

Camosun College  
Intercollegiate Athletics



COACH HANDBOOK  
**2020-2021**

*Updated September 17, 2020*



# CAMOSUN COLLEGE CHARGERS COACH HANDBOOK

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# Welcome to the Chargers Athletics Program!

## Congratulations on becoming a coach with the Camosun College Chargers!

On behalf of the Student Experience Division and the Athletics department, I am pleased to welcome you to Camosun College and the Chargers Intercollegiate Athletics program.

The Chargers Coach Handbook has been developed by the Athletics department to assist you with the successful operation of your program. It contains useful information about the conferences we compete in, our facilities, coaching responsibilities, student-athlete policies and procedures and the numerous student support services available at Camosun. Please take time to review and become familiar with the information contained in this handbook.

As a coach of the Chargers athletics program you will be training and working with your student-athletes and team members at the Pacific Institute for Sport Excellence (PISE), which is located on Camosun's Interurban Campus. PISE has been home to the Chargers since 2008 and we proudly display the numerous Pacific Western Athletic Association (PACWEST) and Canadian Collegiate Athletic Association (CCAA) championship banners that our teams have collected since 1994. We share this wonderful facility with our partners Canadian Sport Institute (CSI), Camosun Sport and Exercise Education (CSEE) and the Camosun Athletic Exercise and Therapy (AET) Clinic.

Additional information about the PACWEST and CCAA can be found on their respective web sites [www.pacwest.ca](http://www.pacwest.ca) and [www.ccaa.ca](http://www.ccaa.ca).

We hope your experience at Camosun will be positive, enjoyable and rewarding as we enter the next year in the Pacific Western Athletic Association.

If you have any questions or require any assistance, please do not hesitate to contact me at [cummings@camosun.ca](mailto:cummings@camosun.ca) or phone 250-370-4231/3343.

All the best for a successful year!

Heather

**HEATHER CUMMINGS, PhD** | Vice President

Student Experience

[cummings@camosun.ca](mailto:cummings@camosun.ca) | 250-370-4231

**Camosun College** | Victoria, BC | [camosun.ca](http://camosun.ca)



# Chargers Athletics Vision, Mission and Values

## Vision

Camosun's Department of Athletics will be known across Canada for leadership and excellence in collegiate sport and will attract talented athletes with a strong desire to succeed within a solid ethical framework. Our department's irrepressible sense of purpose will be a source of excitement and pride within the college and the community.

Our holistic approach will help student-athletes grow and develop as people, through their passion for sport. They will carry the experience and the attitude of excellence with them for the rest of their lives and pass it on to others.

## Mission

Our mission is to:

- produce superb student-athletes, who are ambassadors for their sport and role models in their community and to reinforce in them a commitment to excellence that enriches the college and attracts other talented students;
- design, assemble and implement systems of support for student-athletes and coaches to achieve excellence in sport and in life;
- bring vision, leadership and coaching to the system and work collaboratively with other departments in the college and outside agencies to acquire the services needed to complete a holistic program of support;
- celebrate and promote the accomplishments of our athletes and our department within the college and the greater community.

## Values

In all our interactions the coaches and staff of the department are guided by the following values, which we hope to nurture in the student-athletes passing through our programs:

- Integrity
- Accountability
- Teamwork
- Passion
- Commitment to excellence
- Ethics & Fair Play
- Respect



Welcome to the Pacific Institute for Sport Excellence (PISE) and the home of the Camosun Chargers Athletics Program. PISE is the result of a unique partnership with Canadian Sport Centre Pacific (CSCP) and Camosun College. It is also home to the Camosun College Centre for Sport and Exercise Education (CSEE). This 80,000 square foot facility consists of a double gym with international height ceiling, four multi-purpose rooms, three fitness and weight rooms, an all-weather multi-sport playing field, a training track, a movement studio, physiology lab, sport technology research facilities and sport medicine and rehabilitation services through the Camosun AET Clinic.

As a member of the Camosun Chargers Athletics Program you will be provided the following privileges in PISE.

- Membership to the world class fitness centre
- Personal locker in the Chargers Team Change rooms
- Strength and conditioning programs developed and led by PISE fitness professionals

When using the PISE and the services provided, please remember to treat the facility and the staff with respect by:

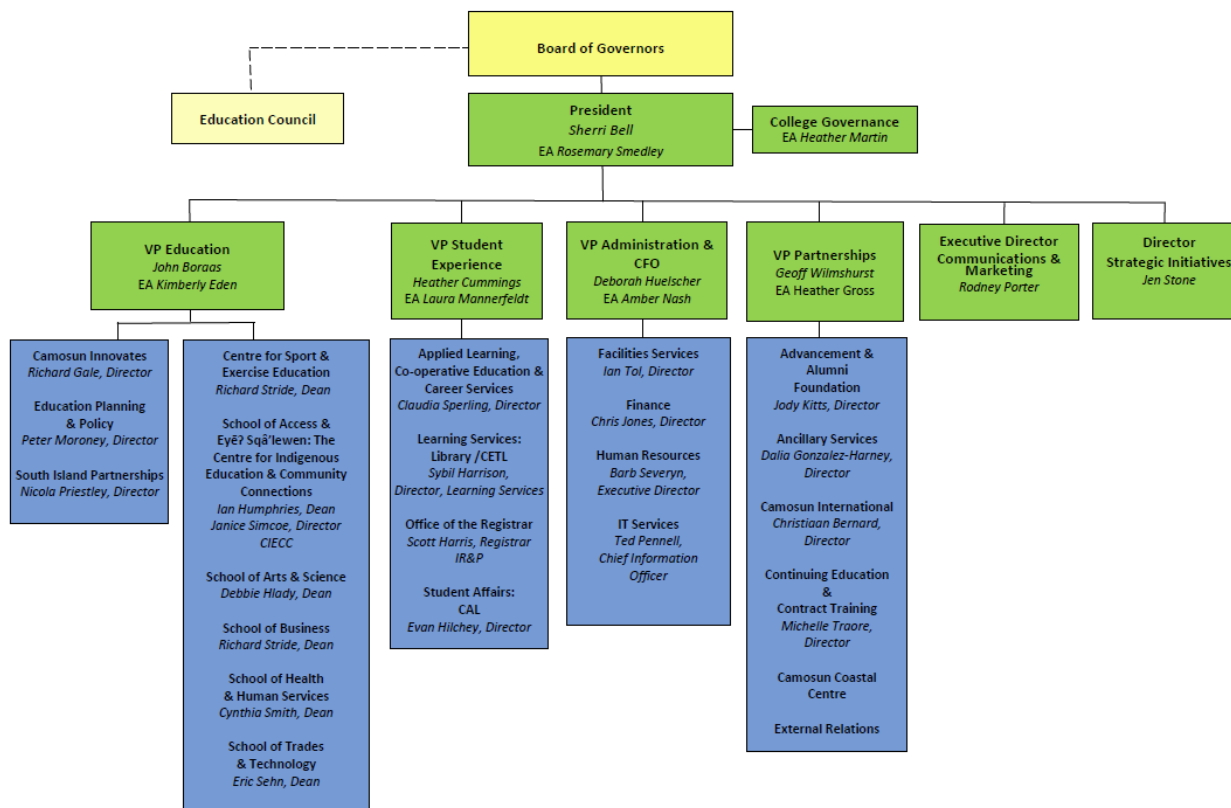
- Each athlete must SWIPE their membership card prior to entering the first floor facilities (including weight room/ gymnasium/ change room/ athlete therapy/ high performance space, etc.)
- Clean and wipe down equipment in the weight room after each use.
- Borrowing of equipment to the gymnasium must be traded for a PISE membership card (i.e.: spin bikes, bands, foam rollers, etc.).
- Ensure that team comes into the weight room in a staggered manner (4-5 athletes at a time) to not overwhelm the facilities. In addition, players should spread themselves out throughout the weight room so that other users can easily navigate the facility.
- At any one time there must be at least two pieces of any one piece of fitness equipment left for public use.
- Appropriate language and respect of PISE as a family friendly facility.
- Clean and tidy the gymnasium after each practice (pick up tape, pro-wrap, water bottles, garbage).
- Snacks and gum are NOT permitted in the gymnasium so we expect to not see these items (or remnants of them) in the gym.
- Ensure extreme care in the gymnasium when moving equipment, the volleyball carts are especially risky to the floor.
- Gym bookings have tight turnaround times, we expect the facility to be ready for the next user.
- PISE reserves the right to revisit the restricted use times.

