

The University of Tennessee Space Institute Recreation Procedures
Participant Handbook



Welcome to UTSI Recreation

UTSI is proud to offer diverse recreational facilities for students, faculty and staff to enjoy. These facilities include an exercise area with free-weights and machines, a racquetball court, locker room/shower area, and pool and ping pong tables. Outside facilities include a picnic area with grill, tennis courts, basketball courts, volleyball court, disc golf and horseshoes. In addition, access to water-sports is available through the Boat Club and there is access to Woods Reservoir for swimming. Mountain biking trails are located just off campus.

Mission

The mission of UTSI Recreation is to provide and promote opportunities for wellness and healthy lifestyles to The University of Tennessee Space Institute community.

Vision

The vision of UTSI Recreation is to facilitate health and wellness as well as promote & enhance social and cultural interaction. These elements are essential for enhancing and contributing to a positive self-image and the academic experience at the University of Tennessee Space Institute.

Code of Conduct

UTSI Recreation has established a Code of Conduct for all participants to allow for a friendly, inviting environment. The staff appreciates your cooperation in creating a healthy and positive environment for recreation and social opportunities in all facilities.

University of Tennessee

Space Institute Recreation

Participant's Code of Conduct

Use of all UTSI Recreation Facilities and programs is a privilege. All participants in UTSI Recreation programs or who utilize recreation facilities agree to adhere to the following Code of Conduct:

Participant expectations:

- Treat all other participants, staff and facilities with respect.
- Act with character and courtesy while respecting the rights, welfare and dignity of all participants and staff.
- Adhere to the rules & policies set forth by UTSI and the University of Tennessee.
- Act in a safe, responsible manner regarding yourself and others.

Participants engaging in inappropriate behavior or violating UTSI or University policies may be subject to having their privileges revoked and could face university disciplinary action.

Assumption of Responsibility

The following applies to all UTSI Recreation Facilities and programming:

UTSI Recreation program participation is voluntary and individuals use facilities at their own risk. Participation in any physical activity involves inherent risk and even when safety precautions are utilized, injuries and accidents can occur. Each individual is encouraged to consult their physician and obtain adequate personal health/accident insurance prior to participation in our programs. UT does not provide personal health or medical insurance for participants.

UTSI Recreation General Information

Recreation Staff

Oversight of recreational facilities use is governed by a committee made up members from Human Resources, Student Government, Facilities and Safety. This committee meets regularly to address operational and procedural issues and provide guidance to UTSI Administration regarding recreational facilities. Contact any member below with questions.

*Safety & Security; *Facilities; *Student Government; *Human Resources

Hours of Operation

For facilities located indoors at Industry Student Center, hours are 6:00 am to 10:00 pm every day.

Outdoor facilities including basketball, tennis, volleyball and horseshoes are open 24/7.

The boathouse is operated by Student Government Association Boat Club. You must be a member to access this facility.

Hours may be adjusted for holidays, special events, maintenance, closings or other reasons. In this event, information will be distributed in a timely manner.

General Policies

General Facility Rules

As part of UTSI Recreations mission to achieve the highest standards for its participants, we have developed our procedures to ensure a fair, fun and safe environment. The following section of general policies applies to all facilities and activities that are associated with UTSI Recreation.

UTSI Recreation procedures are in accordance with University policy found in publications such as [Hilltopics Student Handbook](#) and [Human Resources](#) guidelines. Violation of policies can lead to suspension or loss of privileges from recreation facilities & programs along with additional consequences from Office of Student Conduct or Human Resources.

Recreation Facilities Access

All students, faculty and staff may access both indoor and outdoor facilities. For access to indoor facilities, the following must be met: Completion of Child Protection Training, fingerprinting, and background check. For access to outdoor facilities, Child Protection Training must be completed. There is no charge to utilize any UTSI Recreation facility. Entry to indoor facilities is located at Industry Student Center (building 8103) at space 129. An electronic fob is required to open door. This fob is issued by Facilities Services.

Valid Identification

Security staff will monitor cameras and conduct in-person checks of the recreation facilities on a regular basis. You may be asked by security staff to show your UT Identification card. It is your responsibility to cooperate with security staff. This is for your protection and the protection of institute resources.

Guests

Guests are not permitted to use the indoor recreation facility.

Alcohol

Alcohol is strictly prohibited on campus. Students, faculty, or staff of the University of Tennessee Space Institute found with alcohol are subject to disciplinary action as defined by the Code of Conduct. Guests found with alcohol will be asked to leave.

