



Saint Xavier
UNIVERSITY

**UNDERGRADUATE EXERCISE
SCIENCE AND SPORTS
MANAGEMENT
SUPPLEMENTAL HANDBOOK**

2025-2026 EDITION

SAINT XAVIER UNIVERSITY SCHOOL OF NURSING AND HEALTH SCIENCES

Undergraduate Exercise Science Program

Student Handbook Acknowledgement and Understanding Form

I have received the 2025-2026 Saint Xavier University Undergraduate Exercise Science/Sports Management Program Student Handbook.* I am responsible for reviewing and updating new policies upon notification. I am also aware I may be photographed sometimes while Exercise Science courses are in session, and I give my consent.

Printed Name

Date

Student Signature

*This handbook is a supplement to, not a replacement for, the Saint Xavier University Catalog and the Saint Xavier University Student Handbook. Consequently, Saint Xavier University Exercise Science students are subject to the academic student policies and procedures found in the University's catalogs and handbooks and the policies and procedures in this handbook. In instances where University-wide policies differ from those of the Exercise Science program, the Exercise Science program's policies will take precedence.

The School of Nursing and Health Sciences reserves the right to amend policies, procedures and other program information as necessary. All changes will be communicated promptly.

Saint Xavier University is a proud participant in the Yellow Ribbon GI Education Enhancement Program – a provision of the post-9/11 Veterans Educational Assistance Act of 2008.

Veterans and active-duty military with special circumstances (e.g., upcoming deployments, drill requirements, disabilities) are welcome and encouraged to communicate these in advance, if possible, to the instructor.

The National Strength and Conditioning Association recognizes the Exercise Science Program as an Education Recognition Program NSCA – ERP.



Dear Students,

Welcome to Saint Xavier University! Whether you are a new or continuing student, you are an integral part of our SXU community. I am privileged to serve as dean of the School of Nursing and Health Sciences, focusing my leadership on creating and upholding opportunities to provide you with a program that delivers quality education as you work to achieve and fulfill your educational dreams.

Being a member of the SXU community attests to your accomplishments in working hard to get here, and such efforts create a positive momentum as you continue to pursue your degree. The work is challenging yet rewarding, and before you know it, you will be receiving your diploma and preparing to enter the workforce.

In the tradition of the Sisters of Mercy, the founders of this University, we are compelled to take Mercy into the world, to thirst for knowledge and personal responsibility, to be inspired by faith, and to be voices of dignity and respect. We are a community aspiring to become persons who think critically, communicate effectively, lead faithfully, and respond passionately.

Faculty and staff across the University are dedicated to helping you. Reach out if you have questions or need assistance connecting to one of our many campus resources available to you. Remember that you are now part of the SXU community -- a community that is diverse, unique, talented and here to help you succeed.

I hope you find this student handbook a valuable resource in addressing your questions as a student majoring in nursing, health sciences or natural sciences. With so much in store for the year ahead, I could not be more excited to share and support your educational journeys with you.

In Mercy,

A handwritten signature in cursive script that reads "Charlene Bermele".

Charlene Bermele, DNP, RN, CNE
Dean, School of Nursing and Health Sciences

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School of Nursing and Health Sciences Administration and Staff
School of Nursing and Health Sciences Main Office (773) 298-3700

Dean Charlene Bermele, DNP, RN, CNE	X3750	Room E-205
Divisional Director of Health Sciences Brad Leshinske, Ph.D., CSCS*D, FMS-1	X3720	Driehaus 3913
<u>Director, Graduate Studies in Exercise Science</u> Joey Eisenmann, Ph.D.	X3625	Driehaus 3913

Faculty

Eric Krasich	X3628	Driehaus 3913 B
JJ Mitra MS, CSCS	X3626	Driehaus 3913 A

Staff

Jatrele Irons – Field Coordinator		Shannon Center (CHW)
Anne Eastman-Kuziela – Program Manager	X3813	Driehaus 3813 C

Adjunct Faculty

Katherine DeGaetano	Nicole Hillegonds
Alicia Mikulski	Peter Lotus
Don Riley	
Daniel Dodd	
Lauren Sirus	
Austin Schroeder	
Courtney Kuenn	
John Ditch	
Jess Toussaint	
Hannah Gardner	
Megan Huerta	
Anthony Acevedo	
Hailey Samolis	

MISSION AND VISION

With an increasing focus on health and wellness within society, there is a demand for qualified professionals to help those who seek to improve their quality of life. Exercise Science will teach you not only the science behind how the body works but, more importantly, how to apply that science to help you make a difference in someone's life. Career opportunities include personal training, physical therapy, strength and conditioning, and various other roles in the health and wellness industry.

The goals of the program are to:

1. Develop a liberally educated professional who is prepared to practice in entry-level positions in various settings.
2. Provide a foundation for personal and professional development.
3. Provide a foundation for graduate study in health sciences.

This section contains the University's mission and vision and the School of Nursing and Health Sciences' mission, vision and conceptual model. Both the University and the School of Nursing and Health Sciences remain dedicated to promoting the values of the Sisters of Mercy, founded upon the ideals of education, service and compassion.

UNIVERSITY MISSION STATEMENT

Saint Xavier University, a Catholic institution inspired by the heritage of the Sisters of Mercy, educates persons to search for truth, to think critically, to communicate effectively, and to serve wisely and compassionately in support of human dignity and the common good.

UNIVERSITY VISION

Saint Xavier University will be an educational institution that responds to people with dignity and promotes thought leadership, giving voice to that effort through the scholarship and prominent work of our faculty and staff. We will utilize that leadership to foster mutually beneficial relationships and strategic partnerships with external communities so that we can create increased opportunities for a diverse community of ethical, motivated and socially engaged learners who are prepared for 21st-century careers.

