

CAMPUS RECREATION HANDBOOK

Campus Recreation is housed in the Mountaineer Fitness Center (MFC) and provides the Schreiner University community with a safe and comfortable environment to pursue healthier lifestyle choices through fitness and recreational programming. Campus Rec offers students multiple facilities including two racquetball courts, an aerobics room, a cycling room, a cardio/weight room, an outdoor sport court, swimming pool, and locker rooms. The offices for the Health Clinic, Counseling Services, Campus Recreation, Wellness and Group Fitness, Athletic Training, and Athletic Coaches are also located in the MFC.

<http://www.schreiner.edu/MountaineerCenter/facilities.html>

ID Policy

An official Schreiner University ID card must be used to gain entry to the Mountaineer Center. Members will be denied entry without an ID card. *(the only exception will be for students attending class, a class list will be provided)*. Any attempt to gain or provide unauthorized entry into the Mountaineer Center will result in suspension of privileges. SFSA Members, will purchase memberships and ID cards through the office of University Advancement. *(\$30 yearly fee, fees are subject to change)*. Associate SFSA Members, and Schreiner University Retiree, will purchase memberships and ID cards through the office of University Advancement. *(\$60 yearly fee, fees are subject to change)*. Family members of faculty and staff will purchase an ID through the security department *(\$5 ID card fee, fee is subject to change)*. Students who have spouses that want to use the facilities may bring them, but the spouse may not come with the student's card and be allowed entrance. The Student must be with spouse and vice versa.

Campus Recreation staff reserves the right to perform random identification checks to ensure the safety and security of all patrons using the facility

Accessibility

Students

- Have full access to facilities
- Must currently be enrolled as a student
- Family members of staff and faculty
- Have limited access to the facilities
- Must purchase a Schreiner University ID card
- Individuals under the age of 16 are not allowed to use the fitness facilities (aerobic room, cycling room, and fitness room)
- Individuals under the age of 18 are not permitted to use the fitness facility (aerobic room, cycling room, and fitness room) without being accompanied by an adult

SFSA (Schreiner, Former, Student, Association)

- Have limited access to facilities
- Must be a current member
- Must sign up to be a member through the Alumni house

Associate SFSA Member

- Have limited access to facilities
- Must be a family member of a current SFSA member
- Must be a current member
- Must sign up to be a member through the Alumni house

Guests

- A 5 visit guest pass may be purchased by a student, staff, faculty, or SFSA member to be used by a guest. Only one guest pass may be purchased each semester.
- Have limited access
- Only students, Faculty, and Staff are allowed to have guests with in the Mountaineer Center.
- All guests must be accompanied by a member of the Schreiner Community; (student, staff, faculty, or SFSA member)
- Schreiner Community Members are only allowed to have one guest with in the facility
- All guests must fill out a release form in order to have access to facilities.
- Guests must sign in upon every visit.
- Age limit
- Individuals under the age of 16 are not allowed to use the fitness facilities (aerobic room, cycling room, and fitness room)
- Individuals under the age of 18 are not permitted to use the fitness facility (aerobic room, cycling room, and fitness room) without being accompanied by an adult

Kerrville Community

- Have tennis court access
- Must check in at the Control Desk with in the Mountaineer Center

CAMPUS REC FACILITIES

*Facilities are available for use by the Schreiner Community during hours of operation only.

* At no time may the fitness room be reserved; it will always be available for the use of all members.

Schreiner University Athletic Usage

Athletic teams may be using the fitness facilities between 3pm and 8pm M-F; the fitness facilities will still be open to the Schreiner Community. (Be advised that *equipment use may be limited during these time; athletic teams have first priority to the free weights.*)

Informed Consent

Before using the Mountaineer Center racquetball courts, fitness facilities; renting any equipment, or participating in recreation programming, individuals must complete an informed consent form and a PAR-Q & YOU form.

Individuals can complete both forms at the control desk.

