Provide equitable athletics opportunities for males and females and give equal emphasis to men’s and women’s sports;

16. Support ethnic and gender diversity for all constituents;

17. Give primary emphasis to regional in-season competition and conference championships; and

18. Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.
STUDENT-ATHLETE EXPECTATIONS

CODE OF CONDUCT
Knox College student-athletes will represent the College and the athletic program in a positive manner in sportsmanship, behavior, use of language and care and use of facilities at all times. Every student-athlete needs to remember it is a privilege not a right to participate in athletics. Although the Student-Athlete Handbook covers some of the things in the Knox Student Handbook, it does not cover everything. It is a student’s responsibility to know all of the rules, policies, and procedures of being a member of the Knox College community.

SPORTSMANSHIP
The language, behavior, and actions of student-athletes will reflect a commitment to the mission of Knox College. Student-athletes will pride themselves on promoting exemplary sporting behavior and conduct, which makes optimal performance the focal point of the contest. Student-athletes will behave courteously toward opponents, officials, and fans and will not engage in trash talk, flagrant fouls, or retaliation. Further, student-athletes will refrain from excessive celebratory display of individual or team success. Many sporting events, whether home or away, attract families, so be mindful of who is watching. Respectful language and behavior is also expected in the locker rooms, training room, and meeting rooms. Music that uses racist, demeaning, sexist, or profane language is not allowed in these areas or our athletics facilities including pregame and practice music. There may be team or departmental disciplinary action taken for breaches in sportsmanship on and off the field of play.

“SIX PILLARS OF CHARACTER”— FROM THE JOSEPHSON INSTITUTE OF ETHICS
The Six Pillars of Character are ethical values to guide our choices. The standards of conduct that arise out of those values constitute the ground rules of ethics, and therefore of ethical decision-making. Knox College student-athletes, coaches, and administrators are committed to displaying themselves in utmost positive nature, and we will hold ourselves accountable to these ideas.

• Trustworthiness—We must all strive to be honest, have integrity, keep our promises, and be loyal to ourselves and our team.
• Respect—We must respect ourselves and remember that every person has the right to our respect. Treat officials with respect; don’t complain about or argue with calls or decisions during or after an athletic event. Live and play with class; be a good sport; be gracious in victory and accept defeat with dignity.
• Responsibility—We must be accountable for our own actions, practice self-restraint, and always do our best. Participation in intercollegiate sports is a privilege not a right; represent with honor.
• Fairness—We must make quality judgments that are free from discrimination. Be fair; live up to high standards of fair play; be open-minded; always be willing to listen and learn.
• Caring—We must have concern for the interest of others. Never intentionally injure or engage in reckless behavior that might cause injury or harm to yourself or others.
• Citizenship—We must play by the rules and maintain a thorough knowledge of and abide by all applicable game and competition rules.

Anyone failing to live up to these values is subject to possible disciplinary action.

MIDWEST CONFERENCE STATEMENT OF SPORTSMANSHIP
The NCAA and Midwest Conference promote courteous and respectful behavior by student-athletes, coaches, and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racist or sexist comments, or other intimidating actions will not be tolerated and are grounds for removal from the site of competition.
ACADEMICS
CLASS ATTENDANCE: It is important for college students to attend class. Many of the concepts and ideas for the course are not found in the textbook, but in the lecture and class discussion. The department of athletics highly encourages all student-athletes to attend every class possible. Some teams may have to miss regularly scheduled classes for travel and/or competition for varsity intercollegiate contests. All athletic schedules are approved by the Faculty Athletics Committee and students are excused for these infrequent absences; however, it is the responsibility of student-athletes to let their professors know about these contests well in advance. Coaches will give student-athletes their schedule with missed class dates and departure times at the beginning of each term. Student-athletes should tell their professors at the beginning of the term those dates they will miss and give a reminder a week before each one. Failure to do so could mean that you miss a contest or receive an unexcused absence. In the case of weather cancellations and rescheduling, students should let their professors know immediately of those changes. All class work missed is the responsibility of the student to make up, and you should coordinate with your professor on the timing of the makeup. If there is a home contest on a day of class, student-athletes may leave class no earlier than 90 minutes before the scheduled start time of the contest. There is no missed class time for practice. A student-athlete who tries to deceive a faculty member about missing class for an athletic contest will be subject to disciplinary measures.

HONOR CODE: Student-athletes are responsible for knowing and upholding the Knox College Honor Code. A copy of the honor code is listed in the Knox Student Handbook and available on the Knox website (www.knox.edu/offices/academic-affairs/honor-code-and-procedures).

GOOD ACADEMIC STANDING: There is no minimum GPA requirement to participate in athletics at Knox College. As long as you are allowed by the College to take at minimum 2.5 credits and are making satisfactory progress towards a degree (see next section), you are eligible to compete in intercollegiate athletics. Although the College does not have a minimum GPA to remain eligible, it does have requirements on a minimum GPA and credits earned per term to stay enrolled that rises as you earn more credits. A list of these requirements is in the Knox Student Handbook.

ALCOHOL, DRUG AND TOBACCO USE
Knox College Alcohol Policy
Possession, consumption, or manufacturing of alcohol by any individual under 21 years of age is prohibited. Furnishing alcohol to any individual under 21 years of age is also prohibited. Students age 21 or older are permitted to possess or consume alcohol under the following circumstances only:
• At registered events in accordance with the Knox College Policy for Events with Alcohol;
• In the privacy of an individual residence hall room, apartment, or fraternity house by students age 21 or older, with the following limitations:
  o Service of alcohol from common source containers (such as kegs or punch bowls) is prohibited.
  o Drinking games or any activity which encourages or contributes to alcohol abuse are prohibited.
If alcohol is consumed on campus or at a College event, it is expected that such consumption is in compliance with college policies and regulations, is not abusive, does not violate the rights of roommates or others, and does not lead to conduct that is disorderly, disruptive, or destructive.