It is important to remember that you, as Charger student-athletes, are ambassadors of the program and Camosun College. By following these simple guidelines, we will maintain a respectful and beneficial relationship between the numerous users at PISE, including the general community.

Failure to follow these guidelines may result in your loss of your user privileges at PISE.

Thanks for your cooperation.  
PISE Management

## COLLEGE ORGANIZATION

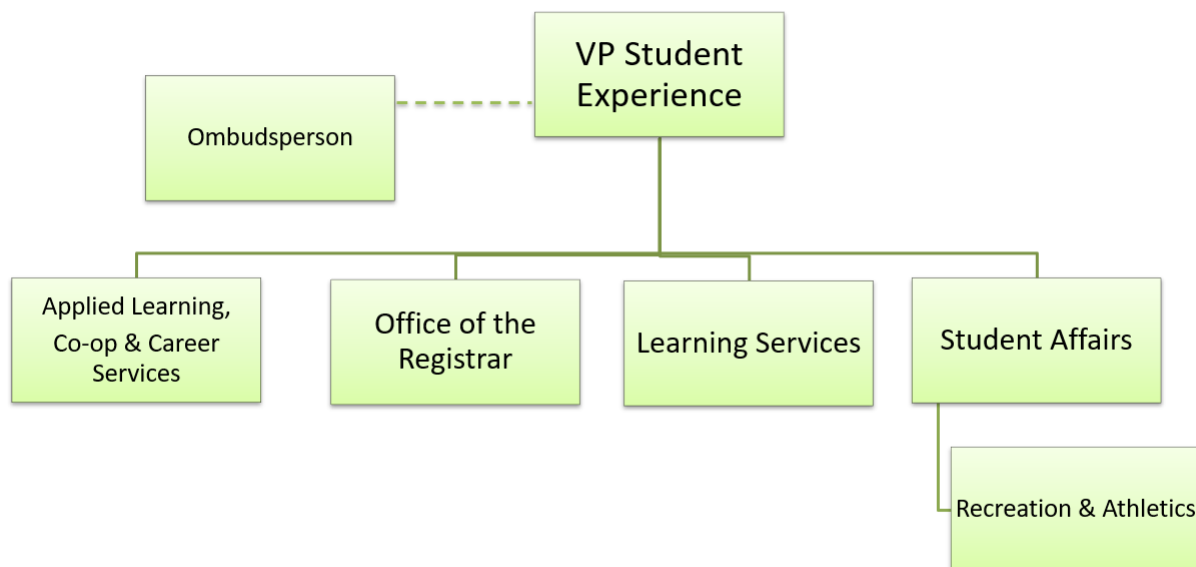


August 2020

Camosun College Organizational Chart

Vice President Student Experience Division

September 2020



# 1. PACWEST AND CCAA MEMBERSHIP

The Camosun College Chargers have men's and women's teams competing in basketball, volleyball and golf.

Since 1994, Camosun has been a member of the Pacific Western Athletic Association (PACWEST) and the Canadian Collegiate Athletic Association (CCAA). To date, there are nine participating members in the PACWEST and over 90 members from five provincial associations in the CCAA. The Chargers basketball, volleyball and golf teams are full participating members of the PACWEST and CCAA.

PACWEST INSTITUTION	ABBREVIATION	TEAM NAME	CITY
<i>Camosun College</i>	<i>CAM</i>	<i>Chargers</i>	<i>Victoria</i>
<i>Capilano University</i>	<i>CAP</i>	<i>Blues</i>	<i>North Vancouver</i>
<i>College of the Rockies</i>	<i>COTR</i>	<i>Avalanche</i>	<i>Cranbrook</i>
<i>Columbia Bible College</i>	<i>CBC</i>	<i>Bearcats</i>	<i>Clearbrook</i>
<i>Douglas College</i>	<i>DC</i>	<i>Royals</i>	<i>New Westminster</i>
<i>Langara College</i>	<i>LC</i>	<i>Falcons</i>	<i>Vancouver</i>
<i>Okanagan College</i>	<i>OC</i>	<i>Coyotes</i>	<i>Kelowna</i>
<i>Vancouver Island University</i>	<i>VIU</i>	<i>Mariners</i>	<i>Nanaimo</i>

## 2. CAMOSUN CHARGERS ATHLETICS CONTACTS

Athletics	Campus Location	E-mail	Telephone
Heather Cummings Acting Athletics Manager Vice President Student Experience	LACC 303	cummingssh@camosun.bc.ca	250-370-4231/3343
<b>Chargers Head Coaches</b>			
Scot Cuachon Men's Basketball	PISE	<a href="mailto:chargersmbb@camosun.bc.ca">chargersmbb@camosun.bc.ca</a>	250-661-7597
Justin Thiessen Women's Basketball	PISE	<a href="mailto:chargerswbb@camosun.bc.ca">chargerswbb@camosun.bc.ca</a>	778-677-8888
Callum Ashby Men's Golf	PISE	<a href="mailto:chargersgolf@camosun.bc.ca">chargersgolf@camosun.bc.ca</a>	250.478.4653 ext. 1
Charles Parkinson Men's Volleyball	PISE	<a href="mailto:chargersmvb@camosun.bc.ca">chargersmvb@camosun.bc.ca</a>	250-888-3714
Brent Hall Women's Volleyball	PISE	<a href="mailto:chargerswvb@camosun.bc.ca">chargerswvb@camosun.bc.ca</a>	778-678-4255
<b>Athletics &amp; Support Staff</b>			
Bonita Joe Athletics Marketing Officer	PISE 118	<a href="mailto:joeb@camosun.ca">joeb@camosun.ca</a>	250-370-4734 250-588-7027
Kathryn Russell Athletics Event Assistant	PISE 118	<a href="mailto:russellk@camosun.ca">russellk@camosun.ca</a>	250-370-4735
Bonnie Faganello Athletics Secretary	PISE 118	<a href="mailto:faganello@camosun.ca">faganello@camosun.ca</a>	250-370-4737
<b>Student-Athlete Support Services</b>			
Deborah Delaney Admissions & Registration Support	LACC 226	<a href="mailto:Debdelaney@camosun.ca">Debdelaney@camosun.ca</a>	250-370-3834
Liisa Robinson Counsellor		<a href="mailto:robinsonl@camosun.ca">robinsonl@camosun.ca</a>	250-370-4922
Robynne Mills Academic Advisor		<a href="mailto:millsr@camosun.ca">millsr@camosun.ca</a>	250-370-3317/4705



### 3. FACILITIES

#### Interurban Campus

##### PISE

Gymnasium

Fitness Centre & High Performance Training Centre

Team Change rooms

Chargers Athletics Office                      Level 1 Room 118

#### Liz Ashton Campus Centre

Fitness Office

Campus Centre 116

Fitness Centre & Movement Studio      Campus Centre 114

Shower and change rooms                  Campus Centre

Outdoor Basketball Court

#### Lansdowne Campus

Fitness & Recreation Office                  Young Building 116

Fitness Centre                                  Young Building 112

Multi-Purpose Activity Room                  Young Building 114

Shower and change rooms                  Young Building First Floor

### 4. OBJECTIVES OF THE CHARGERS PROGRAM

The primary objective of the Camosun College Chargers intercollegiate athletics program is to assist students' progress towards their personal, academic and athletic potential by providing high quality intercollegiate athletic experiences in a manner which will help them build self-esteem and develop the lifelong qualities of leadership, fairplay, respect, self-discipline and perseverance.

