Recreational Sports Annual Report
I. Departmental Mission Statement and II. Accomplished Goals

MISSION AND PHILOSOPHY
Recreational Sports is dedicated to providing recreational activities for the students, faculty and staff of CSU, Chico. Our mission is to promote and advance healthy lifestyles through recreational programs and participation opportunities. Our staff is committed to excellence and responsiveness in regard to the needs of our members. The Wildcat Recreation Center is committed to cultivating an inclusive environment where diversity is valued, respected, appreciated, and celebrated.

Assessment of Student Learning Outcomes is conducted via annual survey to students in all four-program areas, Recreational Sports, Intramurals, Sport Clubs and Special Events. Outcomes are analyzed annually and used for program review of effectiveness. Review and results of analysis are translated into annual program goals, which are documented in the Annual Report.

VPSA assigned coordination of program assessment to Director who provides support for programs conducting assessment; VPSA has division wide contract with Student Voice/Campus Labs providing support and guidance to programs, as well as, assistance to develop and deploy assessments

II. Departmental Accomplishments

- Contracted a consultant firm (Sports Risk) to complete an extensive on site risk management review of each aspect of the entire Recreational Sports program.
- Implementation of Concussion Management for students participating in high risk Sport Clubs.
- Collection of annual donations online for the 20 competitive Sport Clubs. The new direct deposit system streamlines the process and eliminated paper transactions.
- Building a sense of community between clubs and recognizing their accomplishments through a Sport Club Awards Banquet and breakfast at the WREC.
- Using the new iPads we have completely eliminated paper scoresheets. On a given day we would be printing 20-30 scoresheets, which over the course of a semester has eliminated about 1,500 sheets of paper. Also, using the iPads we are able to check students into games much faster and get “real time” data so that participants who add onto a team minutes to their game can still participate. Participants used to have to wait sometimes at least a week in order to play if they missed a add deadline.
- Smooth transition to online registration/sign-ups for the Sport Club program through Orgsync. Now on-line waivers, risk management and informational forms are collected through this web based program.
- Building relationships with the student-athletes in our program, in order to increase visits to the Sport Club office for guidance.
- To successfully institute our new online intramural management program “IMLeagues” into all of our program and added online payment through PayPal.
Detail Accomplishments:
Growth and establishment of our online/social media presence: From the start of the academic year it was a top priority to increase our social media presence. To accomplish this we purchased a GoPro camera and hired a student as our social media coordinator. Their job was to attend Rec Sports events throughout the semester and shoot video. Our staff edited the video and produced short highlight videos. We were able to shoot video and have it posted to our Facebook page and YouTube channels the following day. We also created an Instagram page in which we posted photos of nightly action, important information (i.e. rainouts), and photos of our league champions. The purpose of this effort is to “tell our story” to people unfamiliar with Intramural Sports and also give us another avenue to connect with participants and add to their playing experience.

This year Recreational Sports established a Technology Committee to add emphasis and energy to helping student success in our area. The department has accomplished the following:

• Use of GoPro cameras for video production for use program highlight videos posted on YouTube, Vimeo, and specific program websites.
• Use of iPads in Intramural Sports for scorekeeping, eliminating the need for vast amounts of paper scoresheets.
• Use of iPads to administer Concussion “Sway Test” to Men’s/Women’s Rugby Club, Men’s/Women’s Soccer Club, and Men’s LAX
• With newest addition of Fusion we were able to add a photo to each account to add another step to ensure that who was using the WREC matched the photo.
• Integrated our IMLeagues account to our WREC payment processor PayTrace in order for us to take online payments for Intramural Sports.
• Purchase of Motorola radios for use with student staff. Now our staff has an easy way to communicate with WREC staff, or the Competitive Sports Coordinator from any facility on campus.
• Development of CertMinder program that will allow us to automatically send emails to students and staff when their required certifications are close to expiration.
• Worked closely with Advancement to institute online giving for sport clubs. People can now contribute direct on line.

Traditional sport success: Recreational Sports has always tried to add new sports to the Intramural Sports Program and we have had a number of successes in the past year with the introduction of those sports, however, our traditional sports (basketball, volleyball, soccer, and football) are the backbone of Rec Sports. This year our leagues have continued to fill all the timeslots and there is demand for more offerings which we began introducing. The most growth has been seen in the coed divisions. These leagues have become very popular and we attribute this to changes we made with the rules. We worked hard to tailor our coed rules to not be as “rigid” but more flexible when it comes to player additions, and the amount of team’s women can participate in. We have adopted the idea with coed leagues that we will be flexible in order for a game to take place instead of a forfeit and this has suited the program well.