Student-athlete Alcohol Expectations
1. In conjunction with College policy regarding alcohol, student-athletes are reminded that:
   a. Alcohol is not allowed at any College sponsored athletic events (varsity, junior varsity, club, intramural)
   b. Alcohol is prohibited in locker rooms at either home or away competitions.
   c. Alcohol is prohibited in vehicles traveling to and from contests / trips.
   d. Consumption of alcohol is prohibited at any time during team trips, regardless of the age of the student-athlete.
   e. Consumption of alcohol is prohibited at team meals.
2. Any student-athlete determined to be in violation of this policy will be subject to disciplinary action as determined by the Department of Athletics. Such disciplinary action will at a minimum be a suspension from participation in the next contest and may result in removal from the team.
3. Each coach may adopt his / her own team standards and expectations regarding the consumption of alcohol as long as it is not contrary to College policy and Athletics Department expectations and is given to the student-athletes in writing prior to the start of the season.
4. This policy applies to all student-athletes, managers and trainers, including those who are of legal drinking age.
Knox College Drug Policy
The use, possession, distribution, manufacture, or dispensing of illegal drugs is prohibited. This policy also prohibits the use of marijuana on campus or at College-sponsored activities, even if the intended use is for medicinal purposes. Synthetic drugs that contain ingredients or mimic the effects of illegal drugs are also prohibited. In addition, prescription medications and over-the-counter medications must be utilized according to prescribed instructions and the use, possession, distribution, manufacture, or dispensing of prescription drugs without a prescription is prohibited.

Tobacco Use
Per NCAA rules, the use of tobacco products is prohibited by all game personnel in all sports during practice and competition. This also includes all athletics facilities and venues including, locker rooms, meeting rooms, and fitness center.

SOCIAL MEDIA
The Department of Athletics understands the popularity and usefulness of social networking sites and supports their use by student-athletes provided:
• No offensive or inappropriate pictures are posted
• No offensive or inappropriate comments are posted
• Any information placed on the website(s) does not violate College, Department of Athletics or student-athlete codes of conduct
• Photos and/or comments posted on these sites do not depict team-related or college-identifiable activities (including wear/using team uniforms or gear inappropriately)

BEST PRACTICES AND REMINDERS FOR SOCIAL MEDIA
• Think twice before posting. If you wouldn’t want your coach, parents, or future employer to see your post, don’t post it.
• Be respectful and positive.
• Remember, many different audiences view your posts including fans, alumni, kids, local authorities, parents, faculty, etc.
• The internet is permanent. Even if you delete something, it could still out there somewhere. Be in the right state of mind when you make a post. Do not post when your judgment is impaired. Coaches and administrators may monitor social media websites. Potential employers may use these social media websites to screen candidates. Use the privacy/security settings made available on these sites for safety.

PUBLIC MEDIA
Public media refers to technologies used to communicate messages and whose mission is to serve or engage the public. Public media domains include print outlets, traditional broadcasts, and digital technologies.
Student-athletes are highly visible representatives of the College and are expected to uphold the values and responsibilities of the College while meeting all requirements set forth by the MWC, the NCAA, Knox College, and the Knox College intercollegiate athletics program. The Knox College Department of Athletics prohibits malicious and reckless behavior when utilizing public media outlets. It is important that student-athletes recognize the power of public media domains and the potentially negative image that they can portray about student-athletes, coaches, the athletics program, and the institution.
The College can take disciplinary action—including but not limited to temporary or permanent suspension from a team—if comments are deemed inappropriate under College policies.

KNOX COLLEGE HAZING POLICY
The College prohibits hazing, which is defined as any act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, or which produces ridicule, embarrassment, harassment, intimidation or other similar result, for the purpose of initiation, admission into, affiliation with, or as a condition of continued membership in, a group or organization. Examples include paddling, creating excessive fatigue, physical and psychological shock, public stunts, and morally degrading or humiliating games and activities. The express or implied consent of the victim will not be a defense of this violation, and apathy or acquiescence in the presence of hazing is also seen as a violation of this policy. This hazing policy can be found in the Knox College Student Code of Conduct.
GAMBLING ACTIVITIES

The NCAA policy on gambling is in effect and violations will result in severe consequences. Student-athletes will not provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competition. Nor will student-athletes solicit or accept a bet on any intercollegiate team, participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card, or other method. NCAA rules on gambling are clear and sanctions are severe. Those NCAA sanctions include declaration of ineligibility for the remainder of the student-athlete’s collegiate career.

NCAA DIVISION III BYLAWS. RE: Gambling

Staff members of a member conference, staff members of the athletics department of a member institution and student-athletes shall not knowingly: (revised 1/13/98 effective 8/1/98) (a) Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition; (b) Solicit a bet on any intercollegiate team; (c) Accept a bet on any team representing the institution; (d) Solicit or accept a bet on any intercollegiate competition for any item (e.g., cash, shirt, dinner) that has tangible value; or (Adopted: 4/15/98) (e) Participate in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling. (Revised: 1/9/96, 1/14/97 effective 8/1/97)

NCAA Gambling Sanctions

The following sanctions for violations of NCAA Bylaw 10.3 shall apply: (a) A student-athlete who engages in activities designed to influence the outcome of an intercollegiate contest or in an effort to affect win-loss margins (i.e., “point shaving”) or who solicits or accepts a bet or participates in any gambling activity through a bookmaker, a parlay card or any other method employed by organized gambling that involved wagering on the student-athlete’s institution shall permanently lose all remaining regular-season and postseason eligibility in all sports. (Adopted 1/8/01, effective 8/1/01) (b) A student-athlete who solicits or accepts a bet or participates in any gambling activity that involves intercollegiate athletics or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling, shall be ineligible for all regular-season and postseason competition for a minimum of a period of one year from the date of the institution’s determination that a violation has occurred and shall be charged with a loss of a minimum of one season of competition. A request for reinstatement may be submitted on behalf of a student-athlete who has participated in such activity only upon fulfillment of the minimum condition indicated above. If the student-athlete is determined to have been involved in a subsequent violation of any portion of Bylaw 10.3, the student-athlete shall permanently lose all remaining regular season and postseason eligibility in all sports. (adopted 1/8/01, effective 8/1/01).