Some specific objectives of the intercollegiate athletics program includes those associated with helping student-athletes:

- Develop a high level of sport specific performance and physiological fitness.
- Learn new skills under the direction of qualified and experienced coaches.
- Learn teamwork and co-operation with other individuals.
- Learn the value of self-control and fair play.
- Learn how to lose gracefully and win modestly.
- Develop lifetime friendships through participating in a program that tests courage, strength, self-discipline, perseverance, performance and the ability to co-operate.
- Meet individuals from other communities and colleges and broaden the athletic, cultural and social horizons of the participants through association with those individuals.
- Appreciate and respect the athletic abilities and skills of other individuals.
- Cultivate respect for officials, opponents and spectators through the promotion of Fair Play principles.

## 5. OUR COMMITMENT

The Chargers intercollegiate athletics staff and coaches are dedicated to building and maintaining a high quality program which will assist student-athletes in their total educational process and contribute to the positive image of Camosun College, the PACWEST and the CCAA.

### COMMITMENT TO STUDENT-ATHLETES

#### Academics

- Ensure timely access to academic supports such as Academic Advising.
- Ensure that the academic goals of the student-athlete are recognized as paramount.
- Ensure that the academic standards of Camosun College and the PACWEST are consistently achieved or surpassed.

#### Coaching

- Maintain a high standard of coaching
- Encourage and support coaching staff professional development.

#### Wellness

- Ensure timely access to mental health support through Counselling Services

### COMMITMENT TO EXCELLENCE

- Carry out institutional and departmental policies and procedures in such a way that serves as an example of excellence.
- Encourage excellence in all endeavours of every participant.
- Recognize outstanding achievement and performance.

### COMMITMENT TO FACILITIES

- Ensure that adequate facilities are secured to meet the needs of the intercollegiate athletics program.
- Ensure that safe, clean and functional facilities are provided for training, practice and competition.

### COMMITMENT TO COMMUNICATION

- Create a positive and interactive environment for all participants to clearly and effectively communicate rights, responsibilities and expectations.
- Seek and respond positively to the suggestions and concerns of all participants.

### COMMITMENT TO EQUITY OF OPPORTUNITY

- Promote equal access to opportunities for all participants.

### COMMITMENT TO TRADITION

- Establish and enhance traditions of fair play, pride, poise and innovation.

## 6. COACHING RESPONSIBILITIES AND DUTIES

### **I. GENERAL DESCRIPTION**

The Camosun College Athletics department engages qualified individuals to coach the various programs that it offers to students. Coaches are responsible for the organization, development, maintaining and evaluation of an intercollegiate athletics team that participates in the PACWEST and CCAA.

### **II. STRUCTURAL RELATIONSHIP**

The Camosun College Chargers intercollegiate athletics program is an integral part of the Camosun College Student Experience division. Coaches consult with the Athletics Manager regarding travel, scheduling, budgeting, recruiting, drug education, student-athlete academic development, and student eligibility requirements for entrance into a program and fund raising opportunities. Although independent, coaches operate within guidelines established by the Athletics department, Camosun College, the PACWEST and CCAA and other related organizations.

### **III. RESPONSIBILITIES**

- a) Organize and administer practices according to a daily, weekly, monthly and annual plan that ensures the physical and mental well-being of student-athletes participating in an educational setting. Develop appropriate pre-season/post season programs that will allow for all student-athletes to reach their potential. This plan should include effective use of support staff such as an assistant coach and student-athletic therapists when budgets permit.
- b) Responsible for the recruitment, training, selection and coaching of student-athletes with due regard for the student-athlete's academic responsibilities and in accordance with established rules and regulations and the *PACWEST Code of Ethics* (refer to PACWEST Operation manual).
- c) Ensure that any changes in eligibility status of team players are reported to the Athletics Manager immediately.
- d) When necessary, direct the student-athlete to the appropriate Camosun College services and supports, including but not limited to: Counselling, Academic Advisors, Learning Skills Instructors and Financial Aid Advisors. Visit [www.camosun.ca/students](http://www.camosun.ca/students) for an overview of the supports and services available to student-athletes.
- e) Ensure the compliance and adherence to established departmental, College, PACWEST and CCAA policies, procedures and guidelines, as well as the laws of British Columbia and Canada. Espouse the principles for self-control and fairplay.
- f) Act in accordance with the *PACWEST Code of Ethics* and the *Coaching Association of British Columbia Code of Conduct* and present a positive image for the department and the College that is supportive of his/her staff and program.
- g) Maintain current knowledge of the trends, techniques and strategies particular to his/her sport. Analyze and incorporate new trends where applicable and provide leadership in the sport development of the program.
- h) Attend practices, games and team functions scheduled throughout the year.

## **6. COACHING RESPONSIBILITIES AND DUTIES**

### **IV. RECRUITING**

- a) Coaches are expected to recruit student-athletes in accordance with established rules and regulations and the *PACWEST Code of Ethics*.
- b) Coaches are expected to conduct try-outs and choose team members in a fair, honest and respectful manner.
- c) Although financial aid may be available to student-athletes who meet specified academic and athletic criteria, no coach shall solicit the attendance at the College of a prospective student-athlete by offering a financial inducement or any other gift.

### **V. ADMINISTRATION**

- a) Read and become familiar with the *PACWEST Constitution, Bylaws and Operations Manual*, as well as the *Camosun College Chargers Intercollegiate Athletics Coaches' Handbook* and *Student-Athlete Handbook*.
- b) In consultation with the Athletics Manager, review the PACWEST league schedule and develop an exhibition schedule within budget considerations.
- c) Liaise with the Athletics staff and collect correspondence/information on a regular basis.
- d) Ensure that documentation procedures as stipulated by the department, College, PACWEST and CCAA are completed on a timely basis.
- e) Maintain inventory of sports equipment and supplies with specific checks at the start and end of the competitive year.
- f) Maintain an accurate yearly historical record of each of the teams competition highlights, game results and accomplishments.
- g) Participate in annual evaluations, and when required, provide recommendations and feedback to the Athletics Manager.
- h) Request assistance from Athletics staff with due regard to other departmental priorities and timelines.

### **VI. LIAISON**

- a) In consultation with the Athletics department, establish and develop appropriate rapport with the media and represent the department and the College upon request.
- b) Develop effective communication and positive working relationships with counterparts in other intercollegiate athletic programs and with departmental and College personnel.
- c) Establish and develop a rapport with the Provincial Sport Organizations (PSO), coaches and school administrators in the Province of British Columbia, as well as act as a resource person where appropriate to College and/or community programs.

## 6. COACHING RESPONSIBILITIES AND DUTIES

### **VII. OTHER DUTIES**

- a) Ensure that results are conveyed to the department in a timely and orderly fashion directly after each event.
- b) Assist, when necessary, with locating and securing various practice and game venues.
- c) Attend regional meetings as required.
- d) Participate in promotional and fund raising activities when requested.
- e) Contribute, as may be required, to the development of short and long-term goals established by the Athletics department.

In addition to the student-athlete commitments, and as part of being an athletic representative, you are the “face” of the Camosun College Chargers program. We encourage you to help promote the program through participation in community events and social networking activities.

You can do this by following us on Twitter, liking us on Facebook, and helping us create conversations and recognition with the community at large. Posts on social media pages provide you with the opportunity to comment on your games and training, view game-day videos and photos and chat with other Chargers family members including alumni and fans.

For the latest news, and for all the following links to the social media sites, visit:

Chargers Website	<a href="http://camosun.ca/sports/chargers">http://camosun.ca/sports/chargers</a>
Chargers Flickr Photo Stream	<a href="http://www.flickr.com/photos/camosunchargers">http://www.flickr.com/photos/camosunchargers</a>
Chargers Facebook	<a href="http://www.facebook.com/camosunchargers">http://www.facebook.com/camosunchargers</a>
Chargers Twitter	<a href="http://www.twitter.com/camosunchargers">http://www.twitter.com/camosunchargers</a>
Chargers Instagram	<a href="https://www.instagram.com/camosunchargers">https://www.instagram.com/camosunchargers</a>

### **VIII. WORKING ENVIRONMENT**

Most practices will be held at PISE during non-school hours which may include late afternoon, evening, weekends, and possibly early mornings.

It is the responsibility of the head coach to ensure that the bench area and change rooms are left in a neat and undamaged condition after every practice and game – both at home and on the road. All tape and garbage is to be placed in garbage containers. Taps and faucets of showers and sinks are to be shut off prior to leaving. Any liquid spilled near the bench area is to be wiped up promptly. These minor courtesy tasks will go a long way in ensuring good relationships are maintained with our rental facilities.

