



**Millennia Atlantic University  
Athletic Department  
Student-Athlete Manual of Rules and Regulations**

*LFV Athletics, an independent contractor, assists in commencing and operating the athletic programs at Millennia Atlantic University. This responsibility encompasses the organization, coordination, and oversight of all aspects related to the university's athletic programs, including but not limited to coaching, team training, scheduling games, selecting prospective student-athletes for admission consideration, and compliance with relevant regulations. LFV Athletics is under the direct control and supervision of the University and is accountable for the successful execution and development of the athletic programs at MAU in alignment with the university's goals and values.*

## **Welcome Student-Athletes:**

Congratulations to all of you for your academic and athletic achievements thus far. You are now entering a fascinating part of life, and we can't wait to see what you do as a collegiate student-athlete. On behalf of the Millennia Atlantic University Athletic Department Team, welcome to the MACAW Community and the inaugural 2023- 2024 Athletic season!

The student-Athlete Manual provides information concerning policies and procedures for the Athletic Department. The Millennia Atlantic University Catalog and the Student Manual contain information on the policies and procedures of the University.

As a student-athlete, you are privileged to have a college experience unlike others, do not take this for granted, and remember that you are a student first! We expect you to keep up with your classes and to graduate. Therefore, we encourage all student-athletes to take advantage of all the academic services and resources available. We expect all student-athletes to embody the MAU Athletic Department core values:

***Sportsmanship, Integrity, Passion, Service***

Please read this Student-Athlete Manual in its entirety. If you have questions, or are unsure about something, or need help with anything, please do not hesitate to speak up. We are here for you. Our door is always open.

We want to see all student-athletes become successful through their experiences at MAU. Together we will strive to make MAU the top destination for student-athletes wishing to discover their potential and the world!

**WELCOME MACAWS!**

### **ATHLETIC MISSION STATEMENT:**

The Mission of the Athletic Department is to support student-athletes in their efforts to achieve excellence on and off the field.

### **VALUES:**

All staff, coaches, and student-athletes on and off the field should demonstrate the values of the Department through ~ **Sportsmanship, Integrity, Passion, and Service** ~

### **STUDENT-ATHLETE CONDUCT:**

Participation in intercollegiate athletics is a privilege not extended to all college students. Student-athletes are visible ambassadors of their Teams, the Department, and the University. As such, the Athletic Department and the University expect student-athletes to behave in a manner that always reflects the values of the Department.

#### ***General***

- Student-athletes are expected to positively contribute to their Team and the Department, uphold the core values listed above, and comply with all Department, University, and Conference rules and regulations.
- Student-athletes are expected to be involved and engaged members of the University community, including completing **20 service hours per semester and 40 service hours per academic year**.
- Student-athletes are expected to protect their health and safety; and seek help when needed.
- Student-athletes are prohibited from using any tobacco product or consuming alcohol while participating in a Department event, including practices, meetings, team travel, and other events.
- Student-athletes are prohibited from using any illegal drugs, including performance-enhancing drugs, at all times. The Department may conduct randomized drug testing of student-athletes during their competitive season.

### ***Academics***

- Student-athletes are expected to take responsibility for their academic commitment and are expected to meet the University's Satisfactory Academic Progress (SAP) Policy.
- Student-athletes are expected to enroll at least twelve (12) semester hours for undergraduates.
- Student-athletes are expected to attend class, be punctual, participate in class, not be disruptive, and inform professors of expected absences due to team travel or other official events.
- Student-athletes may be subject to suspension from team activities if they do not meet the academic expectations set above.

### ***Athletics***

- Student-athletes are expected to follow and comply with all Conference rules and regulations. For information on the United States Collegiate Athletic Association (USCAA) Constitution and Bylaws, Member Schools, and Championship information, please visit their website at <https://www.theuscaa.com/landing/index>.
- Student-athletes are expected to maintain eligibility to practice and compete and to treat teammates, opponents, officials, and spectators respectfully and courteously.
- Student-athletes are expected to attend and be punctual to all Team and Department practices and sessions, including team meetings, administrative meetings, competitions, and other required events.
- Student-athletes are expected to wear appropriate attire, including practices, team travel, and other events while representing the Department and the University. Formal functions may require student-athletes to wear business or business casual attire.

