Revision Responsibility: Vice President for Student Affairs
Responsible Executive Officer: President

Source/Reference: TBR Policy 3:04:01:00
TBR Policy 4:03:03:50
TBR Policy 8:01
NJCAA Handbook and Casebook
Columbia State Policy 03:02:00

PURPOSE

To establish policies and procedures for intercollegiate sports programs that will promote academic success, physical and emotional well-being, and social development of student athletes.

POLICY

I. Athletic Membership

The Columbia State Community College Athletics Program provides opportunities for competition in men's and women's basketball, men's baseball, women's softball, and women's soccer as a member of the Western Division of the Tennessee Community College Athletic Association (TCCAA) and the National Junior Athletic Association (NJCAA).

II. Purpose

A. The mission of Columbia State Community College athletics is to offer intercollegiate sports programs that will nurture the well-being of the student athlete by prioritizing academics first, and directing athletes to play at their highest level possible in a supportive, positive environment while enhancing the image of the Institution.

B. In support of its mission, the Athletics Program has developed the following goals:

1. To guide student athletes to the successful completion of their academic goals.

2. To provide equitable opportunities in athletics without regard to race, gender, age, income, religion, disability, veterans status or occupation.

3. To deliver an athletics program that enriches the lives of the athletes, promotes academic competence, and augments the mission and vision of the College.

4. To maintain a positive atmosphere that promotes good sportsmanship at team practices and competitions.

5. To enhance and facilitate the social development of athletes away from the playing field.

III. Administrative Oversight

A. Applicability of Title IX, NJCAA, TCCAA and TBR Policies

All athletics programs offered at Columbia State are administered in compliance with the policies, guidelines, and requirements of Title IX of the Education Amendments of 1972, the National Junior College Athletic Association and the Tennessee Board of Regents, applicable policies include, but are not limited to:

1. Title 20, United State Code, Chapter 38, Sections 1681-1686, and its implementing regulations, 34 Code of Federal Regulations Part 106

2. NJCAA Eligibility Rules

3. TCCAA Eligibility Rules

4. TBR Policy 8:01 (Participation in Intercollegiate Athletics)

5. TBR Policy 4:03:03:50 (Athletic and Other Student Group Travel)

6. TBR Policy 3:04:01:00 (Student Scholarships, Grants, Loans, and Financial Aid Programs)

B. Internal Administrative Oversight

1. The ultimate authority and responsibility for institutional administration of the athletics program, approval of policies and standards of conduct, and compliance with Title IX, NJCAA, TCCAA, and TBR rules rests with the President of the College.

2. The Director of Athletics manages the Athletics Program with administrative oversight by the Vice President for Student Affairs and the Title IX Advisory Council.

3. Support for the development and achievement of Athletics Program goals and objectives is provided by the Columbia State Community College Boosters Club.

IV. Financial Control

A. The Columbia State Athletics Program is subject to the expenditure guidelines and restrictions outlined in TBR Policy 8:01 and Title IX regulations. Consistent with these guidelines, the Athletics Program is also subject to the same financial controls as any other Columbia State administrative unit that is allocated an Institutional budget.

Oversight for Athletics Program budget operations is the responsibility of the Vice President for Student affairs and managed by the Director of Athletics, who must submit annual budget requests to the President's Cabinet according to the College process for development and request.

B. All athletics program expenditures are subject to the same audit procedures performed for state financial oversight of other College administrative units.

V. Athletic Travel

A. Expenditures for athletic team travel, recruiting, and other applicable activities are subject to the guidelines and restrictions outlined in Columbia State Policy 03:02:00 consistent with the stipulations of TBR Policy 4:03:03:50.

B. In addition, each athletics program employee shall comply with all pertinent regulations of the NJCAA and the athletic conference of which the College is a member.

VI. Fundraising, Solicitation, and Acceptance of Gifts

A. Fundraising activities conducted on behalf of the Athletics Program by the Columbia State Foundation are approved in advance by the College administration and subject to independent financial audit.