## 6. COACHING RESPONSIBILITIES AND DUTIES

### IX. QUALIFICATIONS

It is expected that all head coaches involved with the Camosun College Chargers intercollegiate athletics program possess the following qualifications.

- a) A good working knowledge of the sport coached, as well as NCCP Certification (minimum Level III) or equivalent.
- b) Minimum British Columbia Class 5 driver's license, Class 4 preferred.
- c) A positive attitude and approach to sport and life in general.
- d) A consistently demonstrated high caliber of leadership together with personable qualities such as fairplay, honesty, integrity, sincerity and sobriety that will attract respect and sustain an abiding interest by others.
- e) A sincere interest in working with and helping young adults establish and reach their goals.

### X. REMUNERATION AND EXPENDITURES

- a) Head and Assistant coaches will receive remuneration for the time and effort that they contribute to the program.
- b) The Athletics department is responsible for expenditures that are directly related to participation in league events (such as facility rentals, travel, uniforms, equipment and supplies).
- c) Any expenditures for non-league items including exhibition travel, team swag, equipment or supplies which **have not been approved** by the Athletics Manager will be incurred by the coaches.

PLEASE NOTE: All expenditures involving the Camosun College Chargers name, logo or any other affiliation **MUST** be approved by the Athletics Manager **BEFORE** any arrangements or orders are made or paid for.

### XI. PROFESSIONAL DEVELOPMENT

The College encourages its' volunteer coaches to attend seminars, clinics and workshops which are related to coaching. Some support for such development (particularly NCCP advancement) may be available. Contact the Athletics Manager for more information.

### XII. HEAD COACH EVALUATION

Student-athletes may be requested to complete a *Camosun Student-Athlete Experience Evaluation*. This information is used to help identify aspects that are going well as well as identity areas that need improvement. The department considers this an important process and encourages student-athletes to complete the evaluation as honestly and sincerely as possible. To ensure the respondent's anonymity, all responses are summarized and transposed and all comments are typed before being submitted to the evaluated coach.

### **XIII. Dispute Resolution**

If a coach feels unjustly treated, the following should occur:

- Contact the Athletics Manager and arrange to discuss the matter at hand. If the matter is not resolved;
- Contact VP Student Experience and arrange to discuss the matter at hand.

### **XIV. Termination**

The College or coach may terminate the Coaching Services Agreement as described in the *Camosun College Contract For Services Agreement in Section E. Termination*.

## **7. STUDENT-ATHLETE ELIGIBILITY (As Per Article 12 of the PACWEST Operations Manual)**

***All student-athletes must meet the eligibility and participation requirements as stated in the PACWEST Operations Manual. Refer to Article 12 in the PACWEST Operations Manual.***

## **8. OPERATION OF THE CHARGERS PROGRAM**

### **LEAGUE SCHEDULES**

The PACWEST elects a VP Technical Director whose duties include creating league schedules for the following year. The PACWEST has developed a set of guidelines, which the VP Technical must follow in the development of the schedules. Participating members in the Association have an opportunity to provide feedback (in the form of suggestions and/or requests) on the draft schedule prior to its ratification.

Anyone interested in seeing the complete scheduling policy is welcome to contact the Athletics Manager. Ultimately, the schedule is determined by the VP Technical and is vetted by the membership. In reality there is no "perfect" schedule for everyone.

### **EXHIBITION SCHEDULES**

Exhibition competitions and tournaments (both at home and on the road) must be approved by the Athletics Manager. It is mandatory that adequate funding for each proposed event be available either in the team budget; in the team account; or covered by team fundraising. All expenses incurred for exhibition events are the sole responsibility of the team. Failure to pay for any outstanding expenses will result in the immediate termination of future trips/events. Funds raised and assigned to the team for the following year may be used to cover any outstanding expenses.

### **DEPARTMENT FUNDING**

All students attending Camosun must pay an Athletics Levy as part of their tuition. A portion of this levy is used to fund the Chargers program. Student-athletes should always keep in mind that their participation in the Chargers program is a privilege made possible by their fellow students.

## **8. OPERATION OF THE CHARGERS PROGRAM**

### **ATHLETICS BUDGET**

All teams are funded on an equitable basis according to league commitments.

Funding for the intercollegiate athletics program from the Athletics Levy is allocated for items such as:

- PACWEST League and Championship Travel
- Travel per diem for PACWEST league play and championships
- Athletics Staff, Coaches and Officials
- Uniforms and Equipment
- Association Fees
- Promotion
- Awards
- Some Exhibition Travel
- Facility Rentals as required

### **FUNDRAISING**

Each team is encouraged to participate in fundraising activities. All fundraising efforts must first be approved by the Athletics Manager. Team fundraising accounts are controlled by the Athletics Department.

Each team is expected to provide funding for additional expenses such as:

- Exhibition travel
- Team sweats, jackets, clothing and bags

All fundraising efforts must first be approved by the Athletics Manager. Team fundraising accounts are controlled by the Athletics department. A report of the team's account will be completed following the completion of each team's athletic season. The reports will include all revenue and expenses and the final balance.

It is mandatory for all teams/individuals wishing to order clothing, equipment, signage or any other item bearing the Camosun College Chargers name or logo to receive approval from the Athletics Manager to use the Chargers name/logo **BEFORE** the order is made and paid for.

### **IMPORTANT CHARGERS EVENTS**

The following events are organized by the Athletics department for the benefit of all Chargers athletic representatives. Student-athletes and coaches are expected to attend.

#### **a) Chargers Student-Athlete Orientation scheduled in September**

- a. Welcome and Introductions (student-athletes, coaches and athletics staff)
- b. Completion of Registration & Medical Forms
- c. CCES online Anti-Doping education
- d. Uniform Issue
- e. Team and Individual Photos

#### **b) Chargers Annual Athletic Awards Ceremony scheduled in April**



## 8. OPERATION OF THE CHARGERS PROGRAM

### GRIEVANCE PROCEDURE

If a student-athlete feels unjustly treated, the following steps should be taken:

- Contact the Head Coach and arrange an opportunity to discuss the matter in private. If the matter is not resolved;
- Contact VP Student Experience and arrange to discuss the matter at hand. If the matter is still not resolved;
- Contact the Ombudsperson and arrange an opportunity to discuss the matter. Contact 250-370-3405 or email [ombuds@camosun.ca](mailto:ombuds@camosun.ca)

## 9. TRAVEL POLICIES

*The objectives of these policies are to ensure the safety and benefit of all. Please be reminded that, as ambassadors of the College, you are representing Camosun and the entire Chargers Athletics program.*

- a) The Athletics Department will establish and provide transportation and accommodation arrangements for all intercollegiate athletic trips associated with PACWEST and CCAA league competitions. Team members will travel as a group to and from all competitions and are expected to stay with the team at the accommodation provided. Alternate arrangements must be approved by the Athletics Manager. Teams may travel with a maximum of 17 athletic representatives (i.e. 14 student-athletes, two coaches, one athletic therapist).
- b) All travel to and from exhibition events must be approved by the Athletics Director. It is mandatory that adequate funding for each proposed trip be available (i.e. in the team budget, in the team account or covered by team fundraising) before any arrangements are made. All expenses incurred for exhibition events are the sole responsibility of the team. Failure to pay for any outstanding expenses will result in the immediate termination of future trips/events. Funds raised and assigned to the team for the following year may be used to cover any outstanding expenses.
- c) Only authorized travelers, as identified by the Athletics Department, may travel with the team. Injured or academically ineligible players are not usually permitted to travel with the team unless the Head Coach verifies that the student-athlete will be responsible for specific duties while on the trip and the Athletics Director gives his approval.
- d) Athletic representatives participating in an activity or event **NOT** related to a Camosun College sponsored activity while on an out of town road trip do so at their own risk. Camosun College, its officers, employees and agents shall not be liable for any injury, loss or damage suffered by individuals participating in such activities.
- e) All authorized travelers are expected to be at the place of departure at the designated time. The transport vehicle will leave at that time. Those who arrive late will find themselves left behind.
- f) The Chargers intercollegiate athletics program exercises **ZERO TOLERANCE** on the subject of student-athletes consuming alcohol and/or illegal drugs on exhibition or league trips. At the Head Coach's discretion, student-athletes of legal age may be permitted to consume alcohol at a Provincial or National Championship wind-up social, keeping in mind that they are to act responsibly.

