



**MID-CENTRAL COLLEGE  
CONFERENCE**

*PROCEDURES MANUAL*

**2011-12**

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<b>Soccer (M):</b>	Gary Ross	(765) 998-4331	<a href="mailto:gross@taylor.edu">gross@taylor.edu</a>
<b>Soccer (W):</b>	#Scott Stan	(765) 998-4596	<a href="mailto:jfstan@taylor.edu">jfstan@taylor.edu</a>
<b>Softball:</b>	Brad Bowser	(765) 998-4739	<a href="mailto:brbowser@taylor.edu">brbowser@taylor.edu</a>
<b>Tennis (M):</b>	*Don Taylor	(765) 998-5300	<a href="mailto:dntaylor@taylor.edu">dntaylor@taylor.edu</a>
<b>Tennis (W):</b>	Bob Darby	(765) 744-5533	<a href="mailto:rbdarby@taylor.edu">rbdarby@taylor.edu</a>
<b>Track &amp; Field (M &amp; W):</b>	#Ted Bowers	(765) 998-4958	<a href="mailto:tdbowers@taylor.edu">tdbowers@taylor.edu</a>
<b>Volleyball:</b>	#Brittany Smith	(765) 998-4380	<a href="mailto:brsmith@taylor.edu">brsmith@taylor.edu</a>
<b>*Sport Chair</b>	<b>#Rater</b>		

## MEN'S MCC SPORT CHAMPIONS

<u>Year</u>	<u>CC</u>	<u>Soccer</u>	<u>Tennis</u>	<u>Basketball</u>	<u>Baseball</u>	<u>Golf</u>	<u>Track/Field</u>
1959-60		Concordia/	Huntington Tri-State	Huntington	Tri-State		
1960-61			Concordia/ Tri-State	Huntington	Huntington	Tri-State	
1961-62			Concordia	Huntington/ Indiana Tech	Concordia	Tri-State	
1962-63			Concordia	Tri-State	Concordia	Tri-State	
1963-64			Concordia	Tri-State/ Indiana Tech	Concordia	Huntington	Concordia
1964-65			Indiana Tech	Indiana Tech	Concordia	Tri-State/ Huntington	Grace
1965-66			Concordia	Indiana Tech	Concordia/ Huntington/ Tri-State	Tri-State	Grace
1966-67			Concordia/ Tri-State	Tri-State	Huntington	Tri-State	Grace
1967-68		Indiana Tech/ Concordia	Tri-State	Tri-State	Concordia	Tri-State	Concordia
1968-69		Indiana Tech	Tri-State	Tri-State	Huntington/ Tri-State/Grace	Tri-State	Concordia
1969-70		Indiana Tech	Concordia	Tri-State	Huntington	Tri-State	Grace
1970-71		Goshen	Goshen	Tri-State	Huntington	Tri-State	Goshen
1971-72		Goshen	Goshen	Tri-State	Huntington	Tri-State	Tri-State
1972-73	Tri-State	Goshen	Goshen	Tri-State	Grace	Tri-State	Tri-State
1973-74	Marion	Goshen	Grace	Tri-State	Huntington/ Tri-State	Tri-State	Tri-State
1974-75	Tri-State	Huntington	Grace	Tri-State	Huntington/ Marion	Tri-State	Tri-State
1975-76	Tri-State	Huntington/ Goshen	Tri-State	Tri-State	Huntington	Tri-State	Tri-State
1976-77	Tri-State	Goshen	Grace	Tri-State	Huntington	Tri-State	Tri-State
1977-78	Tri-State	Saint Francis	Tri-State	Huntington/ Tri-State	Huntington	Marion	Tri-State
1978-79	Tri-State	Goshen/ Grace	Tri-State	Tri-State	Huntington	Tri-State	Tri-State
1979-80	Tri-State	Goshen/ Tri-State	Marion	Saint Francis/ Tri-State	Marion	Saint Francis	Tri-State
1980-81	Goshen	Goshen	Marion	Tri-State	Huntington	Tri-State	Tri-State
1981-82	Marion	Goshen	Grace	Grace	Huntington/ Bethel	Marion	Marion
1982-83	Marion	Goshen	Marion	Grace	Marion	Marion	Marion
1983-84	Marion	Goshen	Goshen	Grace	Grace	Marion	Grace

**MEN'S cont'd**

<u>Year</u>	<u>CC</u>	<u>Soccer</u>	<u>Tennis</u>	<u>Basketball</u>	<u>Baseball</u>	<u>Golf</u>	<u>Track/Field</u>
1984-85	Marion	Grace/Goshen	Marion	Grace	Marion	Marion	Huntington
1985-86	Marion	Goshen	Marion	Grace	Bethel	Marion	Huntington
1986-87	Marion	Huntington	Marion	Grace	Huntington	Huntington	Huntington
1987-88	Huntington	Goshen	Marion/Grace	Grace	Huntington	Marion	Huntington
1988-89	Huntington	Goshen	Grace	Marian	Huntington	IWU	Huntington
1989-90	IWU	Bethel/ Huntington	IWU	Bethel	Huntington	Huntington	Huntington
1990-91	IWU	Bethel/Goshen/ Grace	IWU	Bethel	Huntington	Huntington	Huntington
1991-92	IWU	Grace	Huntington	Grace	Huntington	Grace	Huntington
1992-93	IWU	Grace	Huntington	Grace	Marian	Marian	Huntington
1993-94	IWU	IWU	Huntington	Bethel	Huntington	Marian	IWU
1994-95	Taylor	IWU/Taylor	Huntington	Bethel	Goshen	IWU	Taylor
1995-96	Taylor	Taylor	Huntington/ Goshen	Bethel	Marian	IWU	Taylor
1996-97	Taylor	Bethel/Taylor	Taylor	Bethel	Bethel	Grace	Taylor
1997-98	Taylor	Taylor	Marian	Bethel	Bethel	IWU	Taylor
1998-99	Taylor	IWU/Marian	Marian	Bethel/ Huntington	Marian	Marian	Taylor
1999-00	Taylor	Bethel	Taylor	Saint Francis	Marian	Marian	Taylor
2000-01	IWU	Bethel	Huntington	Marian	Marian	Marian	Taylor
2001-02	IWU	Bethel	Taylor	Taylor	Bethel	Marian	Taylor
2002-03	Grace	Bethel	IWU	Huntington/ Taylor	Bethel	Marian	Taylor
2003-04	Huntington	Bethel/ Saint Francis	IWU	Marian	Bethel/Marian	Marian	Taylor
2004-05	Spring Arbor	Bethel	IWU	Huntington/ Taylor	Marian	Marian	Taylor
2005-06	IWU	Bethel/Goshen	Marian	Huntington/ Taylor	Bethel/Marian	Marian	Bethel
2006-07	IWU	Goshen/IWU	Marian/IWU	Huntington/IWU	Spring Arbor	Bethel	IWU
2007-08	IWU	IWU	Taylor	Bethel	Spring Arbor	IWU	IWU
2008-09	Huntington	Bethel/IWU	IWU	Bethel/IWU	Spring Arbor	Huntington	Bethel
2009-10	Marian	Bethel	IWU	IWU	Taylor	Marian	IWU
2010-11	IWU	Bethel	Huntington	IWU	Taylor	Huntington	IWU

## WOMEN'S MCC SPORT CHAMPIONS

<u>Year</u>	<u>CC</u>	<u>Soccer</u>	<u>Tennis</u>	<u>Volleyball</u>	<u>Basketball</u>	<u>Softball</u>	<u>Track/Field</u>
1986-87				Huntington	Huntington		
1987-88				Huntington	5-Way Tie		
1988-89				Marian	Huntington	Grace/IWU/ Huntington	
1989-90				Huntington	Huntington	Grace	
1990-91				Huntington	Huntington	Grace	
1991-92	Huntington		Huntington	Huntington		IWU/Bethel	Huntington
1992-93	Goshen		IWU	Huntington	Huntington	Grace	Huntington
1993-94	Huntington		IWU	Huntington	IWU	Bethel	Huntington
1994-95	Marian		IWU	Taylor/Grace	Marian	Bethel	Taylor
1995-96	Taylor		IWU/Marian/ Taylor	Taylor	Taylor	Bethel	Taylor
1996-97	Taylor	IWU	IWU	Bethel	Saint Francis	Saint Francis	Huntington
1997-98	Huntington	Saint Francis	IWU	Taylor	Saint Francis	Marian	Huntington
1998-99	IWU	IWU/ Saint Francis	IWU	Taylor	Saint Francis	Bethel	IWU
1999-00	IWU	IWU	IWU	IWU/Grace	Saint Francis	Bethel	Huntington
2000-01	IWU	IWU/ Saint Francis	IWU	Grace	Bethel	Goshen	Bethel
2001-02	IWU	IWU/ Saint Francis	IWU	Taylor	Marian/IWU/ Saint Francis	Bethel	IWU
2002-03	IWU	IWU	IWU	IWU	IWU	Bethel	IWU
2003-04	IWU	IWU/ Saint Francis	IWU	Saint Francis	Goshen/IWU	Bethel	IWU
2004-05	IWU	IWU	IWU	Taylor	IWU	IWU	IWU
2005-06	IWU	IWU	IWU	Bethel	Saint Francis	Bethel/IWU	Bethel
2006-07	Spring Arbor	Spring Arbor/IWU	IWU	IWU	IWU	Bethel	IWU
2007-08	IWU	IWU	IWU	Taylor/IWU	Bethel	Bethel	Bethel
2008-09	IWU	Marian	IWU	Taylor	Bethel	Bethel	Bethel
2009-10	Spring Arbor	IWU/Marian	IWU	Taylor	IWU	Marian	Bethel
2010-11	IWU	IWU	IWU	Taylor	IWU	Bethel	Bethel

# **MID-CENTRAL COLLEGE CONFERENCE**

## **COACHES AND PLAYERS**

### **CODE OF ETHICS**

In order that the overall objectives of the MCC Constitution be fostered, encouraged, and attained, the following code of ethics has been adopted:

1. It is the duty of coaches to be in control of their players at all times in order to prevent any unsportsmanlike act toward opponents, officials, or spectators.
2. Coaches are expected to comply wholeheartedly with the intent and spirit of the rules. The deliberate teaching of players to violate the rules is indefensible.
3. Coaches should teach their players to respect the dignity of the game, officials, opponents and the institutions which they represent.
4. Coaches should confine their discussion with game officials to the interpretations of the rules and not challenge officials' decisions involving judgment.
5. Whereas friendly banter between players is not to be prohibited: cursing, obscene language, malicious or personal remarks to opponents or spectators should not be tolerated at any time. Rather, the players should spend their energies toward encouraging their teammates to better efforts.
6. Coaches should emphasize the fact that their assistants, managers, and other bench personnel must confine their remarks to their own teammates and not "ride" the opposing players.
7. Coaches, themselves, should refrain from any personal action that might arouse players or spectators to unsportsmanlike behavior.
8. Coaches should expect from the officials a courteous and dignified attitude toward players and themselves.
9. Coaches should seek help from school administrators in controlling unruly students and spectators.
10. A coach or faculty member should be present at all MCC athletic events so that the highest standards of sportsmanship and conduct are maintained.

# ACADEMIC ALL-CONFERENCE

Any student-athlete who satisfies the criteria listed below may, upon nomination, receive a certificate signifying "ACADEMIC ALL-CONFERENCE".

## Criteria:

1. The student-athlete must be on the roster for the entire conference season within the given academic year.
2. The student-athlete must have been a full-time student at the member institution for the entire academic semester.  
  
\*Exception to full-time attendance may be made for seniors needing a reduced number of credit hours to complete their degree requirements.
3. The student-athlete must have achieved a cumulative GPA of 3.40 or greater for the entire academic year in which the student-athlete participated in the conference sport.
4. The student-athlete must be classified as a third, fourth, or fifth year student to be eligible for the award.

### First Semester Academic All-Conference

M & W Cross Country  
M & W Tennis  
M & W Soccer  
Volleyball  
Golf

### Second Semester Academic All-Conference

M & W Basketball  
M & W Track & Field  
Softball  
Baseball

5. Institutions need to use the NAIA All-American Scholar Athlete form in the NAIA Coaches Manual.

# **MID-CENTRAL COLLEGE CONFERENCE ATHLETIC TRAINER'S AGREEMENT**

The Mid-Central College Conference Athletic Trainer's Association has approved that the following provisions be in place for all games, contests, and matches between the conference schools in providing care to all participating athletes.