### ***Media Communications***

Before speaking to the media or scheduling an interview, all student-athletes should follow these guidelines:

- Communicate media requests to the student-athlete Coach and the Athletic Director; they may involve the University's Marketing Department.
- The University's Marketing Department is responsible for all publicity materials released.
- When speaking with the media or doing an interview, please be courteous, professional and project the Athletics Department's core values.

Before posting to social media, student-athletes should consider:

- Student-athletic online activities are subject to the same rules that apply to you otherwise, including laws that prohibit things like bullying, harassing, hazing, illegal drug use, and disclosing others' private information without consent.
- Student-athletic online activities could give your competitors an edge if disclosing team information, such as injury reports, game plans, strategies, or recruiting information.
- Student-athletic online activities may put the Team or teammates' safety at risk if disclosing team itineraries, addresses, phone numbers, or other personal information.

### ***Team Travel***

Student-Athletes are responsible for planning absences from classes and making arrangements to make up missed work ***before*** traveling with their Team. It is a privilege to be a collegiate student-athlete and an extra benefit to be considered for travel. Student-athletes must follow their Team's travel protocols on dress code, study time, and curfews, or they may risk losing their travel privileges.

### **PROHIBITED BEHAVIOR:**

#### ***Sexual misconduct***

- Any sexual interaction, whether non-touching or touching, that is forced or perpetrated in an exploitative, harassing, aggressive, or threatening manner.

- Any sexual interaction between a participant and an individual with direct, indirect, or evaluative authority. Such relationships usually involve:
  - Power imbalance.
  - Disparity in age, development, size, or intellectual capabilities.
  - The existence of an aggressor.
  - And are likely to impair judgment or be exploitative.
  - Any conduct or acts defined under state or federal law as sexual abuse or misconduct.

### ***Physical Misconduct***

- Intentional physical contact or threat of such that causes or has the potential to cause personal injury or bodily harm to the participant.
- Any act or conduct described as physical abuse under state or federal law, such as assault, child neglect, and child abuse

### ***Emotional Misconduct***

- Emotional misconduct involves a pattern of intentional, non-contact behavior that causes or has the potential to cause psychological or emotional harm to a participant.
- Also included in these behaviors are physical acts, verbal acts, or acts that deny support or attention.

### ***Bullying***

Systematically and chronically inflicting physical hurt or psychological distress on one or more students or school employees. It is further defined as a pattern of unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture by an adult or student that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or public or private humiliation; or unreasonably interfere with the individual's performance.

Examples:

- Teasing
- Social exclusion
- Threats
- Intimidation
- Stalking
- Physical violence
- Theft
- Sexual, religious, or racial harassment
- Public or private humiliation
- Destruction of Property
- Cyberstalking
- Cyberbullying
- Hazing

### ***Harassment***

Unwanted behavior: any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against another and places that person in reasonable fear of harm to his or her person or damage to his or her property.

Examples:

- Domestic Violence
- Workplace Violence or Harassment
- Sexual Harassment
- Civil Harassment
- Criminal Harassment
- Cyberbullying or Cyberstalking

### ***Hazing***

Any action or situation that endangers the mental or physical health or safety of another for purposes including, but not limited to, initiation or admission into or affiliation with any organization operating.

Examples:

- Pressuring, coercing, or forcing a student into violating state or federal law; consuming any food, liquor, drug, or other substance; or participating in physical activity that could adversely affect the health or safety of the student.
- Any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements

### ***Reporting Misconduct***

Suppose anyone has a reasonable suspicion that some misconduct has taken place. In that case, it should immediately report to the Athletic Director (AD), the Risk Manager & Compliance Officer. Depending on the severity and nature of the allegations, the AD should determine whether to immediately report such allegations to the appropriate law enforcement authorities as required by state or federal law.