RECRUIT HOST EXPECTATIONS

The point of any overnight or evening hosting is simple—to give a prospective student the opportunity to see what it is like to be on campus and to get a feel for what it is like to be a Knox student, away from one’s parents and away from the coaching staff. We are entrusting you to make sure that the recruits have a safe and positive experience on their visit. As the overnight host, you will need to oversee the recruit during the entire evening. If there are any reasons that you cannot spend your full attention on the recruit, please call your coach so that they can make alternate arrangements. If the recruit involves themselves in any unacceptable behavior, becomes ill or gets injured, contact Campus Safety and your coach immediately.

SPORT SPECIFIC TEAM RULES

Sport specific team rules will be communicated to team members in a variety of ways by the coaching staff. Whether verbal or written, students are expected to be familiar with team specific rules and comply with them. The consequences for violating team rules are largely enforced by the head coach.
DEPARTMENT DISCIPLINARY ACTION

The code of conduct applies to student-athletes in season, out of season and in the non-traditional season. This code and the expectations that we hold for student athletes begins with their matriculation and continues to their graduation and are considered to be in effect at all times. The Department discipline policy relies on several key points:

- Participation on athletic teams at Knox College is a privilege not a right
- All team members are adequately informed about the behavioral expectations and team rules
- Disciplinary action is timely, individual, fair, consistent, appropriate and reasonable. A range of consequences include but are not limited to the following: appropriate general or sport specific physical tasks including additional training, loss of leadership status, loss of competitive opportunity, suspension from team, dismissal from team.
- In most cases, the head coach has the primary responsibility for discipline and should do so in consultation with the Director of Athletics.
- In cases of more serious or repetitive offenses, sanctions will be at the discretion of the Director of Athletics. This may be done in consultation with the head coach and/or Athletics Senior Staff.
- Any suspension or dismissal from the team will be reviewed by the Director of Athletics and a member of the Office of Student Development as appropriate in a collaborative manner. The Director of Athletics has the final authority. The student-athlete may appeal the decision to the Dean of the College within one academic week of the original decision. A written statement of the grounds for appeal must be included.

When a student displays unsportsmanlike behavior in a contest or practice setting, it is the responsibility of the head coach to discuss that behavior privately with the team member and with the entire team in an educational manner at the earliest possible appropriate moment. Appropriate response to unsportsmanlike behavior may include the loss of competitive opportunity upon the second occurrence. An ongoing pattern of unsportsmanlike conduct is considered to be grounds for dismissal from the team. The head coach should inform the Athletics Director about any unsportsmanlike behavior incidents that occur. When a student violates a College policy of any kind, the head coach will inform and confer with the Director of Athletics about the disciplinary response for that student. Disciplinary responses will be fair, consistent, timely, appropriate and reasonable and take into consideration not only the nature of the offense but also the pattern of behavior of the individual. Multiple offenses will create stricter responses that could include not only the head coach and Director of Athletics, but a member of the Office of Student Development. Criminal and civil offenses that include but rise above College Policy violations are very serious matters. When a student is involved with conduct that requires the attention of the local authorities, the discipline response will be a collaborative effort between the head coach, the Director of Athletics, and a member of the Office of Student Development.

DISCRIMINATION AND HARASSMENT

Consistent with Knox College’s historical commitment to inclusivity, the College today aims to create a campus that is welcoming for all students, staff, and faculty and a climate that is safe, respectful, and free from all forms of bias. Knox College does not tolerate discrimination or harassment that is based upon an individual’s actual or perceived status (sex, gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, or sexual orientation, or other protected status).

Bias incidents, however, often fall beyond the scope and protection of existing discrimination laws and regulations. Therefore, it is imperative that we respond as a unified educational community to address such behavior while respecting the rights of all individuals to freedom of speech and expression.

It is Knox College’s position that acts of bias require a response that asks all members of our community to uphold our shared values of goodwill and acceptance. Allegations of discrimination, harassment, and bias are addressed by the Investigation and Resolution Procedures for Allegations of Discrimination and Harassment other than Sex-Based Discrimination and Harassment, Including Bias Incidents.

- The Reporting Protocol, Policy, and Procedures with regard to the College’s prohibition of discrimination and harassment are available at www.knox.edu/respect.
Knox College affirms its commitment to create and maintain an environment free from all forms of discrimination and harassment and to foster within that environment respect for the dignity of all members of the community. Accordingly, Knox College does not tolerate sex discrimination, sexual misconduct, or interpersonal violence. Any violation of these policies may be subject to disciplinary action.

It is important that every member of the College community understands that College policy prohibits discrimination and harassment and other conduct prohibited by this Policy between all members of the College community: for example, between an instructor and a student, between two students, or between a student and an applicant or campus guest. This Policy applies in all College programs and activities, including, but not limited to, discrimination in athletics, instruction, grading, College housing, and College employment. Knox offers for all students, faculty, and staff primary prevention and ongoing awareness training and education, including the online programs Sexual Assault Prevention for Undergraduates and AlcoholEdu (for students) and Haven (for employees).

In addition, it is a violation of College Policy to retaliate in any way against a person or persons because they have, in good faith, opposed any practices forbidden under this Policy or have filed a report, assisted, or participated in any manner in an investigation or proceeding under this Policy. This includes action taken against a bystander who intervened to stop or attempted to stop sex discrimination, sexual misconduct or interpersonal violence. The College will take immediate and responsive action upon receiving any report of retaliation and may pursue disciplinary action as appropriate. It is central to the values of the College that any individual who believes they may have been the target of prohibited discrimination or harassment feels free to report their concerns for appropriate investigation and response, without fear of retaliation or retribution.

All complaints alleging sex discrimination, sexual misconduct, and interpersonal violence should be directed to the Title IX Coordinator and those who violate the College’s Policy may be subject to disciplinary action. More information, including about available support and resources, is available online www.knox.edu/respect.