## **I. Medical Coverage**

- A. An on-site licensed & certified athletic trainer will be physically available at all home soccer, basketball, volleyball, baseball and softball games. These games should take priority over host institutions' practices elsewhere on campus.
- B. For other sports participated in by an institution, the athletic trainer will be available, within a reasonable response time, for all contests.
- C. Physician coverage: some institutions have physicians on a limited-call basis. Check the Sports Medicine Information Guide under the particular sport for specifics.
- D. A Mid-Central College Conference Athletic Trainer will be on-site for all Conference Tournaments.

## **II. Emergency Communication**

- A. Emergency communication, such as telephone, cellular phone or radio, should be available at all sites in case of an emergency.
- B. Emergency numbers for local hospital(s) are provided in the Sports Medicine Information Guide.

## **III. Medical Supplies**

- A. The host institution will provide a universal precaution (biohazard) kit at both benches for all contests.
- B. Kit should include: latex gloves, bleach or similar product, gauze or towelett, and biohazard bags or waste bucket.
- C. Other than the above mentioned supplies, each team will provide their own medical necessities. (i.e.: tape, etc.)
- D. For specifics on each institutions training room resources, please refer to the Sports Medicine Information Guide.

## **IV. Special Considerations**

- A. Because of limited space at some institutions, please call ahead to find out when the training room is available for visitor's use.
- B. If modalities are needed, please provide the host athletic trainer with an athletic trainer's prescription for the specific modality.
- C. For other special requests, please call the host head athletic trainer in advance of your visit.

## **V. Amendments** - All amendments to the above agreement will be made at the annual MCCATA meeting held each fall.

# Mid-Central College Conference General Guidelines

Updated and Effective 8/1/11

## **I. Indoor sports: Volleyball, Men's Basketball and Women's Basketball Sidelines, End Lines and Fan Locations:**

### A. NCAA Basketball Rulebook

#### 1. Rule 1; Section 3. Lines and other markings

##### 1. Article 3: 6 ft. restraining line on the baseline

The restraining line shall be a solid, interrupted or mathematical line formed between two colors. The line may be a color that is either the same or different from that of the end lines. When space is not available for a 6 ft. restraining line, the line should be marked using the maximum available distance. Non-playing personnel shall not be permitted in this area.

#### 2. Page 28: The Court – sidelines

Preferable 10 ft. unobstructed space outside the court. Where this is not practical, a minimum of 3 ft. is required.

### B. The MCC will adhere to the following guidelines for fan locations:

#### 1. Fans may be seated in the bleachers where provided.

#### 2. Fans seated on the first row of bleachers may stand to spontaneously react to an outstanding play, but must be seated thereafter.

#### 3. An institution may designate a "standing area bleacher." Within this area fans cannot stand on the floor, but will be allowed to stand in the bleachers, starting with the second row.

#### 4. If no bleachers are provided on the baseline, fans must remain behind a roped off area at least 10 ft. beyond the baseline. If there is less than 10 feet between the baseline and the walls, then no fans are permitted to stand between the baseline and the walls.

#### 5. In locations where the baseline 10 ft. roped off area does not intersect with the sideline bleachers, there shall be a roped off area extending from the first row of bleachers to the 10 ft. roped off baseline area. Fans must remain behind this roped off section.

### C. In situations where these guidelines do not explicitly state the solution, home game management will facilitate the best scenario possible, keeping in mind the safety of the athletes, officials and fans.

## **II. MCC guidelines regarding charitable causes:**

### 1. The MCC strongly supports individual sports groups or teams donating to charitable causes.

### 2. The MCC will not list a particular charitable cause within its Procedures Manual.

### 3. If a sports group or team intends to support a specific cause or event, the sports group or team will comply with the following guidelines:

#### A. The sports group or team (coach) will notify the institution's Athletic Director of its intent.

- B. The event or cause must be budget neutral to its institution(s).
- C. Specific plans including dates should be shared with the Athletic Director(s) of each institution respectively.
- D. The host institution's Athletic Director must give her/his approval prior to the cause or event happening.

### **III. Male and Female Student-Athletes of the Year**

1. The MCC will name a male and female student-athlete of the year. Nominations will be accepted once the final spring regular season contest has been played. The winners will be announced on or about June 1.( Criteria and nomination process will be developed by a committee made up of Athletic Directors)

## MID-CENTRAL COLLEGE CONFERENCE OFFICIATING FEES 2011-12

**SOCCER**                      Referee (1)      \$160.00      \$115.00 Linesmen (2)

If only two officials are present, the two will be paid at the referee's rate.  
A check will be made out for the difference and mailed to them.

**VOLLEYBALL**                      Officials (2)  
Regular Season: \$100 single match; dual match, tri-match, quad match or regular season tournaments - \$85.00 per match. Regular season linesman will not be paid. MCC Tournament: \$100.00 per match and \$65.00 per Linesmen (2) for the finals and semi-finals.

**MEN'S BASKETBALL**                      Officials (3)                                      \$170.00 per game

**WOMEN'S BASKETBALL**                      Officials (3)                                      \$170.00 per game

**MEN'S BASEBALL**                      Umpires (2)                                      \$175.00 per Doubleheader  
\$120.00 per game - Tournament

If only one umpire is present, that umpire will be paid only the amount contracted for one umpire. That umpire is still obligated to fulfill their contract. If there is a cancellation of any game or games, the first right of refusal resides with the original umpires scheduled. The 9 inning game fee will be \$120.00. Payment policy – weather, cancellation situations: A) If an umpire does not leave home before notified of cancellation, no pay is awarded; B) If an umpire is en route to the game when notified of cancellation, they will be paid a fee of ONE game worked; C) If umpire gets to site and a game is not played, or partially played, the umpire is paid in full.

**WOMEN'S SOFTBALL**                      Umpires (2)                                      \$140.00 per Doubleheader  
\$85.00 per game - Tournament

If only one umpire is present, that umpire will be paid only the amount contracted for one umpire. That umpire is still obligated to fulfill their contract. If there is a cancellation of any game or games, the first right of refusal resides with the original umpires scheduled. The single game fee will be \$85.00. Payment policy – weather, cancellation situations: A) If an umpire does not leave home before notified of cancellation, no pay is awarded; B) If an umpire is en route to the game when notified of cancellation, they will be paid a fee of ONE game worked; C) If umpire gets to site and a game is not played, or partially played, the umpire is paid in full.

- A voucher system will be utilized for all men's and women's sports.
- All assigner fees to be reflected in current budget.

# BASEBALL

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## I. Regular Season

### A. Schedule

1. Commissioner will release the spring 2012 baseball schedule.
2. No contracts will be required for conference games. Non-conference games will be managed by contract as normal.
3. Once all schedules are obtained by the Commissioner, he will release the final schedules to the Supervisor of Umpires. The Supervisor of Umpires will then assign umpires to each of those games.
4. Starting times for MCC games will be 1:00 p.m. (or by mutual agreement) up until the date of Daylight Savings Time. After that date, weekday games will start at 2:00 p.m.
5. Each team will play every other team in the conference in a home and home doubleheader on consecutive conference dates. This results in a 36-game conference season.
6. Each series must be completed by the beginning of the next conference series. The first doubleheader of the series may not be moved up. Once the series begins, coaches may move dates for the second series based on the weather and mutual consent.
7. Locations of the games may be changed or flipped based on mutual consent of both coaches.
8. Pre-Game Schedule:

Home Batting:	90 minutes prior to game time
Visitor Batting:	60 minutes prior to game time
Home Infield:	30 minutes prior to game time
Visitor Infield:	20 minutes prior to game time

  - a. Batting practice should take place on the game field whenever possible.
  - b. Any changes made to the above pre-game schedule should be communicated to the visiting team prior to game day.
  - c. It is suggested that each coach send out their pre-game schedules prior to the start of regular season play.
  - d. Coaches agree to exchange lineups 30 minutes prior to game time.

### B. Rainout Policy

If games are postponed, cancelled or rescheduled the following communication process will apply:

1. Both coaches must come to an agreement on the status of the game.
2. Home coach will e-mail (and call if necessary) the Supervisor of Umpires to

advise of the change.

3. Home coach will call umpires originally assigned to advise of the change. Current policies continue for the priority of the assignments.
4. Supervisor of Umpires will reassign and advise accordingly.
5. The responsibility for communicating with opposing coach, Supervisor of Umpires, and umpires is that of the home coach.
6. A game that is called due to rain or darkness before it is a complete game, i.e. before the losing team has batted 5 times, will be resumed from the point where play was suspended. If a game is called due to rain or darkness after the fifth inning of play, the game outcome will revert back to the final outcome of the last completed inning – five or higher. The deadline for games to be completed is Monday, April 30.
7. Make-up conference games will take priority over non-conference games.

**II. Rules Governing Play** – NAIA rules will govern all games, including tournament play.

**III. Official Balls** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Rawlings) is recommended. For the MCC postseason Tournament, Eight dozen baseballs are to be provided by the home team and will be the official NAIA championship ball (Rawlings), to be paid for by the conference or donated by Rawlings.

**IV. Umpires**

- A. Rich Fetchiet will be responsible for assigning umpires for the 2012 season.  
(734) 647-4016  
[plateman@umich.edu](mailto:plateman@umich.edu)
- B. Please note the MCC schools will be using a voucher system for umpire payment.

**V. Conference Tournament**

- A. The MCC Tournament will mirror the format used for the NAIA Opening Round Tournament in number of teams, bracket, tournament guidelines, and inclement weather procedures. The coaches will determine the rotation of the tournament and specifications at the 2011 fall meeting. The order of hosting the MCC Baseball Tournament is as follows starting with the 2012 tournament: Huntington, Bethel, Marian, IWU, Goshen, MVNU, Saint Francis, Taylor, Spring Arbor.
- B. The format for the 2012 season MCC Tournament will be a five-team double elimination tournament for the teams that finish 1, 2, 3, 4, 5 in regular season play. Place of finish will be determined by conference winning percentage. If ties need to be broken, refer to the section titled “Tiebreakers to Determine Final Conference Standings”.
- C. Tournament Dates: May 2, 3, 4 (May 5 is the rain date)
- E. The tournament will be played on one field.
- F. The official postseason roster must be handed in to the conference chair and tournament director prior to each team’s first tournament game.

- G. All games will be 9 innings.
- H. The 10-run rule will be used for first round games only (Games #1, #2, #3)
- I. Tournament Director will be the host school representative. The host coach of the tournament may fill this role as Tournament Director only after his/her team has been eliminated from the tournament.
- J. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

### INCLEMENT WEATHER POLICIES

- A. Final decisions on weather and field conditions will be made by the tournament director in conjunction with the host school representative and the conference commissioner.
- B. If the tournament cannot be played at all, the No. 1 seed is the champion. The No. 2 seed will be the runner-up.
- C. If day one (games 1-3) is started but cannot be completed before the completion date, letter B above still applies.
- D. If day one (games 1-3) is completed but the rest of the tournament cannot be completed, the champion will be the highest seeded team that is undefeated. The runner-up will be the second highest seeded team that is undefeated.
- E. If day two (games 4-6) is completed by the rest of the tournament cannot be completed, the champion will be the undefeated team (winner of game #5). The runner-up will be the last team to lose a game (loser of game #5).
- F. If day three (games 7-8) is completed AND a game 9 is necessary but cannot be played before the completion date, the champion will be the winner of game 8. The runner-up will be the loser of game #8.
- G. If the first three days cannot be played but the last day is available, the tournament will revert to a single elimination tournament. (games 1, 2, 3, 5). The champion will be the winner of game #5 and the runner-up will be the loser of game #5.
- H. If the first two days cannot be played by the last two days are available, then games 1-4 will be played on the first available day and games 5-8 will be played on the second available day. The champion will be the winner of game 8. The runner-up will be the loser of game #8.
- I. A team may be required to play three games on one day to complete the tournament on the final day.

### **VI. Tiebreakers to Determine Final Conference Standings**

In the event of ties, the following tie breakers will be used to determine conference finishing place:

- A. Head-to-head competition (if 2 teams). In the event of a tie between 3 or more teams, the first tie breaker is win percentage against those teams involved in the tie.
- B. Win percentage against MCC opponents in descending order of conference

standings.

- C. Win percentage against common opponents. (Conference and Non-Conference)
- D. Win percentage against all NAIA opponents
- E. Win percentage against all competition
- F. Coin toss between teams, to be administered by the baseball sport chair.

**VI. NAIA Postseason Qualification** – The winner of the MCC regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament will receive automatic bids to the NAIA Opening Round. If the winner of the regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament are the same team, the second place team from the tournament will be awarded the second automatic bid.

