3.3. Student-Athlete Well-Being.

1. List all “conditions for certification” imposed by the Committee on Athletics Certification in its second-cycle certification decision (if any) as they relate to Operating Principle 3.3 (Student-Athlete Well-Being). In each case, provide:
a. The original “condition” imposed;
b. The action(s) taken by the institution;
c. The date(s) of the action(s); and
d. An explanation for any partial or noncompletion of such required actions.

There were no conditions for certification imposed in the second cycle. As a sub-committee we reviewed and evaluated the findings from the second cycle report and it is evident that Southeastern was not asked to act on any conditions. Since we were found to be in compliance within this Operating Principle no actions have taken place by the institution.

2. List all actions the institution has completed or progress it has made regarding all plans for improvement/recommendations developed by the institution during its second-cycle certification process as they relate to Operating Principle 3.3 (Student-Athlete Well-Being). In each case, provide:

a. The original plan;
b. The action(s) taken by the institution;
c. The date(s) of the action(s); and
d. An explanation for any partial or noncompletion of such plans.

Although the institution did not have any required actions, Southeastern felt the need to implement several changes within this principle. The internal evaluation done by the institution’s administration found the need to create and define a committee that would focus on the student-athlete’s health and wellness.

3. Describe any additional plans for improvement-recommendations as they relate to Operating Principle 3.3 (Student-Athlete Well-Being) developed by the institution since the second-cycle certification decision was rendered by the Committee on Athletics Certification.

The aforementioned committee has morphed and become a highly functioning committee within the athletic department. The Student-Athlete Health and Wellness Committee has facilitated several educational programs as well as served as a vehicle for coaches and student-athletes to request presentations and information from. In addition to this committee, the Student-Athlete Advisory Committee has been reformatted to include the student-athlete’s involvement input. The SAAC is a representative committee of all student-athlete’s at the institution. Each team has representation and is encouraged to be active participants within the committee. It is the responsibility of the Senior Woman Administrator to facilitate the SAAC. Members of the Athletic Department’s administration regularly attend the SAAC meetings as well.

The Athletic Department has also created a very beneficial relationship with the University Counseling Center under the direction of Dr. Barbara Hebert. The counseling center has trained and licensed personnel and participates in a specialized collegiate athletic counseling program. Counseling services are
available to all student-athletes. The University Counseling Center also serves as an educational entity for the student-athletes providing several educational sessions throughout the year. Attendance at these education events is mandatory and attended by all student-athletes.

4. Please submit a copy of the student-athlete exit-interview instrument with the submission of your self-study report.

A copy of the student-athlete exit interview is included. This exit interview process is overseen by the Faculty Athletic Representative and is administered by the Compliance Officer or other administrative staff at the completion of the student-athlete’s eligibility, following dismissal from his/her respective team, as well as voluntary resignation from athletic participation.

5. Describe opportunities other than the student-athlete exit-interview that are available to student-athletes to provide input regarding student-athlete well-being issues (e.g. student-athletic advisory committee, open-door policy of athletics administrators, including the director of athletics, senior woman administrator, and/or faculty athletics representative.

Student-athletes at Southeastern have several opportunities available to vice concerns. These opportunities include, but are not limited to, the following: The Faculty Athletic Representative is actively involved in all facets of the Athletic Department and informs the student-athletes that he is always available in person, via phone or e-mail. All Athletic Department administrators have an open-door policy and student-athletes are encouraged and invited to share any issues they would like to discuss. Student-athletes also utilize the certified athletic trainers and the athletic training room to voice concerns or share ideas. The four certified athletic trainers are involved in the psycho-social matters that are affecting the student-athletes both academically and athletically.

6. Describe the athletics department’s written grievance and/or appeals procedures, available to student-athletes in areas mandated by NCAA legislation (i.e., financial aid and transfers). Also, provide the name(s) and title(s) of the individual(s) responsible for overseeing the administration of these grievances and/or appeals procedures. Describe the means by which these grievances and/or appeals procedures are communicated in writing to student-athletes and athletics department staff members.

This information is found in Southeastern’s handbook for students. A grievance or appeal must follow the policy as outlined within the handbook. Student-athletes are informed of these policies and procedures at the beginning of the year meetings and they can also be found within the student-athlete handbook.

7. Describe the institution’s written grievance and/or appeals procedures available to student-athletes in other areas (e.g., harassment, hazing, abusive behavior, discrimination. Also, provide the names(s) and title(s) of the individuals(s) responsible for overseeing the administration of these grievance and/or appeals procedures. Describe the means by which these grievances and/or appeals procedures are communicated in writing to student-athletes and athletics department staff members.
The policies for the items outlined in number 7 follow the same procedures as mentioned in number 6. Specific presentations relating to harassment, sexual orientation and decision-making has been presented by the University Counseling Center. These educational sessions and interactive workshops occur in the evenings and the student-athlete’s attendance is required. This is part of the CHAMPS Lifeskills program.

