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## I. Dates

### 2007-08 NAIA-ATA IMPORTANT DATES TO REMEMBER

(It is recommended by the NAIA National office that anything being submitted on a receipt deadline should be sent via certified or overnight mail.)

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- |                    |   |
|--------------------|---|
| <b>November 15</b> | Medical Guidelines Handbook and NAIA-ATA Manual On-line at;<br><a href="http://www.naia.org">www.naia.org</a>   |
| <b>November 15</b> | NATA Award Nominations due to the NATA. Forms can be found On-line at; <a href="http://www.nata.org/honors/07nominations.htm">www.nata.org/honors/07nominations.htm</a> |
| <b>December 1</b>  | NAIA-ATA Newsletter sent via email to all NAIA-ATA members  |
| <b>December 1</b>  | NATA Award Nomination Materials due to the NATA. More info at;<br><a href="http://www.nata.org">www.nata.org</a>  |
| <b>January 15</b>  | Registration opens for NATA Annual Meeting  |
| <b>April 15</b>    | NAIA-ATA Spring Newsletter sent via email to all NAIA-ATA members   |
| <b>May 1</b>       | Receipt Deadline for submitting Athletic Trainer of the Year Nomination   |
| <b>May 1</b>       | Receipt Deadline for submitting Al Ortolani Undergraduate Scholarships Nomination   |
| <b>June 17-21</b>  | NATA Annual Meeting and NAIA-ATA Annual Business Meeting, St. Louis, MO.  |

# 2007-2008 NAIA NATIONAL CHAMPIONSHIPS CALENDAR

## MEN'S EVENTS

### 52<sup>nd</sup> ANNUAL CROSS COUNTRY

November 17, 2007

Wayne E. Dannehl XC Course  
Kenosha, Wisconsin

2008 – November 22 (Kenosha, WI)

2009 – November 21

2010 – November 20

2011 – November 19

### 49<sup>th</sup> ANNUAL - SOCCER

November 14-20, 2007

College Boulevard Activities Center  
Olathe, Kansas

2008 – November 19-25

2009 – November 18-24

2010 – November 17-23

2011 – November 16-22

### 52<sup>nd</sup> ANNUAL FOOTBALL

November 17, 24, December 1, 15, 2007

Sites to be determined

December 15 finals - Hardin County TN

2008 – Nov. 22, 29, Dec. 6, 20

2009 – Nov. 21, 28, Dec. 5, 19

2010 – Nov. 20, 27, Dec. 4, 18

2011 – Nov. 19, 26, Dec. 3, 17

### 43<sup>rd</sup> ANNUAL TRACK & FIELD - INDOOR

March 6-8, 2008

Memorial Center  
Johnson City, Tennessee

2009 – March 5-7

2010 – March 4-6

2011 – March 3-5

2012 – March 1-3

### 52<sup>nd</sup> ANNUAL SWIMMING & DIVING

Feb. 27 - March 1, 2008

Palo Alto Natatorium  
San Antonio, Texas

2009 – March 4-7

2010 – March 3-6

2011 – March 2-5

2012 – Feb. 29 – March 3

### 51<sup>st</sup> ANNUAL WRESTLING

March 7-8, 2008

Tyson Events Center  
Sioux City, Iowa

2009 – March 6-7

2010 – March 5-6

2011 – March 4-5

2012 – March 2-3

### 17<sup>th</sup> ANNUAL BASKETBALL - DIVISION II

March 12-18, 2008

College of the Ozarks  
Point Lookout, Missouri

2009 – March 11-17 (Point Lookout, MO)

2010 – March 10-16

2011 – March 9-15

2012 – March 7-13

### 71<sup>st</sup> ANNUAL BASKETBALL - DIVISION I

March 19-25, 2008

Municipal Auditorium  
Kansas City, Missouri

2009 – March 18-24 (Kansas City, MO)

2010 – March 17-23 (Kansas City, MO)

2011 – March 16-22 (Kansas City, MO)

2012 – March 14-20 (Kansas City, MO)

### 57<sup>th</sup> ANNUAL TRACK & FIELD - OUTDOOR

May 22-24 2008

Ralph Korte Stadium  
St. Louis, Missouri

2009 – May 21-23 (St. Louis, MO)

2010 – May 27-29

2011 – May 26-28

2012 – May 24-26

### 57<sup>th</sup> ANNUAL TENNIS

May 12-16, 2008

Mobile Tennis Center  
Mobile, Alabama

2008 – May 12-16 (Mobile, AL)

2009 – May 11-15 (Mobile, AL)

2010 – May 17-21 (Mobile, AL)

2011 – May 16-20 (Mobile, AL)

2012 – May 15-19 (TBA)

### 57<sup>th</sup> ANNUAL GOLF

May 13-16, 2008

Indiana National Golf Club  
Plymouth, IN

2009 – May 19-22

2010 – May 18-21

2011 – May 24-27

2012 – May 15-18

### 52<sup>nd</sup> ANNUAL BASEBALL

May 23-30, 2008

Lewis-Clark State College  
Lewiston, Idaho

2009 – May 22-29 (Lewiston, ID)

2010 – May 28-June 4

2011 – May 27-June 3

2012 – May 25-June 1

**2007-2008 NAIA NATIONAL CHAMPIONSHIPS CALENDAR**  
**WOMEN'S EVENTS**

**28<sup>th</sup> ANNUAL CROSS COUNTRY**

**November 17, 2007**  
**Wayne E. Dannehl XC Course**  
**Kenosha, Wisconsin**

2008 – November 22 (Kenosha, WI)  
2009 – November 21  
2010 – November 20  
2011 – November 19

**24<sup>th</sup> ANNUAL - SOCCER**

**November 14-20, 2007**  
**Embry-Riddle Aeronautical University**  
**Daytona Beach, Florida**

2008 – November 19-25  
2009 – November 18-24  
2010 – November 17-23  
2011 – November 16-22

**28<sup>th</sup> ANNUAL VOLLEYBALL**

**November 28 - December 1, 2007**  
**Columbia College**  
**Columbia, Missouri**

2008 – December 3-6  
2009 – December 2-5  
2010 – December 1-4  
2011 – Nov. 30 – Dec. 3

**28<sup>th</sup> ANNUAL TRACK & FIELD - INDOOR**

**March 6-8, 2008**  
**Memorial Center**  
**Johnson City, Tennessee**

2009 – March 5-7  
2010 – March 4-6  
2011 – March 3-5  
2012 – March 1-3

**28<sup>th</sup> ANNUAL SWIMMING & DIVING**

**Feb. 27 - March 1, 2008**  
**Palo Alto Natatorium**  
**San Antonio, Texas**

2009 – March 4-7  
2010 – March 3-6  
2011 – March 2-5  
2012 – Feb. 29 – March 3

**17<sup>th</sup> ANNUAL BASKETBALL - DIVISION II**

**March 12-18, 2008**  
**Tyson Events Center**  
**Sioux City, Iowa**

2009 – March 11-17 (Sioux City, IA)  
2010 – March 10-16  
2011 – March 9-15  
2012 – March 7-13

**28<sup>th</sup> ANNUAL BASKETBALL - DIVISION I**

**March 19-25, 2008**  
**Oman Arena**  
**Jackson, Tennessee**

2009 – March 18-24 (Jackson, TN)  
2010 – March 17-23  
2011 – March 16-22  
2012 – March 14-20