**ANY BEHAVIOR IN CONTRAVENTION OF THIS POLICY WILL RESULT IN SUSPENSION  
FROM THE CHARGERS ATHLETICS PROGRAM FOR THE REMAINDER OF THE YEAR.**

- g) All student-athletes will be in their assigned rooms between the hours of midnight and 6:00 am of each day that they are representing Camosun College. No other persons, other than those registered to that room, are allowed in the rooms during those hours.

## 9. TRAVEL POLICIES

- h) Athletic representatives are responsible for leaving rental vehicles (vans, buses, etc.) and hotel rooms in a neat and undamaged state. No items are to be removed from the rental vehicles or hotel rooms other than those brought. Any damage or loss (to vehicles, hotel rooms or any property) caused by Camosun Athletics representatives or their guests will require full repayment by the individuals responsible and may result in suspension or expulsion from the Chargers intercollegiate athletics program and/or Camosun College.
- i) Student-Athletes are provided with a travel per diem for all league and championship travel. Student-athletes are responsible for their own spending money and any room charges other than accommodation.
- j) As representatives of Camosun College, student-athletes must consider their conduct and apparel as significant at all times, but especially on road trips. They are expected to be well groomed and to dress and conduct themselves in an appropriate manner at all times.

## 10. FINANCIAL ASSISTANCE

### CAMOSUN COLLEGE FINANCIAL ASSISTANCE INFORMATION

Students who are eligible for financial assistance may receive funds from one or more of the following sources: loans, part-time employment, awards, bursaries and scholarships. For further information, please contact the Financial Aid Office nearest you.

Interurban Campus

Liz Ashton Campus Centre Room 204

250-370-4862 or Toll-Free 1-877-554-7555  
email [Financialaid@camosun.ca](mailto:Financialaid@camosun.ca)

### BRITISH COLUMBIA ATHLETE ASSISTANCE PROGRAM

Provincial Government funding through the B.C. Athlete Assistance Program (AAP) will be available for the current year. Eligible sports in the PACWEST include badminton, basketball, golf, soccer and volleyball. Value of the awards varies depending upon funding and will be presented to student-athletes who meet the following criteria:

- Canadian citizens or landed immigrants (copies of IM1000 forms required for proof of landed immigrant status);
- Resident of British Columbia (must be a resident of BC for a minimum of one academic year prior to application);
- Currently registered and attending a minimum of three credit (post-secondary) courses or equivalent;
- Maintain a satisfactory academic standing (i.e. passing a minimum of three credit courses or equivalent);
- Register and attend in a minimum of three credit (post-secondary) courses or equivalent in the winter semester;
- Maintain a training schedule acceptable to Camosun College, Coach and Athletics Manager; and
- Meet criteria set by his/her Head Coach.

## 11. INTERCOLLEGIATE ATHLETIC AWARDS

### CEREMONY

Camosun College celebrates the achievements of its athletic representatives and coaches at the annual Chargers Athletic Awards Ceremony to be scheduled later in the season.

### AWARDS

#### a) Athletic Association awards

Awards administered through the PACWEST and CCAA such as the Provincial All-Star and All-Canadian awards are forwarded to the College and presented to recipients at the athletic awards ceremony. For PACWEST awards go to their website at [www.PACWEST.ca](http://www.PACWEST.ca), click on Operations Manual then to Article 7 - Awards. For CCAA award information go to [www.ccaa.ca](http://www.ccaa.ca) and click on the Awards tab.

#### b) College and Department Awards

These awards which are presented to student-athletes each year at the final league home game/matches or at the Chargers Athletic Awards ceremony.

## 11. INTERCOLLEGIATE ATHLETIC AWARDS

### **PRESIDENT'S CUP AWARD**

This award is presented to the student-athlete who has best demonstrated a combined achievement in both athletics and academics.

#### **Criteria:**

1. Must be a full-time returning student attending Camosun College and participating in Chargers intercollegiate athletics during the current Fall and Winter semester/term.
2. Must be participating on a Camosun College Chargers representative team that competes in the PACWEST or another recognized intercollegiate athletics association.
3. Must be a returning student-athlete meeting the criteria based on the PACWEST Academic Excellence Award.
4. Must have achieved athletic recognition in the PACWEST and/or CCAA.

#### **Award:**

The student-athlete will be presented with an engraved plaque. The recipient's name will be engraved on the President's Cup trophy, which is kept on display at the College.

### **TEAM LEADERSHIP AWARD**

The Team Leadership award is presented to the student-athlete who has demonstrated leadership skills of dedication, commitment, integrity and maturity.

#### **Criteria:**

1. Must be a full time student attending Camosun College.
2. Must be participating on a Camosun College representative team that competes in the PACWEST or other recognized intercollegiate athletics association.
3. Must demonstrate leadership skills of dedication, commitment, integrity and maturity.
4. One student-athlete from each team is eligible for this award.

#### **Award:**

Coaches from each team will present an award to the selected student-athlete on his/her respective team.

### **ROOKIE OF THE YEAR AWARD**

The Chargers Rookie of the Year award is presented to the student-athlete who has demonstrated growth in the areas of technical and physical skills and leadership development in his/her first year as a Camosun Chargers student-athlete.

#### **Criteria:**

1. Must be a full time student attending Camosun College.
2. Must be in his/her first year of eligibility on a Camosun College representative team and first year of competition in the PACWEST or other recognized intercollegiate athletics association.
3. Must have demonstrated growth in the areas of technical and physical skills and leadership development.
4. One student-athlete from each team is eligible for this award.

#### **Award:**

Coaches from each team will present an award to the selected student-athlete on his/her respective team.

### **TEAM MVP AWARD**

The MVP (Most Valuable Player) recognizes student-athletes who have excelled in the areas of athleticism, game performance, leadership and character.

#### **Criteria:**

1. Must be a full time student attending Camosun College.
2. Must be participating on a Camosun College representative team that competes in the PACWEST or other recognized intercollegiate athletics association.
3. Must have excelled in the areas of athleticism, game performance, leadership and character.
4. One student-athlete from each team is eligible for this award.

#### **Award:**

Coaches from each team will present an award to the selected student-athlete on his/her respective team.

## 11. INTERCOLLEGIATE ATHLETIC AWARDS

### **Chargers Athletic Fifth Year Recognition Award – (current practice- suggested revised language)**

*The Charger Athletic Fifth Year Recognition Award is presented to a student-athlete who has completed five years of eligibility within the PACWEST and CCAA.*

#### **Criteria:**

1. *Must be a full time student attending Camosun College.*
2. *Must be participating on a Camosun College representative team that competes in the PACWEST or other recognized intercollegiate athletic association.*
3. *In their fifth and final year of PACWEST & CCAA eligibility.*

#### **Award:**

*A student-athlete that has represented the Chargers a minimum of four years and are in their fifth and final year of eligibility will receive their uniform in a shadow box frame with an individual photograph and engraved plate indicating their years of play.*

*A student-athlete that has represented the Chargers three years or less and are in their fifth and final year of eligibility will receive framed action photograph with an engraved plate indicating their years of play.*

#### **Presentation:**

*The recognition presentation will take place at the Chargers final PACWEST league home game/match of the season.*

### **PACWEST ACADEMIC EXCELLENCE**

The PACWEST Academic Excellence award is presented to student-athletes who have achieved academic excellence combined with a commitment to athletics at the intercollegiate level.

#### **Criteria:**

1. Must be a full time student attending Camosun College.
2. Must be participating on a Camosun College representative team that competes in the PACWEST.
3. Student-Athletes must have achieved a cumulative GPA of 8.0 on a 9.0 scale or the equivalent of Honors at their institution. Cumulative GPA will be based on the previous year's courses along with those completed in the September – December semester.
4. Successful completion of a minimum of 27 credit hours.