**VII. All-Conference Teams**

- A. Each coach will have the opportunity to nominate his best players for consideration on the All-Conference team. Each coach will fax their nominations to the baseball chair by the date and time decided upon at the fall coaches meeting. The baseball chair will compile a list and fax it back to all coaches. A coaches' meeting will be held to determine the All-Conference team.
- B. Players should be nominated at their normal position and each nomination must be accompanied by overall statistics
- C. Coaches or designated representatives must be available for a meeting and will be permitted to vote for their own players.
- D. Failure to send nominations on time or to have a representative at the All-Conference meeting will disqualify institution's players from All-Conference consideration
- E. A seventeen-player All-Conference team will be selected consisting of two catchers, four infielders, four outfielders, four starting pitchers, one relief pitcher, one designated hitter, and one utility infielder. In addition, a Coach of the Year and a Player of the Year will be chosen.
- F. The *Rawlings NAIA Gold Glove Award* will be awarded, based on NAIA guidelines.
- G. Voting results for All-Conference teams will be made available to all MCC Baseball coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Baseball coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Baseball coaches to see.

**VIII. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

Revised 9/21/2011

**MID-CENTRAL COLLEGE CONFERENCE  
2012 BASEBALL TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**OPPONENTS:**

**SESSION: Finals**

**INCOME**

**Students: \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_**

**Adults: \_\_\_\_\_ (Number of adults) All-Day pass @ \$5 each day or \$5 each location      \$ \_\_\_\_\_**

**TOTAL INCOME      \$ \_\_\_\_\_**

**EXPENSES**

**Umpires: 3 @ \$120.00 per game      \$ \_\_\_\_\_**

**TOTAL EXPENSES      \$ \_\_\_\_\_**

**REVENUE (Net)      \$ \_\_\_\_\_**

**Host schools are responsible for all expenses other than umpires.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**

# **BASKETBALL: MEN'S**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## **I. Regular Season**

### **A. Schedule**

1. MCC schools will play each other twice during the basketball season. One game is a home game, and one game is an away game. The team with the best won-lost record at the end of regular season play will be declared the conference champion.
2. The MCC men's basketball schedule for 2011-12 will begin on Tuesday, November 22, 2011. There will be 3 game dates before the end of the first semester with the remaining dates beginning Tuesday, January 3, 2012 following a Tuesday/Saturday format with the exception of Thursday, January 5.
3. Starting time of the games – MCC varsity games will begin at 7:00 pm on weekdays and 3:00 pm on Saturdays, unless both coaches and both athletic directors agree to change the starting time.
4. During MCC games, each conference institution will recognize media timeouts at the 16-minute mark and 8-minute mark of each half while retaining the full complement of timeouts allowable per contest (four full timeouts and two 30-second timeouts). Media timeouts should be 60 seconds in length unless the media present requests a maximum of 75 seconds.

### **B. Cancellation and Postponement Policy**

1. Conference games may not be cancelled.
2. If a game is postponed due to inclement weather the following communication process will apply:
  - a. Verbal contact should be made between both coaches
  - b. Both coaches agree on the status of the game
  - c. Both athletic directors should be informed and involved in the decision.
  - d. Home coach will notify via e-mail (and phone call) the Supervisor of Officials to advise of the change.
  - e. Home coach will attempt to contact the officials for the game.
3. The make-up date will be determined by:
  - a. Mutual consent of both coaches and both athletic directors
  - b. If both coaches cannot agree, the athletic directors will make the decision regarding the make-up date.
  - c. If both athletic directors cannot agree, the Commissioner will make the final decision regarding the make-up date.
4. Postponement precipitated by extenuating circumstances such as power outage or other "acts of God"; a make-up date will be determined by:
  - a. Mutual consent of both coaches and both athletic directors
  - b. If both coaches cannot agree, the athletic directors will make the decision regarding the make-up date.
  - c. If both athletic directors cannot agree, the Commissioner will make the final decision regarding the make-up date.

**II. Rules Governing Play** – NCAA Men’s Basketball Rules will govern play.

**III. Official Balls** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Rawlings) is recommended. The official NAIA championship ball (Rawlings) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Rawlings). If available by contract these balls may be supplied by the NAIA National Office.

**IV. Officials**

- A. Eric Harmon will be responsible for assigning officials for the 2011-2012 season.  
(765) 448-6294  
[eric@ericharmon.net](mailto:eric@ericharmon.net)
- B. Three officials are to work each game at a cost of \$170.00 per official.
- C. An alternate official for the MCC Tournament Championship game should be assigned at a cost of \$100.00.
- D. In case of emergency, mutually agreed upon (by both coaches) officials may be used.
- E. If only two officials show up at a game, the game will be played with two officials in the event a third official cannot be mutually agreed upon by both coaches.
- F. It is not the official’s duty to provide a substitute official.
- G. Filing of a written protest must take place no later than three days after the completion of the protested game.
- H. Please note the MCC schools will be using a voucher system for officials’ payments.

**I. Conference Tournament**

- A. The top eight (8) teams in the final conference standings will compete in the conference tournament.
- B. Standings at the end of regular season play will be used for determining seeding for the Conference Tournament and for All-Sports Trophy purposes.
- C. In the event of a tie between two teams in the final conference standings, the following tie-breaker procedure will be used for the purpose of seeding teams into the conference tournament:
  - 1. (Tiebreaker #1) Conference won/loss records against schools involved in the tie (i.e. head-to-head)
  - 2. (Tiebreaker #2) Start at the top of the conference standings and compare their records with the teams in order of final conference standings
  - 3. (Tiebreaker #3) Coin toss between teams, to be administered by the men’s basketball sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the same tie-breaker as above (Letter C) should be used with the following principle to be

followed: Tiebreaker #1 will use the aggregate head-to-head record among the tied teams in an attempt to break the tie. Furthermore, once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1 between the remaining teams until all ties have been broken.

E. Games will be played at the home of the higher seeded team

F. **Playoff Structure**

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6  
Wed. February 22, 2012 – 7:00 p.m.

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner  
Sat. February 25, 2012 – 3:00 p.m.

**Championship:** Semifinal Winners  
Tues. February 28, 2012 – 7:00 p.m.

G. Starting times – MCC Tournament games will begin at 7:00 pm on weekdays and 3:00 pm on Saturdays, unless both coaches and both athletic directors agree to change the starting time. Any proposed changes to the standard 7:00/3:00 start times should be made as soon as possible after each matchup is determined.

H. Officials will be assigned through the MCC by Eric Harmon.

I. The host athletic director in conjunction with the men's basketball chair will coordinate the MCC Men's Basketball Tournament.

J. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament will receive automatic bids to the NAIA Division II National Championship. If the winner of the regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament are the same team, the second place team from the tournament will be awarded the second automatic bid.

A. Representative(s) to the NAIA National Tournament should be given financial assistance from the MCC in the following manner:

1. For future reference, if one team goes, then that team shall receive 60% of the tournament's revenue.
2. If two teams go, then the following numbers are used:
  - a. Regular season winner (No. 1 seed in tournament) = 37.5% of tournament revenue
  - b. Tournament winner (2<sup>nd</sup> place if applicable) = 37.5% of tournament revenue

3. If three teams go, then the following numbers are used:
  - a. Regular season winner (No. 1 seed in tournament) = 32.5% of tournament revenue
  - b. Tournament winner (2<sup>nd</sup> place if applicable) = 32.5% of tournament revenue
  - c. At-Large team = 10% of tournament revenue
4. If four teams go, then the following numbers are used:
  - a. Regular season winner (No. 1 seed in tournament) = 25% of tournament revenue
  - b. Tournament winner (2<sup>nd</sup> place if applicable) = 25% of tournament revenue
  - c. Highest seeded at-large team = 15% of tournament revenue
  - d. Lowest seeded at-large team = 10% of tournament revenue

## **VII. All-Conference Teams**

- A. Each coach or his representative nominates the outstanding player(s) from his team, based on conference performance (with position not being a determining factor) at the pre-conference tournament coaches meeting. All conference coaches will attend this meeting at a mutually agreed upon site the Sunday before the conference tournament begins.
- B. A ballot is then cast rating the players from 15-1, with 15 being the league MVP.
- C. The top 5 vote-getters will be named First Team All-Conference.
- D. Of the remaining nominees, the five players receiving the most votes on this ballot are named Second Team All-Conference.
- E. Of the remaining nominees, the five players receiving the most votes on this ballot are named Third Team All-Conference.
- F. A coach cannot vote for his own players
- G. A five-member All-Newcomer Team and a Newcomer of the Year will also be voted upon and named.
- H. A five-member All-Defensive Team and Defender of the Year will also be voted upon and named.
- I. The basketball chairman shall utilize a phone vote in case of emergency.
- J. Coach of the Year – The basketball coaches will cast ballots for the Coach of the Year, with the majority vote-getter receiving the award.
- K. The First and Second Team All-Conference selections will receive an All-MCC plaque issued by the conference. Third team and honorable mention will receive a certificate issued by the conference. The Coach of the Year will receive a plaque issued by the conference. The Newcomer of the Year will receive a plaque, and the All-Newcomer Team will receive certificates issued by the conference. The All-Defensive Team and Defender of the Year will receive certificates issued by the conference.
- L. Voting results for All-Conference teams will be made available to all MCC Men's Basketball coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Men's Basketball coaches. If the votes are taken verbally, the verbal results will be

documented for all MCC Men's Basketball coaches to see.

### **VIII. Sports Information**

- A. The home team will provide both teams with an official NAIA box score statistical report at halftime and at the conclusion of each game. The home team will make adjustments to issued stats if evidence exists to indicate an adjustment is warranted. Any changes must be made within 72 hours of the completion of the game.
- B. Opposing teams will make their up-to-date statistics available upon request for use in game day programs and for preparation purposes.

### **IX. Complimentary Tickets and Scouting Passes**

- A. NAIA Membership Cards will be honored by all MCC schools and may be used by coaches' wives and minor children for admission.
- B. Cheerleaders will be admitted by identification.
- C. Only the home team may provide a pep band. The band cannot play during live ball situations. A band is defined as more than two instruments.
- D. A pass list of ten (10) names will be allowed for each conference President for admittance to MCC postseason tournament games. A letter will be sent to each president notifying them of such.

### **X. Sport Details – Other**

- A. **Scouting Procedures** – By agreement of conference coaches, no scouting information, including game tapes, will be given to non-conference schools in reference to conference schools. Current roster including usual starting lineup is allowed but no additional information is permitted.
- B. **Admission at MCC Games** – Admission charge will be \$2.00 or less for students of MCC schools on presentation of their Student I.D. cards. This includes regular season games only.
- C. **Home Team Responsibilities** – Home team shall provide basketballs for warm-ups, water on the bench for each team, and game statistics as previously stated.
- D. **No Smoking Rule and Sportsmanship Emphasis** – It is recommended that no smoking be allowed in the gymnasium and that each conference school do their utmost to stress good sportsmanship and fellowship between players and fans.
- E. **Towels** – Conference teams are expected to provide their own towels at each game.
- F. **Basketball Committee** – An elected conference basketball committee shall administer matters pertaining to MCC Men's Basketball. The committee will be composed of a chairperson and two members at-large. The current committee consists of Jim Kessler (Chair), Mike Lightfoot, and John Grimes.

**XI. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

**XII. Electronic Game Tape Exchange** – The use of electronic game tape exchange will be utilized by Men's Basketball during the 2011-12 season. The Administrative Committee has approved the expense for the 2011-12 season.

# MCC MEN'S BASKETBALL GAME TAPE EXCHANGE FORM

Two non-conference games through the first half of the MCC season may be requested from a member institution via electronic game tape exchange. All conference games will be loaded on the game tape exchange. When a copy of a game is requested of an institution, it is your responsibility of the head coach that the requested game copy be available and/or mailed within 48 hours after the completion of the contest.

Institution requesting game copy: \_\_\_\_\_

Person requesting game copy: \_\_\_\_\_

Mailing or Shipping Address: ( Name if different) \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_ Zip \_\_\_\_\_

Contact number: School #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\* \* \* \* \*

## **Game request # 1**

Please send copy of game versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\* \* \* \* \*

## **Game request # 2**

Please send copy of game versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\*\* Make as many copies as necessary of this form.



## **BASKETBALL: WOMEN'S**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

### **I. Regular Season**

#### **A. Schedule**

1. MCC schools will play each other twice during the basketball season. One game is a home game, and one game is an away game. The team with the best won-lost record at the end of regular season play will be declared the conference champion.
2. The MCC women's basketball schedule for 2010-11 will begin on Tuesday, November 22, 2011. There will be 3 game dates before the end of the first semester. The first week following the semester break, games will be played on Tuesday (Jan. 3), Thursday (Jan. 5), and Saturday (Jan. 7). After that, all conference games will follow a Wednesday/Saturday format.
3. The schedule is set on an eight-year rotating basis and will be adjusted annually.
4. Starting time of the games – MCC varsity games will begin at 7:00 pm on weekdays and 1:00 pm on Saturdays, unless both coaches and both athletic directors agree to change the starting time.
5. During MCC games, each conference institution will recognize media timeouts at the 16-minute mark and 8-minute mark of each half while retaining the full complement of timeouts allowable per contest (four full timeouts and two 30-second timeouts). Media timeouts should be 60 seconds in length unless the media present requests a maximum of 75 seconds.