**28<sup>th</sup> ANNUAL TRACK & FIELD - OUTDOOR**

**May 22-24, 2008 (tentative)**  
**Ralph Korte Stadium**  
**St. Louis, Missouri**

2009 – May 21-23 (St. Louis, MO)  
2010 – May 27-29  
2011 – May 26-28  
2012 – May 24-26

**28<sup>th</sup> ANNUAL TENNIS**

**May 12-16, 2008**  
**Mobile Tennis Center**  
**Mobile, Alabama**

2009 – May 11-15 (Mobile, AL)  
2010 – May 17-21 (Mobile, AL)  
2011 – May 16-20 (Mobile, AL)  
2012 – May 15-19 (TBA)

**14<sup>th</sup> ANNUAL GOLF**

**May 20-23, 2008**  
**Lake San Marcos Country Club**  
**San Diego, CA**

2009 – May 12-15  
2010 – May 25-28  
2011 – May 17-20  
2012 – May 22-25

**28<sup>th</sup> ANNUAL SOFTBALL**

**May 16-21, 2008**  
**Wilson Morgan Softball Complex**  
**Decatur, Alabama**

2009 – May 15-20  
2010 – May 21-26  
2011 – May 20-25  
2012 – May 18-23

The NAIA Athletic Trainers Handbook is published annually by the National Association of Intercollegiate Athletics. Compiled and edited by the NAIA-ATA Board of Directors and Championships Department of the NAIA.

**For further information relative to the NAIA-ATA, contact:**

**Dennis Green**

NAIA National Office  
1200 Grand Ave  
Kansas City, MO 64106  
Phone: (816) 595-8000  
FAX: (816) 595-8200

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# GENERAL INFORMATION

## II. HISTORY AND ATHLETIC TRAINERS ASSOCIATION

### A. NAIA

The National Association of Intercollegiate Athletics (**NAIA**) is a completely autonomous Association currently administering programs of intercollegiate athletics for approximately 300 fully accredited colleges and universities of moderate enrollment.

The fundamental tenet of the NAIA is that intercollegiate athletics is an integral part of the total educational program of the institution. This belief is strongly reflected in the governing documents, activities and organizational structure of the Association.

Established in 1940 as the National Association of Intercollegiate Basketball (NAIB), the Association expanded to include other programs in 1952. The NAIA became the first intercollegiate sports governing body to provide championship opportunities for both men and women when the women's program was established on August 1, 1980.

### B. NAIA-Athletic Trainers Association

The NAIA Athletic Trainers Association (NAIA-NATA) is an organization of Certified Athletic at NAIA institutions. The NAIA-ATA membership dues are paid by the institution as part of its NAIA membership dues for all personnel who receive all or part of their salary for their responsibilities within the athletic department. The NAIA-ATA Annual Business Meeting is held each June in conjunction with the National Athletic Trainers Association (NATA) Annual Convention.

The NAIA-ATA elects officers who serve two-year terms and provide the leadership for the Association. The NAIA-ATA studies and makes recommendations through legislation of actions affecting the organization and administration of the NAIA-ATA. All action items are forwarded to the NAIA Council of Athletics Administrators for final approval.

### C. Past Presidents

1995-97	Steve Curtis, Western Baptist (Ore.)
1997-99	Patrick Trainor, Malone (Ohio)
1999-01	Mike Stevenson, Southern Oregon
2001-02	Erica Zimmerman, Georgetown (Ky)
2002-04	Vince Diller, Sterling (Kan.)
2004-07	April Reed, Azusa Pacific (Calif.)

### D. NAIA-Athletic Trainers Association Objectives and Meetings

1. The objectives of this Association shall be:
  - a. The advancement, encouragement, and improvement of the athletic training profession, and to promote a better working relationship among those persons interested in the problems of athletic training.
  - b. To develop and further the abilities of each of its members to function affectively.

- c. To better serve the common interest of its members by providing a means for an exchange of ideas within the profession.
  - d. To enable members to become better acquainted personally through casual good fellowship.
2. Meetings
- a. The annual business meeting shall be held each year in conjunction with the NATA Annual Meeting and Symposium. A quorum consists of those voting members present.
  - b. The Board of Directors may call additional general business meeting as deemed necessary.
  - c. All general business meetings shall be conducted according to “Roberts Rules of Order”.

#### **D. National Athletic Trainers Association**

The National Athletic Trainers Association was founded in 1950 by unified athletic trainers across the country to set standards for professionalism, education, certification, research and practice settings. Since its inception, the NATA has been a driving force behind the recognition of the athletic training profession. National Athletic Trainers' Association members strive to keep up with the latest treatment techniques, research and technological advancements. To obtain these goals, the NATA holds various types of national and district meetings, provides scholarship and research grants through the NATA Research & Education Foundation, provides education, on-line resources and other printed materials and publishes the *NATA News* and the *Journal of Athletic Training*. More information on the NATA, membership and its programs may be obtained by contacting: **NATA, 2952 Stemmons Freeway, Dallas, TX Phone: (214) 637-6862 Fax: (214) 637-2206.** [www.nata.org](http://www.nata.org)

### **III. Risk Management**

Each member institution is responsible for the conduct of their athletes, coaches and fans at all NAIA events. Students are expected to act responsibly and perform as a positive role model for the institution, community and the Association.

Institutions hosting NAIA events accept the responsibility to safeguard the physical well-being of all students and spectators. The competition facility shall be inspected prior to each day's competition to ensure that the safety of each competition and spectator is not placed at risk. Appropriate crowd supervision shall be provided.

### **IV. AWARDS**

#### **A. Athletic Trainer of the Year**

The **NAIA-ATA** selects one Athletic Trainer from and NAIA Institution to receive the NAIA Athletic Trainer of the Year Award each year based on the criteria and standards established by the NAIA-ATA Scholarship and Awards Committee.

The procedure involves nomination of athletic trainers with appropriate support material. Selection is made by the NAIA-ATA Scholarship and Awards Committee. See Appendix H

for nomination form and additional details. Appendix H **MUST** be submitted with appropriate support materials. Forms are to be submitted to respective Chair of the Scholarship and Awards Committee.

## **B. AI Ortolani Undergraduate Scholarship**

The **NAIA-ATA** selects one student trainer from and NAIA Institution to receive the NAIA All Ortolani Undergraduate Scholarship each year based on the criteria and standards established by the NAIA-ATA Scholarship and Awards Committee.

The procedure involves nomination of student athletic trainers with appropriate support material. Selection is made by the NAIA-ATA Scholarship and Awards Committee. See Appendix I for nomination form and additional details. Appendix I **MUST** be submitted with appropriate support materials. Forms are to be submitted to respective Chair of the Scholarship and Awards Committee.