#### **Award:**

PACWEST Certificate of Recognition

### **CCAA Scholar-Athlete Award**

#### **Criteria:**

1. Must be a full time student attending Camosun College.
2. Must be listed on CCAA Eligibility form for the current year.
3. Must have achieved 1) honours standing at their institution in at least one semester AND 2) have attended classes during two semesters during their current academic year (fall and winter semester) and presented an honours standing with a combined GPA over those two semesters.

#### **Award:**

CCAA Certificate of Recognition

# Appendix A. Coaching Code of Conduct

The following is taken from the Coaches Assn. of BC:

## Coaches Have a Responsibility to:

1. Treat everyone fairly within the context of their activity, regardless of gender, place of origin, color, sexual orientation, religion, political belief or economic status.
2. Direct comments or criticism at the performance rather than the athlete.
3. Consistently display high personal standards and project a favorable image of their sport and of coaching.
  - Refrain from public criticism of fellow coaches; especially when speaking to the media or recruiting athletes.
  - Abstain from the use of tobacco products while in the presence of her/his athletes and discourage their use by athletes.
  - Abstain from drinking alcoholic beverages when working with athletes.
  - Discourage the use of alcohol in conjunction with athletic events or victory celebrations at the playing site.
  - Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of his/her duties.
4. Ensure that the activity being undertaken is suitable for the age, experience, ability and fitness level of the athletes and educate athletes as to their responsibilities in contributing to a safe environment.
5. Communicate and co-operate with registered medical practitioners in the diagnoses, treatment and management of their athletes' medical and psychological problems. Consider the athletes' future health and well-being as foremost when making decisions regarding an injured athletes' ability to continue playing or training.
6. Recognize and accept when to refer athletes to other coaches or sport specialists. Allow athletes' goals to take precedence over their own.
7. Regularly seek ways of increasing professional development and self-awareness.
8. Treat opponents and officials with due respect, both in victory and defeat and encourage athletes to act accordingly. Actively encourage athletes to uphold the rules of their sport and the spirit of such rules.
9. In the case of minors, communicate and co-operate with the athlete's parents or legal guardians, involving them in management decisions pertaining to their child's development.
10. In an educational institution, be aware of the academic pressures placed on student-athletes and conduct practices and games in a manner so as to allow academic success.

## **Coaches Must:**

1. Ensure the safety of the athletes with whom they work.
2. At no time become intimately and/ or sexually involved with their athletes. This includes requests for sexual favors or threat of reprisal for the rejection of such requests.
3. Respect athlete's dignity; verbal or physical behaviors that constitute harassment or abuse are unacceptable (definition of harassment is attached).
4. Never advocate or condone the use of drugs or other banned performance enhancing substances.
5. Never provide under age athletes with alcohol.

### ***Definition of Harassment***

Harassment takes many forms but can generally be defined as behavior including comments and/ or conduct which is insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or groups or individuals or which creates an uncomfortable environment.

Harassment may include:

- written or verbal abuse or threats;
- sexually oriented comments;
- racial or ethnic slurs;
- unwelcome remarks, jokes, innuendoes, or taunting about a person's body, attire, age, marital status, ethnic or racial origin, religion etc.;
- displaying of sexually explicit, racist or other offensive or derogatory material;
- sexual, racial, ethnic or religious graffiti;
- practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;
- unwelcome sexual remarks, invitations or requests whether indirect or explicit, or intimidation;
- leering (suggestive staring), or other obscene or offensive gestures;
- condescension, paternalism or patronizing behavior which undermines self-respect or adversely affects performance or working conditions;
- physical conduct such as touching, kissing, patting, pinching, etc.;
- vandalism;
- physical assault

## Appendix B. Fair Play Codes

The following are the Fair Play Codes taken from [www.coach.ca](http://www.coach.ca)

### Fair Play Code for Coaches:

1. I will be reasonable when scheduling games and practices, remembering that young athletes have other interests and obligations.
2. I will teach my athletes to play fairly and to respect the rules, officials and opponents.
3. I will ensure that all athletes get equal instruction, support and playing time.
4. I will not ridicule or yell at my athletes for making mistakes or for performing poorly. I will remember that children play to have fun and must be encouraged to have confidence in themselves.
5. I will make sure that equipment and facilities are safe and match the athlete's ages and abilities.
6. I will remember that children need a coach they can respect. I will be generous with praise and set a good example.

### Fair Play Code for Athletes:

1. I will participate because I want to, not just because my parents or coaches want me to.
2. I will play by the rules, and in the spirit of the game.
3. I will control my temper – fighting and "mouthing off" can spoil the activity for everybody.
4. I will respect my opponents.
5. I will do my best to try to be a true team player.
6. I will remember that winning isn't everything - that having fun, improving my skills, making friends and doing my best are also important.
7. I will acknowledge all good plays/performances – those of my team and of my opponents.
8. I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.

## Appendix C. Coaching Assn. of Canada - Coaching Code of Conduct

The following is taken from the Coaching Association of Canada website: [www.coach.ca](http://www.coach.ca)

Principle	Standards of Behaviour Expected of Coaches
<b>Physical safety and health of athletes</b>	Ensure that training or competition site is safe at all times
	Be prepared to act quickly and appropriately in case of emergency
	Avoid placing athletes in situations presenting unnecessary risk or that are beyond their level
	Strive to preserve the present and future health and well-being of athletes
<b>Coaching responsibly</b>	Make wise use of the authority of the position and make decisions in the interest of athletes
	Foster self-esteem among athletes
	Avoid deriving personal advantage for a situation or decision
	Know one's limitations in terms of knowledge and skills when making decisions, giving instructions or taking action
	Honour commitments, word given, and agreed objectives
	Maintain confidentiality and privacy of personal information and use it appropriately
<b>Integrity in relations with others</b>	Avoid situations that may affect objectivity or impartiality of coaching duties
	Abstain from all behaviours considered to be harassment or inappropriate relations with an athlete
	Always ensure decisions are taken equitably
<b>Respect</b>	Ensure that everyone is treated equally, regardless of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, language, creed, religion, athletic potential, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
	Preserve the dignity of each person in interacting with others
	Respect the principles, rules, and policies in force
<b>Honouring sport</b>	Strictly observe and ensure observance of all regulations
	Aim to compete fairly
	Maintain dignity in all circumstances and exercise self-control
	Respect officials and accept their decisions without questioning their integrity



## Appendix D. CCAA COACH CONSENT FORM (2020)

Participation within Canadian Collegiate Athletic Association (CCAA) is a privilege that requires full compliance with CCAA regulations, including CCAA Eligibility, Code of Ethics and Drug Education & Control Regulations. Coaches are responsible for obtaining these regulations from their Athletic Director and to inquire how their respective circumstance relates to each.

### **ELIGIBILITY REQUIREMENTS & CODE OF ETHIC EXPECTATIONS OF COACHES:**

It is critical that Coaches familiarize themselves with the CCAA Policies and Procedures entitled "Eligibility" and "Code of Ethics". Coaches are responsible for obtaining these rules from their Athletic Director and to inquire how their respective circumstance relates to CCAA eligibility requirements and code of ethic expectations. This is important, as Coaches need to be aware that those who participate in CCAA competition and are found to be in violation of these policies, among other sanctions, may be suspended for the remainder of the current competition and in subsequent competitions. You agree to take Ethics education specifically Making Ethical Decisions via the NCCP Program or Respect in Sport – Activity Leaders training via the Respect Group.

### **CANADIAN ANTI-DOPING PROGRAM:**

The Canadian Collegiate Athletic Association (CCAA) is unequivocally opposed to the use of prohibited substances or prohibited methods that enhance sporting performance, risk health and or are contrary to the spirit of sport. As such, the CCAA has adopted the Canadian Anti-Doping Program (CADP). The latest version of the CADP can be accessed here: <http://cces.ca/canadian-anti-doping-program>

The CCAA Drug Education and Doping Control Program will be conducted in close cooperation with the Canadian Centre for Ethics in Sport (CCES) in accordance with the CADP. As a CCAA Coach you are subject to the CADP and accordingly shall be bound by all the anti-doping rules and responsibilities contained in the CADP. You agree to undertake education regarding the anti-doping rules and violations contained in the CADP.