Member Attire

- Appropriate fitness attire must be worn at all times in all areas of the building.
 - At no time should attendees be shirtless and no more than 3 inches (approximately an index finger length) of torso should be shown.
 - At no time while in the MFC should your chest or the entirety of your back be exposed.
 - Side openings of sleeveless shirts should not extend past the elbow.
 - Shorts, pants, or leggings must cover the entirety of the buttocks.
- Shoes must be worn at all times.
 - Within the racquetball courts and fitness areas members and guests must wear closed toe running shoes or tennis shoes. No sandals, no boots, and no flip flops are allowed.
 - Flip flops may be worn to exercise classes which do not require footwear ie. Yoga, Pilates)

Locker Rooms

- Two locker rooms with showers are available within the Mountaineer Center: one for men, one for women.
- Taking pictures in the locker room is prohibited.
- Locker room usage is restricted only to the Schreiner Community
- Individuals must provide their own toiletries and towels, for shower use.
- During times of Athletic use, one of the two locker rooms will be closed to the general Schreiner Community.
- Prior to scheduled competitions locker rooms must be reserved by the athletic department 24 hours in advance. Notification of such closures will be posted upon entrance to the Mountaineer Center along with an e-mail notification to students, faculty and staff prior to date of event. The assigned locker room will remain locked during times of athletic use.

Locker Rentals

- Lockers are available for day use only.
- Locks are provided by Campus Recreation and can be checked out at the Mountaineer Center control desk. (*members may not use their own locks*)
- Items must be removed from lockers daily.
- Any item left in a locker at the end of the day will be removed by the Campus Recreation Staff.
- Schreiner University is not responsible for lost or stolen items.

Maintenance of Mountaineer Center Facility by Campus Recreation Staff Members

- At the beginning of a staff member's shift they will make a round of the facility, clean all equipment and ensure all equipment is in working order.
- Staff will use Germicidal Disposable Wipes (these wipes kill MIRSAs) to wipe down equipment
- All maintenance activity is logged in the Mountaineer Center Maintenance Check List.
- Yearly maintenance is completed by the manufacturer of equipment products.

Maintenance of Mountaineer Center Fitness Facilities by members

- Prior to use of equipment each member must check equipment for safety.
- No gum, chewing tobacco, or food will be allowed in the fitness room, aerobic room, cycling room or racquetball courts.
- Absolutely no alcoholic beverages will be permitted inside the Mountaineer Center facility. Members found in violation of this rule will be held in violation of the Schreiner University Student Code of Conduct.
- Members must be wiped down equipment with Germicidal Disposable Wipes after each use.
- Free weights must be re-racked, and placed in designated storage areas after use.
- Stretching/ Yoga mats and exercise balls must be wiped down with Germicidal Disposable Wipes and returned to storage areas after use.

Sweat Towels

- Sweat towels are available at the control desk.
- Used sweat towels must be placed in towel bin located in the fitness room after use

Group Exercise Classes

- All Schreiner community members may participate in group exercise classes. Schedules of available classes and times are

located at the control desk and are subject to change upon instructor availability and participation.

- All classes will be held in the aerobics room and cycling room

Sound Systems

- All cardio equipment with in the fitness room has access to Cardio Theater. (*cardio theatre allows individuals to select which TV they would like to listen to using head phones*) *Head phones will not be provided
- The fitness room, cycling room, and aerobics room have separate sound systems which are used specifically for those rooms.
- Campus Recreation staff are the only ones authorized to operate the sound equipment.
- Special sound system requests must be approved by the Director of Mountaineer Center and Campus Recreation

Reserving Rooms

- All fitness classes and recreation programming takes precedence.
- The racquetball Courts, Aerobic Room, Cycling Room, Health and Wellness/Recreation meeting room and classroom can be reserved.
- Room reservations are made through the Director of Mountaineer Center and Campus Recreation.
- Racquetball courts must be reserved at the Control Desk
- The Registrar reserves the classroom in the Mountaineer Center during the school year. The Director of Mountaineer Center and Campus Recreation reserves the classroom during the summer.