- Knox College will not tolerate acts of sexual misconduct and has established a Policy Against Sex Discrimination, Sexual Misconduct, and Interpersonal Violence that articulates the College’s set of behavioral standards, common understandings of definitions and key concepts, and descriptions of prohibited conduct.
- The College’s approach to addressing reports of sexual misconduct are outlined in the Investigation and Resolution Procedures for Allegations of Sex Discrimination, Sexual Misconduct, and Interpersonal Violence. Knox is committed to undertaking prompt, thorough, impartial and fair investigations of all alleged and suspected violations of the Policy about which the College knows, or reasonably should know, and to treating all individuals with respect and sensitivity.
- The Knox College Policy and Procedures Addressing Sex Discrimination, Sexual Misconduct, and Interpersonal Violence are available online at www.knox.edu/titleix.
2. Transgender student-athletes not undergoing hormone treatment
   a. A trans male (FTM) student-athlete who is not taking testosterone related to gender transition may participate on a men’s or women’s team.
   b. A trans female (MTF) transgender student-athlete not taking hormone treatments related to gender transition may not compete on a women’s team.
   c. Any transgender student-athlete who is not taking hormone treatment related to gender transition may participate in sex-separated sports activities in accordance with his/her assigned birth sex.

3. NCAA Bylaws related to hormonal treatment and mixed teams -- Two areas of NCAA regulations can be impacted by transgender student-athlete participation: use of banned substance and mixed team status.
   a. A mixed team is a varsity intercollegiate sports team on which at least one individual of each gender competes. (Revised: 5/8/06) NCAA Bylaw 18.02.2 for purposes of meeting the required minimum set forth in Bylaws 18.2.3 and 18.2.4 a mixed team shall be counted as one team. A mixed team shall count toward the minimum sponsorship percentage for men’s championships.
      1. NCAA rules state that a male participating in competition on a female team makes the team a “mixed team.” The mixed team can be used for sports sponsorship numbers (provided other conditions, such as being an acceptable NCAA sport, outlined in Bylaw 20.9 (Division I), 20.10 (Division II) and 20.11 (Division III) are met) and count toward the mixed/men’s team minimums within the membership sports-sponsorship requirements. Such a team is ineligible for a women’s NCAA championships but is eligible for a men’s NCAA championship.
      2. A female on a men’s team does not impact sports sponsorship in the application of the rule; the team still counts toward the mixed/men’s numbers. Such a team is eligible for a men’s NCAA championship.
      3. Once a team is classified as a mixed team, it retains that status through the remainder of the academic year without exception.
   b. NCAA Bylaw 31.2.3 identifies testosterone as a banned substance and provides for a medical exception review for demonstrated need for use of a banned medication. It is the responsibility of the NCAA institution to submit the request for a medical exception (see www.ncaa.org/drugtesting) for testosterone treatment prior to the student-athlete competing while undergoing treatment. In the case of testosterone suppression, the institution must submit written documentation to the NCAA of the Year of treatment and ongoing monitoring of testosterone suppression.

4. Appeals Process
   If a transgender student-athlete is denied eligibility by their institution and followed the institution’s transgender policy appeal process (if applicable), the student-athlete may appeal to the NCAA, per the Association policy. The conference office will serve as a resource for the student-athlete in the appeal process but all appeals and decisions will be made by the NCAA.

For more information please contact the following individuals:

Lexie Vernon – Associate Director of Athletics/SWA (309) 341-7552 FH129
Kim Schrader – Title IX Coordinator (309) 341-7751 Old Jail 12
OPERATIONAL POLICIES AND PROCEDURES

AWARDS
Varsity Letter Criteria - To receive a varsity letter, an individual must participate in a varsity competition AND complete the season as a member of the team. Exceptions can be made for someone who receives a season ending injury or tragedy and must be approved by the Director of Athletics. There are four different types of awards for winning a varsity K:

• 1st Year Letter Winner – Letter Winner Status: Athletes lettering in one sport will gain college recognition as having been a participant in athletics and receive benefits associated with being considered a letter winner.

• 2nd Year Letter Winner - Jacket: An athlete will receive one jacket for a 2nd season award.

• 3rd Year Letter Winner - K Letter: An athlete will receive a K letter. This K will be used on the 4th Year K Blanket Award. If an athlete does not receive a K Blanket, they will receive only a K Letter.

• 4th Year Letter Winner - K Blanket: An athlete will receive one blanket for participating in a sport for four years.

*Men’s and Women’s Golf and Tennis are considered “split season” sports as they compete in both a fall and winter/spring season. In order to earn a varsity letter in those sports, an individual must participate in a varsity competition AND complete ALL segments/seasons as a member of the team. Exceptions can be made for someone planning to study abroad for one segment of their season over their four years and must be approved by the director of athletics. This rule is in place to allow the student-athletes in Tennis and Golf to not be penalized for or deterred from studying abroad.

*Student-athletes that leave or transfer out of Knox College immediately after their season will be considered letterwinners but award winners will be considered on a case-by-case basis by the Director of Athletics.

ANNUAL DEPARTMENT AWARDS
David Agar Athletic Service Award $$$ - Awarded to the person or persons with the most outstanding contributions to athletics in a non-competitive capacity.

Evelyn Bielefeld Award $$$ - Given to the senior female student-athlete with the most outstanding career in intercollegiate athletics.

John W. Hilding Prize $$$ - Given to the senior male student-athlete with the most outstanding career in inter-collegiate athletics.

Jeff Sandburg Mental Toughness Award $$$ - Given to the senior student-athlete who is judged to have dealt most effectively with adversity during his or her Knox career.

Cleave Bridgman Trophy - Awarded to the male student-athlete selected as the “outstanding performer in an individual sport” in a given year.

Michel Loomis Award - Awarded to the female student-athlete selected as the “outstanding performer in an individual sport” in a given year.

Dean Trevor Memorial Award - Given to the senior male student-athlete who exemplifies the traits of Dean Trevor. Those include competitive excellence, integrity, honesty and commitment to scholarship.

Dean S. Trevor Award for Women - Given to the senior female student-athlete who exemplifies the traits of Dean Trevor. Those include competitive excellence, integrity, honesty and commitment to scholarship.

Moller Cup - Awarded to the female student-athlete who, during her junior year, achieved the highest scholastic average while earning letters in two sports.

Hunter Trophy - Awarded to the male student-athlete who, during her junior year, achieved the highest scholastic average while earning letters in two sports.

K-Club Award-Men - Conferred on the male student-athlete who maintained an outstanding academic record during his sophomore year, lettered in two sports and is selected by the athletics department staff as contributing most significantly to the athletics program.