## **C. Past Award Winners**

### Athletic Trainer of the Year

2000 Daniel Dodson, Langston (Okla.)

2001 Vince Diller, Sterling (Kan.)

2002 No candidate named

2003 No candidate named

2004 Diane Lloyd, Southwest (NM)

2005 Jim Richards, Northwest (WA)

2006 Jason Duroucher, Hastings (NE)

2007 Adam J. Thompson (IN)

### AI Ortolani Undergraduate Scholarship

1997 Jennifer Amborn, MidAmerica Nazarene (Kan.)

1998 Jenny Atkins, MidAmerica Nazarene (Kan.)

1999 Janelle Grow, Western Montana

2000 Marie Monical, Southwestern (Kan.)

2001 Jeff Fluty, Southwestern (Kan.)

2002 Teresa Kircher, Central Methodist (Mo.)

2003 Jane Tschetter, Si Tanka (S.D.)

2004 Justin Gray, MidAmerica Nazarene (Kan.)

2005 Jennifer Rambur, Mary (N.D.)

2006 Chris Laubier, Urbana University (OH)

2007 Lacey Troth, Point Loma Nazarene (CA)

## **V. NATIONAL CHAMPIONSHIPS**

During a national championship the athlete's goal is to win the national title or an individual title. It is the goal of an athletic trainer is to allow the athletes to compete at their peak performance and to ensure a safe competitive environment. In order to ensure a safe environment for athletes qualified medical care has become the rule not the exception.

Just as important is that there are basic standards that need to be met. With an increase in athletic training staffing in the NAIA there has been an increase in awareness in the areas of lowering athlete risk and lowering the legal liability of the hosting body. It is vital that the safety of the athletes is considered when planning a national championship. There is a basic standard of care for sports medicine that must be met to protect the student –athlete.

## **NAIA National Championship Event Administrators**

The main number at the NAIA is (816)-595-8000

To Contact an administrator directly, please dial 816-595-8 + 3 digit extension.

(Example: Dennis Green is 816-595-8109)

M/W Cross Country – Ruth Stein ([rstein@naia.org](mailto:rstein@naia.org)) – ext 108

Women's Soccer – Becki Almeida ([balmeida@naia.org](mailto:balmeida@naia.org)) – ext 104

Men's Soccer – Scott McClure ([smcclure@naia.org](mailto:smcclure@naia.org)) – ext 112

Football – Dennis Green ([dgreen@naia.org](mailto:dgreen@naia.org)) – ext 109

Volleyball – Ruth Stein ([rstein@naia.org](mailto:rstein@naia.org)) – ext 108

M/W Indoor Track & Field – Ruth Stein ([rstein@naia.org](mailto:rstein@naia.org)) – ext 108

Wrestling – Scott McClure ([smcclure@naia.org](mailto:smcclure@naia.org)) – ext 112

Men's Division I Basketball – Kevin Dee ([kdee@naia.org](mailto:kdee@naia.org)) – ext 106

Women's Div. I Basketball – Dennis Green ([dgreen@naia.org](mailto:dgreen@naia.org)) – 109

Men's Division II Basketball – Scott McClure ([smcclure@naia.org](mailto:smcclure@naia.org)) – ext 112

Women's Division II Basketball – Becki Almeida ([balmeida@naia.org](mailto:balmeida@naia.org)) – ext 104

M/W Swimming & Diving – Dennis Green ([dgreen@naia.org](mailto:dgreen@naia.org)) – 109

M/W Outdoor Track & Field – Ruth Stein ([rstein@naia.org](mailto:rstein@naia.org)) – ext 108

Women's Golf – Becki Almeida ([balmeida@naia.org](mailto:balmeida@naia.org)) – ext 104

Men's Golf – Becki Almeida ([balmeida@naia.org](mailto:balmeida@naia.org)) – 104

M/W Tennis – Lori Thomas ([lthomas@naia.org](mailto:lthomas@naia.org)) – ext 118

Baseball – Scott McClure ([smcclure@naia.org](mailto:smcclure@naia.org)) – ext 112

Softball – Dennis Green ([dgreen@naia.org](mailto:dgreen@naia.org)) – 109

# **BYLAWS of the National Association of Intercollegiate Athletics Athletic Trainers Association (NAIA-ATA)**

## **Article I - Membership**

Membership application shall be submitted to the Secretary/Treasurer.

Any member who resigns athletic training duties at an NAIA member institution or whose institution cancels membership in the NAIA becomes ineligible to vote or hold office.

### **Section 1. Certified**

Those members possessing current NATA-Board of Certification status, who are in good standing, and who are affiliated/employed by an NAIA member institution.

### **Section 2. Associate**

Those members who are recognized by the NATA as being associate members and who are affiliated/employed by an NAIA member institution.

### **Section 3. Retired**

Those members who are recognized as either Certified or Associate members who no longer are actively engaged in practicing athletic training or who are no longer employed by an NAIA member institution.

### **Section 4. Honorary**

Any person who, by virtue of his/her actions, shows a profound interest in the advancement of the athletic training profession shall be eligible for membership in this classification. Nominations shall be made by Certified or Associate members and shall be directed to the Chairperson of the Scholarship and Awards Committee.

### **Section 5. Allied**

Those members who by virtue of their profession or occupation have an interest in furthering the health care of athletes. This includes physicians, physical therapists, nurses or others who work with injured athletes at NAIA member institutions.

### **Section 6. Student**

Those members who are full-time undergraduate or graduate students at an NAIA member institution who are pursuing a career in athletic training.

## **Article II - Board of Directors**

### **Section 1. Qualifications**

Only Certified and Associate members in good standing may be elected to positions on the Board of Directors. The President & President-Elect must be a Certified member of the NATA.

### **Section 2. Duties and Responsibilities:**

- A. The Board of Directors shall carry out the mandates and policies of the NAIA-ATA as determined by its membership.

- B. The Board of Directors shall have full power and authority to perform all acts and business transactions for and on behalf of the Association within the provisions of these By-Laws.
- C. The Board of Directors shall make a report to the membership at each general meeting for the purpose of providing information, seeking opinions, and/or taking a vote.

## **Article III - Officers**

### **Section 1. President**

Selection: Automatically moves to this office from President-Elect.

Term: Two years. May serve consecutive term with membership vote of confidence.

#### Duties and Responsibilities:

- A. Serves as Chairperson of the Board of Directors.
- B. Calls all meetings of the Board and/or Association as deemed necessary.
- C. Serves as official spokesperson for the Board.
- D. Implements the mandates and policies of the Association.
- E. Possesses full power and responsibility to transact all business for and on behalf of the Association.
- F. Presides over all association meetings.
- G. Appoints standing and ad hoc committee chair-persons and/or committee members, and liaisons with the approval of the Board.
- H. Serves as ex-officio member of all committees.

### **Section 2. President-Elect**

Selection: Elected by eligible voting membership.

Term: Two years. May serve consecutive term. Must be NATA certified.

#### Duties and Responsibilities:

- A. Serves as a member of the Board of Directors.
- B. Serves as President pro-tempore in the absence of the President.
- C. Serves as Chairperson of the Newsletter and Public Relations Committee.
- D. Serves as Chairperson of the Nominating Committee and conducts the election.
- E. Performs other duties as assigned by the President.

### **Section 3. Vice President**

Selection: Elected by eligible voting membership.

Term: Two years. May serve more than one term, but not more than two terms consecutively.

#### Duties and Responsibilities:

- A. Serves as a member of the Board of Directors.
- B. Serves as NATA Convention Contact Liaison.
- C. Serves as Editor of the NAIA NEWS Training Room column.
- D. Coordinates updates/revisions to the NAIA-ATA Constitution & By-Laws
- E. Serves as Chairperson of the Scholarship and Awards Committee.
- F. Performs other duties as assigned by the President.

