



2019-20
Conference USA
Sportsmanship
Program



MEMORANDUM

TO: Conference USA Athletic Directors

FROM: Kelly Gatwood, Assistant Commissioner for Sports Services

SUBJECT: 2019-20 C-USA Sportsmanship Program

DATE: July 17, 2019

The purpose of this memorandum is to review the various elements of the Conference USA Sportsmanship program and provide you an inventory of the items so you may effectively implement this effort for the upcoming competitive/academic year. The goal is to create enhanced awareness of the principles and standards of sportsmanship and develop a sense of responsibility among various groups to foster a positive environment at all athletic events.

The elements of the program and items in the packet are as follows:

1. **Principles and Standards of Sportsmanship Policy.** The policy reflects the Conference's basic expectations regarding sportsmanship. It details standards for conduct and institutional responsibility in establishing a positive environment. In addition, it outlines the institution's responsibility for enforcement. This document should serve as the basis for the remarks at the mandatory meetings. In addition, it can be used with additional efforts your institution may undertake.
2. **Sportsmanship Statement for Athletic Administrators and Staff.** The attached Principles and Standards of Sportsmanship policy is to be distributed to each athletics administrator and staff member in conjunction with a mandatory meeting. The Athletics Director should review and emphasize the role each administrator plays in maintaining the principles and standards of sportsmanship.
3. **Mandatory Meeting Component.** One of the key elements of the sportsmanship program is the requirement that each institution conduct mandatory annual meetings with athletic department staff, coaches, student-athletes, spirit groups and booster organizations, at which the **Athletics Director, Sport Administrator and/or Head Coach** should deliver the message.

4. **Public Address Announcement.** The attached PA announcement must be read prior to each athletic event/competition, and throughout the contest as necessary, for all sports that utilize a public address system.
5. **Sportsmanship Statement for Coaches and Signature Document.** The attached letter and complete sportsmanship policy is to be distributed to each coach in conjunction with a mandatory meeting. It should be reviewed and emphasized by the Athletics Director or designee. Prior to participation, each coach must sign the attached Confirmation of Receipt and Commitment document verifying the statement has been received and read. The signature document should be kept on file at the institution for one year, subject to a records request from the Conference office.
6. **Code of Conduct Statement for Student-Athletes and Signature Document.** The attached letter and sportsmanship form is to be distributed to each student-athlete. Prior to participation, each individual must sign the attached Confirmation of Receipt and Commitment document verifying the statement has been received and read. The signature document should be kept on file at the institution for one year, subject to a records request from the Conference office.
7. **Code of Conduct Statement for Spirit Groups and Signature Document.** The attached letter and sportsmanship form are to be distributed to each cheerleader, dance squad member, band member, and mascot by the appropriate coach or leader, and athletics administrator in conjunction with a group meeting or other activity. Prior to participation, each individual must sign the attached Confirmation of Receipt and Commitment document verifying the statement has been received and read. The signature document should be kept on file at the institution for one year, subject to a records request from the Conference office.
8. **Courtside Seating Memo.** The attached memo requests that anyone who utilizes the courtside seating is to display the highest level of sportsmanship at all times. Out of continued concern for the safety and respect for our coaches, players, and officials, those individuals who sit in such close proximity to the playing court must be held to a higher level of responsibility for actions and conduct before, during, and after games. The officials have the authority to remove the person(s) from the seats and/or assess a technical foul to the home team.
9. **Letter to Boosters.** The attached letter is to be distributed to your boosters, season-ticket holders or other appropriate parties and can be customized to meet your needs. It can be utilized in letter form or via e-mail. The text of this letter also could be incorporated into another form of booster communication (e.g. brochure, mailer) your institution may utilize.