Reports of all misconduct made to the AD may be made orally or in writing. The information required is the name of the complainant(s) making the report, the type of misconduct alleged, the name(s) of the accused who allegedly engaged in the misconduct, the approximate dates of misconduct, and any other relevant information.

Upon receiving a report of misconduct that is not reportable to law enforcement under state or federal law, the AD should investigate and take appropriate action, including reporting the incident to University officials. Before taking any disciplinary action, the accused should have an opportunity to present his/her defense.

Retaliating directly or indirectly against a person who has, in good faith, filed, supported, or participated in an investigation of a complaint of misconduct is prohibited.

## **COMPLIANCE & ELIGIBILITY:**

### ***General Compliance***

The AD, as Risk Manager & Compliance Officer, has several functions, which include educating, monitoring, and performing certain functions required by the appropriate Conference - USCAA,



National Association of Intercollegiate Athletics (NAIA), National Collegiate Athletics Association (NCAA), as applicable; developing policies and procedures; as well as investigating, enforcing, and reporting violations of the rules and regulations. The AD works to identify and reduce areas of risk. If a problem arises, it is the responsibility of the AD to determine how the problem occurred, how it could have been prevented, and how to reduce the chances of it happening in the future.

As a student-athlete, any potential rule violations MUST be reported to the AD so that they may act appropriately. It is not sufficient to notify the student-athletes coach. If student-athletes have any questions regarding rules and regulations, ask the student-athlete coach or contact the Athletic Director – Risk Manager & Compliance Officer or the Assistant Athletic Director - Eligibility Compliance Officer.

### ***Academic Eligibility***

The Assistant Athletic Director (AAD), who is also the Eligibility Compliance Officer, has several functions, which include educating, monitoring, and performing Eligibility functions required by the appropriate Conference - USCAA, NAIA, and NCAA, as applicable. Specifically, the AAD determines your eligibility to compete as a student-athlete. Eligibility rules for the USCAA are found at - [https://www.theuscaa.com/Information/Eligibility\\_Rules](https://www.theuscaa.com/Information/Eligibility_Rules). The most relevant sections are included below:

#### **Eligibility requirements-Section3:**

For a student to be eligible for any intercollegiate competition, a member institution must ensure that the student conforms to the following regulations:

**Section 3A** The student must graduate from an accredited high school or have earned a graduate equivalent degree (GED).

**Section 3B** All students must be enrolled in a recognized academic program and be making progress towards a 2/4-year degree at the attending college.

**Section 3C** All students must be enrolled in a minimum of 12 credits at the time of participation. If a student is enrolled in less than 12 credits, he/she will be considered part-time for eligibility purposes.

**Section 3D** Second-semester students must have achieved a GPA of 1.6. Thereafter, all students must pass 24 credit hours in the two preceding terms of attendance. Exception. If a freshman completes their first semester at an institution and leaves the following semester, upon the student's return, they may reestablish their eligibility by completing the necessary credits to reach 12 during a summer or interim period only.

**Section 3E** After accumulating 24-48 credit hours, the student must have achieved a 1.75 cumulative GPA.

**Section 3F** After accumulating more than 48 credit hours, the student must achieve a 2.0 cumulative GPA.

**Section 3G** Summer and inter-term credit hours can be used to satisfy the 12/24 credit hour rule and GPA requirement. Summer credit hours should be attached to the preceding spring term for eligibility purposes. Winter term credits should be attached to the first semester.

**Eligibility, Termination, and Reestablishments- Section 4:**

**Section 4A** Each student is limited to four seasons of college competition within the respective sport.

**Section 4B** If a student is not enrolled as full-time status for 12 consecutive calendar months, he/she may return to a USCAA member college and be immediately eligible.

**Section 4C** A student who has not been identified with an institution during the first term does not become eligible to participate for second term until the first day of class.

**Section 4D** Two eligibility forms must be filed for sports spanning two semesters.

**Section 4E** A student who has graduated from a two-year institution the preceding semester shall be immediately eligible to participate.

**Section 4F** Military exemptions will be granted to students whose careers are interrupted by service in the military.

**Section 4G** A senior at a USCAA institution may be enrolled in less than 12 credits in their final semester or quarter if he/she is taking the credits necessary to complete graduation requirements.