### **Section 4. Immediate Past-President**

Selection: Automatically moves to this position following the term of office as President.

Term: May serve consecutive terms.

#### Duties and Responsibilities:

- A. Serves as a member of the Board of Directors.
- B. Serves as parliamentarian for Board meetings and general business meeting.

- C. Performs other duties as assigned by the President.

## **Section 5. Secretary/Treasurer**

Selection: Elected by eligible voting membership.

Term: Two years. May serve more than one term consecutively.

Duties and Responsibilities:

- A. Serves as a member of the Board of Directors.
- B. Possesses power and responsibility to transact all financial business on behalf of the Association.
- C. Commits the Association to no financial obligations in excess of its available resources.
- D. Coordinates updates/revisions of NAIA Athletic Trainers' Manual.
- E. Serves as custodian of all records, books, and papers belonging to the Association.
- F. Records minutes of all Board meetings and general business meetings and distributes necessary information to the membership.
- G. Conducts all official correspondence as directed by the Board.
- H. Maintains a record of current and accurate mailing lists and provides signature of approval of all new membership applications and classification changes.
- I. Provides applications to prospective members.
- J. Submits a financial and membership record to the Board and association membership at the annual meeting.
- K. Performs other duties as assigned by the President.

## **Article IV - Elections**

### **Section 1. Nominating Committee**

The Nominating Committee shall be chaired by the President-Elect. The Committee shall be comprised of the Board and two other voting members appointed by the President.

### **Section 2. Election Process**

Nominations for office shall be submitted to the Committee sixty (60) days prior to the annual meeting.

All candidates shall have declared willingness to accept office by submitting an officer candidate biography to the President-Elect. SEE APPENDIX A. (page 57)

Ballots shall be returned post-marked fifteen (15) days prior to the annual meeting.

Candidates will be elected by a majority vote (plurality of more than two (2) candidates) of the membership casting ballots. If only one nominee exists for a position, approval of the nominee will take place at the annual meeting.

All candidates for elected positions shall be notified of the outcome of the election by the President prior to the announcement of newly elected officers at the annual meeting.

## **Article V - Standing Committees**

### **Section 1. Nominating Committee**

- A. Chairperson – President-Elect  
Term: length of office  
Duties and Responsibilities:
  - 1. Coordinates development of slate of candidates for each elected office.
  - 2. Coordinates balloting process.
  - 3. Submits annual report and budget request to the Board.

- B. Committee – Board members  
Term: length of office  
Duties and Responsibilities:
  1. Develops slate of at least two (2) candidates for each office during election years.
  2. Creates, dispenses, and collects ballots for tabulation to determine new officers.

**Section 2. Professional Education and Research Committee**

- A. Chairperson – Appointed by the President  
Term: two years  
Duties and Responsibilities:
  1. Acts as communicator between the committee and Board.
  2. Facilitates the development of annual goals and the committee.
  3. Assists in the planning of annual education program.
- B. Committee – Appointed by the Chairperson  
Term: two years, may serve consecutive terms  
Duties and Responsibilities:
  1. Assists in the development of the educational portion of the annual meeting.
  2. Sets goals for development of professional education of the Association membership.
  3. Seeks, supports and encourages scholarly research by the members of the Association on topics inherent toward the advancement of athletic training.
  4. Select at least one (1) research project for presentation at the annual meeting.

**Section 3. Scholarship and Awards Committee**

- A. Chairperson – Vice President  
Term: length of office  
Duties and Responsibilities:
  1. Appoints members of the subcommittees.
  2. Receives and reviews all applicants for Al Ortolani Student Athletic Trainer Scholarship.
  3. Schedules meeting of subcommittee for the purpose of discussing and selecting recipients of the scholarship award.
  4. Submits report and budget request to Board of Directors.
- B. Committee  
Term: one (1) year at discretion of Chairperson  
Duties and Responsibilities:
  1. Meets to review all nominations for scholarship awards.
  2. Recommends candidates for award to Board of Directors.
  3. Submits names of candidates for Honorary Membership

**Section 4. Newsletter and Public Relations Committee**

- A. Chairperson – President-Elect  
Term: length of office  
Duties and Responsibilities:
  1. Selects subcommittee members.
  2. Gathers information, news, etc. for publication of newsletter three (3) times per year.
  3. Submits report and budget request to the Board of Directors.
- B. Committee  
Term: one (1) year, may serve consecutive terms  
Duties and Responsibilities:
  1. Gathers NAIA-ATA news and information for publication.
  2. Assists chairperson in writing/editing newsletter.

3. Assists with distribution of newsletter.
4. Seeks to encourage good public relations with media, other organizations and interested public.
5. Encourages applicants for membership.

## **Section 5. Medical Aspects Committee**

- A. Chairperson – Appointed by President  
Term: two (2) years at discretion of the Board  
Duties and Responsibilities:
  1. Appoints members of committee.
  2. Serves as editor of Medical Aspects Handbook.
  3. Submit report and budget request to the Board of Directors.
  
- B. Committee  
Term: two (2) years, may serve consecutive terms  
Duties and Responsibilities:
  1. Seeks to identify specific problems dealing with medical aspects of athletic training in NAIA institutions.
  2. Proposes policies and procedures dealing with medical aspects.
  3. Prepares and updates Medical Aspects Handbook.

## **Article VI - Liaison Positions**

### **Section 1. NAIA Liaison**

Selection of Liaison is by official appointment by NAIA.

Liaison attends Board of Directors and general business meetings. Liaison acts as resource person to disseminate information between both Associations. Liaison assists with arrangement of budget dispersal and general meeting arrangements.

### **Section 2. NATA & CATS Liaison**

Liaison attends Board of Directors and general business meetings. Liaison acts as a resource person to disseminate information between associations.

### **Section 3. Regional Representative**

Regional Representatives are appointed by the Board of Directors

Duties and Responsibilities

1. Maintain and update a regional database of NAIA athletic trainers.
2. Coordinate activities to ensure that all conference, regional, and national tournaments held in their region are adequately covered by athletic trainers.
3. Act as a liaison for their members to the NAIA and NAIA-ATA.
4. Gather news items that would be appropriate for the NAIA-ATA newsletter and forward to the NAIA liaison.

### **Section 4. Regional Representative Coordinator**

Appointed by the Board of Directors from the pool of Regional Representatives

Duties and Responsibilities

1. To act as a liaison between the Regional Representatives, the NAIA-ATA Board of Directors, and the NAIA liaison to the NAIA-ATA.
2. To provide leadership to the Regional Representatives as to their duties and roles.
3. To compile a national database of NAIA institutions' athletic trainers and update it annually.

## **Article VII - Fiscal and Membership Year**

The fiscal and membership year shall be August 1 through July 31 of each year.

# **CONSTITUTION of the National Association of Intercollegiate Athletics Athletic Trainers Association (NAIA-ATA)**

## **Article I-Name**

The name of this organization shall be the National Association of Intercollegiate Athletic - Athletic Trainers Association.