SCHOOL OF NURSING AND HEALTH SCIENCES MISSION STATEMENT

Through excellence in education, scholarship and community engagement, the School of Nursing and Health Sciences embodies the Mercy mission in preparing individuals to engage in high-quality, compassionate and professional practice.

SCHOOL OF NURSING AND HEALTH SCIENCES VISION

Within the School of Nursing and Health Sciences, we will create a learning community responsive to a changing and challenging 21st-century health care environment. Building on faculty scholarship and clinical expertise and forming collegial relationships and strategic partnering, we will continue our tradition of preparing excellent allied health practitioners who will practice in a variety of professional roles.

SAINT XAVIER UNIVERSITY DIVERSITY, EQUITY, AND INCLUSION STATEMENT

Grounded in Catholic identity, mission and heritage, Saint Xavier University is committed to serving a diverse learning community in conjunction with our core values. The University belongs to all in its community, regardless of race, color, ethnicity, creed, religion, gender, gender identity, abilities, age, sexual orientation, nationality, or immigration status. Faculty, staff, and students are engaged in creating a climate of purposeful inclusion by cultivating equity and providing opportunities for meaningful connections and service among diverse people, ideas, and perspectives, in search of truth and the common good. The Sisters of Mercy, immigrants themselves, founded the school in 1846 to educate young women, and today's student body reflects the University's growing commitment to a tradition of diversity and multiculturalism. In 2014, the University became a federally designated Hispanic-Serving Institution (HSI). Diversity, equity, and inclusion are at the heart of Saint Xavier's heritage and enrich and strengthen our academic programs and learning environment, which prepare students to work as responsible global citizens and live by Mercy values.

SAINT XAVIER UNIVERSITY CHOSEN NAME AND PERSONAL PRONOUN POLICY

Saint Xavier University strives to create a climate that is open and welcoming to diverse people, ideas, and perspectives. We recognize that members of our community use names other than their legal first names or pronouns to identify themselves and that it is important for the University to establish mechanisms to acknowledge and support individuals' self-identification. Subject to the parameters set forth below, individuals can be identified in Saint Xavier University administrative systems by the chosen name and personal pronouns that they have designated in accordance with this policy.

Individuals can request to use their chosen name whether they have legally changed their name and SXU will make every effort to ensure that this name appears in the user profile wherever feasible to do so, consistent with applicable laws, regulations, and policies and within the capabilities of the University administrative systems. This may include individuals who prefer to use a:

- Middle name instead of a first name.
- Shortened derivative of a name.
- Anglicized name.
- Name that better represents the individual's gender identity.
- Name to which the individual is in the process of legally changing.

In addition to the chosen first name, students, faculty and staff may select their personal pronouns from the list provided in their directory preferences. If no pronoun has been selected, "not set" will be displayed.

An individual may not have more than one chosen name at any one time.

In the event of an official legal name change, individuals may process official legal name changes or corrections through the University. A change of legal name requires an official document or court order verifying the correct information when the request is made.

Please visit the [Chosen Name and Personal Pronoun Policy webpage](#) for additional information.

UNDERGRADUATE STUDENT LEARNING OUTCOMES – EXERCISE SCIENCE

Within the tenets of the discipline of exercise science and highlighting the values expressed in the School of Nursing and Health Sciences mission statements, the graduates of our program will be able to achieve the following.

1. Foundational Knowledge in Exercise Science

- **Outcome:** Demonstrate a comprehensive understanding of the scientific principles related to human physiology, biomechanics, kinesiology, and the effects of nutrition in sports.
- **Assessment:** Success in core coursework, including exams, lab reports, and research papers.
- **EXSC Courses:** 130, 200, 201, 203, 275, 295, 319

2. Application of Exercise Science Principles

- **Outcome:** Apply principles of exercise science to design, implement, and assess individualized exercise programs for diverse populations (e.g., healthy adults, athletes, individuals with chronic conditions).
- **Assessment:** Practical assessments, including case studies, client assessments, and exercise program design projects.
- **EXSC Courses:** 130, 203, 366, 385

3. Health and Wellness Promotion

Outcome: Analyze and promote physical activity as part of a healthy lifestyle.

UNDERGRADUATE STUDENT LEARNING OUTCOMES – SPORTS MANAGEMENT

Within the tenets of the discipline of Sports Management and highlighting the values expressed in the School of Nursing and Health Sciences mission statement, the graduates of our program will be able to:

1. Identify physiological processes involved in physical or motor activity, including sensorimotor interactions, response mechanisms, and the effects of injury, disease and disability.
2. Prepare individuals to apply business and management principles to the organization and administration of athletic programs and teams, fitness/rehabilitation facilities, health clubs, sports recreation programs and teams and related services.
3. Prepare individuals to apply financial and economic principles to the organization and administration of athletic programs and teams, fitness/rehabilitation facilities, health clubs, sports recreation programs and teams, and related services.
4. Prepare individuals to apply marketing principles to marketing and promotion.
5. Explore psychological and social issues surrounding professions related to the program and relate them to the core learning experience in the program.
6. Apply and extend knowledge in Sports Management by interning in applied real-world settings that are frequently staffed by individuals who are proficient in skills related to Sports Management.
7. Synthesize accumulated knowledge, comprehension, application and an analytical evaluative capstone experience to serve as a gateway and demonstration of (1) general competence and proficiency in the discipline and (2) preparedness for employment.