Racquetball Courts

- Court reservations must be made at the control desk 24 hours in advance.
- A reservation is lost if individuals are 10 minutes late of reservation time
- Racquetball courts can only be reserved 2 hours at a time
- Eye Guards must be worn at all times
- Black—soled shoes are not allowed on the court
- Tennis shoes must be worn at all times
- No food or drinks allowed in the court
- Courts cannot be reserved during challenge court times, league play, or scheduled tournaments

Aerobics Room

- Black—soled shoes are not allowed
- Tennis shoes must be worn at all times (*only exception is for specific exercise classes such as yoga*)
- No food allowed
- All beverages must be in a closed container.

Cycling Room

- Black-soled shoes are not allowed
- Tennis shoes must be worn at all times (*only exception is for specific exercise classes such as yoga*)
- Clip in shoes may be used but have to be put on with in the cycling room and taken off prior to leaving the room.
- Personal road bikes may be used (*bikes must be walked through the building, a violation of this rule will result in immediate suspension of personal road bike usage*)
- Mountain bikes may not be used
- No food allowed
- All beverages must be in a closed container.

Posting Flyers

- All flyers must be approved by the Student Activities Office
- Flyers may be displayed in the designated area within the Mountaineer Center
- Flyers posted in areas not designated will be taken down and disposed of

MOUNTAINEER FITNESS CENTER RACQUETBALL POLICY

Outside community racquetball play

- May purchase a punch card – 12 uses for \$50. (See open usage times below)
- Single Usage- \$10 per play
- Driver's license, waiver, and save harmless form must be submitted at the control desk upon entering.
- Use of racquetball courts and locker area must not interfere with student use.
- Access to the locker rooms and shower area is on a day to day basis. No holdings or locked possessions.
- Reservations may be made the day of.
- Parking lot adjacent from the tennis courts is made available for visiting parking.

Alumni (graduates, faculty, and staff) may use the racquetball courts at no charge. Players may rent/borrow equipment just as long as their ID, waiver form, and save harmless have been submitted to the control desk until the equipment is returned after the session. “OPEN” usage times: availability depends on the Mountaineer Fitness Center Hours of Operation.

MOUNTAINEER FITNESS CENTER HOURS OF OPERATION

These hours are subject to change based on analysis of the MFC Director.

- **M-F: 7am-10pm**
- **Sat: 10am-10pm**
- **Sun: 2pm-10pm**

INTRAMURALS

Campus Recreation is an essential component to the overall mission for Schreiner University. Its purpose is to provide meaningful development and well-being for members of the Schreiner community and offers a wide range of educational, intramural, recreational, and social programs that foster personal, ethical, and physical development.

INTRAMURAL POLICES:

SAFETY - All participants who sign up on IMLEAGUES.COM/SCHREINER will be required to sign the electronic waiver. Hard-copy waivers are found at the front desk in the Mountaineer Fitness Center. Individuals participate at their own risk and absolve the University of Virginia of responsibility for any injuries incurred during the activity. All individuals should be in good physical condition. Participants are encouraged to provide their own health insurance and to receive a health examination yearly. All participants must wear shoes. For outdoor sports, rubber cleated shoes and screw-in cleats will be allowed. Metal cleats of any kind, open heel and/or toe shoes are prohibited. For indoor sports, court shoes must be worn. Any item deemed to be dangerous by the Intramural Supervisor may not be worn during a game. All types of jewelry (aside from medical bracelets) are prohibited in every sport - no exceptions.

LEAGUE CLASSIFICATIONS - Most of the intramurals at Schreiner are Co-Rec - Teams may consist of students, faculty, staff, and alumni. Teams are required to have both male and female participants.

Community Special Events – Every semester campus rec hosts special events that are open to the public. Some of these include: Thanksgiving Color Dash 5k, 3v3 Basketball Tournament, and Tailgates/Chili Cook-off at our athletic games.