## **Article II-Objectives**

The objectives of this Association shall be:

1. The advancement, encouragement, and improvement of the athletic training profession, and to promote a better working relationship among those persons interested in the problems of athletic training.
2. To develop further the abilities of each of its members to function effectively.
3. To better serve the common interest of its members by providing a means for an exchange of ideas within the profession.
4. To enable members to become better acquainted personally through casual good fellowship.

## **Article III-Membership**

**Section 1.** There will be six (6) classes of membership as follows:

- |              |             |
|--------------|-------------|
| 1. Certified | 4. Student  |
| 2. Associate | 5. Allied   |
| 3. Retired   | 6. Honorary |

**Section 2.** Qualifications for membership, rights and obligations of members shall be as indicated in the By-Laws.

## **Article IV-Election of Members**

Each applicant for any classification of membership shall sign an application stating his/her desire to become a member and to accept its Constitution and By-Laws.

## **Article V-Cancellation of Membership**

**Section 1.** Membership cancellation may be recommended by any voting member of the association for cause. Cause may be violation of the Constitution, By-Laws, or Code of Ethics. The membership of any member can be caused to cease by a two-thirds vote of the ballots cast by member at the annual business meeting. It is the duty of the members of the NAIA-ATA to submit to the Board of Directors all motions for cancellation. Written notice of cancellation shall be sent by the Secretary/Treasurer within fifteen (15) days following action.

**Section 2.** A person whose membership is canceled in accordance with Section I shall be allowed to appeal, in writing, to the Board of Directors. Such appeal must be received within thirty (30) days of receipt

of written notification of cancellation. The Board of Directors shall determine, by a majority vote, to accept or reject the appeal. The decision shall be made and the individual shall be notified in writing within thirty (30) days of receipt of the appeal.

## **Article VI-Organization**

### **Section 1. Board of Directors**

The governing body of this organization shall be the Board of Directors. This body shall consist of the President, President-Elect, Vice President, Immediate Past President, and Secretary/Treasurer. Duties and responsibilities of the Board and Committees as a whole are as specified in the By-Laws.

### **Section 2. Elections**

Election procedures are as specified in the By-Laws.

### **Section 3. Vacancy in Office**

Any vacancy in office of President shall be filled by the President-Elect for the unexpired term and shall also continue as President for the duly elected term. Any vacancy in the office of President-Elect shall be filled by the Vice President for the unexpired term. At the next general business meeting, this office shall be filled by general election. Any other vacancies shall be filled by appointment of the President with the approval of the Board. Any vacancy in the office of Immediate Past President shall not be filled.

### **Section 4. Absence of President**

In the absence of the President during a scheduled Board of Directors meeting or general business meeting, the President-Elect shall assume the duties of the President pro-tempore.

### **Section 5. Removal from Office**

Any association officer may be impeached and convicted on the following grounds: embezzlement, malfeasance in office, and actions contrary to or in violation of the Constitution, By-Laws, or Code of Ethics. A brief containing the charges, with the name(s) of the person preferring charges shall be presented to the Ethics Committee. The brief must be adopted by a majority vote of the Ethics Committee. The committee shall notify the President of the decision who shall notify the officer in writing within fifteen (15) days following action.

## **Article VII-Committees and Liaisons**

### **Section 1. Appointments**

All committee members and liaisons shall be appointed by the President with the approval of the Board of Directors.

### **Section 2. Standing Committees**

Standing committees are as specified in the By-Laws.

## **Article VIII-Meetings**

### **Section 1. Board of Directors Meetings**

The Board of Directors shall meet at least once a year, just prior to the annual business meeting. A quorum shall consist of four (4) members present. The President may call additional meeting of the Board as deemed necessary.

The president may submit emergency items of association business that are appropriate for Board action by a vote by telephone. The President shall first secure a "second" to the proposal and the call each member of the Board for his/her vote. Board approval of such items shall become part of the official minutes.

The President may submit appropriate items of association business to the Board for a vote by mail. For such voting the President shall first secure a “second” and then submit the proposal to each Board member for his/her vote. A “yes” or “no” vote shall be returned by mail no more than ten (10) days after the mailing of the proposal. Board approval of such items shall become part of the official minutes.

## **Section 2. General Business Meeting**

The annual business meeting shall be held each year in conjunction with the NATA Annual Meeting and Symposium. A quorum consists of those voting members present. The Board of Directors may call additional general business meeting as deemed necessary. All general business meetings shall be conducted according to “Roberts Rules of Order”.

## **Articles IX-Amendments**

### **Section 1. Constitution**

All proposed amendments to the constitution shall be submitted in writing to the President at least sixty (60) days prior to the annual business meeting. The President shall inform the membership of all proposed amendments at least thirty (30) days prior to the annual business meeting. Proposed amendments shall be read and two-thirds (2/3) majority vote of the voting membership present shall be necessary for adoption.

### **Section 2. By-Laws**

The By-Laws may be amended at any official meeting of the Board of Directors by majority vote.

## **Article X-Fiscal and Membership Year**

### **Section 1. Fiscal Year**

The fiscal year shall be as specified in the By-Laws.

### **Section 2. Membership Year**

The membership year shall be as specified in the By-Laws.

## Appendix A

# NAIA-ATA BOARD OF DIRECTORS 2007-2008

### **PRESIDENT**

Susan Ganz  
Point Loma Nazarene University  
3900 Lomaland Drive  
San Diego, CA 92106

office (619) 849-2704  
fax (619) 849-2553  
email [susanganz@ptloma.edu](mailto:susanganz@ptloma.edu)

### **PRESIDENT-ELECT**

Eric Walsler  
MidAmerica Nazarene University  
2030 E College Way  
Olathe, KS 66062

office (913) 971-3388  
fax (913) 971-3404  
email [ewalsler@mnu.edu](mailto:ewalsler@mnu.edu)

### **VICE PRESIDENT**

Gary Turbak  
College of the Ozark  
PO Box 17, One Opportunity Lane  
Point Lookout, MO 65726

office (417) 334-6411 x4576  
fax (417) 348-1432  
email [turbak@cofo.edu](mailto:turbak@cofo.edu)

### **SECRETARY**

Kimberly Duskin  
Azusa Pacific University  
901 East Alostia  
Azusa, CA 91702

office (626) 815-6000 x5192  
fax (626) 815-5442  
email [kduskin@apu.edu](mailto:kduskin@apu.edu)

### **PAST PRESIDENT**

April Reed  
Azusa Pacific University  
901 East Alostia  
Azusa, CA 91702

office (626) 815-6000 x5191  
fax (626) 815-5084  
email [areed@apu.edu](mailto:areed@apu.edu)

### **NATA & CATS-LIAISON**

Randy McGuire  
Georgetown College  
400 E. College Street  
Georgetown, KY 40324

office (502) 863-7032  
fax none  
email [randy\\_mcguire@georgetowncollege.edu](mailto:randy_mcguire@georgetowncollege.edu)

### **NAIA-LIAISON**

**Dennis Green**  
NAIA National Office  
1200 Grand Ave  
Kansas City, MO 64106

office (816) 595-8000  
fax (816) 595-8200  
email [dgreen@naia.org](mailto:dgreen@naia.org)

## Appendix B

# NAIA-ATA COMMITTEES & LIAISONS

### 2007-2008

#### **NOMINATING COMMITTEE**

**Chair:** Eric Walsler MidAmerica Nazarene University [ewals@mn.edu](mailto:ewals@mn.edu)

**Committee:** Darin Voigt Vanguard University [dvoigt@vanguard.edu](mailto:dvoigt@vanguard.edu)

- This committee is comprised of the President-Elect as chair, the Board of Directors as the committee members, and one appointee assigned by the President for a two-year term.