UNDERGRADUATE EXERCISE SCIENCE PROGRAM PLAN

Overview: The **Exercise Science** major is an interdisciplinary program that includes coursework in anatomy, physiology, kinesiology, physical education, and psychology. The program concludes with a career-oriented internship and capstone in Exercise Science. Course information can be found in the academic catalog. Students should utilize Academic Planning to schedule courses and monitor their degree progress. The major requires 57 credits. 120 credit hours are required for the B.S. degree.

Suggested Four-Year Academic Plan (courses required for the major are in bold)**

Semester 1	Credit Hours	Semester 2	Credit Hours
ENGL 101: Composition I	3	COMM 101: Speech Fundamentals	3
EXSC 130: Intro to Exercise Science	3	ENGL 102: Composition II	3
MATH 135: Statistics	4	GE History/Social Science Course	3
PSYCH 101: Intro to Psychology	3	EXSC 120: First Aid and Athletic Injury	3
TRANS 100: Transitions	1	PHIL 140/ 150 (T): The Examined Life	3
EXSC 112: Health and Fitness	3		
TOTAL HOURS	17	TOTAL HOURS	15
Semester 3	Credit Hours	Semester 4	Credit Hours
EXSC 200: A and P I	3	EXSC 201: A and P II	3
EXSCL 201: Lab	1	EXSCL 201 Lab	1
Elective for minor	3	EXSC 295 Research Methods	3
EXSC 203 Nutrition for Sport	3	Elective for minor	3
GE Humanities (Rel St/Phil)	3	EXSC 210 Motor Behavior	3
GE or Elective	3	Religious Studies Course (200L)	3
TOTAL HOURS	16	TOTAL HOURS	16
Semester 5	Credit Hours	Semester 6	Credit Hours
EXSC 275 Exercise Physiology/Sport	3	EXSC 327 Measures and Evaluation	3
EXSCL 275 Lab	1	EXSC 319: Biomechanics	3
GE History Course	3	GE Physical Science	3
GE Diversity Studies Course	3	PSYCH 300 Psych Stats	3
EXSC 335: Sports Psychology	3	GE Humanities (LIT/Art/Music)	3
TOTAL HOURS	13	TOTAL HOURS	15
Semester 7	Credit Hours	Semester 8	Credit Hours
GE Global Studies Course	3	EXSC 390: EXSC Senior Seminar	3
EXSC 366 Strength and Conditioning Theory	3	EXSC 385: Program and Design for Sport	3
Elective for minor	3	Elective for minor	3
Elective for minor	3	Elective for minor	3
EXSC 380 Field Experience	3	EXSC Elective	3
TOTAL HOURS	15	TOTAL HOURS	15

UNDERGRADUATE SPORTS MANAGEMENT PROGRAM PLAN

Overview: The **Sports Management** major is an interdisciplinary program that includes coursework in business, biology, psychology, and physical education. The program concludes with a career-oriented internship and capstone in Sports Management. Detailed course information can be found in the Academic Catalog. Students should utilize Academic Planning to schedule courses and monitor their degree progress. The major requires 59 credits. 120 credit hours are required for the B.A. degree.

Suggested Four-Year Academic Plan (**courses required in the major are in bold)

Semester 1	Credit Hours	Semester 2	Credit Hours
ENGL 101: English Composition I	3	COMM 101: Communications	3
EXSC 130: Intro to Exercise Science	3	PHIL 140/150 (T): The Examined Life	3
MATH 135: Intro to Statistics	4	PSYCH 101: Intro to Psychology	3
BUSP 101: Business Matters	3	ACCT 210: Financial Accounting	3
TRANS 100: Transitions	1	ENGL 102: English Composition II	3
EXSC 112: Health and Fitness	3		
TOTAL HOURS	17	TOTAL HOURS	15
Semester 3	Credit Hours	Semester 4	Credit Hours
CHEM 102: What's in Your Food?	3	GE Diversity Studies	3
ECON 202: Principles of Economics	3	EXSC 210: Motor Behavior	3
EXSC 203: Nutrition for Sport	3	GE Humanities (LIT/ART/Music)	3
BIOL 200: Human Biology	3	Elective or course for a minor	3
BIOL 200: Lab	1	Religious Studies Course	3
Elective or course for a minor	3		
TOTAL HOURS	16	TOTAL HOURS	15
Semester 5	Credit Hours	Semester 6	Credit Hours
MGMT 370: Organizational Behavior	3	MGMT 364 Entrepreneurship	3
GE Global Studies Course	3	EXSC 319: Biomechanics	3
MKTG 300 Principles of Marketing	3	SMGT Elective	3
Elective or course for a minor	3	GE History Course	3
EXSC 275 Exercise Physiology for Sport	3	Elective or course for a minor	3
EXSCL 275 Lab (only if taking EXSC 275)	1		
TOTAL HOURS	16	TOTAL HOURS	15
Semester 7	Credit Hours	Semester 8	Credit Hours
SMGT 391: SMGT Senior Seminar	3	SMGT 381: SMGT Internship	3
GE Humanities/RELST/PHIL	3	EXSC 335: Sports Psychology	3
SMGT 320 Sports Program & Administration	3	GE Writing Intensive	3
GE Digital Literacy	3	SMGT Elective	3
Elective or course for a minor	3	Elective or course for a minor	3
TOTAL HOURS	15	TOTAL HOURS	15

**RIGHTS AND RESPONSIBILITIES:
ADMISSION, PROGRESSION, DISMISSAL AND GRADUATION**

Student Rights

As noted in the SXU Student Handbook, the Family Education Rights and Privacy Act of 1974 (FERPA), as amended, establishes rights for eligible students and their parents with respect to records maintained by the University, and additionally, the School of Nursing and Health Sciences.