Highlight accomplishments apropos to the unit’s Diversity Plan:
Working in concert with the Office of Diversity, Recreational Sports has developed a transgender policy for participants in the Intramural Sports and Sport Club Programs. We have not had an issue yet but we are being proactive in order to offer programs that are inclusive to all.
• Collaborating with the Associated Students WREC staff we were able to document ethnicity comparisons for evaluation of demographic use of Recreational Sports. We will be using this data to establish new program goals for the future.
III. Changes in Policies and Procedures:

- Online registration has a few minor challenges that will be easily corrected this year (roster management, continued use to make users more familiar with the system, etc.).
- Campus policy/procedure changes in travel documents (mostly signatures and who can sign) has proven difficult and delayed the reimbursement of students for up-to 6 weeks. For our students this new practice created additional roadblocks to an already bureaucratic system.
- Working with the Chancellor’s office and their risk management department: The CSU Sport Club Manual was revised and updated to meet current industry and CSU standards. I have summarized the changes that will affect our program beginning Fall 2014 when the new version is released. We will be in complete compliance with all mandated “good practices” in the Sport Club area.

**Summary of changes in procedures from CSU, Updated Sport Clubs Guidelines 2017**

- Updated establishing proper cash collection procedures and security of Personal Confidential Information, as guided by CSU Policies and the ICUSAM
- Added concussion training guidelines.
- Updated waiver form with the CSU Approved Waiver of Liability (EO 1051)
• Added that the Sport Clubs Administrator must approve the selection of all coaches.

• Streamlined Coach’s Expectations.

• Added that when multiple vehicles travel, they should leave at the same time, but not “caravan” or directly follow each other.

• Drivers must have a commercial license for vehicles capable of transporting 15 persons or greater. Use of 15 passenger vans is strongly discouraged!

• Added that Risk Managers will assist with obtaining Foreign Travel Insurance for international travel.

• Redefined Tier 1/Higher Risk and Tier 2/Lower Risk Clubs for insurance classification.

  • Added that Risk Managers should assist:
    1. Determine which clubs are recognized ‘Sport Clubs’
    2. Determine which clubs are Tier 1/Tier 2

IV. Resources Summary
• Budget Summary – mention any augmentations/changes
State funding was restored to reinstate all 3.5 professional positions in Recreational Sports. IRA funding proved the operational budget at $270,000. Fee’s and summer camp revenue is at $40,000. This funds the competitive sports coordinator position through the foundation. Additional one-time funding for Sports Clubs & Intramurals in the amount of $25,000.

• Staffing – include changes/recruitments, etc.
Addition of the Competitive Sports Coordinator. This position has greatly benefited the program. There is now a professional staff member on duty each night of Intramural competition. This has aided with conflict resolution, staff training, evaluation of officials and program emergencies. In the past only student supervisors were staffing the entire building in the Acker complex. The CSC has allowed our student supervisors to now have support in handling these intense situations in a professional manner.

• Facilities/Equipment
The loss of field 10B, the Lacrosse practice field has had a tremendous negative affect on all Sport Club outdoor programs. Currently there are no plans to bring the field back into use. Sport Clubs/Intramurals received $25,000 from IRA one-time funding to purchase much needed replacement equipment that had not been funded in previous years due to budget restraints.
V. Program Evaluation for Past Year

1.) Transition all Sport Club sign-ups, registration, and communication to the online OrgSync program. Accomplished.

We have yet to transition away from direct email and text messaging with Sport Club officers/members regarding follow-up/questions about Sport Club related items.)

Registration, sign-ups, and required participation forms are all online via OrgSync. Some forms are not electronically eligible due to campus policy.

2) Create a LGBT policy for sport club participation: Accomplished.

Final draft of a transgender policy has been submitted to Tray Robinson for approval. Staff will be meeting with him to finalize verbiage. This policy is for all of Recreational Sports programs, Current sport club code of conduct addresses non-discrimination of participants.

3) Conduct a Sport Club seminar on ways to successfully fundraise. Accomplished.