#### **PROFESSIONAL EDUCATION & RESEARCH COMMITTEE**

**Chair:** Upton Dabney Oregon Institute of Technology [Upton.Dabney@oit.edu](mailto:Upton.Dabney@oit.edu)

**Committee:** Lanny Leroy Benedictine College [lannyl@benedictine.edu](mailto:lannyl@benedictine.edu)

Jason Durocher Hastings College [jduracher@hastings.edu](mailto:jduracher@hastings.edu)

Laura Dill Concordia University [laura.dill@cui.edu](mailto:laura.dill@cui.edu)

- This committee is comprised of the chair, approved by the Board of Directors, and committee members recommended by the chair and approved by the Board of Directors for a two-year term.

#### **SCHOLARSHIP & AWARDS COMMITTEE**

**Chair:** Gary Turbak College of the Ozarks [turbak@cofo.edu](mailto:turbak@cofo.edu)

**Committee:** Jim Ave Fresno Pacific University [jimave@fresno.edu](mailto:jimave@fresno.edu)

Cliff Pawley Union University [cpawley@uu.edu](mailto:cpawley@uu.edu)

Mike Livergood Bellevue University [mike.livergood@bellevue.edu](mailto:mike.livergood@bellevue.edu)

- This committee is comprised of the Vice-President as chair and committee members recommended by the chair and approved by the Board of Directors for a two-year term.

#### **NEWSLETTER & PUBLIC RELATIONS COMMITTEE**

**Chair:** Eric Walsler MidAmerica Nazarene University [ewals@mn.edu](mailto:ewals@mn.edu)

**Committee:** Randy McGuire Georgetown College [randy.mcguire@georgetowncollege.edu](mailto:randy.mcguire@georgetowncollege.edu)

Janelle Handlos University of Montana Western [j\\_handlos@umwestern.edu](mailto:j_handlos@umwestern.edu)

- This committee is comprised of the President-Elect as chair, the NATA/CATS liaison, and committee members recommended by the chair and approved by the Board of Directors for a two-year term.

#### **MEDICAL ASPECTS COMMITTEE**

**Chair:** Sydney Ringer Oklahoma Christian University [sydney.ringer@oc.edu](mailto:sydney.ringer@oc.edu)

**Committee:** Jason Durocher Hastings College [jduracher@hastings.edu](mailto:jduracher@hastings.edu)

Danny Sterling UVA-Wise [d\\_sterling@uvawise.edu](mailto:d_sterling@uvawise.edu)

Chad Shriver Kansas Wesleyan University [cshriver@kwu.edu](mailto:cshriver@kwu.edu)

- This committee is comprised of the chair, approved by the Board of Directors, and committee members recommended by the chair and approved by the Board of Directors for a two-year term.

#### **REGIONAL REPRESENTATIVES:**

**Coordinator:** Randy Biggerstaff Lindenwood University [rbiggerstaff@lindenwood.edu](mailto:rbiggerstaff@lindenwood.edu)

#### **AD-HOC: NATIONAL CHAMPIONSHIP COMMITTEE:**

**Chair:** Susan Ganz Point Loma Nazarene University [susanganz@ptloma.edu](mailto:susanganz@ptloma.edu)

**Committee:** Lee Anne Simmons Independent

Kelly Mason Southern Oregon [masonk@sou.edu](mailto:masonk@sou.edu)

Matt Schmidt Northwestern College [mas@nwciova.edu](mailto:mas@nwciova.edu)

Betsy Myers Fresno Pacific University [betsy.myers@fresno.edu](mailto:betsy.myers@fresno.edu)

Shawna Baker San Diego Christian University [sbaker@sdcc.edu](mailto:sbaker@sdcc.edu)

## **LIAISONS**

NAIA **Dennis Green**  
CATS Randy McGuire  
NATA-CUATC April Reed

NAIA National Office [dgreen@naia.org](mailto:dgreen@naia.org)  
Georgetown College [randy\\_mcguire@georgetowncollege.edu](mailto:randy_mcguire@georgetowncollege.edu)  
Azusa Pacific University [areed@apu.edu](mailto:areed@apu.edu)

## Appendix C

### NAIA-ATA REGIONAL REPRESENTATIVES 2007-2008

#### **Region 1**

Jim Richards  
Northwestern University  
PO Box 579  
Kirkland, WA 98083  
425-889-5353 work  
425-889-5323 fax  
[Jar1jar@aol.com](mailto:Jar1jar@aol.com)

#### **Region 2**

April Reed  
Azusa Pacific University  
901 E. Alostia  
Azusa, CA 91702  
626-815-6000-5191 work  
626-815-5442 fax  
[areed@apu.edu](mailto:areed@apu.edu)

#### **Region 3**

Jason Durocher  
Hastings College  
PO Box 269  
Hastings, NE 68902  
402-461-7392 work  
402-461-7489 fax  
[jdurocher@hastings.edu](mailto:jdurocher@hastings.edu)

#### **Region 4**

Mike Livergood  
Bellevue University  
1009 Galvin Road  
Bellevue, NE 68005  
402-297-2071 work  
402-683-4065 fax  
[bnorton@sckans.edu](mailto:bnorton@sckans.edu)

#### **Region 5**

John Bartholomew  
Graceland University  
1 University Place  
Lamoni, IA 50140  
641-784-5042 work  
641-784-5039 fax  
[jbarthol@graceland.edu](mailto:jbarthol@graceland.edu)

#### **Region 6**

Kyle C. Morgan  
Texas Wesleyan University  
1201 Wesleyan St.  
Ft. Worth, TX 76105  
817-531-7590 work  
817-531-4879 fax  
[kmorgan@txwes.edu](mailto:kmorgan@txwes.edu)

#### **Region 7**

**VACANT**

#### **Region 8**

Adam Thompson  
Indiana Wesleyan Univ.  
4201 S. Washington  
Marion, IN 46953  
(756) 677-2328  
[Adam.thompson@indwes.edu](mailto:Adam.thompson@indwes.edu)

#### **Region 9**

Douglas Willmott  
Walsh University  
2020 East Maple Street  
North Canton, OH 44720  
330-490-7027 work  
330-490-7038 fax  
[dwillmott@walsh.edu](mailto:dwillmott@walsh.edu)

#### **Region 10**

Sara-Kay Pittenger  
University of Maine-Fort Kent  
University Drive  
Fort Kent, ME 04743  
207-834-7572 work  
207-834-7825 fax  
[sarakay@maine.edu](mailto:sarakay@maine.edu)

#### **Region 11**

Margeret (Peggy) Blackmore-Haus  
University of the Cumberlands  
7790 College Station Drive  
Williamsburg, KY 40769  
606-539-4131 work  
606-539-4126 fax  
[phaus@cumberlandcollege.edu](mailto:phaus@cumberlandcollege.edu)