Weapons

Weapons of any kind are strictly prohibited on campus with the following exceptions:

1. [Tennessee Law 39-17-1309](#) allows generally all UT full-time employees with a valid handgun permit to carry a concealed handgun on UT property.
 - Full-time employees who are enrolled in a class or classes at the university may not carry a concealed handgun on UT property.
 - Full-time employees are prohibited from carrying a concealed weapon into meetings about tenure and employee discipline.
 - Full-time employees may not carry a handgun into any stadium, arena, or auditorium when university-sponsored events are underway. Other prohibited locations are hospitals and offices where medical and mental health services are the primary services provided: Student Health Center, Veterinary Medical Center, Early Learning Center, and the speech and hearing clinics.
2. Tennessee law allows individuals with handgun carry permits to transport and store a firearm or firearm ammunition in their private motor vehicle while on or utilizing a parking area as long as:
 - The firearm or ammunition is kept from ordinary observation if the individual is in the motor vehicle; or
 - The firearm or ammunition is kept from ordinary observation and locked within the trunk, glove box, or interior of the individual's motor vehicle or a container securely affixed to such motor vehicle if he/she is not in the motor vehicle.
3. Authorized security officers or police executing official duties.

Accident/Injury Policy

The safety of all students, faculty, staff and visitors is the top priority for UTSI. Due to fiscal restraints and limited resources, the use of recreational facilities is "At Your Own Risk". In the event of an emergency, call 911 from cell phones or 9-911 from campus phones. In an injury situation, the injured person and witness may be asked for personal information and questions related to the injury/incident for a university report. This documentation is required for University Risk Management. Participants are required to report all accidents, incidents, or injuries to the Safety Office or security guard as soon as possible.

A first aid kit is provided in the indoor facility for minor injuries such as cuts, abrasions, and insect bites. It is located at the top of the stairs in the Game Room, Space 231. An AED is available in the lobby of the Industry Student Center, Space 216.

Locker Use Policy

Lockers are located in the lower level in both men's and women's locker rooms in the rec room facility.

Locks can be placed on lockers during participant's visit to the facility and can remain for an extended period of time. In the event that lockers become in limited availability, participants may be asked to remove their locks at the end of each day visit to the facility. If a participant is asked to remove their lock from the locker and the participant does not comply within 24 hrs., locks will be removed by UTSI staff.

Proper Workout Attire

In an effort to provide the highest level of safety and prevent additional wear and tear on equipment and machines in Fitness areas and group exercise classes, all participants are required to wear athletic clothing while using the indoor rec room facility.

Clothing not permitted while using the indoor rec room facility (the following list provides examples however additional items may be deemed not acceptable):

Clothing:

Jeans, jean-shorts, belts, cargo style shorts/pants, open toed footwear, croc style or similar style footwear, dress boots, footwear with metal buckles, dress shoes.

It is required that participants wear:

Athletic clothing and closed toe athletic shoes.

It is up to the judgment of the UTSI staff if attire is appropriate and safe for fitness related areas and activities. Participants not adhering to the proper clothing/attire policy will be asked to adjust as needed or to exit the facility.

Food/Beverage

No Food is permitted in the indoor UTSI Recreation facility.

No Food or Beverages are permitted into the Racquetball court.

Spill-proof water/sport bottles will be permitted in the facility. No open plastic cups are permitted in the indoor UTSI Recreation facility.

Personal Hygiene

All participants are expected to respect the facilities and other participants as outlined in the Participant Code of Conduct. Included in this expectation is that certain aspects of personal hygiene are followed.

This includes but is not limited to:

- Spitting and rinsing in water fountains only. (Not on floors, walls or corners)
- Cleaning equipment with disinfectant wipes is your responsibility following use. Cleaning products are provided in workout areas.
- Wearing clean and appropriate workout clothing.
- Avoiding workout areas and equipment when ill with contagious virus/cold.
- Covering open cuts or sores with proper materials.

Cases involving issues with the above bulleted items will be handled individually and discreetly between UTSI staff and participants. Full cooperation in each matter is appreciated.

Pets

Pets are prohibited from entering all UTSI Recreation facilities, with the exception of service animals (documentation proof will need to be provided). Owners of the service animals are required to clean up any pet wastes that occur in UTSI Recreation facilities and surrounding areas.

Music Policy

Be respectful of all participants and ask before playing personal music on the Bluetooth speaker. Use headphones when in large groups or participants do not agree with the genre of music.