**Section 4H** College graduates are ineligible for athletic competition with the USCAA. Exceptions: Student-athletes may complete their fourth year of athletic eligibility only if they are participating as a full-time student at the institution for which they received their bachelor's degree.

### ***Name, Image, and Likeness (NIL)***

The USCAA policy on NIL is included below.

1. Student-athletes can engage in NIL activities consistent with Federal, State, and Local laws and USCAA policies where the school is located.
2. Institutions must develop reporting procedures (required in most states) for student-athletes to report any NIL appearances and/or contracts.
3. Student-athletes must report all NIL activities in accordance with all date and time requirements consistent with state law and all-conference and/or institutional guidelines. (i.e., 7 days before execution in the state of Pennsylvania).
4. Student-athletes who attend a school in a state without a NIL law must abide by all Federal and USCAA NIL policies.
5. Student-Athletes are encouraged to enlist the guidance of a licensed professional service provider, in accordance with state law, if applicable, for NIL activities.

6. Student-athletes may not earn compensation as a result of the use of their name, image, or likeness in connection with a person, company, or organization related to or associated with the development, production, distribution, wholesaling, or retailing of any of the following:
  1. Adult entertainment products and services.
  2. Alcohol products.
  3. Casinos and gambling, including sports betting, the lottery and betting in connection with online games and mobile devices.
  4. Tobacco and electronic smoking products and devices.
  5. A controlled, dangerous substance.
  6. State and federally restricted categories (i.e. firearms, pharmaceuticals, etc.)

**(Adopted 7/01/22)**

### ***Amateurism Status***

The USCAA policy on Amateurism is included below:

Only amateur students shall be eligible to participate in a given sport. A student-athlete would not be considered an amateur and thus be ineligible if they engage in any of the following:

1. Accept payment, promise of payment, or reimbursement (direct or indirect) outside of NIL policy (Federal, State, Local, USCAA) that exceeds travel, meals, and lodging expenses.
2. Receive payment for any public appearance or promotion of product/business without following all federal, state, and institutional NIL guidelines.
3. Participate in any event where a cash prize is awarded AND accept any prize monies that exceed the event registration cost.
4. Sign a contract of commitment of any kind to play professional athletics, even if no pay or compensation for expenses is received, without prior approval from the USCAA, including competition on National Teams.
5. Enter into an agreement of any kind with an individual or group of individuals ("sports agent") authorized to represent the athlete with a professional sports organization for marketing and/or to seek a professional contract.

6. Enter a professional draft.

**(Revised 7/1/22)**

### ***Gambling/Bribery***

The Athletic Department prohibits any student-athletes from:

- Participate in **ANY** gambling activity that involves intercollegiate or professional athletics through a bookmaker, a parlay card, or any other method employed by organized gambling.
- Exchange information about one's Team with anyone who gambles, including details about injuries, new plays, team morale, discipline problems, etc.

### ***Class Attendance Policy***

- Class attendance is an integral part of successful completion of the University's degree programs. Students are expected to be present for all class meetings of the course(s) in which they are enrolled. Faculty members track attendance. The student is responsible for notifying his or her faculty member in writing regarding an impending absence with as much advance notice as possible. Students may be considered justifiably absent due to religious observances, illness documented by a physician or other appropriate healthcare professional, documented personal or family emergencies, or other documented extenuating circumstances, as determined from review of the situation at the discretion of the University's administration. When a student cannot attend a class, it is the student's responsibility to contact his or her instructor and make arrangements to complete any missed assignments or other work. Students with excessive non-justifiable absences must meet with the applicable Department Chair and may be placed on academic probation. If a student's absences (other than justifiable absences with make-up work completed ) continue and reach over 25% of the total scheduled classes, the student will be dropped from the course.
- Class Attendance Policy – Student Athletes  
Students participating in any of the University's athletic programs must follow the attendance requirements stated above. Classes missed due to participation in a game or official competition will be considered excused. It is the student athlete's responsibility to

contact his or her instructor and make arrangements to complete any assignments or other work, and meet all deadlines. Student athletes shall **not** miss class due to a practice or to engage in promotional activities.