#### **Region 12**

Donny Mayfield  
Tennessee Wesleyan College  
210 College Avenue  
Athens, TN 37371  
423-746-5290 work  
423-746-5293 fax  
[dmayfield@twcnet.edu](mailto:dmayfield@twcnet.edu)

#### **Region 13**

Jinni Frisbey  
University of Mobile  
5735 College Parkway  
Mobile, AL 3666  
334-675-5990 work  
334-675-5332 fax  
[jfrisbey21@juno.com](mailto:jfrisbey21@juno.com)

#### **Region 14**

Justin White  
Embry-Riddle Aeronautical U.  
600 Clyde Morris Blvd.  
Daytona Beach, FL 32114  
386-323-6527 work  
386-323-5002 fax  
[justin.white@erau.edu](mailto:justin.white@erau.edu)

\*Denotes Regional Representative Coordinator

## Appendix D

### NAIA- ATA BOARD OF DIRECTORS CANDIDATE BIOGRAPHY FORM

**NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**AFFILIATED COLLEGE/UNIVERSITY:** \_\_\_\_\_

**POSITION FOR WHICH YOU ARE APPLYING: (Check One)**

- PRESIDENT-ELECT
- VICE-PRESIDENT
- SECRETARY/TREASURER

Please describe, on a separate sheet of paper, why you would like to serve on the NAIA-ATA Board of Directors in the office you have selected.

Return your response with this biography form and an updated resume to the President-Elect no later than sixty (60) days prior to the NAIA-ATA Annual Business Meeting. Ballots will be mailed from the national office and will be due 15 days prior to the business meeting.



Appendix E

NAIA-ATA
Athletic Trainer-of-the-Year Award
Nomination Form

Criteria for selection of the Athletic-Trainer-of-the-Year Award:

- Nominee is a member in good standing in the NAIA-ATA and the NATA as a Certified Athletic Trainer.
• Nominee currently is employed by an NAIA institution as an Athletic Trainer.
• Nominee has distinguished themselves as a model of the profession of Athletic Training in personal conduct and professional allied health service to athletes.
• Nominee is nominated by a Certified Athletic Trainer in good standing in the NAIA-ATA and the NATA OR the nominee's Athletic Director.
• Nominee has not received this award in the last three years.

Directions for completion and submission:

- Type this nomination form.
• Must be received on or before May 1, 2008.
• Submit nomination via US Mail:
Gary Turbak, College of the Ozarks, PO Box 17, One opportunity Avenue, Point Lookout, MO 65726-0017

Name of ATC being nominated: \_\_\_\_\_

Nominee's Institution: \_\_\_\_\_

Institution Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Institution telephone Number: \_\_\_\_\_

Does the person you are nominating meet each of the above criterions? \_\_\_\_\_

How has the ATC distinguished herself/himself?
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How has the nominee brought honor to their institution, the Athletic Training profession and/or the NAIA?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What unique personal and professional qualities define the nominee?

---

---

---

Your name: \_\_\_\_\_ Your signature: \_\_\_\_\_

Are you an ATC from an NAIA Institution? \_\_\_\_\_ Are you the nominees Athletics Director? \_\_\_\_\_

Your institution: \_\_\_\_\_  
Institution

address: \_\_\_\_\_

**Your email address:** \_\_\_\_\_ **Your work telephone number:** \_\_\_\_\_

National Association of Intercollegiate Athletics [www.naia.org](http://www.naia.org)

## Appendix F



# NAIA-ATHLETIC TRAINERS ASSOCIATION AL ORTOLANI UNDERGRADUATE SCHOLARSHIP

## DIRECTIONS

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1. The applicant must have completed the required number of credits for at least junior standing at the time of application.
2. The applicant must have worked as a student trainer for a period of at least one year at the college level.
3. The applicant must be enrolled in a program leading to a Bachelor's Degree.
4. The applicant must have a GPA of 3.00 or above in his/her major field and submit an official transcript indicating his/her GPA through the most recently completed school term.
5. The applicant must be endorsed by a Certified Athletic Trainer who is a current member in good standing of the NAIA-ATA and the National Athletic Trainers Association.
6. The applicant must be a student at an NAIA educational institution.
7. It must be the intent of the applicant for this scholarship that he or she pursues the profession of athletic training or related field as his/her primary vocation.
8. The applicant must submit two letters of recommendation to the Scholarship Committee. The letters should be from people that would best be able to judge the applicant's qualities and abilities in the areas of academics and athletic training (Section II and III).
9. The applicant is required to submit an application (Section I) and a biographical statement answering four specific questions as to why he or she feels they should be awarded the scholarship (Section IV).
10. All pages of the scholarship application must be typed.

One applicant will be selected by the NAIA Athletic Trainers Association Scholarship and Awards Committee to receive the Al Ortolani Undergraduate Scholarship. The recipient will receive a \$500 scholarship check to be used for his/her senior year and a plaque recognizing the honor.

Complete all parts of this form and return them via US Mail by **May 1, 2008** to:

**Gary Turbak  
College of the Ozarks  
PO Box 17  
One opportunity Avenue  
Point Lookout, MO 65726-0017**



**SECTION I**

**NAIA-ATA AL ORTOLANI UNDERGRADUATE SCHOLARSHIP**

**Biographical Information:**

Name \_\_\_\_\_ Date \_\_\_\_\_

School: \_\_\_\_\_ State: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**Educational Information:**

**High**

**School:** \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Undergraduate College/University**

**School:** \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Undergraduate Major(s): \_\_\_\_\_

Year in College: \_\_\_\_\_

Continue to Section II

**SECTION II**

**CERTIFIED ATHLETIC TRAINER RECOMMENDATION**

(TO BE COMPLETED BY A CERTIFIED ATHLETIC TRAINER)

**I. Student's Name:**

\_\_\_\_\_  
LAST

\_\_\_\_\_  
FIRST

\_\_\_\_\_  
MIDDLE

**II. Rating**

	Outstanding Top 5-10%	Excellent Top 25%	Good Top 40%	Unable to Judge
Initiative				
Persistence				
Independence				
Acceptance of Responsibility				
Judgement, Common Sense				
Ability to work with/relate to others				
Leadership				
Ability to communicate				
Earnestness about career in Athletic Training				

**III. Statement**

In the space below, make a statement in support of your rating in section II. Please note any particular strengths.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IV. NATA-Certified Athletic Trainer**

Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Certification Number: \_\_\_\_\_

NATA Member Number: \_\_\_\_\_

*Continue to Section III*

**SECTION III**

**RECOMMENDATION**

**I. Student's Name:**

\_\_\_\_\_ LAST \_\_\_\_\_ FIRST \_\_\_\_\_ MIDDLE

**II. Rating**

	Outstanding Top 5-10%	Excellent Top 25%	Good Top 40%	Unable to Judge
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persistence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Acceptance of Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judgement, Common Sense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with/relate to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to communicate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earnestness about career in Athletic Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**III. Statement**

In the space below, make a statement in support of your ratings in Section III. Please note any particular strengths.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Position: \_\_\_\_\_

*Continue to Section IV*

## SECTION IV

### BIOGRAPHICAL INFORMATION (TO BE COMPLETED BY THE NOMINEE)

In the space provided, please answer each question to accurately describe yourself.

**Question #1:** Describe the individuals and factors which influenced your decision to enter the field of athletic training.