4) Met individually with clubs to create fundraising plans/goals, as well as provided information/resources to the Student Life office to help them conduct a fundraising seminar for all student organizations in which Sport Clubs was eligible to participate. Accomplished

5) To successfully institute our new league management program “IMLeagues” into all of our leagues with the eventual goal of adding online payment through PayPal. Accomplished: We have fully implemented IMLeagues and are looking to fully utilize the program beginning this Fall 2014 semester by introducing online payment, online scorekeeping, and online forms.
6) Continue to diversify the Intramural Sports program with the use of “mini leagues.” Mini leagues have allowed us to offer more programs and create more opportunities for students to participate. Less money and less of a time commitment “Mini Leagues” have proven to be very popular amongst new participants looking to try intramurals without having to make a large time commitment. Exceeded:

The “Mini Leagues” continue to be extremely successful. In fact I am looking to convert a number of traditional 5 week leagues into mini leagues. This semester we will also be introducing “Capture the Flag” and possibly “Bubble Soccer” as mini leagues. Mini leagues allow me to schedule multiple leagues in a facility each semester and to create more opportunities for participation. For example, our Indoor Soccer leagues are extremely popular and we have to turn many teams away because our leagues are full. With mini leagues we are able to add another Indoor Soccer league that begins later in the semester to accommodate those teams and also those participants who missed the deadline.

7. Review and update WREC policies and procedures manual: Accomplished. Completely revisited existing policies and procedures manual. Updated and will reconstruct committee that investigates policy violations and makes recommendations for penalties.

VI. Ongoing Assessment Efforts

In collaboration with a Recreation Department survey class and Institutional Research the WREC created two major surveys that went out randomly to students. Information on participant satisfaction and importance was collected in every programming area in the Center. This information was used to establish program goals and procedural changes to improve several aspects of our program. We hope to continue this relationship in the future in order to continue to strengthen services to our customers and provide a voice to student concerns.

Statistics on Program Usage

2017 Sport Club Re-Recognition & Statistics

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Sport Clubs:
• Participation opportunities (contests, practices, etc.): 1,425
• Total participants: 912
• Number of part-time foundation coaches: 32
• Total number of Home competitions: 54
• Total number of away competitions: 128

Intramurals:
• Total individual participants: 4,572
• Total individual participation in all contests: 36,028
• Total hours of programming: 3,150
• Number of student employees / officials: 56
• Average weekly programming hours of supervised/officiated Intramural contests: 49

• Student Learning Outcomes Measures (Indicators for Recreational Sports)
  • Number of times students participate in recreational activities that are offered and their return rates.
  • Success of the program at meeting the student’s needs is measured annually by surveying participants.
  • Performance of club sports activity is measured objectively on an annual basis by season outcomes.
  • Feedback given during senior exit interview process for Sport Club seniors.
  • Performance success is measured objectively on an annual basis by competitive season outcomes.
  • Actual student s usage
  • End-of-Semester student satisfaction surveys.
  • Surveys, program evaluations, exit interviews, personal interactions, and statistic of program participation.

VII. Analysis: What actions need to occur to move the program to the “next level”? 
  Reinstating the direct allocations to the clubs will reduce the cost to Sport Club athletes and remove the burden of out of pocket dollar’s directly related to participation and the ability to compete in the program. The need for additional funding has only increased with the rising costs of travel, insurance, inflation and increased need for risk management oversight that have affected the program greatly. From a management standpoint the lack of current resources make it difficult to manage the 19 competitive clubs and 32 part-time coaching staff.

VIII. Goals for 2017-2018
• Update/reformatte competitive sport clubs handbook to be more user friendly (electronic)
• Build a sense of community between Sport Clubs. Create an awards / recognition system for programs and participants.
• Smoothly transition the 70 members of the men’s and women’s crew / rowing program from student organization to a competitive sport club.
• Increase professional development opportunities for key staff. The National Intramural Recreational Sports Association offers a school of Recreational Sports management that both my Assistants would greatly benefit from attending.

• Increase night and weekend programming opportunities for students: increased fall from 5 to 10 activities. Spring increased from 10 to 15 activities. With the restoration of state dollars we will hire additional part-time programming staff.

• Develop a strategic planning retreat for key staff to map our future course.

• Continue the use of social media to reach our student base. Our efforts have exceeded my expectations and the feedback we are getting from participants has been very positive. I need to make sure we are on top of our social media efforts when it comes to updating and uploading new material. I need to stay aware of trends and inquire with students regarding any new applications or media outlets we need to be utilizing.

• Design and implement a procedure for head injury and concussion management for all Recreational Sports programs.