### **COLLECTION, USE AND DISCLOSURE OF INFORMATION:**

In consideration of being permitted to participate in the CCAA, Coaches allow the CCAA to collect, use and disclose personal information, which may include images and voice, for the following circumstances:

- Registration and administration of Coaches wishing to participate in CCAA sanctioned events organized by athletic personnel associated with the CCAA.
- Administration of its Drug Education and Testing Program. The CCAA can share information, including personal information with the CCES. This information can be shared between anti-doping organizations for anti-doping purposes and such information will be used only in a fashion that is fully consistent with the limitations and restrictions contained in the World Anti-Doping Agency's International Standard for the Protection of Privacy and Personal Information.
- Via CCAA's website and other CCAA publications for the purpose of honouring excellence and contributing to CCAA sport through awards and other honours.
- Publishing of promotional materials.

The CCAA is responsible only for information that is in its custody or control and that any information collected, used or disclosed by or under the control of a member of CCAA or any other organization is subject to the privacy practices and procedures of that member or organization, as the case may be.

## Appendix E. Important Website Addresses

### Sport Websites:

Pacific Western Athletic Association	<a href="http://www.pacwestbc.ca">www.pacwestbc.ca</a>
Canadian Collegiate Athletic Association	<a href="http://www.ccaa.ca">www.ccaa.ca</a>
Pacific Institute for Sport Excellence	<a href="http://www.pise.ca">http://www.pise.ca</a>
Canadian Sport Institute - Pacific	<a href="http://www.csipacific.ca">http://www.csipacific.ca</a>
Sports Canada.TV	<a href="http://sportscanada.tv">http://sportscanada.tv</a>
Canadian Centre for Ethics in Sports	<a href="http://cces.ca">http://cces.ca</a>

### Camosun College Websites:

Camosun College Directory	<a href="http://camosun.ca/about/directory.html">http://camosun.ca/about/directory.html</a>
Student Services	<a href="http://camosun.ca/services/index.html">http://camosun.ca/services/index.html</a>
Financial Aid and Awards	<a href="http://camosun.ca/services/financialaid/">http://camosun.ca/services/financialaid/</a>
Important Dates	<a href="http://camosun.ca/learn/calendar/current/important-dates.html">http://camosun.ca/learn/calendar/current/important-dates.html</a>
Centre for Sport and Exercise Education	<a href="http://camosun.ca/learn/programs/sport-exercise/">http://camosun.ca/learn/programs/sport-exercise/</a>

### Chargers Websites:

Chargers Website	<a href="http://camosun.ca/sports/chargers">http://camosun.ca/sports/chargers</a>
Chargers Flickr Photo Stream	<a href="http://www.flickr.com/photos/camosunchargers">http://www.flickr.com/photos/camosunchargers</a>
Chargers Facebook	<a href="http://www.facebook.com/camosunchargers">http://www.facebook.com/camosunchargers</a>
Chargers Twitter	<a href="http://www.twitter.com/camosunchargers">http://www.twitter.com/camosunchargers</a>
Chargers Instagram	<a href="https://www.instagram.com/camosunchargers">https://www.instagram.com/camosunchargers</a>



## Appendix F. CCES Quick Reference Card

Anti-Doping Quick Reference Card



**Your sport.  
Your reputation.  
Your responsibility.**

**Check all medications** before taking them. Make sure they don't contain banned ingredients.

**Apply for a medical exemption** if you need to use a banned medication for a legitimate medical reason.

**Be aware of the risks** of supplement use. Take all necessary precautions prior to using products like supplements, energy drinks and herbal remedies.

**Know your anti-doping requirements**, including whereabouts, medical exemptions and sample collection.

**During sample collection...**

**You have the right to:**

- Have a representative and, if available, an interpreter.
- Ask for additional information about the sample collection process.
- Request a delay in reporting to the doping control station for valid reasons (e.g., victory ceremony, media commitment, further competitions, cool down). You will be chaperoned at all times during the delay.
- Request modifications if you are a minor or an athlete with a disability.
- Comment on the sample collection process or report any perceived procedural irregularities.

**You have the responsibility to:**

- Remain within sight of the notifying chaperone at all times.
- Provide valid photo identification.
- Comply with the sample collection procedures.
- Report to the doping control station immediately upon being notified.
- Maintain control of your sample until it is sealed.
- Ensure all information on the doping control form is accurate and complete.
- Bring to the attention of the doping control officer any modifications required if you are a minor or an athlete with a disability.



Watch the collection procedures video at:  
[www.cces.ca/athletezone](http://www.cces.ca/athletezone)

**Caution!**

**Strict Liability** means that you are 100% responsible for what you consume, and for what is found in your urine or blood sample.

**Marijuana** is prohibited in competition and can be detected in your urine for more than a month after use.

**Pseudoephedrine**, a common cold remedy ingredient, is banned in competition.

**Supplements** can contain banned substances such as steroids, stimulants, diuretics, and synthetic cannabis.

Find out more at:



[www.cces.ca/athletezone](http://www.cces.ca/athletezone)

**Check it first...**

It's your responsibility to check the status of all medications, including prescription or over-the-counter products. Use the CCES substance inquiry resources:

**Global DRO**  
[www.globaldro.com](http://www.globaldro.com)

**Substance Classification Booklet**  
[www.cces.ca/scb](http://www.cces.ca/scb)

**Email the CCES**  
[substances@cces.ca](mailto:substances@cces.ca)

**Call the CCES InfoLine**  
1-800-672-7775 (in North America)

Join the True Sport Movement at  
[www.truesport.ca](http://www.truesport.ca)



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## Appendix G. Camosun Student-Athlete Experience Evaluation



### Camosun College Department of Athletics

## Student-Athlete Experience Evaluation

#### **Purpose of Evaluation**

Evaluating our programs is an essential and positive process that enables coaches to be more effective in their position and provides the Athletics department with vital information required to direct our programs in a successful way.

The purpose of this evaluation is to evaluate your experience as a student-athlete at Camosun College throughout the past season, as part of an ongoing effort to improve the delivery of our programs and services.

The answers obtained from our student-athletes will be kept confidential and will assist Camosun College's Athletics department with providing our student-athletes with the most positive and rewarding experiences.

In the best interests of our program and coaches' development, we would encourage you to provide honest, constructive and sincere feedback. Extra space is provided for additional comments after each section.

#### **Confidentiality**

A Department of Athletics administrative staff member will review all of your responses to this survey. To ensure anonymity, all of your responses and comments will be summarized and transcribed prior to being presented to the coach.

**Camosun College Chargers Athletics**  
**Student Athlete Information**

<b>Athletic Season:</b>			
<b>Date:</b>			
<b>Sport:</b>			
<b>Gender:</b>	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
<b>Student-athlete status:</b>	First Year <input type="checkbox"/>	Returning <input type="checkbox"/>	Transfer <input type="checkbox"/>

Using the following scale, please rate your experiences (1-5) as a student-athlete at Camosun College:

**5 – Strongly Agree**

**4 – Agree**

**3 – Neutral**

**2 – Disagree**

**1 – Strongly Disagree N/A – Don't know or doesn't apply**

**1. Camosun College Recruiting (new students only)**

1.1	Camosun College was my first choice for pursuing post-secondary education	5	4	3	2	1	N/A
1.2	The head coach did the best job of any institution in recruiting me	5	4	3	2	1	N/A
1.3	What were the things that influenced you about coming to Camosun College as a student-athlete? (answer below in the comments section)						

**2. Academic Support**

2.1	Priority registration was beneficial in selecting my preferred courses	5	4	3	2	1	N/A
2.2	The eligibility requirements for student-athletes were clearly defined by the Athletic Department	5	4	3	2	1	N/A

**3. Team Travel**

3.1	The hotel accommodation provided was satisfactory	5	4	3	2	1	N/A
3.2	I am allocated time to complete academic studies while on the road	5	4	3	2	1	N/A
3.3	I miss too much class time due to travel	5	4	3	2	1	N/A
3.4	My instructors are supportive of me in my role as a student-athlete	5	4	3	2	1	N/A
3.5	The meal per diem provided by the College was adequate.	5	4	3	2	1	N/A
3.6	The organizational details of travel, accommodation, meals and pre-competition practice/warm-up was satisfactory during away games	5	4	3	2	1	N/A