Tournaments – consist of 1 or 2 day activities in a bracket style form

Leagues – consist of several weeks of play in a particular sport

HOW TO REGISTER FOR INTRAMURALS - All campus rec intramurals can be found on IMLEAGUES.COM/SCHREINER. Once you log in to IMLEAGUES you click on the sport you wish to play and can either 'Create a Team,' 'Join a Team,' or 'Free Agent.' All intramural participants need to register on IMLEAGUES.

REC*IT APP – this free app allows you to sign up, manage your schedule, group text with your team, see upcoming events, receive updates and notifications, brackets, and game times all from your phone. The app is partnered with IMLEAGUES, so after creating an account on IMLEAGUES the REC*IT app is a convenient way to stay engaged on everything campus rec.

Create a Team – Once you create a team, you can give your team a name, color, assign captains, and start building your roster.

Join a Team – After a team has been created you can request to join that team if they are searching for additional players.

Free Agent – This List is designed to aid those interested in participating in a particular sport who are lacking a partner or team with which to play. Participants searching for additional interested players to complete their team can also utilize the list.

Individuals who do not have a team are encouraged to join the Free Agent's List. Free Agents may also create their own team.

Captains – 1 or 2 captains will be assigned per created team. It is the responsibility of the captains to relay all notifications and schedules to the rest of their team. Team captains are responsible for the eligibility of players used from the Free Agent List.

FEES - Campus Rec programs at Schreiner University are always free, unless stated or involving a community special event.

SCHEDULES - Team captains and participants are responsible for knowing their team's schedule. Generally, teams participating in leagues play a three-week regular season. Most intramurals take place M-TH nights from 7pm-10pm. Schedules can be found on both IMLEAGUES.COM/SCHREINER and the REC*IT app.

TRAVEL - Some intramural teams do travel to play other regional universities. The major one would be flag football. The winner from our fall Schreiner league has the option of deciding who they take to the Regional Flag Football Championships in November. All travel must be cleared with the Dean of Students and the Director of Campus Rec. Teams may apply for the regional championship through the NIRSA website or the hosting university's website. A professional staff member must accompany the team on any trip.

WINNING TEAMS - All winning teams receive a free t-shirt. A photo of each winning team will also be displayed on the Wall of Fame, which is located in the Mountaineer Fitness Center.

OVERALL RECREATION CHAMPIONS (O.R.C.) - August through April, any team may sign up for the O.R.C.

Championship. Each team receives points from a variety of categories including: results from intramural leagues, social media posts, and more. The Director of Campus Rec maintains this database and the points system. Each team must keep the same team name throughout the year to be eligible to win and the roster cannot exceed 15. Once the winner has been declared, the winning team receives recognition at the end of the year Leadership Banquet, and Champion T-shirts. A photo of each All-University Championship Team will also be displayed on the Intramural Wall of Fame, which is located on our website and in the Aquatic & Fitness Center.

SOCIAL MEDIA – www.schreiner.edu/student-life/campusrecreation

Facebook: Schreiner University Campus Recreation (SUCAMPUSREC)

Facebook: Schreiner Outdoor Adventure Program (S.O.A.P.)

Twitter: @su_campusrec

Instagram: @sucampusrec

Youtube: SUCAMPUS REC

NATIONAL INTRAMURAL RECREATION SPORTS ASSOCIATION (NIRSA) - Schreiner Campus Rec is a member of NIRSA and has to update its membership every year. Benefits include: discounts on events, conferences, email lists, American Red Cross discounts, and more.

HOTBOX - All individuals upon entering the Hot Box must check in at the control desk.

An official Schreiner University ID card must be used to gain entry to the Hot Box.

Members will be denied entry without an ID card. *(the only exception will be for students attending an University course for credit)*

Any attempt to gain or provide unauthorized entry into the Hot Box will result in suspension of privileges.

SFSA Members will acquire a membership ID card through the office of Alumni Relations.