10. **Nomination Form for Outstanding Acts of Sportsmanship.** Each institution may recognize positive acts of sportsmanship through the Conference USA Sportsmanship Award. This award shall be given to student-athletes, coaches or teams that perform an individual act of sporting behavior or generally conduct themselves with a high degree of good sportsmanship. There is no limit to the number of awards given. Individuals and teams can be nominated by any staff member of a Conference USA institution or the Conference Office.

11. **NCAA Sportsmanship and Ethical Conduct Program.** The Committee on Sportsmanship and Ethical Conduct has attempted to bring together a variety of resources that will allow administrators, student-athletes, coaches or support groups to engage others in the development of a positive sporting environment for intercollegiate athletics. Values such as respect, caring, fairness, civility, honesty, integrity, and responsibility are the focus for the committee. An online "tool kit" has been developed that contains links to resources and materials that institutions and conference offices can use to assist in the promotion and development of on-campus sportsmanship initiatives.

Please visit the NCAA Sportsmanship page on the www.ncaa.org website for more information.

Thank you for your continued support of this important initiative. Please feel free to contact me in the Conference office if you have questions or need assistance.

Attachments

Cc: Judy MacLeod, Commissioner
Brian Mackin, Deputy Commissioner
Keisha Dunlap, Senior Associate Commissioner/Chief Operating Officer
Robert Philippi, Senior Associate Commissioner
Kelly Carney, Senior Associate Commissioner
Merton Hanks, Senior Associate Commissioner
Clifton Douglass, Assistant Commissioner for Sports Services
Scott Hays, Associate Director of Sports Services
C-USA Board of Directors
C-USA Senior Woman Administrators
C-USA Faculty Athletics Representatives
C-USA Compliance Coordinators
C-USA Student-Athlete Advisory Committee

PRINCIPLES AND STANDARDS OF SPORTSMANSHIP

1. **Preface.**

Conference USA member institutions value the principles of sportsmanship and the ideal of pursuing victory with honor in intercollegiate athletics. The Conference believes that athletics should be conducted in a way that reflects positively on the individual participants and institutions. The standards of sportsmanship below are written to emphasize the basic expectations of the Conference related to sportsmanship and provide the Commissioner with broad authority to ensure that Conference activities are consistent with these principles.

2. **Principles of Sportsmanship.**

The essential elements of sportsmanship and ethics in sports are embodied in the concept of character building and six core principles: respect, responsibility, fairness, honesty, integrity and good citizenship. The highest potential of sports is achieved when competition reflects these six principles.

3. **Standards of Conduct.**

- a. Member institutions' student-athletes, coaches and staff shall conduct themselves in an appropriate manner in connection with all intercollegiate sporting events in which they participate ("Events"). They shall conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants, and comment about other institutions, coaches and student-athletes only in a positive manner.
- b. Behavior that is not considered sportsmanlike or appropriate in connection with Events includes, but is not limited to, the following:
 - i. Striking (e.g., kicking, hitting, throwing objects at) or other acts of violence, attempted acts of violence or attempts to incite violence;
 - ii. Obscene, profane, demeaning or unduly provocative language, gestures or actions directed towards an opposing team, institution, contest official, staff member or spectator;
 - iii. Public criticism of or publicly disparaging statements about an opposing team, institution, contest official, staff member, or spectator;
 - iv. Failure to immediately leave the playing area when ejected from a contest;
 - v. All other actions, as determined by the Commissioner, in violation the principles and standards of sportsmanship.
- c. The appropriate public response to media questions regarding officiating is "per Conference policy, I am unable to comment". Any other response is a violation of the sportsmanship policy.

4. **Recruiting.**

- a. Institutional staff members shall maintain the highest standards of integrity in their recruitment of prospective student-athletes.
- b. The staff shall only comment about other institutions, coaches, and student-athletes in a positive manner.
- c. The staff shall fully disclose to prospective student-athletes all relevant information regarding the institution, its programs and the nature of any financial aid being offered.