K-Club Award-Women - Conferred on the female student-athlete who maintained an outstanding academic record during her sophomore year, lettered in two sports and is selected by the athletics department staff as contributing most significantly to the athletics program.

Arvid Pierre Zetterberg, Jr. Prize for Men $$$ - Given to student-athlete who, during his first year, exemplified the highest quality of character, scholarship and interest in sports.
Arvid Pierre Zetterberg, Jr. Prize for Women $$$$ - Given to student-athlete who, during her first year, exemplified the highest quality of character, scholarship and interest in sports.

David Robinson Fan of the Year Award - Given to the person or persons deemed to have given Knox teams the most sincere and comprehensive support during any given year.

Harley Knosher Female Athlete of the Year Award - Given to the outstanding female athlete of the year.

Harley Knosher Male Athlete of the Year Award - Given to the outstanding male athlete of the year.

EQUIPMENT POLICY
1. Equipment for all team sports is issued to the student-athletes at the beginning of the season for their particular sport. This includes all practice equipment.
2. Each student-athlete is responsible for all equipment issued to him/her.
3. All equipment issued by the athletics department is intended for official practice and game participation only and is not to be worn elsewhere.
4. All equipment issued at the beginning of the season is to be returned promptly at the conclusion of the season.
5. Failure to return equipment, or equipment that has been broken from misuse, will result in a replacement charge assessed to the student-athlete. Any problems that may arise throughout the season should be resolved with your coach immediately. Do not wait until the season is over.

TEAM TRAVEL & TRANSPORTATION
Student-athletes are expected to travel with the team for practice and/or contests in the transportation provided by the College. The Director of Athletics may give prior approval for alternate travel through written consent from a parent or guardian of the student-athlete. The per diem assigned to each student must be signed for by the student if disbursed as cash. The meal per diem is $6 for breakfast, $7 for lunch, and $8 for dinner/$21 per full day. During team overnight trips, the Department standard is to assign no more than four students per room.

COACH/PROGRAM/DEPARTMENT EVALUATION
All Knox College student-athletes will be given the opportunity at or near the end of their seasons to evaluate their head coach, assistant coaches, sport program and the departmental service areas. The results of these evaluations are used during the evaluation process of all sport programs and departmental areas. If a student-athlete has a grievance pertaining to any service area or policy, s/he/they has the option of presenting it to the Director of Athletics or Athletics Department staff member. If the student-athlete feels uncomfortable discussing the issue with an Athletics Department staff member, s/he/they could contact the Faculty Athletics Representative (FAR) for Knox College.

In addition, a student-athlete exit interview/survey opportunity is provided by the SWA to student-athletes who exit a sport program (exhausted eligibility, quit, cut, transfer, or graduation) at appropriate points in the academic year. The purpose of the interview/survey is to find out how the student-athletes perceive their overall experience at Knox College. The information is used to help the Athletics Department determine the strengths and opportunities for improvement within programs and to help decide where changes or improvements could be made. The student-athlete also has the option to contact and discuss their experience with the Director of Athletics or the Faculty Athletics Representative (FAR).

PRIORITY ON COMMUNICATION
All staff and students involved with the Department of Athletics place a high priority on positive timely, honest, and accurate verbal and non-verbal communication. Students are expected to communicate in this manner with not only with their head coach and other staff members, but with all members of the Department. If a student has a concern or question about any facet of the Department operation they should speak with either their head coach, the sport supervisor, the SWA or with the Director of Athletics at their earliest convenience.

MULTI-SPORT STUDENT-ATHLETES
Student-athletes that play on more than one team are only allowed to participate physically in one sport at a time. If your other sport is in their non-traditional season, you may participate in team meetings, but no training or practice sessions. Exceptions to this rule will be considered in limited situations and must be preapproved by the Director of Athletics.
ACADEMIC ELIGIBILITY
Per NCAA rules, to be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall be enrolled in at least a minimum full-time program of studies, be in good academic standing, and maintain satisfactory progress toward a baccalaureate or equivalent degree. (NCAA Bylaw 14.01.2)

MINIMUM FULL-TIME PROGRAM - To be eligible under NCAA rules at Knox College, you must be enrolled in at least 2.5 credits AT ALL TIMES during your playing and practice season. The Compliance Office will make sure you are enrolled in enough credits at the beginning of each season. If you are thinking about dropping a course at any time throughout the academic school year, but especially while in-season, please consult with your coach before doing so. Dropping a class is your decision; however, you want to be sure you understand the implications, if any, before you do so.

*A waiver of the minimum full-time enrollment requirement may be granted for a student enrolled in the final term of their baccalaureate program. Please consult with the Compliance Officer or Director of Athletics for a full explanation of this waiver.

SATISFACTORY PROGRESS TOWARDS A DEGREE - To remain at Knox and eligible for practice and competition as a student-athlete, degree-seeking students are expected to make satisfactory academic progress. Satisfactory academic progress is defined in terms of accumulation of credits toward a degree and as the maintenance of a grade point average consistent with graduation requirements. This is why it is important for you to consult with your coach before dropping a class, even outside of your playing and practice season, so we can ensure you are making satisfactory progress. There are exceptions to this rule (i.e. withdraw due to illness or family emergency, and you may also make credits up over the summer. The Compliance Officer or the Director of Athletics can help guide you through these situations.

REPRESENTATIVES OF ATHLETIC INTERESTS (ATHLETIC BOOSTERS)
As a Knox College student-athlete, you will come in contact with some individuals who have made financial contributions to athletics. These people, also known as “boosters,” will want to associate with you and may even want to do something for you. This is impermissible and can cause the loss of your eligibility.