In addition to the University's requirements, the Health Sciences Division has adopted the following academic requirements, which must be achieved by the student.

Grading

1. The School of Nursing and Health Sciences grading scale is:

Numerical Score	Grade	Grade Point Awarded
93 - 100	A	4.0
85 - 92	B	3.0
77 - 84	C	2.0
70 - 76	D	1.0
0 - 69	F	0.0

2. A grade of at least a "C" is necessary for satisfactory completion of all Exercise Science/ Sports Management courses and those courses supportive of Exercise Science. For additional information regarding supportive courses for Exercise Science/Sports Management, refer to the Undergraduate Academic Catalog. Additionally, departments offering supportive courses may have established specific policies applicable to their offerings.
3. Students enrolled in Exercise Science or Sports Management courses must maintain an overall grade point average (GPA) of **2.0**.
4. Students must successfully complete the required level of Exercise Science courses before progressing to the next level.
5. Students who receive a D will meet with the exercise science coordinator to discuss program progression.

Incomplete Grades

When acceptable circumstances prevent a student from completing course requirements before the end of a term, the student must initiate the process of an Incomplete ("I") as outlined in the Undergraduate Academic Catalog. Incomplete grades are assigned only for work in progress and at the discretion of the faculty member. Students who receive an Incomplete in a required exercise science course will not be allowed to progress to a sequential semester's exercise science course unless the Incomplete has been replaced with a grade of C or better by the start of

the sequential semester. The faculty member who serves as the instructor for the course determines the completion date for the I.

Withdrawal Process (Including Requests for Leave of Absence)

Students who withdraw from Exercise Science or Sports Management courses must initiate the process as outlined in the [Undergraduate Academic Catalog](#). Students must notify the director of the undergraduate Exercise Science program in writing when they:

1. Withdraw from an exercise science course.
2. Do not wish to register for a scheduled exercise science course.
3. Desire a one-semester leave of absence.
4. Wish to withdraw from the Exercise Science program.

The written notification should clearly explain the reason for the leave and the anticipated date of return. A grade of “W” counts toward the limit allowed for repeating exercise science courses. If a student exceeds this limit, they will be dismissed from the program.

NOTE: If receiving financial aid, it is recommended that the student contact the Office of Financial Aid to clarify the impact of the LOA on financial aid.

Academic Probation

1. Students placed on academic probation will be notified in writing of their probationary status by the exercise science coordinator.
2. Students on academic probation must maintain a 2.0 GPA and earn a C or better in all exercise science courses. Failure to do so will result in dismissal from the Exercise Science program.

Grievance and Appeal Procedure

A student who believes that an incorrect grade has been received in a course or that a policy has been applied inappropriately has the right to grieve the grade or the policy decision.

NOTE: The following policy differs from the University’s policy, as stated in the Undergraduate Academic Catalog. The School of Nursing and Health Sciences adheres to the policies and procedures outlined below. If there is a conflict between policies, the School of Nursing and Health Sciences will consider the policies below to take precedence.

The following procedure for grievance of a grade or a policy must be followed:

1. The student must first discuss the matter with the course instructor. The matter should be resolved at this level, if possible.

2. If the matter remains unresolved after discussion between the student and the course faculty, the student may appeal in writing to the Divisional Director of Health Sciences. This appeal must be received within two (2) weeks after the grades are posted and/or the policy decision is made. The divisional director will review the matter in relation to applicable policies and procedures and may assign the task to the IHSC Undergraduate Student Management Committee within fifteen (15) working days of the complaint being brought to the divisional director. If the matter remains in dispute, the student may appeal to the associate dean and dean of the School of Nursing and Health Sciences. This appeal must be made in writing.
3. If the matter remains in dispute, further appeals are made to the provost in the Office of Academic Affairs. Refer to the Academic Catalog.

Graduation Requirements

1. Candidates for the Bachelor of Science in Exercise Science or Bachelor of Arts in Sports Management must meet all of the University's requirements for graduation as well as all of the requirements for the Exercise Science major.
2. Candidates for the Bachelor of Science in Exercise Science and Bachelor of Arts in Sports Management must meet all of the requirements for their respective majors.
3. Students are responsible for maintaining a 2.0 cumulative GPA in their respective programs and meeting all University and program requirements for graduation.
4. Graduation application must be made through the Office of the Registrar during the student's final academic year. Deadlines for filing are published in the Academic Calendar. **It is the student's responsibility to note the deadline and submit the completed form on time.**

GENERAL ACADEMIC POLICIES

Class Attendance

Students are expected to attend all classes. Classroom activities are essential for learning and for applying knowledge. **Anticipated absences must be discussed with the instructor in advance of the absence.** It is the student's responsibility to obtain class notes and assignments that were missed due to absence. Please see additional attendance policies within each syllabus.

Lab Attendance Policy

Attendance at all on-campus laboratory and off-campus lab experiences is mandatory. If a student misses a laboratory or lab experience, it is the student's responsibility to negotiate makeup session(s) with the instructor. Students must fulfill the required lab contact hours and demonstrate lab competency to pass the lab experience and the course.

If a student is unable to attend a lab or laboratory experience, the instructor should be notified per faculty direction. If illness or tardiness occurs on the day of the experience, the student must telephone the agency and leave a message for the lab instructor. This must be done prior to the time assigned for the beginning of the lab or laboratory experience. Failure to notify the instructor and/or repeated absence may result in the assignment of a failing grade for the lab experience.