5. **Competitive Environment.**

- a. The management and conduct of Events is the responsibility of the hosting institutions. In their discharge of this responsibility, through the appropriate seating of students and the provision of adequate support personnel and security, all member institutions shall ensure a competitive environment that is safe, fair, and consistent with the principles and standards of sportsmanship.
- b. All ancillary support groups subject to institutional control (e.g., spirit squads, bands, mascots) shall conform to the principles and standards of sportsmanship.
- c. Institutions are responsible for the conduct of spectators at Events they are hosting. Spectators whose conduct is abusive to officials, participants or spectators, or that violates reasonable social standards of conduct, should be removed from the Event.
- d. Spectators should not be permitted on the court or the field of play until the visiting team and officials have made safe transition to the locker room.

6. **Member Institution Obligations.**

- a. Each member institution shall be responsible for promoting sportsmanship and appropriate conduct and for ensuring that its participants conduct themselves in a sportsmanlike manner in connection with intercollegiate sporting events.
- b. Each member institution shall adopt policies and procedures to implement the Principles and Standards of Sportsmanship.
- c. Each member institution shall take appropriate disciplinary or remedial actions in response to any conduct in connection with sporting events that is not sportsmanlike or appropriate by its participants.

PRINCIPLES AND STANDARDS OF SPORTSMANSHIP

- d. The athletic director of a member institution shall promptly inform the Conference Commissioner of any conduct or actions by participants in connection with events that are not sportsmanlike or appropriate, and of any actions to be taken in respect of such conduct.

7. **Powers of the Conference Commissioner.**

It shall be the responsibility of the Commissioner to promote and enforce these principles and standards of sportsmanship in connection with all Conference activities involving a member institution, including competition against non-conference opponents. The Commissioner shall have broad authority to interpret the standards, review disciplinary action taken by member institutions, and further penalize those deemed to have violated the standards.

8. **Penalties.**

- a. Specifically and without limitation, the Commissioner has the authority to require a member institution to take any one or more of the following actions: (i) publicly or privately reprimand any participant; (ii) forfeit any sports events or competitions; (iii) suspend or expel any person from attendance at or participation in one or more events; or (iv) pay a fine to the Conference (not to exceed \$50,000) for each occurrence of unsportsmanlike or inappropriate conduct.
- b. In instances of flagrant misconduct, all individuals involved shall receive a minimum penalty of a suspension from one contest. Flagrant misconduct shall include, but not be limited to, striking (e.g., kicking, hitting, throwing objects at), or attempting to strike an official, coach, player or spectator.
In the sport of basketball, standard NCAA penalties will apply for Flagrant Fouls. However, all Flagrant 2 Fouls will be reviewed by the conference office which has the authority to implement further penalties for egregious actions.
- c. If a coach, student-athlete, or administrator is ejected from a contest, they must immediately leave the playing area. Any delay or contrary action will result in an automatic suspension from the following contest.
- d. Repeat violations by an individual, team or institution will subject them to increasingly greater penalties.
- e. In instances in which there is a failure of host institutions security measures which places the visiting team or officials at risk, the hosting institution shall be fined an amount not to exceed \$10,000 on the first offense, \$20,000 on the second offense, and \$30,000 for each offense thereafter in the same five-year period.

9. **Procedure.**

- a. Incidents that may involve violations of these standards shall be immediately reported to the president and the director of athletics of the involved member institution and the Commissioner.
- b. The director of athletics shall immediately review the incident to determine whether these standards have been violated.
- c. As soon as possible, but no later than 48 hours or prior to the next competition, whichever is first, the director of athletics shall advise the Commissioner in writing of the finding and specific disciplinary action, if any, imposed by the institution. A copy shall go to the institution's president and faculty representative.
- d. The Commissioner shall promptly review the incident and action taken, and make a determination regarding whether additional penalties should be imposed. The Commissioner will notify the institution of any directive with additional penalties accordingly.
- e. Penalties shall be imposed prior to the next competition.
- f. Subject to the right of appeal established in Section 10 below, each member institution shall comply with all written directives issued by the Commissioner.
- g. The Commissioner and athletic director may designate another member of their respective staffs to act on their behalf, and the Commissioner shall have the authority to waive the timing requirements set forth above.