#### **B. Cancellation and Postponement Policy**

1. Conference games may not be cancelled.
2. If a game is postponed due to inclement weather the following communication process will apply:
  - a. Verbal contact should be made between both coaches
  - b. Both coaches agree on the status of the game
  - c. Both athletic directors should be informed and involved in the decision.
  - d. Home coach will notify via e-mail (and phone call) the Supervisor of Officials to advise of the change.
  - e. Home coach will attempt to contact the officials for the game.
3. The make-up date will be determined by:
  - a. Mutual consent of both coaches and both athletic directors
  - b. If both coaches cannot agree, the athletic directors will make the decision regarding the make-up date.
  - c. If both athletic directors cannot agree, the Commissioner will make the final decision regarding the make-up date.
4. Postponement precipitated by extenuating circumstances such as power outage or other "acts of God"; a make-up date will be determined by:
  - a. Mutual consent of both coaches and both athletic directors
  - b. If both coaches cannot agree, the athletic directors will make the decision

regarding the make-up date.

- c. If both athletic directors cannot agree, the Commissioner will make the final decision regarding the make-up date.

**II. Rules Governing Play** – NCAA Women’s Basketball Rules will govern play.

**III. Official Balls** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Rawlings) is recommended. The official NAIA championship ball (Rawlings) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Rawlings). If available by contract these balls may be supplied by the NAIA National Office.

**IV. Officials**

- A. Dave Vendrely will be responsible for assigning officials for the 2011-2012 season.  
(260) 637-8761  
[dvendrely@gmail.com](mailto:dvendrely@gmail.com)
- B. Three officials are to work each game at a cost of \$170.00 per official.
- C. An alternate official for the MCC Tournament Championship game should be assigned at a cost of \$100.00.
- D. In case of emergency, mutually agreed upon (by both coaches) officials may be used.
- E. If only two officials show up at a game, the game will be played with two officials in the event a third official cannot be mutually agreed upon by both coaches.
- F. Filing of a written protest must take place no later than three days after the completion of the protested game.
- G. Please note the MCC schools will be using a voucher system for officials’ payments.

**II. Conference Tournament**

- A. The top eight (8) teams in the final regular season standings will compete in the conference tournament.
- B. Standings at the end of regular season play will be used for determining seeding for the Conference Tournament and for All-Sports Trophy purposes.
- C. In the event of a tie between two teams in the final conference standings, the following tie-breaker procedure will be used for the purpose of seeding teams into the conference tournament:
  1. (Tiebreaker #1) Conference won/loss records against schools involved in the tie (i.e. head-to-head)
  2. (Tiebreaker #2) Start at the top of the conference standings and compare their records with the teams in order of final conference standings
  3. (Tiebreaker #4) Coin toss between teams, to be administered by the women’s basketball sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the

same tie-breaker as above (Letter C) should be used with the following principle to be followed: Tiebreaker #1 will use the aggregate head-to-head record among the tied teams in an attempt to break the tie. Furthermore, once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1 between the remaining teams until all ties have been broken.

- E. Games will be played at the home of the higher seeded team

#### **F. Playoff Structure**

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6  
Tuesday, February 21, 2012

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner  
Friday, February 24, 2012

**Championship:** Semifinal Winners  
Monday, February 27, 2012

- G. Starting times – MCC Tournament games will begin at 7:00 pm, unless both coaches and both athletic directors agree to change the starting time. Any proposed changes to the standard 7:00 start times should be made as soon as possible after each matchup is determined.
- H. The host athletic director in conjunction with the women’s basketball chair will coordinate the MCC Women’s Basketball Tournament.
- I. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

#### **VI. NAIA Postseason Qualification** – The winner of the MCC regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament will receive automatic bids to the NAIA Division II National Championship. If the winner of the regular season (No. 1 seed in the tournament) and the winner of the MCC Tournament are the same team, the second place team from the tournament will be awarded the second automatic bid.

- A. Representative(s) to the NAIA National Tournament should be given financial assistance from the MCC in the following manner:
  1. For future reference, if one team goes, then that team shall receive 60% of the tournament’s revenue.
  2. If two teams go, then the following numbers are used:
    - a. Regular season winner (No. 1 seed in tournament) = 37.5% of tournament revenue
    - b. Tournament winner (2<sup>nd</sup> place if applicable) = 37.5% of

tournament revenue

4. If three teams go, then the following numbers are used:
  - d. Regular season winner (No. 1 seed in tournament) = 32.5% of tournament revenue
  - e. Tournament winner (2<sup>nd</sup> place if applicable) = 32.5% of tournament revenue
  - f. At-Large team = 10% of tournament revenue
5. If four teams go, then the following numbers are used:
  - a. Regular season winner (No. 1 seed in tournament) = 25% of tournament revenue
  - b. Tournament winner (2<sup>nd</sup> place if applicable) = 25% of tournament revenue
  - c. Highest seeded at-large team = 15% of tournament revenue
  - d. Lowest seeded at-large team = 10% of tournament revenue

## VII. All-Conference Teams

- A. The All-Conference team will consist of a 5-player First Team and a 5-player Second Team. First and Second team members will receive plaques from the MCC. A 5-player Honorable Mention team will also be named, and those players will receive a certificate.
- B. A 5-player All-Freshman team will also be named and receive a certificate. The freshman to receive the most votes will also be named Freshman of the Year. Only freshman eligibility players will be considered for this honor.
- C. The player receiving the highest number of points in the voting will be the Conference Player of the Year.
- D. Players will be selected by the coaches.
  1. After the completion of the conference schedule, each coach will submit to the conference Sports Information Director the names and conference statistics for up to four players.
  2. The Conference SID will send ballots to the member schools.
  3. Coaches will vote for 15 players, ranking them from 15 to 1 (15 should be given to the top player in the conference).
  4. Coaches should not vote for their own players.
  5. Coaches will meet on a designated campus at 2:00 pm the Sunday immediately following the final MCC regular season contest to perform the All-Conference voting.
  6. Ballots will be tabulated and results will be sent to each institution.
  7. Players must finish the season in good standing at their respective institutions to receive an award.
- E. Coach of the Year – The basketball coaches will cast ballots for the Coach of the Year. Ballots will be tabulated and results will be sent to each institution.
- F. Voting results for All-Conference teams will be made available to all MCC Women's

Basketball coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Women's Basketball coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Women's Basketball coaches to see.

### **VIII. Sports Information**

- A. The home team will provide both teams with an official NAIA box score statistical report at halftime and at the conclusion of each game. The home team will make adjustments to issued stats if evidence exists to indicate an adjustment is warranted. Any changes must be made within 72 hours of the completion of the game.
- B. Opposing teams will make their up-to-date statistics available upon request for use in game day programs and for preparation purposes.

### **IX. Complimentary Tickets and Scouting Passes**

- A. NAIA Membership Cards will be honored by all MCC schools and may be used by coaches' wives and minor children for admission.
- B. Cheerleaders will be admitted by identification.
- C. Only the home team may provide a pep band. The band cannot play during live ball situations. A band is defined as more than two instruments.
- D. A pass list of ten (10) names will be allowed for each conference President for admittance to MCC postseason tournament games. A letter will be sent to each president notifying them of such.

### **X. Sport Details – Other**

- A. **Scouting Procedures** – By agreement of conference coaches, no scouting information, including game tapes, will be given to non-conference schools in reference to conference schools. Current roster including usual starting lineup is allowed but no additional information is permitted.
- B. **Electronic Game Tape Exchange** – The use of electronic game tape exchange will be utilized by Women's Basketball during the 2011-12 season. The Administrative Committee has approved the expense for the 2011-12 season.
- C. **Admission at MCC Games** – Admission charge will be \$2.00 or less for students of MCC schools on presentation of their Student I.D. cards. This includes regular season games only.
- D. **Home Team Responsibilities** – Home team shall provide basketballs for warm-ups, water on the bench for each team, and game statistics as previously stated.
- E. **No Smoking Rule and Sportsmanship Emphasis** – It is recommended that no smoking be allowed in the gymnasium and that each conference school do their utmost to stress good sportsmanship and fellowship between players and fans.

- XI. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

# MCC WOMEN'S BASKETBALL GAME TAPE EXCHANGE FORM

Two non-conference games through the first half of the MCC season may be requested from a member institution via electronic game tape exchange. All conference games will be loaded on the game tape exchange. When a copy of a game is requested of an institution, it is your responsibility of the head coach that the requested game copy be available and/or mailed within 48 hours after the completion of the contest.

Institution requesting game copy: \_\_\_\_\_

Person requesting game copy: \_\_\_\_\_

Mailing or Shipping Address: ( Name if different) \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_ Zip \_\_\_\_\_

Contact number: School #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\* \* \* \* \*

## **Game request # 1**

Please send copy of game versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\* \* \* \* \*

## **Game request # 2**

Please send copy of game versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\*\* Make as many copies as necessary of this form.



## **CROSS COUNTRY: MEN & WOMEN**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

### **I. Conference Meet**

- A. The MCC meet will be hosted by Goshen College on Saturday, November 5, 2011.
- B. All eligible runners may compete in the MCC Cross Country Meet. Eligibility will follow NAIA policies and standards.
- C. The women will run first, followed by the men at the MCC Cross Country Meet. A minimum of one hour shall occur between races.
- D. The MCC Cross Country Meet will be the sole determinant for the MCC Champion.
- E. Administration of the MCC Cross Country Meet will be in accordance with directives of the Mid-Central College Conference and the NCAA Track & Field guide with course markings and meet procedures following NAIA standards.
- F. The course shall be 5 miles or 8,000 meters in length for the men and 3.1 miles or 5,000 meters for the women and verified by the cross country coach of the school hosting the MCC Cross Country Meet.
- G. The MCC will use chip timing at the conference meet, with the cost to be paid by the conference up to a maximum of \$1,500.00. Any cost over \$1,500.00 will be covered by the host school.
- H. Course terrain must be acceptable to a majority of the MCC cross country coaches prior to scheduling the meet.
- I. The host school will provide necessary officials to read times at each of the mile marks.
- J. The host school will provide the official results immediately following the meet.
- K. The MCC “team” Cross Country Championship trophy and the 15 All-MCC plaques will be awarded at the MCC Cross Country Meet site. The cross country chair will be responsible to have these awards on hand at the meet.
- L. A team must finish a complete team (5 finishers) to gain points toward All-Sports trophy.
- M. The host athletic director in conjunction with the cross country chair will coordinate the MCC Cross Country Meet.

**II. NAIA Postseason Qualification** – The winner of the MCC Cross Country Meet will receive an automatic bid to the 2011 NAIA Cross Country National Championships.

### **III. All-Conference Team**

- A. The MCC All-Conference team will be the first 15 finishers in the MCC Cross Country Meet. Runners must place in the top 7 on their respective team in order to qualify for All-Conference honors.
- B. **Coach of the Year** – The MCC cross country coaches will vote on the Coach of the Year selection at the conclusion of the MCC Cross Country meet. A majority vote will win.

**IV. Sport Chair/Rater** – The positions of Sport Chair and Rater will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the positions of Sport Chair and Rater every two years.

# GOLF

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## **III. Regular Season**

**IV.** Regular season play will be conducted in the spring.

## **II. Postseason Procedures**

**V.** Pull carts are permitted.

**VI.** Electric carts or caddies are not permitted.

- C. Two Coaches are permitted to walk with the players as spectators during the tournament. Advice may be exchanged between team players and between coach and players, if it does not interfere with fellow players or the speed of play as defined by the coaches. Spectators should remain on cart paths or in the rough approximately 15 yards from the players. No communication that could be deemed “advice” in nature between spectators and players is allowed. Spectators may look for golf balls.
- D. Postseason Procedures are to mirror NAIA Article II.E, including adoption of the NAIA ‘Hard Card’ (Appendix C) to be used to improve consistency in tournament rules from year to year and allow the rules committee to know what rules the NAIA coaches have approved and how to enforce them.
- E. Coaches should rank players according to their level of ability. For the MCC Tournament First Round, season scoring average should be used to rank players.