Veteran Statement

Saint Xavier University is a proud participant of the Yellow Ribbon GI Education Enhancement Program – a provision of the Post-9/11 Veterans Educational Assistance Act of 2008.

Veterans and active-duty military personnel with special circumstances (e.g., upcoming deployments, drill requirements, disabilities) are welcome and encouraged to communicate these, in advance if possible, to the instructor.

Religious Holiday Observations

The School of Nursing and Health Sciences recognizes and respects that every individual has days of the year and celebrations they honor. The University embraces diversity as one of its core values, and encouraging such celebrations is one way to honor this value. Regular attendance at class and lab is a student obligation, and a student is responsible for all work, including tests and written assignments, of all class meetings. Faculty will make reasonable accommodations for students requesting to miss class, lab, exams and written assignments due to the observance of religious holidays. Therefore, you are obligated as a student to notify your course coordinator in writing within the first week of the official start of classes of foreseen conflicts with class or lab attendance, tests, and assignments caused by your religious observances. At that time, you should review dates for exams, courses and lab assignments and meet with the course coordinator to plan your absence and an alternate assignment.

If your request is denied, you may appeal in writing outlining the date, time and practices of the religious observance related to your request **no later than two weeks before the religious observance**. Your appeal should also include the response from the course coordinator outlining the denial. Your appeal should be addressed to the Health Sciences divisional director.

Examinations

Students are required to be present for all scheduled examinations. Students must notify the course faculty prior to the scheduled exam time if they are ill or have appropriate extenuating circumstances preventing them from taking the exam. Course faculty have the following options regarding missed examinations:

1. Maintain the required exam date and assign a grade of zero for the missed examination.
2. Administer the examination at another time to be determined.
3. Administer an alternate form of the examination (e.g., an essay or case study).
4. Administer the same examination, but a lower grade may be given on the makeup exam.

It is the responsibility of the student to speak with the course faculty within 24 hours of the missed examination to discuss these options. Failure to do so may jeopardize satisfactory course completion.

Test-Taking Policy

Honesty and ethical behavior are values of the exercise science profession. Therefore, we wish to provide an atmosphere which encourages appropriate behavior. The following rules apply to drug testing.

1. Phones are not allowed.
2. Smartwatches are not allowed.
3. Students may be required to show SXU photo identification prior to the start of the examination.
4. Only basic, stand-alone calculators may be used for mathematical calculations. This means that calculators on phones, clipboards or programmable calculators will not be allowed. Covers must be off all calculators.
5. All books, notebooks, bookbags, purses, etc. are to be placed in the front of the classroom during tests.
6. No hats or caps may be worn during a test except for religious head coverings. Nothing should obscure the face.
7. All students are expected to remain in the classroom until they have finished the test.
8. Room setup and seating arrangements are at the discretion of the faculty.
9. No children are allowed in the classroom during an exam.

Assignments

Unless the course syllabus provides alternative guidelines, all academic papers are to follow the American Psychological Association guidelines for formal papers. The “Publication Manual of the American Psychological Association,” 7th Edition, 2009, is the manual of style for all exercise science written assignments. All papers are expected to be free of grammar, punctuation and spelling errors. Students who experience difficulty with written communication are encouraged to seek assistance from the University’s Writing Studio, located in the Center for Learning and Student Support.

All assignments must be completed and submitted on the specified due date. Students should carefully follow the calendar printed in the course syllabus. Arrangements for an extension of time for completion of an assignment **must be made before the due date of the assignment**. Extensions will only be given at the discretion of the faculty member for serious reasons. If assignments are submitted after the specified due date, the course faculty has the option to:

1. Accept the late assignment with no penalty.
2. Maintain the required due date/time of the assignment and lower the grade.
3. Require an additional assignment.
4. Change the assignment.
5. Refuse to accept the assignment and assign a grade of zero.

Mobile Technology Devices

Mobile technology devices include, but are not limited to, smartphones, smartwatches, laptops, notebooks, and tablets. Mobile technology devices may be used in labs, simulations, and classrooms, provided they are permitted by the agency and course faculty. Features such as accessing or posting to social media, text messaging, using the device camera, and using the internet for purposes other than educational purposes are strictly prohibited. Violation of this will result in an action for unprofessional behavior.

Academic Dishonesty

Academic honesty and integrity are highly valued in the professions of exercise science and sports management. Faculty expect students to do their own work. Students will not give or receive assistance during quizzes, examinations, or other classwork.

One form of academic dishonesty is plagiarism. Plagiarism is intellectual theft. It is defined as including, without limitations, the act of representing the work of another as one’s own.

Plagiarism may consist of copying, paraphrasing or otherwise using any work of another without proper acknowledgment of the source or presenting oral or written material prepared by another as one’s own. It also includes use of another person’s work available on the internet. When in doubt about rules concerning plagiarism, students should consult the faculty for assistance.

Cheating, plagiarism and dishonesty of any kind are very serious matters and will incur serious consequences. Any student found to be involved in dishonesty or academic misconduct may **fail the course**. As noted above, “failure in an exercise science/sports management course will result in dismissal from the School of Nursing and Health Sciences. The University’s policy on academic dishonesty will be followed. Refer to the current Saint Xavier University (undergraduate or graduate) academic catalog for academic policies and the statement on academic integrity.

Academic Advisement

Academic advising is a critical component of a student’s educational program. Each exercise science/sports management student is assigned an exercise science/sports management faculty member as their academic advisor upon entry into freshman year.