10. **Right of Appeal.**

- a. Any member institution shall have the right to appeal any directive of the Commissioner to the Conference Board of Directors' Executive Committee. To properly appeal a directive, the member institution must submit a written statement to the Conference office within 24 hours of receipt of the directive. The appeal should include the nature of the institution's objections to the proposed directive, supporting information, and the actions, if any, that the institution contends should have been taken or required by the Commissioner in the directive at issue.
- b. The Commissioner shall promptly notify the Executive Committee and provide them with the institution's appeal materials, a summary of the directive, and supporting information.
- c. The Executive Committee may affirm, modify or set aside the directive with or without affording the appealing institution a formal or informal hearing. All decisions by the Executive Committee shall be final.
- d. If the Executive Committee finds that the appeal was made without basis, and determines that it was done in an effort to gain competitive or other advantage, it shall have the power to impose a fine to the institution no less than \$5,000 and no greater than \$50,000.
- e. An Executive Committee member from the institution making the appeal shall be excused from hearing the appeal.

CONFERENCE USA SPORTSMANSHIP

Public Address Announcement

The following announcement shall be made by the host institution's public address announcer prior to the start of each competition and throughout the contest as necessary.

“Conference USA encourages and promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner.”



July 17, 2019

Dear Conference USA Coach,

With the new school year approaching, I wanted to take this opportunity to reaffirm the Conference's commitment to the "Principles and Standards of Sportsmanship" policy and remind you of the critical role you play in ensuring that these principles are upheld.

As leaders and teachers, your words and actions will determine how your players behave and how others view your program. The Conference sportsmanship policy requires that coaches and student-athletes conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship: respect, responsibility, fairness, honesty, integrity and good citizenship. We look to you to provide the direction needed to uphold these principles.

Along with the Conference's commitment to these principles, comes a commitment to enforcing the sportsmanship policy. Please be aware that the policy indicates, "in all instances of flagrant misconduct, regardless of circumstance, all individuals involved shall receive a minimum penalty of a suspension from one or more contests. Flagrant misconduct includes, but is not limited to, striking (e.g., kicking, hitting, throwing objects at), or attempting to strike an official, coach, player or spectator." Please note that this means it doesn't matter who starts the fight or how many individuals are involved. It is critical that you and your team understand this, and also understand that the policy will be strictly and consistently enforced.

The Conference is excited about the upcoming year and looking forward to competition that showcases the exceptional talent of its players. We believe that your commitment to the Principles and Standards of Sportsmanship will help ensure that the experience of your student-athletes will be a positive one.

Thank you for everything you do to help your institution and the Conference provide the best experience possible for everyone involved.

Sincerely,

A handwritten signature in black ink that reads "Judy MacLeod".

Judy MacLeod
Commissioner

Cc: Presidents
Athletics Directors
Senior Woman Administrators



July 17, 2019

Dear Conference USA Student-Athlete,

Conference USA and its member institutions are committed to an atmosphere where the principles and standards of sportsmanship are at the forefront. The Conference understands that, as athletes, the sense of fair play is critical to your experience. For that reason, the presidents, athletics administrators and faculty representatives have created a sportsmanship policy that supports and holds everyone involved in Conference USA competition accountable to the highest standards of sportsmanship.

At the heart of sportsmanship, there shall be a strong commitment to respect not only the participants but also the officials. To demonstrate that commitment, the “The Principles and Standards of Sportsmanship” policy details the ideals of sportsmanship and conduct standards for participants in the league. We ask that each student-athlete competing in Conference USA sign a copy of this form indicating an understanding of expected behavior. This will help the Conference ensure your experience as a student-athlete will be one that involves respect, fair play and appreciation for your efforts.