## **III. Conference Tournament**

- A. Each MCC member institution shall annually participate in one, 54-hole, two-day conference tournament.
- B. Playing rules and regulations should mirror guidelines as set forth in the NAIA Men’s Golf Coaches Manual. (Article VIII.D), including Advice Rule, NAIA Hard Card and Distant Measuring Devices.
- C. The order of hosting conference tournament will be alphabetical order. This started with Bethel College in 2009 which coincides with NAIA rules changes for Automatic Qualification to the NAIA National Tournament. In order to follow:  

2010 Goshen	2011 Grace
2012 Huntington	2013 Indiana Wesleyan
2014 Marian	2015 Spring Arbor
2016 Saint Francis	2017 Taylor
2018 Bethel	
- D. **FORMAT:** The number of players a team may use in a tournament is limited to five, using the four lowest scores.

- E. Pairings for the 2<sup>nd</sup> tournament round on Day 2 will be based on each team's score from the first day of the tournament. In the event of a tie for first place at the conclusion of Day 2, a five-man playoff will be held, counting the best four (4) scores per hole until the tie is broken.
- F. The 2012 MCC Conference Golf Tournament is to be held at a course to be decided upon by the coaches at the fall meeting in September. Dates and location will also be determined at that time.
- G. Each year, the MCC Tournament host institution is to be responsible for GolfStat scoring and reporting on a daily basis.
- H. Inclement Weather – The 54 hole tournament may not be ended without the consultation and voting of all coaches. In case of a tie vote, the host coach, or his/her designee, will make the final determination, along with the host golf professional and tournament committee. Every effort should be made to complete the entire 54 holes, even if the final round needs to be rescheduled. A minimum of 36 holes must be played for the tournament to be officially completed.
- I. The conference championship trophy shall go to the team with the lowest 54-hole tournament team score. In the event of a tie, the NAIA Tie-Breaking procedure to be used for team and individual. (Article II.C)
- J. The MCC will pay the host school \$1,500.00 for tournament expenses incurred. Any cost over \$1,500.00 will be covered by the host school.
- K. The host athletic director in conjunction with the men's golf chair will coordinate the MCC Men's Golf Tournament.

**IV. Score Reporting** – In order for schools to be eligible for national ratings, results from tournaments must be reported to the NAIA Scoreboard within 24 hours of completion. It is the responsibility of each school to report its scores. Scores can be manually entered at [www.naiasports.org/admin](http://www.naiasports.org/admin).

**V. NAIA Postseason Qualification** – MCC Conference Tournament winner will represent the MCC in the NAIA national tournament field as an automatic qualifier. In the event of an individual tie for Medalist at the MCC Tournament, the player not on the winning team will also represent the MCC at the National Tournament.

**VI. All-Conference Team – Regular Season**

- A. The All-Conference team will be determined by the ten (10) lowest individual scores and ties for the 54 hole Conference tournament. Others may be Honorable Mention All-Conference based on scoring average for the year. The Player of the Year will be based on the All-Conference vote by the coaches.
- B. Players are subject to disqualification if they do not adhere to NAIA conduct rules, including use of tobacco.

**VII. The Coach of the Year – Regular Season**

- A. The Coach of the Year award will be presented at the end of the MCC Tournament and determined by a majority vote of all MCC golf coaches.

**VIII. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

## **SOCCER: MEN'S**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

### **I. Regular Season**

#### **A. Schedule**

1. MCC regular season play will begin on September 24 and end on October 22.
2. Teams will play nine (9) regular season conference games. Teams will play either 4 home games or 5 home games during the season with that rotation to alternate each year.
3. Conference games will be held twice a week with a Saturday game and an alternating Tuesday/Wednesday schedule with women's soccer every other week.
4. All MCC teams will play a round-robin schedule.

#### **B. Regular Season Conference Champion**

1. The regular season MCC champion will be determined by the most points within conference play.
2. Points are based on: Wins = 3 points; Ties = 1 point; Loss = 0 points
3. If two teams are tied for first place during the regular season using the above point system, they will be declared co-champions and each will receive a trophy.

### **II. Rules Governing Play** – The NAIA approved playing rules will govern all regular season and postseason play.

If a game is suspended and not resumed on the scheduled date, the game will be resumed at the point it was suspended on a date agreed upon by both coaches and both athletic directors. If the game meets minimal time limits as established by NCAA rules, it will be considered an official game after 70 minutes has been played.

### **III. Official Ball** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Brine) is recommended. The official NAIA championship ball (Brine) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Brine). If available by contract these balls may be supplied by the NAIA National Office.

### **IV. Officials**

- A. Kim Vieira will be responsible for assigning officials for the 2011 season. (513) 896-6593; [kvsoccer5@aol.com](mailto:kvsoccer5@aol.com)
- B. Please note the MCC schools will be using a voucher system for all officials' payments.
- C. The assigner will send each institution a list of assigned officials prior to the beginning of the season.
- D. The three-man officiating system must be used and a fourth official (if necessary) should be provided by the host institution at no charge to the MCC. (The fourth official may be the athletic director or his appointee and shall be responsible for bench/scorer's table management and should work in cooperation with the designated game referee.)

- E. Conference schools will pay officials \$160.00 for the referee and \$115.00 for the assistant referees per contest. The same fee structure will be used for the MCC Conference Tournament, but those fees will be paid by the conference.
- F. An alternate official for the championship game of the MCC Tournament should be assigned at a cost of \$100.
- G. Coaches are to evaluate the official's game performance after each match. This process has been put in place to help improve the quality of all MCC matches and to ensure that officials are accountable to the MCC for their performance. Evaluation forms can be found at [www.arbitersports.com](http://www.arbitersports.com).

## VII. Conference Tournament

- A. The top eight (8) teams in the final conference standings will compete in the conference tournament.
- B. Standings at the end of regular season play will be used for determining seeding for the Conference Tournament and for All-Sports Trophy purposes.
- C. In the event of a tie in the final conference standings, the following tie-breaker procedure will be used for the purpose of seeding teams into the conference tournament.
  1. MCC head-to-head results (if 2 teams are tied); If three or more teams are tied, go to MCC Modified NAIA RPI Rating.
  2. MCC Modified NAIA RPI Rating
  3. Overall regular season Modified NAIA RPI Rating
  4. MCC goal differential
  5. Coin toss between teams, to be administered by the men's soccer sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the same tie-breaker as above (Letter C) should be used with the following principle to be followed: Once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1 between the remaining teams until all ties have been broken.
- E. All Saturday MCC Tournament games should be scheduled at 1:00 pm or later, based on the mutual agreement of the participating institutions' coaches and athletic directors. For host institutions that have lighted fields, a 7:00 pm start time is recommended, but not required. If a mutual agreement cannot be reached by both institutions, then a 2:00 pm start time will be set for institutions without lighted fields and 7:00 pm for institutions with lighted fields. The home team must notify assigner of time change at least 72 hours in advance.
- F. Seeding will be determined by regular season standings. Once the seeding is set, it is followed throughout the tournament. Higher seeds will host.

### G. Playoff Structure

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6  
(Saturday, October 29)

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner

(Saturday, November 5)

**Championship: Semifinal Winners**  
(Saturday, November 12)

- G. The host athletic director in conjunction with the men's soccer chair will coordinate the MCC Men's Soccer Tournament.
- H. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC Tournament will receive an automatic bid to the 2011 NAIA Men's Soccer National Championship.

**VII. All-Conference Teams**

- A. The MCC All-Conference Teams will consist of a First and a Second Team.
- B. Each coach will send their nominees by fax or e-mail to reach the MCC Men's Soccer chair by 5 p.m. on the Monday following the conclusion of the regular conference season. A compiled list of all nominees will be sent to all coaches by 5 p.m. on that Wednesday. Final ballots must be returned by 5 p.m. of the Friday before the MCC Tournament opening round. A conference call between all head coaches is recommended to discuss the merits of the all-conference nominees.
- C. Each coach will then list the top 23 players in rank order on the official MCC ballot. A coach may not vote for more than five (5) of his own players and must complete the ballot entirely. Any coach not voting will not have his players recognized.
  - 1. All coaches vote for at least six (6) forwards, six (6) midfielders, six (6) defenders, and at least two (2) goalkeepers. The remaining two (2) votes are at the coaches' discretion.
  - 2. The top thirteen (13) field players and top goalkeepers as identified by vote totals shall be MCC All-Conference First Team. The next ten (10) field players and goalkeepers as identified by vote totals shall be recognized as MCC All-Conference Second Team.
- D. The player (goalkeepers included) receiving the most votes will be named MCC Player of the Year.
- E. The top vote-getting forward will receive Offensive Player of the Year. The top vote-getting defender will receive Defensive Player of the Year.
- F. All coaches will vote for one coach as Coach of the Year. The coach with the highest vote total will be named Coach of the Year.
- G. In the event of ties in the Player of the Year or Coach of the Year, a second vote between the tied individuals will be taken until there is a decision by total votes.
- H. Voting results for All-Conference teams will be made available to all MCC Men's Soccer coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Men's Soccer coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Men's Soccer coaches to see.

**VIII. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

**MID-CENTRAL COLLEGE CONFERENCE  
2011 MEN'S SOCCER TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**OPPONENTS:**

**INCOME**

**Students:** \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_

**Adults:** \_\_\_\_\_ (Number of adults) @ \$5.00 each      \$ \_\_\_\_\_

**TOTAL INCOME**      \$ \_\_\_\_\_

**EXPENSES**

**Referee (1) @ \$160.00 per game**      \$ \_\_\_\_\_

**Linesman (2) @ \$115.00 per game**      \$ \_\_\_\_\_

**Alternate Official (1) @ \$100 per game (championship only)**      \$ \_\_\_\_\_

**TOTAL EXPENSES**      \$ \_\_\_\_\_

**REVENUE (Net)**      \$ \_\_\_\_\_

**Host schools are responsible for all expenses other than officials. Officials' fees should be deducted from the gate.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**

# **SOCCER: WOMEN'S**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## **I. Regular Season**

### **A. Schedule**

1. All MCC schools will play a conference schedule consisting of nine games to be completed by October 29, 2011.
2. If two MCC schools play twice during the season, the conference match must be declared to the MCC women's soccer chair before the start of the season.

### **B. Regular Season Conference Champion**

1. The regular season MCC champion will be determined by the most points within conference play.
2. Points are based on: Wins = 3 points; Ties = 1 point; Loss = 0 points
3. If two teams are tied for first place during the regular season using the above point system, they will be declared co-champions and each will receive a trophy.

## **II. Rules Governing Play** – The NCAA rulebook will govern all regular and postseason play with the NAIA playoff roster being the exception.

If a conference tournament game is suspended and not resumed on the scheduled date, the game will be resumed at the point it was suspended on a date agreed upon by both coaches and both athletic directors. If the game meets minimal time limits (69<sup>th</sup> minute) as established by NCAA rules, it will be considered an official game.

## **III. Official Ball** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Brine) is recommended. The official NAIA championship ball (Brine) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Brine). If available by contract these balls may be supplied by the NAIA National Office.

## **IV. Officials**

- A. Kim Vieira will be responsible for assigning officials for the 2011 season. (513) 896-6593; [kvsoccer5@aol.com](mailto:kvsoccer5@aol.com)
- B. Please note the MCC schools will be using a voucher system for all officials' payments.
- C. The assigner will send each institution a list of assigned officials prior to the beginning of the season.
- D. The three-man officiating system must be used and a fourth official (if necessary) should be provided by the host institution at no charge to the MCC. (The fourth official may be the athletic director or his appointee and shall be responsible for bench/scorer's table management and should work in cooperation with the designated game referee.)
- E. Conference schools will pay officials \$160.00 for the referee and \$115.00 for the assistant referees per contest. The same fee structure will be used for the MCC Conference Tournament, but those fees will be paid by the conference.

- F. An alternate official for the championship game of the MCC Tournament should be assigned at a cost of \$100.
- G. Coaches are to evaluate the official's game performance after each match. This process has been put in place to help improve the quality of all MCC matches and to ensure that officials are accountable to the MCC for their performance. Evaluation forms can be found at [www.arbitersports.com](http://www.arbitersports.com).

### **VIII. Conference Tournament**

- A. The top eight (8) teams in the final conference standings will compete in the conference tournament.
- B. Standings at the end of regular season play will be used for determining seeding for the Conference Tournament and for All-Sports Trophy purposes.
- C. In the event of a tie in the final conference standings, the following tie-breaker procedure will be used for the purpose of seeding teams into the conference tournament.
  - 1. MCC head-to-head results
  - 2. Overall regular season RPI Rating
  - 3. MCC goal differential
  - 4. Coin toss between teams, to be administered by the women's soccer sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the same tie-breaker as above (Letter C) should be used with the following principle to be followed: Tiebreaker #1 will use the aggregate head-to-head record among the tied teams in an attempt to break the tie. Furthermore, once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1 between the remaining teams until all ties have been broken.
- E. All Saturday MCC Tournament games should be scheduled at 1:00 pm or later, based on the mutual agreement of the participating institutions' coaches and athletic directors. For host institutions that have lighted fields, a 7:00 pm start time is recommended, but not required. If a mutual agreement cannot be reached by both institutions, then a 2:00 pm start time will be set for institutions without lighted fields and 7:00 pm for institutions with lighted fields. The home team must notify assigner of time change at least 72 hours in advance.
- F. Seeding will be determined by regular season standings. Once the seeding is set, it is followed throughout the tournament. Higher seeds will host.