**Question #2:** Describe your past involvement in athletic training. Include sports, teams, or areas where you have been involved in the practice of athletic training. List honors or awards you have received.

**Question #3:** Describe your involvement in community organizations or associations unrelated to athletic training.

**Question #4:** Describe your professional goals.

## Appendix G

### NAIA-ATA Meeting Minutes Anaheim, CA June 28, 2007

#### Officers in Attendance:

President: April Reed	Azusa Pacific University
President Elect: Susan Ganz	Point Loma University
Vice President: Gary Turbak	College of the Ozarks
Secretary: Kimberly Duskin	Azusa Pacific University
NAIA Representative: Renee Wiebe	

#### Members in Attendance:

Amy Jo Foote	California Baptist University	<a href="mailto:Afoote@calbaptist.edu">Afoote@calbaptist.edu</a>
Glory Fung	Azusa Pacific University	<a href="mailto:GLORYG45@aol.com">GLORYG45@aol.com</a>
Linda Ruggles	Biola University	<a href="mailto:Linda.ruggles@biola.edu">Linda.ruggles@biola.edu</a>
John Wiese	Biola University	<a href="mailto:john.wiese@biola.edu">john.wiese@biola.edu</a>
Korey Kobata	Concordia University	<a href="mailto:korey.kobata@cu.edu">korey.kobata@cu.edu</a>
Michele Vasquez	California Baptist University	<a href="mailto:mvasquez@calbaptist.edu">mvasquez@calbaptist.edu</a>
Danny Rogers	Cumberland University	<a href="mailto:drogers@cumberland.edu">drogers@cumberland.edu</a>
Upton Dabney	Oregon Tech	<a href="mailto:upton.dabney@oit.edu">upton.dabney@oit.edu</a>
Kim Duskin	Azusa Pacific University	<a href="mailto:kduskin@apu.edu">kduskin@apu.edu</a>
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The meeting was called to order and opening comments were made by April Reed.

### **Awards**

April introduced Ed, from Cramer and publicly thanked him for his company's sponsorship of the NAIA-ATA.

April Reed announced the Athletic Trainer of the Year as Adam Thompson (IN).

Susan Ganz announced The Al Ortolani Scholarship went to Lacey Troth (CA).

April Reed recognized Randy Biggerstaff as the recipient of the CUATC Head Athletic Trainer of the Year for the NAIA.

Members were reminded to nominate deserving athletic trainers for awards and encourage students to apply for the Al Ortolani scholarship.

All members are also strongly encouraged to nominate individuals for the annual CUATC awards. Info can be found on the CUATC page on the NATA website.

### **Review of Minutes**

Susan Ganz reviewed minutes from the 2007 NAIA-ATA meeting in Atlanta.

### **Committee Reports**

#### **Board of Directors**

##### **President**

April attended the CUATC meeting at the NATA National Meeting in Anaheim. April suggests that the NATA-ATA have a liaison to the CUATC. The topic at this year's meeting was Sudden Cardiac Death, next year they will be discussing Heat Illness. The CUATC is working on incorporating the NAIA in all mailings. The Head's Up Concussion video will be sent out to all NAIA schools with football from the CUATC. The NATA news is putting in a section for the CUATC and wants to contact an ATC in the NAIA for an interview.

The webpage will be updated at the end of the summer or beginning of fall 2007 with all changes requested by the NATA-ATA.

April announced Gary Turback as the new Vice President of the NAIA-ATA, Upton Dabney as the chair of the Professional Education and Research Committee, Eric Walser as the chair of the Newsletter and Public Relations Committee, Sydney Ringer as the chair of the Medical Aspects Committee and Randy Biggerstaff as the Regional Representative.

April attended the College Sports Medicine Foundation NAIA meeting in St. Louis Missouri. April highly suggests attending this meeting it is good for policy and procedure issues and discussion. April also encouraged everyone to fill out the surveys sent out by the CSMF or to go to the website and fill them out. Surveys out now are on mental health and heat illness.

##### **President-Elect**

Susan mentioned that the newsletter was sent out once this year. She encouraged members to send in topics or information to be posted on the newsletter.

Susan has been working on the Ad-Hoc Championship Events Committee to improve the medical care at National Championship events.

## **Vice President**

Gary thanked everyone for nominating members and students for this years awards. There were 10 students and 17 ATC's nominated for this years awards. Continue to recognize peers and students in the NAIA.

## **Secretary**

Kim has been working on updating and formatting the manual. The minutes and manual will be posted online asap. Kim has also been updating the directory through regions, if you have changes please let Kim know.

## **Scholarship and Awards**

Gary encourages members to recognize each others work within conferences and regions. She also wants members to encourage students to apply for scholarships.

## **Medical Aspects Committee**

There was not a medical aspects chair this past year so not much happened with this committee. April would like the NAIA to adopt NCAA policies and procedure for such things as concussion, heat illness, etc. because they have the resources to properly research the topics. April has been working on connecting with the NCAA, they are sending her copies of the NCAA Guidelines.

## **Newsletter**

Susan mentioned that the newsletter only came out once this past year. The board of directors has decided to make the newsletter a committee so hopefully more information will be submitted.

## **NAIA Liaison Report**

Renee thanks everyone for their hard work in making the organization successful. Jim Carr is the new CEO. The national headquarters has been moved to Kansas City on 12<sup>th</sup> and Grand. The new address and phone numbers will be in the updated manual. Sports Information was short handed but vacancies have been filled. An email will be sent out when the manual has been updated with a direct link to the website.

## **CATS Liaison Report**

No Report!

## **NATA CUATC Report**

April attended the CUATC meeting at the NATA National Meeting in Anaheim. April suggests that the NATA-ATA have a liaison to the CUATC. The topic at this years meeting was Sudden Cardiac Death, next year they will be discussing Heat Illness. The CUATC is working on incorporating the NAIA in all mailings. The Head's Up Concussion video will be sent out to all NAIA schools with football from the CUATC. The NATA news is putting in a section for the CUATC and wants to contact an ATC in the NAIA for an interview.

## **Regional Representatives**

Kim has been working on updating the directory by region. Please contact your regional representative with any staff changes. Any changes also need to be sent to the national office through your athletic director. Even though the NAIA has gone to no regions for championship events the NAIA-ATA will continue to use regions to release information and make changes in the directory.

## **Old Business**

April mentioned that the Professional Education and Research Committee work with the CSMF on surveys and research for the NAIA.

“Athletic Trainer” is making it on as many printed NAIA material as noticed. Renee has been working on that continually.

Don't forget to fill out the NAIA Championship Evaluation Forms. This helps the NAIA and the site for future events.

## **New Business**

### Committees

Nominating Committee

Darin Voigt

Newsletter and Public Relations

Janelle Handlos

Ad Hoc National Championship Committee

Betsy Myers

Shawna Baker

Joint Commission on Sports Medicine and Science

Still Vacant. If anyone attends this meeting please contact a board member about being a liaison.

### Baseball Playoffs

Baseball only allows a specific number of people in the dugout. This is an issue you need to discuss with your coaches.

### AT Credentialing at National Championship Events

“Athletic Trainer” is only printed on credentials if that is how your coach writes it on his roster. If your coaches put “Trainer” that is how it will be printed on the roster.

### Floor

No comments!