

# ***FITNESS + RECREATION***

## **Sport Club Council 2024-25 Membership Guide**

### Sport Clubs

A Sport Club is a registered student organization through Student Life which has met and maintained the established criteria for Sport Club Council membership. All members of a sport club must be enrolled students. Benefits of being a member of the Sport Club Council include support and guidance from the Sport Club Council, use of trademarked OU logos, and association with other students who share similar interests and aspirations in sports.

### Sport Club Council Criteria

The University of Oklahoma encourages a well-rounded education consisting of interaction and activities both in and out of the classroom. In an effort to promote healthy recreation, the following guidelines have been established to define and promote Sport Clubs. Every Sport Club must complete the renewal process in order to maintain its Sport Club status each fall when student organizations register with Student Life, although applications will be taken throughout the academic year for new memberships. Groups which meet all of the following criteria may be recognized by the University of Oklahoma's Sport Club Council as a Sport Club

1. The group is a registered student organization through Student Life, in good standing, and with a primary mission of sports.
2. The organization must be in good standing with the University of Oklahoma.
3. The organization's adviser(s) and coach(es), if applicable, must be approved by Fitness and Recreation. Before the group is approved as a Sport Club Council member, a meeting with the advisor and coach(es) will take place with representatives of Fitness and Recreation. Further, advisers may not be dismissed from a Sport Club without consent from Fitness and Recreation.
4. The organization agrees that if a new adviser or coach, where applicable, is sought after Sport Club Council membership is granted, Fitness and Recreation will meet with the adviser and coach for the approval process prior to any commitments being made by the organization.
5. The adviser has attended or will attend a Sport Club adviser orientation meeting each fall or as arranged by the Associate Director, Garry Armstrong [gmoney@ou.edu](mailto:gmoney@ou.edu), (405) 325-3053.
6. The organization and/or each member of the organization must possess affiliation and be in good standing with a national organization for their specific sport. Individual and/or group membership is dependent upon the specific organization's membership structure. If affiliation as a Sport Club is prohibited until recognized by the university, Sports Club status may be granted on a contingent basis upon such affiliation.
7. The sport involves a reasonable degree of physical skill and/or exertion and is non-sedentary.
8. Members are regularly involved in intercollegiate competitions relative to the sport. **\*\*Please note that participation in Sport Clubs at the University of Oklahoma could impact eligibility for NCAA competition. Participation in Sport Club competition could count against the four years of eligibility at the varsity level. Please contact the Athletic Department Office of Compliance if you have questions about your eligibility to play at the University of Oklahoma.\*\***
9. No other recognized Sport Club involves a comparable activity.
10. The group allows all levels of ability to join and participate in the club.
11. The group agrees to secure insurance through their national affiliate or other carrier for members and events.

12. All members of the group have signed the appropriate Risk Management forms and agree to abide by the university's Registered Student Organization policies including but not limited to the *Student Risk Management Policy*, *Facility Use Policy*, *Involvement Policy*, and *Student Travel Policy*. For clarification, typical Sport Club Council members' activities such as practice and tournaments are considered "Hazard Class III" as referred to in the Student Risk Management Policy. Information and pertinent forms can be found at the Student Life Web Site by [clicking on this link](#).
13. The executive officers of the club and the adviser agree to have present at all club practices and/or competitions at least one person with current CPR certification. Additionally, water club sports must also have at least one person with current and appropriate American Red Cross, YMCA, or comparable lifeguard certification present at all club practices and/or competitive events. NOTE: It is highly recommended that the adviser, coach, and executive officers of the club be certified in CPR (and appropriate lifeguard training if the club is engaged in a water sport).
14. The organization agrees to operate in a safe manner and within the standard rules and practices of its sport.
15. The organization's event calendars including games and travel must be submitted to the Associate Director, Garry Armstrong [gmoney@ou.edu](mailto:gmoney@ou.edu), within the first three weeks of each semester. Clubs must post all events and tryouts to Engage portal. Contact George Ahmadi, [kga@ou.edu](mailto:kga@ou.edu), for questions about Engage.

### Sport Club Advisers and Coaches

Sport Club advisers and coaches must be approved by Fitness and Recreation. In addition to the training, advisers and coaches are expected to be educated and hold prior experience in the field in which they are participating. Advisers are expected to attend training each fall semester or through arrangements with the assistant director. Concussion/head injury protocols are to be established for each team and certificates of completion shall be made available to the Assistant Director upon completion.

The primary roles of advisers include maintaining records for all the criteria for membership outlined above and general club support. Advisers should pay particular attention to areas of safety in respect to their sport as well as adherence to the university's *Involvement Policy*, *the Travel Policy*, *the Risk Management Policy*, and *the Facility Use Policy*. Advisers should maintain a copy of all forms as well as ensure the appropriate forms, such as the medical release, are readily available, if needed. For more information on these policies, contact George Ahmadi at Student Life at (405) 325-3163 or visit the Student Life website, <https://www.ou.edu/studentlife/studenthandbook>. Advisers must be full-time University of Oklahoma employees.

Advisers of sport clubs may encounter requests from their students to provide a written excuse or letter requesting permission from faculty to miss class for sport events. Please note that these events are not NCAA events or functions of the Athletic Department. The University of Oklahoma stands firm that these events should not interfere with academics. It is not appropriate as an adviser to provide students with letters requesting that other faculty excuse students from class for club events.