### **G. Playoff Structure**

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6  
October 29, 2011

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner  
November 5, 2011

**Championship:** Semifinal Winners  
November 12, 2011

- H. The host athletic director in conjunction with the women's soccer chair will coordinate the MCC Women's Soccer Tournament.
- I. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC Tournament will receive an automatic bid to the 2011 NAIA Women's Soccer National Championship.

**VII. All-Conference Teams**

- A. Each coach will send their nominees by e-mail to reach the MCC Women's Soccer chair by 5 p.m. on the Monday following the conclusion of the regular conference season.
- B. The All-Conference voting process will consist of two different votes. The first vote will be on all of the nominees and will determine the All-Conference Team. The second vote will be a re-ranking of those players who were selected to the All-Conference Team to pass along to the NAIA as the MCC's Top 14 players for All-American consideration. The second vote will also determine the Offensive and Defensive Players of the Year. The MCC Player of the Year will continue to be determined by the player receiving the highest overall index in the FIRST VOTE.
- C. A conference call between all head coaches is recommended to discuss the merits of the all-conference nominees.
- D. NOTE: A player's high vote and low vote will be eliminated on each ballot.
- E. The player receiving the most votes will be named MCC Player of the Year.
- F. The top vote-getting forward will receive Offensive Player of the Year. The top vote-getting defender will receive Defensive Player of the Year.
- G. All coaches will vote for one coach as Coach of the Year. The coach with the highest vote total will be named Coach of the Year.
- H. In the event of ties in the Player of the Year or Coach of the Year, a Co-Player or Co-Coach of the Year award will be given.
- I. Women's soccer will have the same number of All-Conference awards as men's soccer.
- J. Voting results for All-Conference teams will be made available to all MCC Women's Soccer coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Women's Soccer coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Women's Soccer coaches to see.

**VIII. Conference Rater and National Rater**

- A. The positions of Conference/National Rater and Conference Chair will rotate every three years. In the final year of either term, the rater or chair will work with an "apprentice" to train the incoming rater or chair on the job duties. Both positions will be filled by nominations and a vote from the MCC women's soccer coaches. Any coach may serve to consecutive terms in either position only if elected by the body of MCC women's soccer coaches. One coach may NOT hold both positions at the same time.

**MID-CENTRAL COLLEGE CONFERENCE  
2011 WOMEN'S SOCCER TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**OPPONENTS:**

**INCOME**

**Students:** \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_

**Adults:** \_\_\_\_\_ (Number of adults) @ \$5.00 each      \$ \_\_\_\_\_

**TOTAL INCOME**      \$ \_\_\_\_\_

**EXPENSES**

**Referee (1) @ \$160.00 per game**      \$ \_\_\_\_\_

**Linesman (2) @ \$115.00 per game**      \$ \_\_\_\_\_

**Alternate Official (1) @ \$100 per game (championship only)**      \$ \_\_\_\_\_

**TOTAL EXPENSES**      \$ \_\_\_\_\_

**REVENUE (Net)**      \$ \_\_\_\_\_

**Host schools are responsible for all expenses other than officials. Officials' fees should be deducted from the gate.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**

# **SOFTBALL**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## **I. Regular Season**

### **A. Schedule**

1. Beginning the fourth week of March, each conference team will schedule a doubleheader with each conference school, with two doubleheaders being played every week. The schedule will be alternated every two years. Home sites will be switched every year.
2. The conference regular season standings will determine points toward the MCC All-Sports trophy.
3. Places below first will be decided on a won-lost percentage basis regardless of number of games played. Each team should make every effort to complete all of their games.
4. No contracts will be required for conference games. Non-conference games will be managed by contract as normal.
5. Once all schedules are obtained by the Commissioner, he will release the final schedules to the Supervisor of Umpires. The Supervisor of Umpires will then assign umpires to each of those games.
6. Games may be scheduled on Tuesday, Thursday, and Saturday. Make-up dates will be scheduled on the first available date for each school involved. Games will consist of seven innings and starting time will be 3:00 pm on weekdays and 1:00 pm on Saturdays. Game times may be changed if both coaches mutually agree.
7. All games scheduled during spring breaks will be rescheduled by school agreement.
8. Softball coaches will meet in September to schedule conference games after the NFCA national meeting.

### **B. Rainout Policy – Regular Season**

1. All games that are cancelled because of inclement weather (snow, rain, or wind chill below 40 degrees and both coaches agree) will be made up on the first available date for each school involved. Balls and umpires' remuneration remain the responsibility of the home team.
2. If a game is suspended due to weather or darkness and 5 innings have not been completed, the game will resume at the point of stoppage.
3. To be consistent with the NCAA rulebook, a game will be considered complete after 5 innings due to darkness or weather.
4. A team must have played all conference teams twice to be considered for the conference tournament and championships. Cut-off for all conference games to be completed is the Sunday before the conference tournament. If any games are not completed by Sunday, each team will have a double loss.
5. Make-up conference games should take priority over non-conference games.

**II. Rules Governing Play** – NCAA rules shall govern play.

**III. Official Balls** – In regular season play, it is required that the official NAIA championship ball (Worth) be used. The official NAIA championship ball (Worth) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide three dozen of the official NAIA championship ball (Worth). If available by contract these balls may be supplied by the NAIA National Office.

**IV. Umpires**

- A. Merri Taylor will be responsible for assigning umpires for the 2012 season.  
(317) 446-3108  
[merriuc@att.net](mailto:merriuc@att.net)
- B. Please note the MCC schools will be using a voucher system for umpire payments.
- C. Umpires will receive \$140.00 per doubleheader. A sum of \$85.00 will be paid per umpire during the MCC Tournament.

**IX. Conference Tournament**

- A. The MCC Tournament will be an eight (8) team double-elimination tournament, seeded by the standings at the finish of the regular season.
- B. The host of the MCC Tournament will be determined on a rotating basis in alphabetical order of school name. Indiana Wesleyan will host the 2012 MCC Tournament, followed by Marian, Spring Arbor, Taylor, Saint Francis, Bethel, and Goshen. It is required that the host school provides two fields of play available for simultaneous play throughout the tournament. If a school does not want to host the tournament, they need to inform the Commissioner at the annual fall meeting. In that case, the next school in line will have the option to host the tournament. The host school will absorb any costs associated with the renting of fields.
- C. In the event of ties, the following tie breakers will be used to determine conference finishing place:
  - 1. Head-to-head competition
  - 2. Run differential head-to-head
  - 3. Competition of those teams involved against 1<sup>st</sup> place, 2<sup>nd</sup> place, & 3<sup>rd</sup> place until the tie is broken.
  - 4. Competition of those teams involved using runs given up against 1<sup>st</sup> place, 2<sup>nd</sup> place, & 3<sup>rd</sup> place until the tie is broken.
  - 5. Coin toss between teams, to be administered by the softball sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the same tie-breaker as above (Letter C) should be used with the following principle to be followed: Tiebreaker #1 will use the aggregate head-to-head record among the tied teams in an attempt to break the tie. Furthermore, once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1

between the remaining teams until all ties have been broken.

- E. Date of Tournament – The MCC Tournament will be held on the Wednesday and Thursday following the last week of league play. Dates for the MCC Tournament are May 2<sup>nd</sup> and 3<sup>rd</sup>, 2012, with the rainout date on Friday, May 4<sup>th</sup>.
- F. Seeding will be determined on the Saturday before the tournament starts. The official roster will be faxed to the chairperson on the following Monday.
- G. Tournament Management
  - 1. Tournament Committee to serve as advisory committee to tournament director will include chairman Ryan Bolyn (Saint Francis), Scott Fleming (Marian), and Anna Welsh (Bethel).
  - 2. Tournament Director will be the host school representative. The host coach of the tournament may fill this role as Tournament Director only after his/her team has been eliminated from the tournament.
- H. Rainout Policy (MCC Tournament)
  - 1. Every effort will be made to complete the tournament as structured.
  - 2. If rainout occurs Wednesday, the tournament will be played with the same double elimination format starting Thursday and using Friday to finish.
  - 3. If rainouts occur on Thursday or Friday, the champion will be the Number 1 seed unless they have taken a loss in the conference tournament. The highest undefeated seed will be named the tournament champion.
  - 4. If the tournament is completely rained out, the highest seed will be named the MCC Tournament champion, and will represent the MCC at the NAIA National Tournament.
  - 5. The softball Tournament Director reserves the right to adjust times of the schedule as needed due to weather considerations.
- I. Miscellaneous Information
  - 1. NCAA Rules will be used throughout the tournament.
  - 2. In the first round of the tournament, the highest seeded team is home. After the first round, a coin flip will determine the home team for the rest of the tournament games.
  - 3. The home team will be the official scorer.
- J. All-Tournament Team
  - 1. The All-Tournament Team will be selected by the coaches and not to exceed 18 players regardless of position. The following format will be used to select the All-Tournament team:
  - 2. The winning team will have 5 players on the All-Tournament Team.
  - 3. The runner-up team will have 4 players on the All-Tournament Team.
  - 4. The 3<sup>rd</sup> place team will have 3 players on the All-Tournament Team.

5. The 4<sup>th</sup> place team will have 2 players on the All-Tournament Team.
6. The 5<sup>th</sup>-8<sup>th</sup> place teams will have 1 player each on the All-Tournament Team.
7. If play has been cancelled due to weather and two or more teams are tied in wins/losses, the higher ranked team will receive the extra placement of players on the All-Tournament Team.

K. The host athletic director in conjunction with the softball chair will coordinate the MCC Softball Tournament.

L. **Financial Report Form** – Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC Tournament will receive an automatic bid to the 2012 NAIA National Championship.

**VII. All-Conference Team**

A. Each coach will have the opportunity to nominate their best players for consideration on the All-Conference team. The All-Conference team will consist of 18 players.

B. The conference will use DakStats for reporting statistics. Each coach should e-mail to [rbolyn@sf.edu](mailto:rbolyn@sf.edu) on Monday, April 30, 2012 by 9:00 am. Coaches should send the names and complete statistics for the five players they wish to nominate. All conference and overall statistics should be included. If a coach has a nomination for the “Newcomer of the Year” award (a first year player or a first time transfer player), they should also include her statistics.

C. Coaches or designated representatives must be present at the selection meeting in order for their players to be considered for All-Conference awards.

D. The selection meeting will take place on Monday, April 30, 2012 before the start of the tournament.

E. One player will be chosen as Pitcher of the Year and one as Player of the Year. One Newcomer of the Year award will be presented to an individual who is a first year player or a first-time transfer.

F. After Player & Pitcher of the Year, the next 16 players will be ranked from 16 – 1.

G. Any player (after the top 18) with at least 2 votes will be Honorable Mention.

H. **Coach of the Year** – The softball coaches will cast ballots for the Coach of the Year, with the majority vote being declared the winner.

I. Voting results for All-Conference teams will be made available to all MCC Softball coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Softball coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Softball coaches to see.

**VIII. Sport Chair** – The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

**MID-CENTRAL COLLEGE CONFERENCE  
2012 SOFTBALL TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**OPPONENTS:**

**SESSION: Finals**

**INCOME**

**Students: \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_**

**Adults: \_\_\_\_\_ (Number of adults) All-Day pass @ \$5 each day or \$5 at each location      \$ \_\_\_\_\_**

**TOTAL INCOME      \$ \_\_\_\_\_**

**EXPENSES**

**Umpires: 2 @ \$85.00 per game      \$ \_\_\_\_\_**

**TOTAL EXPENSES      \$ \_\_\_\_\_**

**REVENUE (Net)      \$ \_\_\_\_\_**

**Host schools are responsible for all expenses other than umpires.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**

## **TENNIS: MEN & WOMEN**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

### **X. Regular Season**

#### **A. Schedule**

1. Each institution will schedule each conference team one (1) time with the option to play a second time. The first match will count toward the MCC standings. The final conference standings will be determined by head-to-head play during the season. There will be seven dates blocked off to play all MCC matches during the regular season.
2. Any conference match where there is one coach for both men's and women's teams and the matches are hosted on a weekday at a site where there are no lights, the matches shall begin at 1:00 pm to assure completion before dusk.