SFSA Family Members (one degree of separation), and Schreiner University Retiree, will acquire ID card through the office of **Alumni Relations**.

- Benefit eligible family members within the household (spouse, and children) of faculty and staff will acquire an ID through the security office
- Benefit eligible family members within the house hold (spouse, and children) of current students may accompany the student as a guest (following the age requirement policy)
- Guests accompanied by a student, staff, faculty, or SFSA member will be charged \$10 to use the exercise facilities of the MFC; there will be no charge for guests to use of the racquetball courts. All guests must be accompanied by a student, staff, faculty, or SFSA member.

Campus Recreation staff reserves the right to perform random identification checks and refuse any guest to ensure the safety and security of all patrons using the facility

Age limit

Any individual between the ages of 13-15 must be accompanied by a parent or guardian, and must be exercising with the parent or guardian (the parent or guardian can not simply be in the room they must be actively exercising with the individual).

Individuals between the ages of 13-15 must complete the **safety course**, (provided by the MFC staff) prior to using the facility. A parent or guardian must attend the safety course with the individual. **Sign up for the safety course will be at the MFC front desk.**

We also require individuals ages 16-17 complete the safety course accompanied by a parent or guardian. However once the safety course has been completed individuals ages 16-17 may use the fitness center without being accompanied by a parent or guardian.

It is not required for individuals 18 or older to complete the safety course; however we encourage anyone unfamiliar with fitness equipment to complete the safety course.

Informed Consent

Before using the Mountaineer Center, Hot Box, swimming pool, racquetball courts, fitness facilities; renting any equipment, or participating in recreation programming, individuals must complete an informed consent form.

Individuals can complete both forms at the Mountaineer Fitness Center Control desk, or the Hot Box control desk.

Member Attire

- Shirts must be worn at all times in all areas of the building.
- Shoes must be worn at all times.

CLUB SPORTS

Club Sports promote and develop the interests and skills of their members in a specific sport. These competitive clubs are athletic and recreational organizations that compete locally, regionally, and nationally in tournaments and matches against other universities.

How to start a club

- To register a group to become an official club sport, follow the club sport check-list. All groups must have 10 dedicated individuals ready to participate in the club.
- Each club sport needs a staff or faculty advisor to help them manage the operations, schedules, travel, and other aspects of running a club.
- Once all the documents from the check-list are complete they need to be turned into the Director of Campus Recreation.
- Each club sport team is allotted a set monetary budget for each academic year from the department of Campus Recreation. Any additional funding must be approved and raised by the club itself.

SCHREINER OUTDOOR ADVENTURE PROGRAM (S.O.A.P)

S.O.A.P. offers outdoor adventure trips to the Schreiner Community; trip durations included one day excursions to week long excursions. Trips occur on the weekend or during school holidays. There is a small cost associated with the trips to cover some expenses of the trip such as entrance fees, food, van rental, and various other expenses. Some equipment is available through campus rec but what is not available the student will have to provide. S.O.A.P. is also lead by a student Manger and now acts as a travel agency. We provide the best group rates as possible, do all the planning, and set up for you, so your group doesn't have to. Have an idea for a trip? Just come to us with a plan, a group of friends, and we can put the trip together for you. We do all the work, so you don't have to!

BOATING AND RENTAL PROGRAM

*After the completion of the Boating Orientation Program, each patron may rent a boat.

Equipment Checkout: M-F 9am-5pm; Sat & Sun by appointment only

- Patrons must read and sign the Equipment Rental and Liability Release Waiver Form
- An Equipment Loan Form will be completed by each renter(s) and staff each time the equipment is checked out.
- Staff and patron(s) assemble and pre-inspect equipment, confirming good condition.
- Fees will be assessed if equipment is returned late, damaged, wet or excessively dirty.
- Patron will be charged the cost of replacement for equipment which is lost or irreparably damaged.