8. Describe the institution’s educational and support programs in the area of sexual orientation. Also, describe the institution’s structure and/or policies that ensure the provision of a safe environment for all students, including student-athletes with diverse sexual orientations.

The education for providing a safe environment is an ongoing and continuous process that involves everyone in the Athletic Department. Coaches, staff and administrators utilize opportunities such as team meetings, education presentations and discussions during travel time to facilitate open dialogue. Safe environments are a top priority. Students needing further assistance are referred to the University Counseling Center.

9. Using the seven program areas for student-athlete well-being issues, provided as Attachment No. 4 on page 60:
   a. Describe how the institution has ensured a complete study of each of the seven program areas for student-athlete well-being. This study must be conducted as part of the self-study process;
   b. Provide data demonstrating the institution’s commitment and current efforts across each of the seven areas for all student-athletes;
   c. Using the data provided in (b) above, analyze and explain how the institution is meeting the needs of its student-athletes; and
   d. If the institution identifies any deficiency (ies) related to a student-athlete well-being program area, explain how the institution’s written, stand-alone plan for student-athlete well-being addresses the deficiency (ies).

A comprehensive assessment has been completed to evaluate all seven program areas. This assessment was done by the Head Athletic Trainer and Athletic Training Education Program Director in consultation with the Director Athletics, the Assistant Director of Athletics for Compliance, and the Director of the University Counseling Center. As members of the Student-Athlete Health and Wellness Committee, this component of the self-study has been carefully reviewed to address the needs of the student-athletes. As experts in the field of Sports Medicine, we feel that this assessment was thorough and complete.

Information for this report was obtained through a variety of sources. Specific data for these seven program areas vary in nature due to the type of information. This information is more qualitative than quantitative. We have also utilized student and staff feedback in responding to these areas.

ORGANIZATION AND STRUCTURE

Student-athletes are the first priority of the Athletic Department. Their academic success and well-being are synonymous. An ongoing assessment and
evaluation is being done by the individual academic advisors assigned to the Athletic Department.

Grade checks are conducted three times per semester with any necessary additional counseling provided. This additional personal and academic counseling is initiated by the academic counselors as a result of sub-standard grade checks. All student-athletes are encouraged to form relationships with the academic counselors.

Southeastern’s Athletic Department operates under the principles of Academics, Citizenship and Competition. In order to achieve these goals, the student-athletes must be in a safe and productive environment conducive to success. The continuous evaluation process that all student-athletes are required to participate in creates regular communication and continuity of the overall student-athlete experience.

Coaches, staff and administrators are all engaged in the holistic development of the student-athlete. Coaches are objectively evaluated annually by the athletic director for the program’s achievement in the areas of academic success, competitive success and community service.

Students are also encouraged to engage the help of the Sports Medicine Department for anything associated with their physical and mental well-being. The sports medicine department provides a comprehensive medical team to deal with all of the athletes’ needs. The extensive involvement of the medical community allows the student-athletes to be referred as needed.

The Athletic Department has been extremely successful in this area. The institution supports the student-athletes and Athletic Department and has provided the necessary additional staff to make these services available. All student-athletes, coaches and staff are provided multiple opportunities and are encouraged to provide input into programming or services that may enhance the development of the student-athlete.

PARTICIPATION IN GOVERNANCE AND DECISION MAKING

Organization and structure within the Athletic Department begins with the organizational flow chart. The department is under the direct supervision of the President. Southeastern’s administration is actively involved in the day to day activities of the department but the ultimate responsibility of operations is that of the Athletic Director.

The Faculty Athletic Representative (FAR) and the Athletic Committee (AC) have begun a more active role within the Athletic Department. Monthly meetings of the Athletic Committee are held. These meetings allow the faculty to serve as advisors to implementation and changes to policies and procedures.

In addition to the FAR and the AC, the Student-Athlete Advisory Committee (SAAC) has been an integral part of the department for the past several years. Their input is sought out and welcome at any time. An open door policy of all
administrators allows the student-athletes to feel comfortable expressing their thoughts and ideas.

Within the past year, the Athletic Department has increased the number of meetings that are held by both the AC and the SAAC. Increased frequency has increased the participation by all involved parties.

STUDENT-ATHLETE EXIT INTERVIEWS

The Athletic Department has made a shift in the design and implementation of the Senior Exit Survey conducted by the Department. Administration of these surveys has been sparse prior to the current athletic administration. It was ascertained that a new instrument was needed as well as a change in the administration of the survey.

The survey is now given in a written format as opposed to computer based. One primary survey is used for all student-athletes with additional surveys for specific populations including female athletes and minority students being administered.

The survey is a comprehensive document that can be used to assess a multitude of areas and also provides the student-athlete the opportunity to share any additional thoughts that may not have been covered within the survey.

This has been identified as a weakness and the new surveys have been given and the data has been evaluated to use in the future. As soon as the amount of data increases as a result of more surveys being completed, further changes may be made.