Photography Policy

To better serve and protect the privacy of our participants the use of photography equipment is not permitted inside the UTSI Recreation facility. This includes professional equipment or cell phone cameras. Violators will be asked to present their photos and/or asked to leave the facility and speak with Safety and Security if they do not cooperate.

Facility/Informal Recreation Policies

Racquetball Court Guidelines

- Proper athletic clothing and athletic shoes are to be worn in the courts at all times. Non-marking shoes only. Turf shoes, street shoes, "toe-shoes" or similar "barefoot" footwear, and bare feet are prohibited.
- Eye protection is recommended.

- Participants should refrain from the deliberate abuse of the walls, floors, and doors. Loss of use of facilities & programs along with charges for damages may occur for abuse to facility or equipment.

UTSI Outdoor Recreation Policies (for tennis/basketball)

General Use

- UTSI Outdoor Recreation Courts are the property of the University of Tennessee and are intended for students, faculty, and staff with valid UT identification.
- University policies are in effect at all outdoor facilities.
- Only athletic shoes or casual may be used. No open-toed shoes or bare feet.
- Activities or items that may damage the surface are not permitted.
- No alcohol, tobacco products, food, beverages, or gum allowed on outdoor courts.
- Pets are not permitted on the courts.
- Field and courts are available for open recreation use at your own risk.
- Rollerblades, skateboards, and bikes are not permitted on courts.
- Activities or items that may damage the surface of the fields or courts are not permitted.
- Sports, recreation, and related warm up activities may only occur in designated activity areas. Any activities or items that may cause damage to the facility are not permitted (i.e. golf or archery).
- Do not throw, hit, or kick balls at any of the fences.
- During inclement weather (lightning, thunder, or tornado, etc.) the fields will be closed and participants will be asked to leave the fields and go to a safe location.
- Any users who violate UTSI Recreation policies can be removed from the facility and face suspension from use of all recreation facilities.

UTSI Indoor Recreation Policies (for equipment use)

General Policies:

- Obey all posted rules in the Fitness area and the UTSI Recreation Participant Handbook.
- Wipe down all equipment (cardio and weight training) after use with sanitary wipes provided in workout areas.
- All participants must be dressed in proper workout attire. Note: as stated above
- Participants should use a spotter at all times when lifting weights over themselves or above their body weight (head, chest, etc.).
- No food or gum will be allowed in any fitness area.
- Plastic water containers with sealable lids are allowed
- There is no chalk use permitted in the Fitness area.

- Weight plates or dumbbells are not permitted to be used as additional weight on pin select equipment.
- Participants are not allowed to use themselves or others as additional weight/resistance when performing exercises on equipment or individually.
- Report any equipment issues or injuries to the Safety office or Facilities immediately.

Dumbbell Area Policies

- Dumbbells are not to be dropped, slammed down or thrown down. Participants must control the weights at all times.
- All dumbbells must be put back on their designated rack after use.
- Dumbbells are not allowed to be added to weight stacks as additional weight.
- Wipe down equipment after use with supplied wipes

Free Weight Area Policies

Weight collars are required on all weight bars when using any plate loaded equipment

- All Olympic style lifts, dead lifts, etc. must be performed within a designated area at least 6 ft from all mirrors.
- Use rubber plates when performing Olympic style lifts, dead lifts, etc.
- Re-rack weight plates after use to their correct location and rack.
- Participants must control weight during Olympic style lifts at all times. Dropping or throwing down of plates and bars at the end of an exercise is not permitted.
- Wipe down equipment after use with supplied wipes

Pin Select Equipment Policies

- Check that pin is completely inserted into weight stack before using.
- Do not add weight plates onto the pin in the stack. Only use weight provided by manufacturer.
- Do not slam weight stacks. Maintain control of weight during entire repetition.
- Wipe down equipment after use with supplied wipes

Cardio Equipment Use Policies

- Obey the 30-minute time limit when others are waiting for cardio machines.
- Wipe down cardio equipment after use with supplied wipes
- Report any problems with equipment to Safety or Facilities immediately.

Equipment Orientation

For the safety of all participants, an equipment orientation is available upon request. This orientation is conducted by Nick Van Zandbergen is designed to familiarize participants on the proper usage, safety features, and adjustments available on all fitness equipment. The equipment orientation includes all cardio, selector machines (weight machines), and free weight equipment.

For any questions or concerns, please contact UTSI Safety Office at (931) 393-7208 or (931) 393-7156