**Special Note: Parents of Knox College student-athletes and former Knox College student-athletes are boosters. Boosters or institutional staff members are not permitted to provide you with an extra benefit. The term “extra benefit” refers to any special arrangement by an institutional employee or representative of the institution’s athletics interest to provide the student-athlete or his or her relatives with a benefit not expressly authorized by NCAA legislation. These are just examples. If at any time you have a question concerning benefits, gifts, and services that have been offered to you, please check with your head coach or the athletics department compliance office. Any violation could result in the loss of your eligibility. It should be noted that all rules that apply to student-athletes and extra benefits also extends to the student-athlete’s parents/family. If a relative of a student-athlete accepts an extra benefit that is prohibited this would also forfeit the eligibility of the student-athlete. The following are examples of extra benefits not permitted by NCAA rules:

- A special discount, payment arrangement or credit on a purchase or service (clothing, haircuts, etc.)
- A professional service without charge or at a reduced rate (typing papers for athletes)
- The use of a telephone or credit card for personal reasons without charge or at a reduced rate
- Services from commercial agencies without charge or at a reduced rate (movie tickets, car use, meals)
- Free or reduced-cost admission to professional athletic contests from professional sports organizations
- A loan of money
- A guarantee of bond
- The use of an automobile
- Signing or co-signing a note with an outside agency to arrange a loan
- Preferential treatment, benefits, or services for your athletic reputation/skill or pay-back potential as a future professional athlete
- A free meal at a restaurant
GAMBLING ACTIVITIES
The NCAA policy on gambling is in effect and violations will result in severe consequences. Student-athletes will not provide information to individuals involved in organized gambling activities concerning intercollegiate athletic competition. Nor will student-athletes solicit or accept a bet on any intercollegiate team, participate in any gambling activity that involves intercollegiate athletics or professional athletics through a bookmaker, parlay card, or other method. NCAA rules on gambling are clear and sanctions are severe. Those NCAA sanctions include declaration of ineligibility for the remainder of the student-athlete’s collegiate career. NCAA

DIVISION III BYLAW 10.3 - SPORTS WAGERING ACTIVITIES
Staff members of a member conference, member institution and student-athletes shall not knowingly participate in sports wagering activities or provide information to individuals involved or associated with any type of sports wagering activities concerning intercollegiate, amateur, or professional athletics competition. (Adopted: 1/8/07 effective 8/1/07)

POLICY ON SUPPLEMENTS
THE ATHLETICS DEPARTMENT AT KNOX COLLEGE DOES NOT IN ANY FORM CONDONE THE USE OF NON-THERAPEUTIC DRUGS FOR THE ENHANCEMENT OF ATHLETIC ABILITY, SPORTS PARTICIPATION, OR RECREATIONAL PURPOSES. THIS INCLUDES THE USE OF ALCOHOL, AMPHETAMINES, ANABOLIC STEROIDS, BARBITURATES, CAFFEINE, COCAINE, HEROIN, LSD, PCP, MARIJUANA, TOBACCO (INCLUDING CHEWING TOBACCO), ETC.

NCAA BANNED SUBSTANCES
• Stimulants
• Anabolic Steroids
• Alcohol and Beta Blockers
• Diuretics and other Masking Agents
• Street Drugs
• Peptide Hormones
• Anti-estrogens
• Beta-2 Agonists
• Tobacco products—smoking/chewing

It is important for you to remember that YOU will be held responsible for every substance that enters your body. Knox College, its agents, servants, trustees, and employees disclaim liability and will not be held liable for any detrimental and temporary or permanent defects caused by past, present, and/or future use of ergogenic aids and/or nutritional supplements in any form by student-athletes. The risks and dangers of using supplements are best described in the NCAA Sports Medicine Handbook which includes the following information:

Nutritional and dietary supplements are marketed to student-athletes to improve performance, recovery time and muscle-building capability. Many student-athletes use nutritional supplements despite the lack of proof of effectiveness. In addition, such substances are expensive and may potentially be harmful to health or performance. Of greater concern is the lack of regulation and safety in the manufacture of dietary supplements. Many compounds obtained from specialty “nutrition” stores and mail-order businesses may not be subject to the strict regulations set by the United States Food and Drug Administration. Therefore, the contents of many of these compounds are not represented accurately on the list of ingredients and may contain impurities or banned substances, which may cause a student-athlete to test positive. Positive drug-test appeals based on the claim that the student-athletes did not know the substances they were taking contained banned drugs have not been successful. Student-athletes should be instructed to consult with the university’s sports medicine staff before taking ANY nutritional supplement.

Student-athletes should be aware that nutritional supplements are not limited to pills and powders; “energy” drinks that contain stimulants are popular. Many of these contain large amounts of either caffeine or other stimulants, both of which can result in a positive drug test. Student-athletes should be wary of drinks that promise an “energy boost,” because they may contain banned stimulants. In addition, the use of stimulants while exercising can increase the risk of heat illness.
ATHLETIC TRAINING AND RISK MANAGEMENT

As a participant in intercollegiate athletics at Knox College there is the potential for the student-athlete to become injured or suffer bodily harm. It is the responsibility of the student-athlete to report all injuries and illnesses to the Athletic Training Staff, no matter the severity. This allows for treatment to begin as soon as possible and for proper documentation of the athletic injury to ensure proper insurance coverage. Additionally, report all pre-existing medical conditions to the Athletic Training staff (i.e. asthma, diabetes, knee injury) and any medications that you may be taking during the season.

Athletic Training Room (309) 341-7378
Scott Sunderland, Head Athletic Trainer Cell: (309) 335-4078
Shana Sewick, Associate Athletic Trainer Cell: (815) 997-3826
Erica Witkowski, Assistant Athletic Trainer Cell: (845) 699-4495
Katie Putnam, GA Athletic Trainer (309) 341-7378

Hours of Operation:
Monday - Friday: 12:00 PM – 7:00 PM
12:00-3:00PM for Athlete Rehabs
3:00-4:00PM for Practice Prep
4:00-5:00PM for Non-Practicing Athlete Rehabs
Saturday/Sunday: Arranged for competitions & by appointment
Sunday: Injury Check by appointment (Fall only)

Athletic Training Room Expectations
- As a student-athlete you must make your health care a priority and except the responsibility of being punctual and compliant with all injury/illness care recommendations. You must participate in your own health care.
- The athletic training room is a place of business and should not be used as a meeting or socializing space for coaches and athletes.
- It is everyone’s responsibility to keep the athletic training room a clean and healthy environment to be in when an injury/illness occurs.
- It is the student athletes’ responsibility to make an appointment time in the athletic training room or to contact their Athletic Trainer if they should be detained. Sufficient time in the athletic training room is necessary for the successful resolution of your injury/illness.
- Student-athletes participating in intercollegiate athletics at Knox College agree to the following responsibilities:
  1. Know the coverage of their personal insurance
  2. Have a yearly physical exam prior to participating
  3. Report any bodily injury(ies) and/or illness including the signs and symptoms of concussion, no matter the severity, to your Coach AND a Certified Athletic Trainer
  4. Take an active and honest roll in evaluation, treatment, and recovery process including attending all athletic training and medical appointments
  5. Inspect carefully all equipment to see that it is in good working order and is fitted appropriately, and to report any problem(s) to your Coach
  6. Know the rules of your sport, to abide by those rules, and to compete with good sportsmanship