Advisers and coaches must be good stewards of the University. That is, they must demonstrate positive sports behavior and encourage such behavior with the team. Further, advisers and coaches must address poor sportspersonship immediately. Failure to demonstrate and encourage sportspersonship behavior and abide by university policies and guidelines may result in Sport Club Council membership being revoked and/or advisers and coaches being dismissed from their organization for which they serve as adviser or coach.

### University Violations and Sport Club Status Review

At any time, Sport Club status of an organization may be reviewed. Possible violations of the Student Code may be referred to the Office of Student Conduct for investigation. Should findings support unsafe,

improper or inappropriate activities, the organization's Sport Club Council status may be reviewed. The Office of Student Conduct may provide final review and possible sanctions. Further, Fitness and Recreation reserves the right to sever relationships between the university and Sport Clubs and their affiliates, such as coaches and support volunteers/personnel, for violations of the Student Code, local and federal law, and/or actions which represent the university in a negative manner.

### OU Logo Guidelines for Use

One of the benefits for student organizations to belong to the Sport Club Council is the privilege of use of the OU logo. For publicity, apparel, or other items on which the Sport Club wishes to use the OU logo or other OU trademark such as the Sooner Schooner, an application for use must be completed and approved before the group orders any items. [Student Organization Licensing Form - Norman Campus](#). Please visit the [OU Licensing](#) page for directions for OU Logo use.

SCSO's can use the following trademarks on product:

- (Interlocking) OU
- Boomer Sooner
- Oklahoma, Sooner(s)
- (The) University of Oklahoma

Organizations and/or their affiliates found to improperly or poorly represent the university may be restricted from using university branding.

### Insurance – Members and Special Events

Insurance purchases and continued coverage must be facilitated by the Sport Club's adviser. The adviser is responsible for maintaining all records related to insurance and "Assumption of Risk and Release" forms. Insurance is required for Sport Clubs for both individuals and special events as outlined below.

### ***Practices, Games, Tournaments, and General Activities of the Sport Club***

Each member of the Sport Club must be covered by insurance provided by the club's national affiliate or other vendor before participating in practices, games, tournaments, and general activities of the Sport Club including travel. In addition, it is highly recommended that each participant has personal health insurance to aid in the event of injury. The University of Oklahoma is not liable for injuries sustained during Sport Club participation.

Fitness and Recreation provides Sport Clubs with priority usage of certain campus facilities and may restrict such usage as deemed necessary.

### ***Hosting Special Events***

In the event the Sport Club will be a site sponsor for an event, insurance must be provided as defined by Risk Management. For specific information regarding this insurance, please contact the Office of Risk Management at (405) 325-5433. The current requirements and wording for contracts involving the University of Oklahoma are as follows:

USER shall indemnify, defend, and hold the University, its boards, officers, agents and employees harmless from and against any and all liability for claims, demands, costs, penalties, losses, fees (including without limitation, expert witness and attorneys' fees), damages, and liabilities whatsoever for, among other things, bodily injury, death, disease, property damage, and personal injury, arising out of or related to activities conducted by USER, its agents, employees, or participants in the activities. USER's obligations under this indemnity shall survive the expiration or termination of this Agreement for any reason.

Without limiting USER's indemnity obligations above, USER shall purchase and maintain in effect a General Liability Insurance policy or policies covering claims for damages because of personal injury, bodily injury, sickness, disease, or death. USER shall obtain and maintain the minimum insurance coverages set forth below. By requiring such minimum insurance, the University shall not be deemed or construed to have assessed the risk that may be applicable to the USER under this contract. USER shall assess its own risks and if it deems appropriate and/or prudent, maintain higher limits and/or broader coverages. USER is not relieved of any liability or other obligations assumed or pursuant to the Agreement by reason of its failure to obtain or maintain insurance in sufficient amounts, duration, or types.

USER shall carry the following limits of liability as required below:

**Commercial General Liability**

General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$1,000,000
Each Occurrence Limit	\$1,000,000
Personal/Advertising Injury	\$1,000,000
Fire Damage (Any One Fire)	\$ 100,000
Medical Payments (Any One Person)	\$ 5,000

USER shall name **University of Oklahoma, Board of Regents, c/o Risk Management, 905 Asp Ave. Rm. 112, Norman, OK 73019 as a certificate holder.** Further, all policies of insurance shall:

1. Be on a primary basis, non-contributory with any other insurance coverages and/or self-insurance carried by the University.
2. Include a Waiver of Subrogation Clause.
3. Include a Separation of Insured's Clause (Cross Liability)
4. Not be non-renewed, cancelled or materially changed or altered unless thirty (30) days advance written notice via certified mail is provided to the University of Oklahoma.

Prior to use of university facilities, USER shall furnish the Assistant Director of Fitness and Recreation with certificates of insurance reasonably acceptable to the University showing that insurance coverages required herein have been provided. All certificates and insurance policies required herein shall contain a provision that coverages afforded under the policies shall not be canceled, reduced or otherwise materially changed, or allowed to expire until at least 30 days' prior written notice has been given to the University. The policy or policies shall name **University of Oklahoma, Board of Regents, c/o Risk Management, 905 Asp Ave. Rm. 112, Norman, OK 73019 as a certificate holder** and shall be endorsed to be primary and non-contributory to any insurance which may be maintained by or on behalf of said additional named insured.