Thank you for everything you do to help your institution and the Conference provide the best experience possible for all individuals involved.

Sincerely,

A handwritten signature in black ink that reads "Judy MacLeod".

Judy MacLeod
Commissioner

CONFERENCE USA PRINCIPLES AND STANDARDS OF SPORTSMANSHIP

Student-Athlete Form

1. Preface.

Conference USA member institutions value the principles of sportsmanship and the ideal of pursuing victory with honor in intercollegiate athletics. The Conference believes that athletics should be conducted in a way that reflects positively on the individual participants and institutions. The standards of sportsmanship below are written to emphasize the basic expectations of the Conference related to sportsmanship and provide the Commissioner with broad authority to ensure that Conference activities are consistent with these principles.

2. Principles of Sportsmanship.

The essential elements of sportsmanship and ethics in sports are embodied in the concept of character building and six core principles: respect, responsibility, fairness, honesty, integrity and good citizenship. The highest potential of sports is achieved when competition reflects these six principles.

3. Standards of Conduct.

- a. Member institutions' student-athletes, coaches and staff shall conduct themselves in an appropriate manner in connection with all intercollegiate sporting events in which they participate ("Events"). They shall conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants, and comment about other institutions, coaches and student-athletes only in a positive manner.
- b. Behavior that is not considered sportsmanlike or appropriate in connection with Events includes, but is not limited to, the following:
 - i. Striking (e.g., kicking, hitting, throwing objects at) or other acts of violence, attempted acts of violence or attempts to incite violence;
 - ii. Obscene, profane, demeaning or unduly provocative language, gestures or actions directed towards an opposing team, institution, contest official, staff member or spectator;
 - iii. Public criticism of or publicly disparaging statements about an opposing team, institution, contest official, staff member, or spectator;
 - iv. The appropriate public response to media questions regarding officiating is "per Conference policy, I am unable to comment". Any other response is a violation of the sportsmanship policy.
 - v. All other actions, as determined by the Commissioner, in violation the principles and standards of sportsmanship.

4. Penalties.

- a. Specifically and without limitation, the Commissioner has the authority to require a member institution to take any one or more of the following actions: (i) publicly or privately reprimand any participant; (ii) forfeit any sports events or competitions; (iii) suspend or expel any person from attendance at or participation in one or more events; or (iv) pay a fine to the Conference (not to exceed \$50,000) for each occurrence of unsportsmanlike or inappropriate conduct.
- b. In instances of flagrant misconduct, all individuals involved shall receive a minimum penalty of a suspension from one or more contests. Flagrant misconduct shall include, but not be limited to, striking (e.g., kicking, hitting, throwing objects at), or attempting to strike an official, coach, player or spectator. In the sport of basketball, standard NCAA penalties will apply for Flagrant Fouls. However, all Flagrant 2 Fouls will be reviewed by the conference office which has the authority to implement further penalties for egregious actions.
- c. Repeat violations by an individual, team or institution will subject them to increasingly greater penalties.
- d. In instances in which there is a failure of host institutions security measures which places the visiting team or officials at risk, the hosting institution shall be fined an amount not to exceed \$10,000 on the first offense, \$20,000 on the second offense, and \$30,000 for each offense thereafter in the same five year period.
- e. In instances in which there is a failure of host institutions security measures which places the visiting team or officials at risk, the hosting institution shall be fined an amount not to exceed \$10,000 on the first offense, \$20,000 on the second offense, and \$30,000 for each offense thereafter in the same five year period.



July 17, 2019

Dear Conference USA Spirit Group Member,

The member institutions of Conference USA are committed to competition in an atmosphere where the principles and standards of sportsmanship are at the forefront. The Conference understands that the sense of fair play is critical to the intercollegiate athletics experience. For that reason, the presidents, athletics administrators and faculty representatives created a sportsmanship policy that supports and holds everyone involved in Conference USA competition to the highest ideals of sportsmanship.