### **ATHLETIC TRAINING ROOM:**

The Department has a Certified Athletic Trainer who will provide student-athletes with basic medical needs for training and competition related to injury prevention and management. The Department administers basic medical services to student-athletes related to supervised training or competition activities while representing the University. The Department does not provide full medical services, nor is the Department responsible for any medical costs outside the basic medical services of injury prevention and management.

### **Head Certified Athletic Trainer:**

**Jason Saez**

**786-444-2340**

### **Athletic Training Room location:**

**Main Campus MAU**

**3801 97<sup>th</sup> Ave. Doral, FL 33178**

- Student-athletes must carry their own healthcare insurance throughout the academic year.
- Student-athletes must complete a physical exam at the beginning of every academic year.
- Student-athletes are responsible for reporting injuries and illnesses to the athletic trainer.
- Student-athletes are responsible for following treatment and rehabilitation programs from the athletic trainer.
- Receiving pre-practice or routine daily treatment in the athletic training room is not a reason to miss or be late to classes or team activities.

### ***Pre-Participation Requirements***

All student-athletes must complete the following forms before participating in ANY athletic-related activity for the Athletic Department. Listing is not all-inclusive:

- Risk Forms:
  - Assumption of Risk
  - Release of Liability & Indemnification
  - Consent to Emergency Medical Treatment
- Medical Forms:
  - Student-Athlete Information and Medical History
  - Athletic Training Medical History Questionnaire
  - Physical Examination
- Medical Insurance Forms:
  - Student-Athlete Medical Consent
  - Shared Responsibility for Safety
  - Medical Health Insurance Coverage
- All student-Athletes are required to maintain proper medical insurance throughout the academic year.
- If student-athletes allow their primary insurance coverage to lapse during this period, they will be responsible for 100% of incurred costs and deemed ineligible to participate in Athletic Department activities.

### ***Pregnancy Policy***

Pregnancy is treated no differently than any other type of temporary medical condition. The Athletic Department will allow a leave of absence for pregnancy and will reinstate the student-athlete to the position held before pregnancy. Athletics- students will maintain their scholarship for the period awarded. In the interest of maintaining the good health and well-being of women participating in athletics, the Athletic Department recommends a student-athlete who suspects she is pregnant verify their pregnancy as soon as possible by a physician and follow her physician's recommendations for physical activity.

### ***Banned Substances***

The University and the Athletic Department are committed to maintaining the health and safety of student-athletes. Drug use risks direct harm to the user and damage to others. The Athletic Department firmly believes that non-therapeutic drugs and alcohol can negatively affect student-athletes' academic and athletic performance and physical and mental well-being. As part of our commitment to student-athletes' well-being, the Athletic Department follows the NCAA guidelines regarding banned substances.

#### **The NCAA bans the following drug classes:**

1. Stimulants.
2. Anabolic agents.
3. Alcohol and beta blockers (banned for rifles only)
4. Diuretics and masking agents.
5. Narcotics.
6. Cannabinoids.
7. Peptide hormones, growth factors, related substances, and mimetics.
8. Hormone and metabolic modulators.
9. Beta-2 agonists.

#### **Substances and Methods Subject to Restrictions:**

- Blood and gene doping.
- Local anesthetics (permitted under some conditions).
- Manipulation of urine samples.
- Beta-2 agonists (permitted only by inhalation with prescription).
- Tampering of urine samples.

#### **NCAA Nutritional/Dietary Supplements:**

Before consuming any nutritional/dietary supplement, please review the product and its label with the athletics department staff. ***Many nutritional/dietary supplements are contaminated with banned substances not listed on the label.***



- Nutritional/dietary supplements, including vitamins and minerals, are not well-regulated and may cause a positive drug test.
- Student-athletes have tested positive and lost their eligibility using nutritional/dietary supplements.
- Any product containing a nutritional/dietary supplement ingredient is taken at student-athletes own risk.
- Athletics department staff should guide student-athletes about supplement use, including a directive to have any product checked by qualified staff members before consumption. The NCAA subscribes only to Drug-Free Sport AXISTM for an authoritative review of label ingredients in medications and nutritional/dietary supplements. Contact the Drug-Free Sport AXIS at 816-474-7321 or [dfsaxis.com](https://dfsaxis.com) (password ncaa1, ncaa2, or ncaa3).