Equipment Return: M-F 9am-10pm; Sat 10am-10pm; Sun 2pm-10pm

- Individuals checking out equipment must return that equipment at the time appointed on the Sign out sheet.
- Patrons must return equipment clean, thoroughly dry and in good condition.
- There should be no instances of users simply "dropping off" equipment without inspection by a work study staff member or the Director of Campus Recreation.
- Any patron who fails to return equipment or pay fees will be banned from Campus Rec until payment has been made.
- A late fee of \$5.00 will be charged for everyday that rented equipment has not been turned in as stated on the 'Equipment Loan Form.'

SWIMMING POOL

The pool at Schreiner University is not a public pool. That means that individuals who are not part of the Schreiner community are restricted in their use. We cannot charge individuals to use the pool, unless it is included in the rental of the facility such as a summer camp. **Any one who wishes to use the pool MUST show their Schreiner ID card AND have signed a waiver form.** The process of checking ID's and tracking use of the facility is a new process. As a result, there may be a lot of comments comparing this to previous years. Please do your best to explain the reason and direct any question that you do not feel comfortable answering to the Director of the Mountaineer Fitness Center and Campus Recreation.

Schreiner Students : Current Schreiner students may use the pool. Current includes students who are attending summer classes as well as students who will be returning in the fall. If the student is no longer attending Schreiner, either graduated or transferred, then they will need an *Alumni Pool Pass*. All Schreiner Students must bring their Schreiner ID card with them for every visit. If they are unable to obtain a valid Schreiner ID card through Security, then they must obtain a *Student Pool Pass* through the Campus Recreation Office. This pass along with a picture ID must be presented for each visit to the pool. **Students will be tally marked under Students.** Direct any questions to the Director of the Mountaineer Fitness Center and Campus Recreation.

Schreiner Faculty / Staff: Current Schreiner Faculty and Staff members may use the pool. All Schreiner Faculty and/or Staff members must bring their Schreiner ID card with them for every visit. **Faculty will be tally marked under Faculty and Staff will be tallied marked under Staff.** Direct any questions to the Director of the Mountaineer Fitness Center and Campus Recreation.

Schreiner Alumni: Members of the Schreiner Former Students Association are eligible to use the pool. **Alumni will be tallied**

marked under Alumni. Direct any questions to the Director of the Mountaineer Fitness Center and Campus Recreation.

Family Members: Immediate family members of current Schreiner student, faculty and staff are eligible to use the pool if they are 1. With the Schreiner student, faculty or staff member, 2. Are registered with the Campus Recreation Office and have the Schreiner student, faculty or staff members ID. Any family member who is under the age of 13 (12 and under) is not allowed to enter the facility, including the pool deck, without an adult 18 years or older in attendance. That adult must remain with them for the duration of the visit. Immediate family is defined as Spouse/Significant Other and children. Parents, Grandparents, In-Laws, brothers, sisters, etc. are considered guests. All individuals qualifying as Family Members (registered with Campus Recreation) will tally marked under Family. Direct any questions to the Director of the Mountaineer Fitness Center and Campus Recreation.

Guests: Current Schreiner students, faculty and staff members are allowed to have 2 guests use the facility with them in attendance. If the student, faculty or staff member is not with them, then the guests are not allowed to use the pool. The ONLY exception to this is if an immediate family member who is registered and is over 18 years of age brings in the guest. For example the spouse brings the children and 2 of the children's friends. Guests will be tally marked under Other. Direct any questions to the Director of the Mountaineer Fitness Center and Campus Recreation.

Campers: Campers are allowed to use the pool during designated hours. An adult camp staff member must be present for all scheduled pool usage times. Campers may not enter the facility until the adult supervisor is present. The adult supervisor must remain on site at all times and if he/she leaves, then all the campers must be removed from the pool. Campers AND camp staff will be asked to follow the buddy board system. If they have questions or concerns regarding this process please have them contact the Campus Recreation Coordinator. All Campers and Camp Staff will be tally marked under Camp.