All undergraduate exercise science/sports management students have a responsibility to make regular contact with their advisors. Students are responsible for monitoring their educational progress using their program evaluation on Self-Service. Faculty advisors are available by appointment for consultation regarding academic requirements, academic support and academic planning. **It is mandatory that the exercise science/sports management students meet with their advisor before each semester’s registration. It is the student’s responsibility to schedule an appointment with their advisor before registration begins to plan their program of study and obtain the faculty advisor’s approval of the plan, including their signature.**

Faculty to Student Communication

Announcements from exercise science administration, faculty and staff will be posted on SXU Canvas in the undergraduate community/lab site and within individual courses. It is highly recommended that students check Canvas announcements at least once daily.

Email is considered the official means of communication in the SONHS. SXU provides central email services to support the University's educational activities and to serve as a means of official University communication. The SONHS expects that students actively maintain their SXU email accounts and check their email on a frequent and consistent basis. Students are required to use their SXU email for all SONHS and University-related communication. This ensures messages are not received as spam and aids in identification. Students who choose to forward their email to a private, unofficial address outside their University address do so at their own risk.

Social Media

Social media are defined as “websites and other online means of communication that are used by large groups of people to share information and to develop social and professional contacts” (dictionary.com, OED). It is essential to keep in mind that information about students and patients is protected under the Health Insurance Portability and Accountability Act (HIPAA) and the Family Education Rights and Privacy Act (FERPA).

Social Networking Policy

First and foremost, consider the professional image a student would like to portray. If in doubt, “do not post.” Students must present a professional and positive image of the profession, the SXU Exercise Science program and themselves while respecting the rights of clients, faculty members, practice facilities and other students.

Appropriate use of social media includes the protection of:

- Health Information
- Educational Record Information
- Confidential Personal Information
- Confidential, Private or Trademarked Information
- Copyrighted or Intellectual Property

Responsible use of social media must include:

- Refraining from the use of disparaging, bullying or intimidating information.
- Observing ethically prescribed professional nurse-client boundaries.
- Maintaining privacy settings.
- Separating personal and professional information.
- Informing appropriate authorities of breaches.

Consequences:

- Violation of the SONHS Social Media Policy or the SXU Student Code of Conduct will result in immediate disciplinary action by the Exercise Science program and/or the University, which may include dismissal from the Exercise Science program.
- Violation of the Social Media Policy may subject the student to legal proceedings and/or liability.

Essential Abilities and Behavior Policy

The mission statements of Saint Xavier University and its School of Nursing and Health Sciences identify the essential abilities and behaviors that must be demonstrated by all those who apply for admission to, or who are enrolled in, the undergraduate program. The sustained adherence to and demonstration of these essential abilities and behaviors are critical to achieving success, both academically and professionally.

Motor Skills

Students need to have sufficient strength and motor function to be able to execute gross and fine motor movements required in the exercise science and sports management domains, which include:

- Assisting spotting techniques.
- Administering cardiopulmonary resuscitation (CPR).
- Assisting with moving weights.
- Demonstrating lifts, jumps and sprints.

Sensory Skills

Students need to have sufficient sensory/perceptual ability to be able to monitor and assess clients while performing evaluation and coaching, such as:

- Visual acuity to read calibrations and make physical observations.
- Hearing acuity for client communication and health assessment skills.
- Olfactory ability to detect odors.

Cognitive

Students must have the ability to demonstrate cognitive abilities necessary for professional practice, including:

- Ability to read and understand written documents in English.
- Ability to solve problems involving measurement, calculations, reasoning, analysis and synthesis.
- Ability to comprehend three-dimensional and spatial relationships.
- Ability to engage in critical thinking in academic and practicum activities.

Behavioral and Social

Students must have the ability to demonstrate behavioral and social skills necessary for their future professions, including the ability to:

- Relate to clients, faculty, other health care professionals, and students with respect, integrity and honesty.
- Work constructively in stressful and changing environments.
- Exercise sound judgment, adaptability and the willingness to give and receive feedback professionally.
- Complete the responsibilities in their program of study promptly.
- Demonstrate empathy for the situations and circumstances of others.

- Demonstrate emotional and mental health necessary to safely engage in the practice of health and wellness.

Communication

Students must demonstrate communication skills necessary for their future professions, including but not limited to the ability to:

- Communicate in standard English effectively and sensitively, verbally, in writing and electronically with clients and their families as well as with other students, staff, faculty, professionals, agency personnel and those relevant to their area of study.
- Demonstrate clear, appropriate and respectful expression of ideas and feelings.
- Articulate information to clients in a manner that is understandable to clients, families, peers, faculty and other health care providers.
- Collaborate effectively with peers, faculty and other allied health care team members across disciplines.

Habits and Punctuality

Students must demonstrate work habits necessary for their future professions, including but not limited to the ability to:

- Complete classroom and lab assignments at the required time.
- Adhere to classroom and lab schedules and policies.

Professional Conduct

Students must possess the ability to reason morally and practice ethically. They must be willing to abide by professional standards of practice as well as regulations for professional licensure. Students must demonstrate the attributes of compassion, integrity, honesty, responsibility, commitment to learning and respect for diversity.

HIPPA (Health Insurance Portability and Accountability Act)

With the enactment of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the idea that clients have the right to privacy and confidentiality became more than just an ethical obligation of health care providers, students and health care organizations. It became the law. The right to privacy is essential to patients and families. **Under no circumstances should you ever release or remove confidential client information outside of the practice site or agency, or discuss it with anyone, unless it is necessary for the client's treatment.** The student is responsible for understanding the [content](#).