*VISIT THE NCAA WEBSITE FOR MORE INFORMATION AND EXAMPLES OF BANNED SUBSTANCES –*

*<https://www.ncaa.org/sports/2015/6/10/ncaa-banned-substances.aspx>*

## **ATHLETIC EMERGENCY ACTION PLAN:**

This section of the Student-Athlete Manual of Rules and Regulations refers to the Emergency Action Plan (EAP) the Athletic Department staff will follow for police, fire, and Emergency Medical Services (EMS) involving any MAU student-athletes. The EAP is intended to guide all Athletic Department staff responding to emergencies on the field and other athletic facilities. A hard copy of the full EAP is located in the Athletic Department Offices. The information presented in this section is a summary of the EAP and basic instructions for anyone who finds themselves in an emergency.

### **If an athletic trainer / medical professional is not available, call 911.**

#### **Calling 911:**

- Name of individual making call
- Number of Injured Athletes
- Condition of Injured Athletes
- First Aid Treatment being given
- The specific location of the emergency. - venue address, directions, how to access
- Other information as requested

In case of an emergency, the most crucial role is to ascertain scene safety and to identify any physical hazards that may be present. If possible, the threat should be removed. If the scene cannot be made safe, the Athletic Department staff will focus on not allowing anyone else to become injured or harmed and wait for external assistance from a first responder. Once scene safety has been established, the Athletic Department staff must assess and attend to the injured athlete.

#### **Non-Emergency Situations Steps:**

1. Assess the Athlete's level of consciousness.
2. Call an athletic trainer.
3. If the athletic trainer is not available, ask any member of the athletic department or another adult to call 911.

4. Make sure the person calling 911 waits for the rescue team to arrive and directs them to the injured athlete's location.
5. Attend to the athlete/administer first aid.

**Emergency Situations Steps:**

1. Assess the athlete's level of consciousness.
2. If the athlete is unconscious or does not respond to touch or voice, initiate basic life support.
3. Ask any member of the athletic department staff or another adult to call 911.
4. Make sure the person calling 911 waits for the rescue team to arrive and directs them to the injured athlete's location.
5. If the athlete is conscious, attend to the athlete and administer first aid.
6. If a spinal injury is not suspected, stabilize, and provide comfort to the injured student-athlete until EMS arrives.
7. If a spinal injury is suspected, do not move the injured student-athlete, and instruct injured student-athletes to remain motionless and to keep still until EMS arrives.

**VENUE DIRECTIONS**

**Practice and Playing Fields by Sport**

**Baseball Field**

Miami Christian School  
200 NW 109<sup>th</sup> Ave, Miami, FL 33172

**Volleyball Arena**

Legacy Park  
11400 NW 82nd St, Doral, FL 33178

**Rugby Field**

Meadows Park  
11555 NW 58th St, Doral, FL 33178

**Soccer Training Field**

Meadows Park  
11555 NW 58th St, Doral, FL 33178

**Tennis**

Legacy Park  
11400 NW 82nd St, Doral, FL 33178

## ATHLETIC DEPARTMENT STAFF DIRECTORY:

- **Juan Carlos Gonzalez –Athletic Director**  
[athleticdirector@maufl.edu](mailto:athleticdirector@maufl.edu)
- **Paul Godoy –Assistant Athletic Director**  
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- **David Ochoa – Game Management & Head Coach of Men’s Soccer**  
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- **Jason Saez –Head Certified Athletic Trainer**  
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- **William Reinhart – Head Coach of Baseball**  
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- **David Ochoa – Interim Head Coach of Women’s Soccer**  
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- **Carlos Casely – Head Coach of Tennis**  
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- **Aaron Vargas – Head Coach of Volleyball**  
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## **Athletic Department Emergency Contacts**

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