#### **B. Regular Season Dual-Play**

1. Each MCC team will play every other MCC team during the season in a match consisting of six (6) singles 2-out-of-3 sets and three (3) doubles 8-game pro set, or if coaches agree before the match, 2-out-of-3 sets.
2. In a dual match, if one team has not scored 5 points and players in a singles match have split sets, then a full third set must be played. However, if one team has already scored 5 points and players in a singles match have split sets, the players will decide whether to play a full third set or to play a match tiebreaker (10 pts.). If the players cannot agree on which to play, then the home team player has the final choice. Once the option for the third set has been chosen in a singles match, all other singles matches that split sets must use the same option.
3. In the event a school cannot field a full team, the high numbered positions are forfeited, i.e. if the number one man/woman is absent, all team members move up and the number six (6) position is forfeited.
4. When there is a 6-6 set score, the 12-point tiebreaker goes into effect.
5. It will be the responsibility of the home team to advise visiting teams of time and place of each match and/or postponements. Rescheduling is agreed upon by both coaches.
6. The minimum time allowed between players' singles and doubles matches will be 10 minutes and the maximum time allowed will be 20 minutes. In extreme weather conditions, the coaches may agree to allow a longer break between matches.

### **XI. Ethics**

- A. It is agreed that all coaches will fill team positions by elimination, ladder tournaments or similar devices. Indiscriminate position changes invite criticism and should be discouraged. It is recommended to bring ladder results to all matches, in case a coach is asked to justify where a team member is playing.
- B. Coaches must submit their starting line-up to the respective tennis chair prior to their first MCC match of the season with notes on possible line-up changes that may be foreseen

for the season, e.g., Player X is injured but should return to the #4 position in two weeks and move the other players down. The chairs will distribute the line-ups to the other coaches. If any major changes (a player moving more than 1 position) in the line-up are made during the season, the coach must notify the respective tennis chair of the change and the rationale for it when the change is made.

**XII. Rules Governing Play** – Conference match play and MCC Tournament play will be governed by the Intercollegiate Tennis Association (ITA) and United State Tennis Association (USTA) rules.

**XIII. Official Balls** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Wilson) is recommended. The official NAIA championship ball (Wilson) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Wilson). If available by contract these balls may be supplied by the NAIA National Office.

#### **XIV. Conference Tournament**

A. The top eight (8) teams will compete in the single-elimination MCC Tournament with each match consisting of three (3) doubles matches with a format of 8-game pro sets, and six (6) singles matches with a format of best-of-three sets.

B. Standings at the end of regular season play will be used for determining seeding for the conference tournament and for All-Sports Trophy purposes. In the case of two teams having the same conference record during the regular season, the team that won the dual match between the two teams will receive the higher seed for the tournament.

I. Tiebreaker Rules for team seeding:

a) In the event of a 3 way tie

1. Head-to-head conference dual match results. If one team has beaten the two other teams in the tie in their conference dual matches, then that team receives the higher seed.
2. If the tie cannot be broken by Sept. 1, then the total team points won in the head-to-head conference dual matches among the three teams will be summed and the team with the highest number of points will receive the highest seed, and the one with the next highest number of points will receive the next highest seed, etc. (If A beats B 7-2, B beats C 5-4, and C beats A 5-4, then A would have 11 points, B would have 7 points, and C would have 9 points.) If this step separates one team from the tie situation but two teams are still tied, then that tie will be broken by Step 1.
3. If a tie cannot be broken by Steps 1 or 2, then the total number of sets won in the head-to-head conference dual matches among the three teams will be summed and the team with the highest number will receive the highest seed.
4. If a tie cannot be broken by Steps 1, 2, or 3, then the total number

of sets won in the head-to-head conference dual matches among the three teams will be summed and the team with the highest number will receive the highest seed.

- C. The #9 team in the final regular season standings will not be included in the conference tournament.
- D. The men's and women's tennis chairs with the assistance of the MCC Commissioner will handle seedings and rules interpretations.
- E. The MCC Tournament for both men and women will be held the week of October 3-8, 2011. All matches will be played at the site of the higher seeded team.

F. **Tournament Structure**

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner

**Championship:** Semifinal Winners

**Tournament Schedule:** The sport chairs and coaches will decide on which days of that week the matches will be played in order to accommodate the schools which have the same coach for both the men's and women's teams. The ideal scenario is to have one day separating each round of play for each team and to have the finals on Saturday for both men and women, if possible.

- G. The host athletic directors in conjunction with the men's and women's tennis chairs will coordinate the MCC Men's and Women's Tennis Tournaments.
- H. **Financial Report Form** - Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC Conference Tournament in both men's and women's tennis will receive an automatic bid to the NAIA National Championship.

**VII. All-Conference Team**

- A. Each coach will nominate the outstanding player(s) from his/her team based on conference performance.
- B. A ballot is then cast for the nominees to select a team composed of twelve (12) players. The twelve (12) players receiving the most votes on this ballot are named to the All-Conference Team.
- C. A coach may vote for his/her own players.
- D. All ties for the final position are included in the All-Conference Team.
- E. Voting results for All-Conference teams will be made available to all MCC Tennis

coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Tennis coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Tennis coaches to see.

- VIII. **Sport Chair** - The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

Revised 9/21/2011

**MID-CENTRAL COLLEGE CONFERENCE  
2011 TENNIS TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**SESSION:**

**INCOME**

**Students:** \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_

**Adults:** \_\_\_\_\_ (Number of adults) @ \$5.00 each      \$ \_\_\_\_\_

**TOTAL INCOME**      \$ \_\_\_\_\_

**EXPENSES**

**Tennis Balls**      \$ \_\_\_\_\_

**Tennis Facility/Tournament Director**      \$ \_\_\_\_\_

**TOTAL EXPENSES**      \$ \_\_\_\_\_

**REVENUE (Net)**      \$ \_\_\_\_\_

**Host schools are responsible for all additional expenses other than those listed above.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**

## **TRACK & FIELD: MEN & WOMEN**

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

### **I. Conference Meet**

- A. Each conference institution sponsoring track and field shall participate in the MCC championship meet.
- B. The MCC championship meet will be a two-day meet with preliminaries if necessary in the high hurdles, and the 100 meter and 200 meter dashes. The games committee shall be in charge of the organization of the meet. The conference meet will be the sole determinant of the conference champion. The MCC meet will be on a Friday and Saturday beginning on the last Friday in April. The 2012 meet will be on April 27 & April 28 at Taylor University.
- C. The location of the Conference Meet will be determined as follows:
  - 1. Adequate facilities are defined as including all equipment needed to run the conference meet.
  - 2. An all-weather track measured in meters is a requirement for hosting the conference meet.
  - 3. All schools are encouraged to host the MCC meet. If an all-weather track is not available on campus, an alternative site may be approved by the majority of the coaches. The meet will rotate to schools in the following order: Bethel, Goshen, Grace, Huntington, Indiana Wesleyan, Marian, Spring Arbor, Saint Francis, Taylor. If a school does not want to host the MCC meet, they need to inform the Commissioner at the annual fall meeting. In that case, the next school in line will have the option to host the MCC meet.
- D. Administration of the meet will be in accordance with directives of the MCC and the NCAA Track and Field Guide.
- E. The following events will be contested in the meet (race distances in meters):

100	4x100 relay
200	4 x 400 relay
400	4x800 relay
800	Long jump
1,500	Triple jump
5,000	High jump
10,000	Pole vault
100 hurdles (women only)	Discus
110 hurdles (men only)	Shot put
400 hurdles	Javelin
3,000 steeplechase	Hammer

F. The order of track events for the MCC Track & Field meet will be as follows:

**FRIDAY**

100 M Hurdles	Women	Prelim
110 M Hurdles	Men	Prelim
4 x 800 Meter Relay	Women	Final
100 Meters	Women	Prelim
100 Meters	Men	Prelim
4 x 800 Meter Relay	Men	Final
200 Meters	Women	Prelim
200 Meters	Men	Prelim
10,000 Meters	Women	Final
10,000 Meters	Men	Final

**SATURDAY**

Steeplechase	Women	Final
4 x 100 M Relay	Men	Final
4 x 100 M Relay	Women	Final
Steeplechase	Men	Final
1,500 M. Run	Women	Final
1,500 M. Run	Men	Final
100 M Hurdles	Women	Final
110 M Hurdles	Men	Final
400 Meter Run	Women	Final
400 Meter Run	Men	Final
100 Meter Dash	Women	Final
100 Meter Dash	Men	Final
800 Meter Run	Women	Final
800 Meter Run	Men	Final
400 M Hurdles	Women	Final
400 M Hurdles	Men	Final
200 Meter Dash	Women	Final
200 Meter Dash	Men	Final
5,000 Meter Run	Women	Final
5,000 Meter Run	Men	Final
4 x 400 M Relay	Women	Final
4 x 400 M Relay	Men	Final

G. Entries are limited to four (4) individuals per college per event. The maximum number of entries in any event that can score for a team would be three (3).

1. Any entered athlete is eligible to score if their time/distance is a top eight (8) performance, however, only the top three (3) performances from each team will be eligible to score.
2. In events with preliminary rounds (100, 200, 100 Hurdles, 110 Hurdles), a team may

advance only their top three (3) entrants to the finals, based on times posted in the preliminary round. Teams need not declare their top three (3) entries before the meet.

3. In events where only a final round is run and there are a limited number of entries in the fastest section (400, 400 Hurdles, 800), the top three (3) entered times from each team will be eligible for the fastest section. However, any of the entrants may score up to the maximum of three (3) per team.
  4. In events where only one (1) section is traditionally needed (1500, Steeplechase, 5,000, 10,000), all entrants will be included in that section. Should the number of entries rise to a point where two (2) sections are needed, that event would operate under #2 above. An exception to this rule would be that all events from the 1,500 up allow the fourth person of a team to be placed in the fast section of the race.
  5. Field Events. If hot flights are used, only a team's top three (3) entries can be used in hot flights. Only a team's top three (3) performers in prelims will be admitted to the finals.
  6. In the high jump and pole vault, all entries will compete, but a maximum of three (3) may score from any team.
- H. Meet entries should include the forms sent out by the host school. Entries will be due to the host school by Wednesday prior to the meet. All entry times in running events must be for metric distances from the current outdoor season. Hand times should be recorded to a tenth of a second (Do not convert). Automatic times should be recorded to the hundredth of a second.
- I. Final declarations and performance updates are to be made by 3 p.m. on the Thursday prior to the meet.
- J. Anyone on an alphabetical team roster may be replaced in any event through Thursday at 3:00 p.m. prior to the meet. After that time, no additions or substitutions are allowed and any scratch from a running event eliminates that athlete from all subsequent running events.
- K. There will be a coaches meeting 45-60 minutes prior to the starting time.
- L. The games committee will be composed of the host, the track & field chair, and the prior year's host.
- M. The following officials are needed for the administration of the meet:
- |                   |   |
|-------------------|---|
| Meet Director     | Head Field Judge  |
| Referee           | (2) Field Judges and Markers  |
| Starter           | for each field event  |
| Clerk of Course   | Head Inspector and at least 6 additional inspectors                     |
| Head Finish Judge | Meet Announcer  |
|                   | Head Timer  |
|                   | (two watches on 1 <sup>st</sup> and one watch on each place thereafter) |
- N. The MCC will offset the following: Timing Systems, Awards, and Officials up to \$1,500.00 while using the Financial Report Form.

- O. Starting heights in the pole vault and the high jump will be established by the games committee.
- P. All field events implements will be weighed in prior to the event.
- Q. Team scoring will be 8 places with a formula of 10-8-6-5-4-3-2-1.
- R. The host athletic director in conjunction with the men's and women's track chair(s) will coordinate the MCC Conference Track Meet.
- S. **Financial Report Form** - Host school for MCC Conference Track Meet will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC Conference Track Meet is complete.

## **II. All-Conference Team**

- A. The top three individuals in each track and field event as well as the top three relay teams be acknowledged as All-Conference athletes. The champion in each event, including the first place relay team, will receive a plaque stating "Conference Champion" and the second and third place athletes will receive certificates acknowledging them as "All Conference."
- B. Plaques for first place will be awarded for each individual event and the relays. The cost of these awards will be assumed by the MCC.

## **III. Sport Chair** - The position of Sport Chair will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into the position of Sport Chair every two years.