At the heart of sportsmanship is the commitment to respect the opposition and those officiating the contests. To demonstrate that commitment, the “Principles and Standards of Sportsmanship” policy details the ideals of sportsmanship and conduct standards for participants in the league, including spirit groups. Each student-athlete and spirit group member in Conference USA will sign a copy of this form indicating an understanding of expected behavior. This is done to help the Conference ensure that the intercollegiate athletics experience will be one that involves respect, fair play and appreciation of the participants’ efforts.

Thank you for everything you do to help your institution and the Conference provide the best experience possible for everyone involved.

Sincerely,

A handwritten signature in black ink that reads "Judy MacLeod".

Judy MacLeod
Commissioner

CONFERENCE USA PRINCIPLES AND STANDARDS OF SPORTSMANSHIP

Spirit Group Form

1. Preface.

Conference USA member institutions value the principles of sportsmanship and the ideal of pursuing victory with honor in intercollegiate athletics. The Conference believes that athletics should be conducted in a way that reflects positively on the individual participants and institutions. The standards of sportsmanship below are written to emphasize the basic expectations of the Conference related to sportsmanship and provide the Commissioner with broad authority to ensure that Conference activities are consistent with these principles.

2. Principles of Sportsmanship.

The essential elements of sportsmanship and ethics in sports are embodied in the concept of character building and six core principles: respect, responsibility, fairness, honesty, integrity and good citizenship. The highest potential of sports is achieved when competition reflects these six principles.

3. Standards of Conduct.

- a. Member institutions' student-athletes, coaches and staff shall conduct themselves in an appropriate manner in connection with all intercollegiate sporting events in which they participate ("Events"). They shall conduct themselves as positive role models and represent their institutions in a manner that exhibits the principles of sportsmanship. They shall exhibit respect and courtesy towards all participants, and comment about other institutions, coaches and student-athletes only in a positive manner.
- b. Behavior that is not considered sportsmanlike or appropriate in connection with Events includes, but is not limited to, the following:
 - i. Striking (e.g., kicking, hitting, throwing objects at) or other acts of violence, attempted acts of violence or attempts to incite violence;
 - ii. Obscene, profane, demeaning or unduly provocative language, gestures or actions directed towards an opposing team, institution, contest official, staff member or spectator;
 - iii. Public criticism of or publicly disparaging statements about an opposing team, institution, contest official, staff member, or spectator;
 - iv. The appropriate public response to media questions regarding officiating is "per Conference policy, I am unable to comment". Any other response is a violation of the sportsmanship policy.
 - v. All other actions, as determined by the Commissioner, in violation the principles and standards of sportsmanship.

4. Competitive Environment.

- a. The management and conduct of Events is the responsibility of the hosting institutions. In their discharge of this responsibility, through the appropriate seating of students and the provision of adequate support personnel and security, all member institutions shall ensure a competitive environment that is safe, fair, and consistent with the principles and standards of sportsmanship.
- b. All ancillary support groups subject to institutional control (e.g., spirit squads, bands, mascots) shall conform to the principles and standards of sportsmanship.
- c. Institutions are responsible for the conduct of spectators at Events they are hosting. Spectators whose conduct is abusive to officials, participants or spectators, or that violates reasonable social standards of conduct, should be removed from the Event.
- d. Spectators should not be permitted on the court or the field of play until the visiting team and officials have made safe transition to the locker room.