#### 4. Facilities

4.1	Training facilities at PISE are adequate practice and training	5	4	3	2	1	N/A
4.2	Facility practice time is adequate	5	4	3	2	1	N/A
4.3	Competition facility/venue is in a safe playing condition	5	4	3	2	1	N/A
4.4	Team uniforms are in good condition	5	4	3	2	1	N/A
4.5	Team equipment is adequate (i.e. balls, nets)	5	4	3	2	1	N/A
4.6	Practice days and times fit into my academic schedule	5	4	3	2	1	N/A
4.7 a)	I used the AET Clinic services at PISE	Yes			No		N/A
4.7 b)	If Yes, I found their athletic services helpful in my recovery	5	4	3	2	1	N/A
4.8	I used the PISE Fitness Centre	Yes			No		N/A
4.9	The PISE staff are helpful and supportive	5	4	3	2	1	N/A

#### 5. Athletic Department

5.1	I am proud to be a Camosun Chargers student-athlete	5	4	3	2	1	N/A
5.2	I will be returning to play for Camosun next season	5	4	3	2	1	N/A

#### 6. Athletic Department Services

6.1	The Athletic Department supports me to succeed as a student-athlete	5	4	3	2	1	N/A
6.2	The Athletic Director is fair and consistent in her/his dealings with me	5	4	3	2	1	N/A
6.3	Website information pertaining to my team is updated in a timely manner	5	4	3	2	1	N/A
6.4	Media and Marketing coverage of athletic events is satisfactory	5	4	3	2	1	N/A
6.5	I access the Camosun Chargers website on a frequent basis	5	4	3	2	1	N/A
6.6	I access the PACWEST website on a frequent basis	5	4	3	2	1	N/A
6.7	I access the CCAA website on a frequent basis	5	4	3	2	1	N/A
6.8	If applicable, the biomechanical assessment was useful in my preseason assessment & conditioning.	5	4	3	2	1	N/A
6.9	The PISE strength and conditioning service was helpful in developing my athletic conditioning throughout the season	5	4	3	2	1	N/A
6.10	The student athletic therapist provides valuable support to the team	5	4	3	2	1	N/A

#### 7. Head Coach Evaluation

<b>Communication and Interpersonal Skills – Head Coach</b>							
7.1	A positive representative of Camosun College	5	4	3	2	1	N/A
7.2	Approachable	5	4	3	2	1	N/A
7.3	Promotes mutual respect between student-athletes and coaches	5	4	3	2	1	N/A
7.4	Communicates well with me	5	4	3	2	1	N/A
7.5	Exhibits high levels of honesty and integrity	5	4	3	2	1	N/A
7.6	Emphasizes cooperation and the team approach	5	4	3	2	1	N/A
7.7	Reinforces the importance of achieving excellence in education and athletics throughout the season	5	4	3	2	1	N/A
7.8	Always uses appropriate language	5	4	3	2	1	N/A
7.9	Teaches the importance of self-discipline	5	4	3	2	1	N/A
7.10	Holds individual student-athletes accountable for their performance	5	4	3	2	1	N/A
7.11	Conduct towards officials in competitions is always sportsmanlike	5	4	3	2	1	N/A
7.12	I would play for this coach again	5	4	3	2	1	N/A
7.13	Stresses the importance of taking personal responsibility for one's performance	5	4	3	2	1	N/A
7.14	Creates a non-threatening environment at practices with the team	5	4	3	2	1	N/A
7.15	Develops a set of short and long term goals for the team	5	4	3	2	1	N/A
7.16	Has the ability and knowledge of the sport to analyze individual technical weaknesses and prescribe drills to correct these areas	5	4	3	2	1	N/A
7.17	Can motivate me to perform at my highest level	5	4	3	2	1	N/A
7.18	Conduct with student-athletes is professional and respectful	5	4	3	2	1	N/A
7.19	Has a sense of humour	5	4	3	2	1	N/A
7.20	Judgments are based on reasons and is well thought out	5	4	3	2	1	N/A

## 7. Head Coach Evaluation – Continued

<b>Organizational Skills at Practice – Head Coach</b>							
7.21	The coach is punctual to all team practices	5	4	3	2	1	N/A
7.22	Practices are organized and purposeful	5	4	3	2	1	N/A
7.23	Practices are physically challenging and are relative to the team's skill level	5	4	3	2	1	N/A
7.24	The coach is able to teach difficult/advanced skills	5	4	3	2	1	N/A
7.25	Has improved my skill level in the sport	5	4	3	2	1	N/A

<b>Organizational Skills at Competition – Head Coach</b>							
7.26	Effective in creating the strongest possible team considering the student-athletes available	5	4	3	2	1	N/A
7.27	Able to develop winning strategies	5	4	3	2	1	N/A
7.28	Can analyze game situations and make changes to elevate the team's performance	5	4	3	2	1	N/A
7.29	Conduct towards officials in competitions is always sportsmanlike	5	4	3	2	1	N/A
7.30	The coach sets a positive example during competitions	5	4	3	2	1	N/A

## 7. Head Coach Evaluation – Continued

<b>Management and Safety – Head Coach</b>							
7.31	The coach complies and reinforces the Athletic Department, College and team policies regarding conduct	5	4	3	2	1	N/A
7.32	The coach complies with the Athletic Department, College, PACWEST and CCAA policies and rules	5	4	3	2	1	N/A
7.33	The seasonal team goals and objectives were clearly communicated to me and the team	5	4	3	2	1	N/A
7.34	The coach ensures that we are physically prepared to play at the level of competition required	5	4	3	2	1	N/A

**What I enjoyed most about this season:**

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**What I least enjoyed about this season:**

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**The strengths of the head coach are:**

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**The areas of improvement for the head coach are:**

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**General Comments:**

## 8. Assistant Coach Evaluation

Organizational Skills at Practice – Assistant Coach							
8.1	The assistant coach is punctual to all team practices	5	4	3	2	1	N/A
8.2	The assistant coach is able to teach difficult/advanced skills	5	4	3	2	1	N/A

Organizational Skills at Competition – Assistant Coach							
8.3	The assistant coach can analyze game situations.	5	4	3	2	1	N/A
8.4	The assistant coach motivates me to perform at my highest level	5	4	3	2	1	N/A
8.5	The assistant coach sets a positive example during competitions	5	4	3	2	1	N/A

Communications and Interpersonal Skills							
8.6	Approachable	5	4	3	2	1	N/A
8.7	I respect the assistant coach	5	4	3	2	1	N/A
8.8	Communicates well with me	5	4	3	2	1	N/A
8.9	Exhibits high levels of integrity	5	4	3	2	1	N/A
8.10	The assistant coach always uses appropriate language	5	4	3	2	1	N/A
8.11	The assistant coach teaches the importance of self-discipline	5	4	3	2	1	N/A
8.12	Conduct towards officials in competitions is sportsmanlike	5	4	3	2	1	N/A

The strengths of the assistant coach are:

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The areas of improvement for the assistant coach are:

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## 10. Athletic Therapy Service

10.1	Did you access this service?	Yes	No

10.2	If yes, how often? ( number of times)						
10.3	How would you rate this service?	Ex	G	N	P	VP	N/A
10.4	The Therapist was knowledgeable	5	4	3	2	1	N/A
10.5	The Therapist communicated well with me	5	4	3	2	1	N/A
10.6	The Therapist was helpful in my recovery	5	4	3	2	1	N/A

**What recommendations would you make for improvements to Athletic Therapy services?**

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#### **10. Home Game Organization and Management**

10.1	Venue was set-up in appropriate time prior to the start of the game	5	4	3	2	1	N/A
10.2	Event staff looked professional	5	4	3	2	1	N/A
10.3	Event staff were helpful and supportive	5	4	3	2	1	N/A

**What can the Department of Athletics do to improve the overall delivery of the program? Please give specific examples :**

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