REQUIRED FORMS FOR PARTICIPATION
1. Yearly Pre-Participation Physical Examination
2. Yearly Parent/Guardian/Student Information Form with applicable insurance cards
3. Sickle Cell Trait Testing Form (First-year Athletes only)
4. Minor Student-Athlete Consent to Medical Treatment Form (if applicable)
STUDENT-ATHLETE INSURANCE

All student-athletes planning to participate in intercollegiate athletics must have a current Parent/Guardian/ Student Information Form on file in the athletic training room on a yearly basis, along with a copy of both sides to any applicable insurance cards.

Knox College will provide a group accidental insurance policy for all Knox student-athletes (Knox Athletic Insurance). The Knox Athletic Insurance will allow the College to satisfy an NCAA requirement stipulating that the College must certify that all students who participate in intercollegiate athletics have insurance coverage up to the NCAA Catastrophic Insurance Plan, which starts at $90,000. This group policy, which has a $1,000 deductible and pays secondary to any other insurance a family may have, will cover Knox student-athletes from the first day of practice until the end of the season and any organized/supervised off-season conditioning program, and non-traditional practice segments. This policy will cover costs incurred within 52 weeks from the date of the athletic accident up to $15,000 and for 104 weeks up to $90,000 when the NCAA’s coverage begins. If you are a member of an HMO, permission from the HMO for non-emergency treatment must be granted, otherwise the athletic insurance will not apply. Coverage is subject to the terms and conditions of the master policy. This policy covers accidental injuries and does not cover chronic injuries and any illnesses. Neither Knox College nor the athletic insurance company assumes responsibility for costs not covered by the contract including, but not limited to, pre-existing injuries or health conditions, chronic injuries, and/or stress fractures.

To pay for the cost of the Athletic Insurance as well as other athletic medical services, each student-athlete will be billed $300 athletic medical fee annually (regardless of the number of sports in which he/she participates) to their student account once it has been determined that the student-athlete has used a year of eligibility. According to NCAA legislation, a year of eligibility is used if a student-athlete is on a team roster for the first practice after the first regular-season game. A student-athlete who does not use a year of eligibility will be billed only if they have a claim towards the athletic insurance policy from an injury that occurred during preseason practice prior to using a year of eligibility. The Athletic Insurance plan ensures that every Knox student-athlete has adequate insurance coverage up to the NCAA catastrophic plan.

All Knox College students are covered by a mandatory accident policy (Student Accident Policy). This policy covers $1,000 of an athletic accident with no deductible but pays according to a payment schedule. The Student Accident Policy is secondary to a Student-Athlete’s Primary Insurance, but will pay the Primary Insurance and Athletic Insurance deductibles, and will cover some chronic injuries according to the payment schedule.

It is important that the student-athlete and parent/guardian have a clear understanding of how their personal insurance, student insurance, and the athletic insurance will cover an athletic claim. Questions about athletic insurance should be directed to Scott Sunderland, Associate Director of Athletics/Head Athletic Trainer Knox College (309-341-7378).

SICKLE CELL TRAIT

The NCAA and the Knox College athletic department require all athletes to confirm their Sickle Cell Status and supply in a written report the results to Athletic Training Staff prior to any participation in practice, competition, and/or strength and conditioning activities. Completion of the Sickle Cell Trait Testing Form is required prior to any athletic participation at Knox College.

MINOR STUDENT ATHLETE CONSENT FOR MEDICAL TREATMENT

In the event that the student-athlete will not be 18 years or older for the entirety of the academic year, please fill out the Minor Student-Athlete Consent for Medical Treatment form. This document will be used to provide day to day care of the student-athlete by the medical staff in the Athletic Training Room at Knox College and in emergency situations by other licensed medical providers when the parent/guardian is unable to be contacted. Please return ALL completed forms to the Athletic Training Room or Scott Sunderland, Head Athletic Trainer/Assistant Director of Athletics, Knox College Athletic Training, K-226, 2 E. South St., Galesburg, IL 61401.
EMERGENCY ACTION PLANS

Knox College Athletic Training prepares and updates Emergency Medical Action Plans (EAPs) and are reviewed annually by the Senior Staff and team physician. Additionally, plans are reviewed following an emergency situation by Athletic Training staff, team physician, and emergency medical personnel to determine the effectiveness and identify possible improvement. These plans are used for all practices, contests, and out of season workouts and although the focus of the plan is directed toward the Athletic Training staff, it should be carried out by anyone.

Because the Athletics Department utilizes multiple facilities, the EAPs have two parts: (1) a universal policy to care for an injured student-athlete regardless of facility; (2) facility specific plan which includes ambulance access to the facility, phone location, AED location, and specific directions.

The Sports Medicine EAP is posted in the athletic training room. It is presented and explained to the coaches and student-athletes annually in meetings by Athletic Training staff. In addition, coaches, and staff are given copies of the plans electronically.

The Strength and Conditioning EAP is applicable to and posted in the Fitness Center. It is presented and explained to the coaches and student workers annually in the fall term by Athletic Training staff. In addition, coaches, and staff are given copies of the plans electronically.

EAPs for each facility used by Knox College are available from the Associate Director of Athletics/Head Athletic Trainer. If the facility has an athletic training room in the facility, the EAP is posted in that room. Regardless if there is a training room in the facility or not, coaches and staff are given copies electronically in the fall term of each year. The plans are also sent to all student-athletes via their Knox College email.