Saint Xavier University
School of Nursing and Health Sciences

Documentation of Unprofessional Behavior and/or Unsafe Practice

Student Name (type or print legibly)

Course Number and Name

Semester and Year

Date of Occurrence

Date of Meeting with Student

Location of Occurrence

Within the tenets of Exercise Science and highlighting the values expressed in the University and School of Nursing and Health Sciences mission statements, students are expected to achieve the following numbered outcomes. Failure to continually strive for these outcomes jeopardizes the student's academic and professional success and may result in disciplinary action up to and including removal from the Exercise Science program.

1. Demonstrates effective communication, negotiation and collaboration skills with diverse clients and colleagues.

According to the above expected outcome, the student exhibits a deficiency in the following areas:

- ☐ Demonstrates inaccurate or incomplete verbal/written communication.
- ☐ Is verbally abusive and/or exhibits threatening, coercive or violent behavior toward anyone (i.e., sexist, racial, threatening or demeaning, including foul language).
- ☐ Demonstrates ineffective communication skills with faculty, peers and/or members of the health care team.
- ☐ Engages in distracting conduct while faculty or speakers are delivering a lecture.
- ☐ Loudly and frequently interrupts the flow of class with inappropriate questions or interjections.
- ☐ Demonstrates inappropriate use of electronic devices and platforms (i.e., texting, email, Facebook or other social networking in class or labs).

2. Demonstrates accountability in professional practice based on professional values of respect, caring and justice.

According to the above expected outcome, the student exhibits a deficiency in the following areas:

- ☐ Trend of tardiness, leaving class abruptly or early or excessive or unexcused absence.
- ☐ Does not maintain confidentiality in the conduct of one's lab work or where otherwise required in the Exercise Science/Sports Management programs.
- ☐ Is unable to achieve coach-client relationships characterized by rapport, empathy and respect.

3. Provides competent care that is culturally sensitive and respectful of the health care needs of diverse populations.

According to the above expected outcome, the student exhibits a deficiency in the following areas:

- ☐ Failure to carry out psychomotor/technical skills in a safe manner.
- ☐ An act of omission in the care of the client that is contrary to established protocols and guidelines.
- ☐ Does not come to labs prepared to provide safe care per established protocols and guidelines.
- ☐ Attempts activities without adequate preparation or assistance.

4. Commits to lifelong learning and professional development.

According to the above expected outcome, the student exhibits a deficiency in the following areas:

- ☐ Is resistant, defensive and/or non-responsive to improvements. Is non-responsive or fails to implement suggested academic or lab improvements.
- ☐ Appears unaware or is indifferent to their deficiencies and the need to improve.
- ☐ Does not accept constructive criticism or take responsibility for errors.

5. Follows the policies established within the University, the School of Nursing and Health Sciences, course syllabi and health care agencies.

According to the above expected outcome, the student exhibits a deficiency in the following areas:

- ☐ Needs repeated reminders of responsibilities consistent with University or lab site policies and requirements.
- ☐ Trend of late exams, assignments and/or missed assignments.
- ☐ Exhibits inappropriate professional dress, appearance and/or behavior.
- ☐ Is unwilling to address one's unethical conduct or that of others associated with the program.
- ☐ Misrepresents or falsifies actions, assignments or information.
- ☐ Has violated the University's drug and alcohol policy.

Notification:

Student notified by issuing faculty on: _____ (date)

Lead course faculty notified by issuing faculty on: _____ (date)

Divisional Director of Health Science program notified by issuing faculty on: _____ (date)

Faculty comments related to the occurrence:

Student comments related to the occurrence:

Student Signature _____

Date _____

Faculty Signature _____

Date _____

SAINT XAVIER UNIVERSITY
School of Nursing and Health Sciences

REMEDIATION PLAN

Student's Name: _____

Date: _____

Identification of issue:

Steps to be taken (if required):

Time frame for re-evaluation:

Student Signature _____

Date _____

Faculty Signature _____

Date _____

Divisional Director of Health Science _____

Date _____

Resolution:

I, _____, hereby acknowledge that the aforementioned Remediation Plan to address unprofessional behavior and/or unsafe practices has been reviewed with me. I further acknowledge and understand that my refusal or failure to comply with every requirement in the Remediation Plan shall result in additional University action up to and including removal from the Exercise Science program.

Student Signature _____

Date _____

Faculty Signature _____ Date _____

SAINT XAVIER UNIVERSITY
School of Nursing and Health Sciences

CONSEQUENCES OF UNPROFESSIONAL BEHAVIOR

When problem behaviors are identified, the involved faculty member will counsel the student on the unacceptable behavior, indicating what type of behavioral change is expected and the timeframe for resolution. faculty. The faculty will report the student's unacceptable behavior and the specific counseling with a copy placed in the student's file in the SONHS. In addition, the faculty member will notify the administration, the director of the Exercise Science/Sports Management programs, and the associate dean of the SONHS. The student will be given a copy of the documentation that was submitted to their file.

If the behavior violates the [Saint Xavier University Student Code of Conduct](#), the process outlined in the Saint Xavier University Student Handbook, as administered by the Division of Student Affairs, will be followed.

If the behavior resulting from the infraction does not change within the specified time frame, or if there are multiple occurrences of unprofessional behavior during the course, then the faculty member has the right to fail the student.

Students who demonstrate repeated, consistent unprofessional behavior in multiple courses will be subject to dismissal from the Exercise Science/Sports Management programs.