PROGRAMS AND ACTIVITIES

In addressing the necessary components of education for the student-athletes, Southeastern has taken steps to integrate the Champs/Lifeskills program into a formal class. All student-athletes with less than 30 academic credit hours must enroll in Southeastern 101 during their first semester. A section of SE 101 that addresses all of the mentioned requirements of this standard is offered for student-athletes. The course is taught by a faculty member who also serves as the Assistant to the Athletic Director/Lifeskills and Academic Liaison.

In addition to the Champs/Lifeskills programming, student-athletes are required to attend a variety of educational seminars throughout the year. These sessions are a result of the Choices program and the Student-Athlete Health and Wellness Committee. A variety of programs have been held, including but not limited to, licit and illicit drug use, sexually transmitted diseases, stress management and study skills, sexual orientation and harassment, personal development and leadership, as well as a variety of other seminars offered for the campus as a whole.

The Athletic Department plays an active role in the campus event Mocktails, held each October to educate students on alcohol use, abuse and alcohol-free options.
The outlines of these course and workshops have been provided.

This area would be an area of excellence for the institution and the Athletic Department.

After evaluating all materials, no deficiencies have been identified.

TIME DEMANDS

The institution follows and enforces all NCAA policies regarding time demands of the student-athletes. In addition to the NCAA policies, Southeastern has policies to limit the amount of class time missed, safety policies for travel, close monitoring of practice schedules and team activities, and a dead period during final exams.

Monthly head coaches meetings are used to communicate policies and procedures that may need to be addressed regarding travel as well as ensure the student-athletes are not being required to exceed any time limits. Monthly logs of athletic activity and related events must be submitted by head coaches to the Assistant Athletic Director for Compliance.

A copy of the monthly log is enclosed.

This is an area that after reviewing our policies we have made one minor change. In order to ensure accuracy, a student-athlete (member of the SAAC) must now verify and sign the monthly log being submitted to the Compliance Coordinator.

TRAVEL

The Athletic Department adheres to the campus and institutional policies on travel. Students are not allowed to drive; coaches cannot use private vehicles, and all trips must be approved prior to departure. All people that will be traveling must be listed on an official travel roster that is approved by the athletic director and members of the university’s administration.

These policies have been provided. They appear in the policies and procedures manual.

We have not identified any deficiencies in this area.

MEDICAL POLICIES

Medical Certification for individual Student-Athlete Participation:

Southeastern requires all student-athletes to complete a pre-participation physical examination prior to the student-athlete being issued equipment, being permitted to attend any practice or strength and conditioning session, and/or competing in any intercollegiate athletic activities. The pre-participation physical examination MUST be administered by a Southeastern Team Physician and/or his/her designee and must be completed on an annual basis. The examination includes but is not limited to:
- Completion of a Health Insurance Information/Authorization Form

- A photocopy (front and back) of the student-athlete’s health insurance card and prescription benefits card

- Completion of the athletic participation health form and a medical examination by the Southeastern Team Physicians.

- Completion of a use, disclosure, and release of protected health information authorization form.

Selected individuals may be required to complete additional tests and/or examinations as needed. Upon successful completion of the aforementioned pre-participation physical examination process, the student-athlete will receive approval/certification from the Southeastern Athletic Training Department to be issued equipment, and to participate in practice, strength and conditioning sessions, and/or competition.

Medication Policy

Certified athletic trainers must approve the use of all over-the-counter (OTC) medications given to student-athletes and coaches.

Any medication given out must be recorded along with the student-athlete’s name, date, sport, and the dosage given on the chemical distribution form located in the Doctor’s Office.

In the athletic training room the only medications given to student-athletes are OTC medications.

Under NO circumstances are certified athletic trainers and athletic training students to dispense prescription medication. Only team physicians are qualified to prescribe and dispense prescription medications.

A complete copy of the Medical policies can be found in the policies and procedures manual.

This area has been addressed over the past three years and continues to be one of the most comprehensive athletic medicine staffs in the area.

10. If the institution has developed a plan for improvement(s) for Operating Principle 3.3, describe the institution’s efforts to ensure the plan for improvement was developed through a process involving broad-based campus participation and has received formal institutional approval.

Although the institution did not have any required actions, Southeastern felt the need to implement several changes within this principle. The internal evaluation done by the university’s administration found the need to create and define a committee that would focus on the student-athlete’s health and wellness. In the
creation of the Student-Athlete Health and Wellness committee, it gave the administration the opportunity to involve faculty and staff from several disciplines across campus. Relationships were reinforced across campus to encourage a comprehensive program. Although many of these groups have been in existence the emphasis has been on making them active participants within the athletic department.

The University Counseling Center has been the most integral part of these reaffirmed relationships due, in part, to new leadership and commitment by the director Dr. Barbara Hebert. Her commitment and creations of the Intercollegiate Student-Athlete Counseling Program has benefited the student-athletes and students as a whole. We look to continue and further this relationship with the UCC.