CONCUSSION MANAGEMENT PLAN

Knox College Athletic Training prepares and updates the concussion management plan annually. This plan provides the response of the College’s athletic medical staff to the NCAA mandate concerning evaluation and treatment protocol for student-athletes who have sustained a concussion. The management plan is guided by the Knox College Team Physician, managed by the Athletic Training Staff, working in conjunction with the coaching staff, administrators, and academic support. The full concussion management plan is available from the Athletic Training Staff or can be found at www.prairiefire.knox.edu in the athletic training section.

INCLEMENT WEATHER PLANS

Inclement weather is always a possibility when competing in outdoor activities in the Midwest. Knox College staff will utilize an online weather monitoring system, WeatherSentry Online®, to make decisions regarding safety of weather conditions. Weather conditions that are monitored are lightning, heat, and cold. Directives will be made to alter activity locations and types of activity based on designated parameters that are considered not safe for athletic related activities. The full Inclement Weather Plan is available from the Athletic Training Staff or can be found at www.prairiefire.knox.edu in the athletic training section.
MENTAL HEALTH RESOURCES

As a student-athlete, your mental health is equally as important as your physical health and may need some additional care. It is important that you have the ability to recognize when your mental health is suffering and what resources you have at your disposal to assist you if there are concerns about your mental health.

There are events that may serve to trigger or exacerbate a mental or emotional health concern. Some examples of these events are:

- Poor performance, or perceived “poor” performance.
- Conflicts with coaches or teammates.
- A debilitating injury or illness, resulting in a loss of playing time or surgery.
- Concussions.
- Class issues — schedule, grades, amount of work.
- Lack of playing time.
- Family and relationship issues.
- Changes in importance of sport, expectations by self/parents, role of sport in life.
- Violence — being assaulted, a victim of domestic violence, automobile accidents, or merely witnessing a personal injury or assault on a family member, friend or teammate.
- Adapting to college life.
- Death of a loved one or close friend.
- Alcohol or drug abuse.
- Significant dieting or weight loss.
- History of physical or sexual abuse.
- Gambling issues.

(Source: NCAA Sports Medicine Handbook)

The Knox College Counseling Center offers free confidential counseling services to all students enrolled at Knox College. This is an opportunity for you to talk with an objective professional about your feelings and concerns. No matter the area of concern, the counseling staff is here to help. For more information visit: www.knox.edu/offices/health-and-counseling-services/counseling-services

The NCAA Sports Science Institute believes mental health is a part of, not apart from, athlete health. Mental health exists on a continuum, with resilience and thriving on one end of the spectrum and mental health disorders that disrupt a college athlete’s functioning and performance at the other. We strive to improve access to quality mental healthcare with the goal of creating a culture where care seeking for mental health issues is as normative as care seeking for physical injuries. Access the NCAA SSI Mental Health resources can be found at: www.ncaa.org/sport-science-institute/mental-health

Additional athletic mental health resources can be at the University of Michigan’s Athlete’s Connect. A number of videos and other pieces of information about mental health can be accessed at this location: athletesconnected.umich.edu/ or athletesconnected.umich.edu/how-you-can-help/help-a-student-athlete.

STRENGTH AND CONDITIONING

The mission of Knox Strength and Conditioning is to provide a positive and encouraging environment to help student-athletes improve in the off-season through specific strength programs designed for each team. Every athlete will have the opportunity to work with a certified strength and conditioning coach and all sessions are optional. Proper technique and safety will be stressed at all times. Character development will also be part of the program. The Knox Strength and Conditioning program will strive to enhance the overall Knox Student-Athlete experience.
PROGRAM EXPECTATIONS

- Work with head coaches to design strength programs to assist student-athletes in improving performance.
- Programs will focus on core lifts with auxiliary lifts being more sport-specific.
- Consult with head coaches on running/conditioning programs.
- Focus at all times will be on proper technique and safety.
- All teams will be divided up into lifting groups within their team based on class schedules.
  - Mondays, Wednesdays, and Fridays will be designated as off-season days with some exceptions
  - Tuesdays and Thursdays will be designated for in-season lifting with some exceptions
  - Workout times will take place between 6am and 4pm
- Each athlete will have a hard copy of their workout so they can track their progress/improvement.
- All programs are completely voluntary, but once in attendance all participants will be expected to follow the designed program and make great effort.
- Summer programs will be designed and distributed for each team.
- The strength staff has developed technique lifting videos and links will be available to all current and future athletes.

STRENGTH STAFF

Andy Gibbons – Head Strength & Conditioning Coach/Fitness Center Director
Cory Bonstead – Associate Head Strength & Conditioning Coach
Adam Ries – Assistant Strength & Conditioning Coach
Chris Klassen – Assistant Strength & Conditioning Coach
Garrett Williams – Assistant Strength & Conditioning Coach

STUDENT ATHLETE ADVISORY COMMITTEE

The Student-Athlete Advisory Committee (SAAC) is a leadership committee made up of student-athlete representatives from each sports program. The NCAA requires the sponsorship of the SAAC by each member institution. The committee is an excellent vehicle to promote communication between the Athletics Department and student-athletes. The Athletics Department has a wealth of information that needs to be routinely distributed to student-athletes and, at the same time, is interested in receiving feedback from student-athletes about departmental policies and structure. The purpose of SAAC includes the following:

- Generating a student-athlete voice within the department by meeting, at least monthly, to discuss current issues in intercollegiate athletics and evaluate and suggest improvements regarding departmental policy and procedures
- Soliciting student-athlete responses to proposed NCAA legislation
- Creating a vehicle for student-athlete representation on campus-wide committees
- Assisting the Athletics Department in addressing the needs and concerns of the student-athletes
- Planning and implementing activities and programs to enhance the student-athlete experience
- Organizing community service efforts
- Helping to promote lifelong leadership skills in SAAC members and other student-athletes

SAAC meets at regular intervals each term. All Knox College teams are required to have at least one representative to SAAC. Meeting dates and sites are announced at the beginning of each term and sent to all student-athletes. Coaches and staff are expected to support SAAC and to encourage their teams’ active participation in SAAC related events and activities.
# 19-20 SAAC REPRESENTATIVES

<table>
<thead>
<tr>
<th>FIRST NAME</th>
<th>LAST NAME</th>
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<tr>
<td>Ikenna</td>
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*Vice-President
** MWC Representative

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**KNOX COLLEGE**