5. Penalties.

- a. Specifically and without limitation, the Commissioner has the authority to require a member institution to take any one or more of the following actions: (i) publicly or privately reprimand any participant; (ii) forfeit any sports events or competitions; (iii) suspend or expel any person from attendance at or participation in one or more events; or (iv) pay a fine to the Conference (not to exceed \$50,000) for each occurrence of unsportsmanlike or inappropriate conduct.
- b. In instances of flagrant misconduct, all individuals involved shall receive a minimum penalty of a suspension from one or more contests. Flagrant misconduct shall include, but not be limited to, striking (e.g., kicking, hitting, throwing objects at), or attempting to strike an official, coach, player or spectator.
In the sport of basketball, standard NCAA penalties will apply for Flagrant Fouls. However, all Flagrant 2 Fouls will be reviewed by the conference office which has the authority to implement further penalties for egregious actions.
- c. Repeat violations by an individual, team or institution will subject them to increasingly greater penalties.
- d. In instances in which there is a failure of host institutions security measures which places the visiting team or officials at risk, the hosting institution shall be fined an amount not to exceed \$10,000 on the first offense, \$20,000 on the second offense, and \$30,000 for each offense thereafter in the same five year period.
- e. In instances in which there is a failure of host institutions security measures which places the visiting team or officials at risk, the hosting institution shall be fined an amount not to exceed \$10,000 on the first offense, \$20,000 on the second offense, and \$30,000 for each offense thereafter in the same five year period.



MEMORANDUM

To: Conference USA Courtside Season Ticket Holders

We greatly appreciate your support of C-USA and *(insert institution here)* basketball and ask for your cooperation in promoting good sportsmanship.

We are requesting that you and anyone who utilizes your courtside seats to display the highest level of sportsmanship at all times.

Out of continued concern for the safety and respect for our coaches, players, and officials, those individuals who sit in such close proximity to the playing court must be held to a higher level of responsibility for actions and conduct before, during, and after games.

Game management personnel and game officials will continue to enforce our standards regarding any individual in courtside seats who engages in profanity, taunting or any threatening remarks or actions. The officials have the authority to remove the person(s) from the seats and/or assess a technical foul to the home team.

Conference USA and *(insert institution here)* thank you in advance for your cooperation.



July 17, 2019

Dear Friends, Boosters and Fans of Conference USA Institutions:

Conference USA is committed to establishing itself as a national leader in intercollegiate athletics, with a strong emphasis on sportsmanship and integrity. The Conference, with the support of the Presidents and athletics administrators at all twelve institutions, has developed an extensive sportsmanship program designed to improve awareness and encourage positive behavior at all athletic events.

This letter is to ask for your assistance in this effort. Please help spread the word that Conference USA and its member institutions are known for great teams that conduct themselves in competition with class, dignity and honor. Your actions, both home and away, are extremely important to the image of your team and your institution. You can have a positive impact on the guests that visit your institution and the experiences of the participating student-athletes. Please adopt a philosophy of respect and responsibility and help your fellow fans do the same.

Thanks for your support of Conference USA and this very important sportsmanship initiative. It is most appreciated.

Cordially,

A handwritten signature in black ink that reads "Judy MacLeod".

Judy MacLeod
Commissioner

CONFERENCE USA SPORTSMANSHIP INITIATIVE

Submission Form for Outstanding Acts of Sportsmanship

It is the goal of Conference USA's Sportsmanship Initiative to establish the Conference and its member institutions into national leaders in the conduct of intercollegiate athletics with dignity and honor. The result is an atmosphere and a philosophy whereby sporting behavior and ethical conduct are not only routine, but also expected.

There are, however, instances where particularly outstanding acts of sportsmanship and/or ethical behavior deserve recognition. These acts serve as an example of the class and honor with which Conference USA conducts its activities.

To that end, Conference USA sponsors an award to recognize an individual or team that has exemplified the dignity and high purpose of the Conference and its member institutions. There is no limit to the number of submissions for this award. The Conference will recognize each submitted individual or team with a certificate as well as post the recognition on the Conference USA website.

Anyone can submit an individual for an act of sportsmanship that takes place within the competitive arena. Please complete this form and forward it to your institution's Senior Woman Administrator for submission.

Nominee(s) _____ **Institution** _____

Date(s) of Occurrence _____

Description of the Activity or Incident _____
(use additional pages if necessary)

Senior Woman Administrator Signature _____ **Date** _____