ACADEMIC SUPPORT SERVICES

Center for Learning and Student Support

The SXU Center for Learning and Student Support, located in WAC Room L-110, provides a variety of resources for undergraduate and graduate students:

- Subject tutors are available to help improve studying skills, go over study guides, and practice exams.
- Writing consultants excel at helping students think about the development of ideas, the arguments of an essay, grammar, punctuation, and documentation.
- If students would like after-hours support or a supplement to face-to-face services, they can access Brainfuse Online Tutoring via Canvas.
- The center also houses academic support coaches who specialize in acclimating first-year students to college life.

The center evaluates academic performance and aims to support and empower students in their academic development.

For questions or to make an appointment, stop by WAC Room L-110 or call 773-298-5148. Appointments can also be made on Navigate or by visiting www.sxu.edu, keyword: Learning Center.

The Center for Accessibility Resources

The Center for Accessibility Resources coordinates the provision of reasonable accommodations for students with documented disabilities. Any student with a documented disability who requires accommodations should contact the Office of Accessibility Resources at ext. 3308, located in WAC Room A-219. The student has an obligation to self-identify that they have a documented disability and need accommodations. It is the student's responsibility to discuss specific accommodation needs with their faculty at the beginning of each semester.

Saint Xavier University School of Nursing and Health Sciences Required Student Legal Disclosure

Full Disclosure Required

Applicants are required to disclose any information that may be revealed during a criminal background check. The attached form must be completed truthfully and accurately. If you are aware of certain information but unsure whether to disclose it, you must disclose the information.

Acknowledgment of Disclosure Obligations

1. I understand and acknowledge that an agency may require additional components of a criminal background check other than those required by the Exercise Science or Sports Management programs, including, for example, a drug screening. I acknowledge and understand that I will be responsible for paying for all required criminal background checks, annual renewals, and drug screens.
2. Representatives of the Exercise Science and Sports Management programs and/or the University will review the Illinois Sex Offenders Registry before the admission of a student to any program at the undergraduate or graduate level. They may do so periodically after a student's admission. I understand and acknowledge that the results of such a review may also affect my ability to participate in the SXU Exercise Science program.
3. I understand and acknowledge that I am responsible to disclose, in writing, any/all records of convictions in the state of Illinois and any other state or jurisdiction(s). I understand and acknowledge that should an agency not accept me as an Exercise Science or Sports Management student at its lab site based on my criminal background, this fact may result in: (a) my inability to complete all required lab that serve as degree-completion prerequisites; and (b) a delay of my progress through the SXU Exercise Science or Sports Management programs and/or a delay in my eligibility for the award of an exercise science or Sports Management degree, relevant certification and/or licensure.
4. I understand and acknowledge that the SXU School of Nursing and Health Sciences reserves the authority and discretion to determine my ongoing eligibility to be admitted to the Exercise Science or Sports Management programs at the undergraduate and/or graduate level, as well as progress in those programs.

Signature _____

Date _____

Printed Name

Field Experience Policies

Field experience is chosen by the student, the field experience coordinator (FEC), and the divisional director of health sciences to meet curriculum objectives. Students must provide their transportation to the field experience site and, as needed, throughout the field experience.

1. Students must complete all paperwork provided to them.
2. Students must adhere to the facilities' rules and regulations.

3. Always wash hands and exposed skin after exposure.
4. Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in areas where there is a reasonable likelihood of occupational exposure.
5. Use an antiseptic cleanser when hand-washing facilities are not available.
6. If you are unable to attend due to sickness or family emergency, both your faculty and the divisional director of health science must be notified.

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5. Use an antiseptic cleanser when hand-washing facilities are not available.
6. If you are unable to attend due to sickness or family emergency, both your faculty and the divisional director of health sciences must be notified.

Professional Appearance

Students should adhere to the appearance guidelines and what is considered appropriate athletic attire for their field experience site.

OPPORTUNITIES FOR ACADEMIC AND PROFESSIONAL DEVELOPMENT

The Exercise Science program curriculum is approved through the National Strength and Conditioning Association's Educational Recognized Program (NSCA-ERP). A wide range of free educational resources is available to students, including career guidance, job opportunities, internship information, scholarship details, and continuing education opportunities.

IHSC Curriculum Committee

The functions of the committee are to:

- Review recommendations and requests on undergraduate curriculum matters from the dean, faculty and students.

- Review the outcomes and design of the undergraduate program for consistency with the Exercise Science program conceptual model, the Sports Management program conceptual model, mission, vision, and goals.
- Oversee the development and refinement of courses, programs, and other curricular components.
- Present curricular recommendations to the total faculty for final approval.
- Collaborate with the graduate curriculum committee to enhance articulation with graduate health sciences programs.

IHSC Program Assessment Committee

The functions of the committee are to:

- Ensure that the Exercise Science Program Evaluation Plan and the Sports Management Program Evaluation Plan are reviewed regularly and are consistent with the University's strategic plans and accreditation standards.
- Oversee implementation of the Exercise Science Program Evaluation Plan and the Sports Management Program Evaluation Plan by designated groups.
- Collect data from appropriate individuals or groups and maintain evaluation reports.
- Collaborate with individuals and groups to analyze, interpret and derive recommendations based on evaluation data.
- Disseminate the evaluation findings to the appropriate individuals or groups.
- Conduct evaluation research to support decision-making within the Exercise Science program.
- Collaborate with the associate deans of undergraduate and graduate programs, who oversee the organization of activities to promote student success on licensure and certification exams.

Exercise Science and Sports Management Club

The Exercise Science and Sports Management Club is designed to help foster continuing education, curriculum updates, scholarship discussions and volunteer opportunities for students in both majors. Meetings will happen three times per semester. Yearly, the club will elect a president, vice president, and treasurer.