B. Fundraising activities undertaken directly by the Athletics Program shall be conducted in concert with the procedures outlined in Columbia State Policy 04:07:00 and coordinated with the Advancement Office.

VII. Athletic Financial Assistance Programs

A. Athletics Program Financial Assistance Awards are subject to the guidelines outlined in TBR Policy 3:04:01:00 and in TBR Policy 8:01.

B. Final award of Athletic Financial Assistance is subject to the approval of the College's Financial Aid Office following review of each scholarship/grant application package. All such revenue and expenditures are subject to regular budgeting, accounting, and audit procedures of the College.

C. For all students receiving Athletic Financial Assistance, an NJCAA "National Letter of Intents and Scholarship Agreement" form signed by the Director of Athletics and the Vice President for Student affairs outlines the terms of the Institutional aid to be awarded.

VIII. Academic Requirements and Standards

A. Students participating in the Columbia State Athletics Program are subject to the same Institutional policies governing maintenance of academic good standing and fulfillment of curricular requirements as all other students.

B. Eligibility of student athletes is established and certified by the Director of Athletics and supported by the Records (Registrar's) Office.

IX. Intercollegiate Competition Scheduling

Approval of schedules for intercollegiate competition rests with the Director of Athletics as proposed by the head coach of each sport.

X. Athletic Admissions

The cost of admission to Columbia State athletic events will be established each year by the President of the College based on, or in conjunction with, recommendations from the Vice President for Student Affairs and the Director of Athletics.

XI. Student Athlete Recruitment

The Columbia State Athletics Department follows the National Junior College Athletic Association (NJCAA) and Tennessee Community College Athletic Association (TCCAA) recruiting rules.

PROCEDURES

I. Athletic Competition Scheduling

A. Basketball Schedules

1. Basketball schedules for the academic year are to be submitted to the Director of Athletics by September 15, and will be limited to NJCAA and TCCAA Policies and Procedures.

2. Sanctioned post-season tournaments are not included in the limitations and are considered bonus games.

B. Baseball and Softball Schedules

1. Baseball and softball schedules for the Spring season are to be submitted to the Director of Athletics by January 3, in accordance with NJCAA, TCAA, and College policies and guidelines.

2. Post-season tournament play is not included in the limitation.

3. Fall baseball and softball schedules of up to twelve (12) playing dates may be authorized.

C. Soccer Schedule

1. Soccer schedule for the Fall season is to be submitted to the Director of Athletics by June 1, in accordance with NJCAA, TCCAA, and College policies and guidelines.

2. Sanctioned post-season tournament play is not included in the limitation.

D. Regular season athletic contests will not be scheduled during exam days.

II. Academic Scheduling

A. Practice sessions and athletic events will be scheduled to provide the least possible conflict with academic schedules.

B. It is the student's responsibility to inform his/her instructor of any impending absence and to make arrangements for make-up work.

C. Coaches will, on request, provide rosters of team members authorized to miss class for scheduled games.

III. Addition or Deletion of Sports Programs

A. The college has the option to add sport programs. New sport program proposals must include cost benefit analysis with budget and Title IX considerations for presentation to Cabinet for action.
B. The College has the option to delete sport programs. Proposals for deletion of sport programs must include cost benefit analysis with budget and Title IX considerations for presentation to Cabinet for action.
C. Sport programs will be added or deleted in accordance with NJCAA, TCCAA, and College policies and guidelines.

Revised: December 6, 1994; October 25, 1995; July 1, 1998; July 6, 2001(combined policies 03-03 and 04-17 under new policy format); December 5, 2001 (signature authority for NJCAA Letter of Intent and Scholarship Agreement assigned to the vice president for student services and enrollment management); June 1, 2004 (updated titles); August 4, 2011 (updated titles and procedures); September 16, 2011 (new format)Revised March 2019; reviewed/accepted by Cabinet, approved/signed by the President November 2022, reviewed and updated July 2026.