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**Student Athlete Concerns about  
Athletic Programs and Activities  
Policy and Procedures**

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# Student Athlete Concerns about Athletic Programs and Activities Policy and Procedures

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## I. Philosophy and Scope

Frederick Community College (“FCC” or the “College”) recognizes that participation in athletic programs and activities can greatly enhance the educational experience for student athletes. In support of a student athlete’s safe and successful participation in athletic activities, this Policy and Procedures articulates a reporting process, including an option for confidential reporting, that student athletes can utilize to address concerns about College athletic programs and activities. This Policy and Procedures adheres to the requirements of Section 11-1601 of the Education Article of the Annotated Code of Maryland, and is applicable to all student athletes.

The Student Athlete Concerns about Athletic Programs and Activities Policy and Procedures should not be used to report allegations of discrimination or sexual harassment. When a student believes they have been discriminated against, the College [Non-Discrimination Policy and Procedures](#) or the [Title IX Sexual Harassment Policy and Procedures](#) should be utilized.

## II. Definitions for the Purpose of this Policy and Procedures

- A. **“College”** refers to Frederick Community College and, collectively, those responsible for its control and operation and applies to all sites at which the College conducts classes and/or activities.
- B. **“Family Educational Rights and Privacy Act (FERPA)”** refers to a federal law protecting the privacy of student education records. The law applies to all schools receiving funds under any applicable program of the U.S. Department of Education.
- C. **“Red Shirt”** as defined by the National Junior College Athletic Association (NJCAA), is a student-athlete who is eligible to, and may practice, but who has not been submitted on the eligibility form, and must not participate in any official competition.
- D. **“Secured College tracking system”** refers to the official College system used to record and track reports of student concerns. The oversight and management of the system is administered by the Dean of Students (DOS).
- E. **“Student”** refers to an individual who is registered at the College, either full or part-time, in a credit or continuing education class or classes who has either paid or made arrangement for payment of tuition and/or fees.
- F. **“Student athlete”** refers to a student who is considered full-time (registered for at least twelve 12 credits) while being included on an active roster or as a red shirt for any competitive National Junior College Athletic Association (NJCAA)-sanctioned sport sponsored by the College.
- G. **“Workdays”** refers to Monday through Friday and does not include weekends, holidays, scheduled breaks, or other days the College is closed.

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## **III. Responsible Senior Leader and Responsible Office**

Vice President for Learning Support

Learning Support

## **IV. Entities Affected by this Policy and Procedures**

Student Athletes

## **V. Procedures**

In addition to the College Webpage of [Student Policies and Procedures](#), this Policy and Procedures is available to student athletes on the [myFCC Student Portal](#), the [Department of Athletics website](#), the [Student Athlete Handbook](#), during team orientation meetings, at the annual student athlete orientation held prior to fall semester, and by flyers posted in the Athletics Center. The Vice President for Learning Support delegates authority for this Policy to the DOS, who may appoint a designee to assist when necessary. All parties should expect that confidentiality be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA).

Student athletes are encouraged to first attempt to resolve issues or express concerns regarding athletic programs and activities informally by communicating directly with the individual with whom the issue originated.

- A. If the response or resolution from the informal process is not satisfactory, student athletes can express their concerns by reporting them directly to the DOS either in person or by completing the [Student Athlete Concerns Form](#).
  1. Student athletes who express concerns will be given confidentiality and anonymity unless the student athlete prefers to make their identity known.
  2. Any retaliatory or discriminatory response made against any student who raises a concern under this Policy is prohibited.
  3. If the DOS is not available, or the concern is about the DOS, the student athlete may report their concerns to the Vice President for Learning Support.
  4. If the student athlete wishes to express concerns outside these reporting lines, the student athlete may contact the Associate Vice President/Dean of Liberal Arts.
- B. Students who express a concern will receive a written response via certified mail and College email within five (5) workdays of submission.

If the subsequent response or resolution is not satisfactory, students may file a formal complaint utilizing the [Complaint Policy and Procedures for Students](#).

- C. Data regarding student athlete reports received will be documented utilizing the secured College tracking system and reported annually by July 1 to the Maryland Higher Education Commission (MHEC).

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## **VI. Related Policies and Procedures**

[Complaint Policy and Procedures for Students](#)

[Non-Discrimination](#)

[Title IX Sexual Harassment](#)