Revised 9/21/2011

**MID-CENTRAL COLLEGE CONFERENCE  
2012 TRACK CHAMPIONSHIPS  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**INCOME**

**Students: \_\_\_\_\_ (Number of students) @ \$2.00 each      \$ \_\_\_\_\_**

**Adults: \_\_\_\_\_ (Number of adults) @ \$5.00 each      \$ \_\_\_\_\_**

**TOTAL INCOME      \$ \_\_\_\_\_**

**EXPENSES**

**Official Starter      \$ \_\_\_\_\_**

**Track Officials      \$ \_\_\_\_\_**

**Timing System      \$ \_\_\_\_\_**

**TOTAL EXPENSES      \$ \_\_\_\_\_**  
(MCC will reimburse up to \$1,500.00 of expenses)

**REVENUE (Net)      \$ \_\_\_\_\_**

**Host schools are responsible for all additional expenses other than those listed above.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the track meet is completed.**

# VOLLEYBALL

*All business conducted by sport committees must be submitted as recommendations to the Administrative Committee.*

## **I. Regular Season**

### **A. Schedule**

1. Teams must schedule each conference opponent twice for a 3-out-of-5 match during the assigned weeks of the season (Refer to master schedule). Both coaches must agree upon the assigned dates. If both coaches cannot agree on the dates, then the MCC conference volleyball chair will serve as a mediator to resolve the date conflict.
2. The master schedule will serve as the guide for scheduling conference matches.
3. The conference recommends a 7:00 pm start time for weeknight conference matches. The conference recommends a 3:00 pm start time for Saturday matches, but a start time between 1:00 pm and 7:00 pm is acceptable. An earlier start time could be agreed upon by competing institutions. Both coaches and both athletic directors must agree to the time change.
4. All JV matches are recommended to start two hours prior to the varsity match start time.
5. The double round-robin season play results will determine the final conference regular season standings (first through tenth) for points toward the MCC All-Sports Trophy.

### **B. Match Protocol**

1. All teams hosting conference matches and/or conference tournament matches will have the locker room(s) and training facilities available one and a half hours before match time.
2. The locker room(s) will be free from all other activity for the visiting team(s).
3. The following warm-up protocol will be used:

6:00 – 6:10	Home Full Court*
6:10 – 6:20	Visitor Full Court*
6:20 – 6:41	Shared court until the 19 minute protocol takes place
6:41 – 7:00	Shared court warm-up using the standard 4-4-5-5 alternating full-court

\*If the home or visiting team forfeits their designated full court warm-up time, the other team may utilize a half court warm-up only.
4. The court will be set up and available no less than one hour before match time.
5. If a host team does not adhere to pre-match protocol, the match starting time may be delayed to compensate for the delay to the visiting team. Reports of such infractions will be made to the volleyball chair who will then contact the MCC Commissioner and the host school athletic director.

## **II. Rules Governing Play – NCAA volleyball rules will be followed, with NAIA modifications.**

**III. Official Balls** – In regular season play, MCC schools may use the ball of their choice, but the official NAIA championship ball (Tachikara) is recommended. The official NAIA championship ball (Tachikara) will be used during the MCC postseason tournament. The host school(s) will be responsible to provide the official NAIA championship ball (Tachikara). If available by contract these balls may be supplied by the NAIA National Office.

**IV. Officials**

- A. Greg Roth will be responsible for assigning officials for the 2011 season.  
(260) 438-0516  
[gjroth@juno.com](mailto:gjroth@juno.com)
- B. Please note the MCC schools will be using a voucher system for all officials' payments.
- C. Officials for all conference competitions will have either an NAGWS or a USVBA rating. In case of an emergency, a mutually agreed upon person may be used or the match may be played with one official.
- D. Officials for conference matches will be assigned by the MCC volleyball supervisor of officials. The supervisor of officials will be determined and contracted by the Commissioner of the MCC. The conference is responsible for the stipend of the supervisor of volleyball officials.
- E. Each coach is responsible to submit their next year's schedule to their respective athletic secretary by an appointed date set by the MCC Commissioner. Each secretary will submit the schedule to the commissioner who will work alongside the volleyball assigner—Greg Roth—to assign officials for all varsity volleyball matches.
- F. The following rates will be paid to officials for conference matches:
  - 1. \$100.00 per single regular season match
  - 2. \$85.00 per dual match, tri-match, quad match, or regular season tournament.
  - 3. \$60.00 per single regular season JV matches
  - 4. Regular season linemen are not required to be paid, but they can be paid within each coach's respective budgets.
  - 5. MCC Conference Tournament Semifinal and Finals matches will be \$100.00 plus two (2) linemen will be hired for the MCC Conference Tournament Semifinals and Finals @ \$65.00 per match per linemen.
- G. Officials for conference matches will stay in their assigned positions. A change from their assigned position must be agreed upon by both coaches. Exceptions to this rule may be considered under the following circumstances:
  - 1. An assigned official cannot fulfill an assigned contract and a substitute official must be found.
  - 2. A substitution is made by an official without the host coach's knowledge or approval.

## V. Conference Tournament

- A. The top eight (8) teams in the final conference standings will compete in the single-elimination conference tournament.
- B. Standings at the end of regular season play will be used for determining seeding for the Conference Tournament and for All-Sports Trophy purposes.
- C. In the event of a tie in the final conference standings, the following tie-breaker procedure will be used for the purpose of seeding teams into the conference tournament.
  - 1. Head-to-head competition
  - 2. Percentage of sets won among tied teams (conference sets between tied teams only)
  - 3. Percentage of points won among tied teams (conference sets between tied teams only)
  - 4. Coin toss between teams, to be administered by the volleyball sport chair.
- D. In the event of ties between three or more teams in the final conference standings, the same tie-breaker as above (Letter C) should be used with the following principle to be followed: Tiebreaker #1 will use the aggregate head-to-head record among the tied teams in an attempt to break the tie. Furthermore, once one team is eliminated via one of the first two tiebreakers, then the tiebreaking process should start over at Tiebreaker #1 between the remaining teams until all ties have been broken.

## E. Playoff Structure

**First Round:** #1 vs. #8 | #4 vs. #5 | #2 vs. #7 | #3 vs. #6  
Tuesday, November 8, 2011 – 7:00 pm

**Semifinals:** #1/#8 Winner vs. #4/#5 Winner | #2/#7 Winner vs. #3/#6 Winner  
Thursday, November 10, 2011 – 7:00 pm

**Championship:** Semifinal Winners  
Saturday, November 12, 2011 – 1:00 pm \*

\*It is preferable that the 1:00 pm championship match time be followed. However, the 1:00 pm match time may be modified IF both athletic directors of the teams represented agree to a time adjustment that will benefit the MCC through additional gate revenue and provide a better opportunity to staff the MCC Volleyball Tournament appropriately. In addition, the Conference Commissioner must approve the time change. If modifying the match time is mutually agreeable and benefits the Conference, the time will be adjusted accordingly. It is important that the game time be established as soon as possible after the match is determined.

- F. The conference chairperson will determine the tournament seeding, and then fax or e-mail the results to all schools by Monday noon prior to the conference tournament.
- G. First round games will be played at the home of the higher seeded team. Semifinals and Finals matches will be hosted by the highest remaining seed in each match.
- H. The conference chairperson will work with the MCC volleyball supervisor of officials to assign officials to the host schools:

1. Assignment will be based on rating feedback, preferences, and location.
  2. Host schools will receive officials' assignments by Tuesday noon prior to the conference tournament for the first round. The host schools will contact and pay the officials.
  3. Semifinals and final round officials will be determined by rating feedback and preference. Certified officials will be used as linesman for the semifinal and final rounds. The conference will contract and pay the officials.
  4. The conference will pay the following rates for the tournament matches
    - a. \$100.00 per match for officials
    - b. \$65.00 per match for linesman (semifinals and finals only)
- I. The coach(es) of the host school(s) will be responsible for the following:
1. Securing scorekeepers and line judges (only for the first round)
  2. Securing facility for the appropriate time(s)
  3. Securing the staff to take gate receipts.
- J. The host athletic director in conjunction with the volleyball chair will coordinate the MCC Volleyball Tournament.
- K. **Financial Report Form** - Host school(s) for all MCC Postseason contests will use the supplied Financial Report Form to report expenses and gate revenues to the Conference Commissioner. Revenue (net) and the Financial Form are to be forwarded to the Conference Office one week after the MCC postseason is complete.

**VI. NAIA Postseason Qualification** – The winner of the MCC Tournament will receive an automatic bid to the 2011 NAIA Volleyball National Championship.

**VII. All-Conference Teams**

- A. Each coach or his/her representative may nominate a maximum of four players for the All-Conference Team. Nominations should be sent to the conference chairperson by a pre-specified deadline.
- B. The entire nomination list will be forwarded from the conference chairperson to each conference coach. Each coach will rank 12 players (including their own) on the nomination list. The rank of 12 should be designated for the MCC Player of the Year.
- C. Each coach's ranking sheet will be brought to the conference coaches meeting in November and discussed.
- D. The All-Conference First Team will consist of 12 players, including the MCC Player of the Year. The All-Conference Second Team will also consist of 12 players. All other student-athletes receiving votes will be considered for Honorable Mention upon approval of a coach's vote.
- E. The Freshman, Libero, and Setter of the Year will be nominated prior to the meeting and then the coaches will come to a consensus on the winners at the conference meeting. These nominations are not limited to the four nominated for All-Conference.

- F. Each coach or his/her representative may nominate a maximum of two freshman players for the All-Freshman Team prior to the meeting. A total of six players will receive this recognition and will be voted upon at the conference meeting.
- G. Coach of the Year – The volleyball coaches will cast ballots for the Coach of the Year, with the majority vote-getter receiving the award. In case of a tie, a second vote will be taken just between the two tied coaches. The vote will include all coaches, not just the two coaches in the finals of the tournament.
- H. Voting results for All-Conference teams will be made available to all MCC Volleyball coaches. If votes are taken by ballot, the ballot results will be shown to all MCC Volleyball coaches. If the votes are taken verbally, the verbal results will be documented for all MCC Volleyball coaches to see.

### **VIII. Official Volleyball Meetings**

- A. The voting for All-Conference teams will occur on the Saturday of the tournament finals prior to the match. Any coach not present or represented will forfeit eligibility for conference honors for themselves and their athletes.
- B. The official volleyball meeting will not be held at this time. It will be scheduled for a spring date determined by the conference chairperson.

### **IX. Sports Information**

- A. The home team will keep “live” in-game statistics for both teams using a computer, palm pilot, or other electronic device. A printed box score should be made available to both teams within 30 minutes of the conclusion of the match.

### **X. Sport Details – Other**

- A. **Scouting Procedures** – By agreement of conference coaches, no scouting information (including game film) will be given to non-conference schools in reference to conference schools.
- B. **Tape Exchange** – Any two matches through the first half of the MCC season may be requested from a member institution. A standard DVD format of media capture is the recommended media exchange format for use. If a VHS format is used, the use of “clean” un-edited tapes when recording matches to insure reliability of the tape is required. When a copy of a match is requested of an institution, it is the responsibility of the head coach that the requested game copy be available and/or mailed within 48 hours after the completion of the contest. The MCC Volleyball Match Tape Exchange Form should be used to submit tape requests.
- C. **Conference Rating Procedures**
  - 1. A conference rating committee will be established at the spring conference meeting that will consist of the conference rater, conference chairperson and the conference NAIA Head Coach Representative.
  - 2. The conference rating committee will be responsible for all weekly ratings of the conference, beginning with the pre-season rating and concluding with the final rating after the conference tournament.
  - 3. All ratings will be sent to an oversight committee as outlined by the NAIA. The oversight committee will consist of two athletic directors as voted on by

the coaches, and another committee member affiliated with the conference as voted on by the coaches.

4. Conference ratings will be distributed to all coaches via email by the conference rater or a member of the committee. Coaches are encouraged to call a member of the committee with any questions on the rating.

**XI. Sport Chair** - The position of Sport Chair, Conference Rater, and Conference NAIA Head Coach Representative will be voted upon every two years. No term limitations will be set, but individuals must be nominated and voted into those positions every two years.

# VOLLEYBALL OFFICIALS EVALUATION

Greg Roth, Volleyball Officials Assigner  
 Phone: 260-438-0516  
 Fax: 260-438-0516  
 Email: ggroth@juno.com

Home Team \_\_\_\_\_

Visiting Team \_\_\_\_\_

Match Date \_\_\_\_\_ Location \_\_\_\_\_

Scores \_\_\_\_\_

Evaluator (name & school) \_\_\_\_\_

Rating Code: E=Excellent; G=Good; A=Average; BA=Below Average; U=Unacceptable

First Referee \_\_\_\_\_

Second Referee \_\_\_\_\_

	E	G	A	BA	U		E	G	A	BA	U
Professionalism/Demeanor	5	4	3	2	1	Professionalism	5	4	3	2	1
Knowledge of Rules	5	4	3	2	1	Knowledge of Rules	5	4	3	2	1
Back Row Attack/Block	5	4	3	2	1	Back Row	5	4	3	2	1
Whistle Authority	5	4	3	2	1	Whistle Authority	5	4	3	2	1
Clarity of Signals	5	4	3	2	1	Overlap Calls	5	4	3	2	1
Judgment of sets	5	4	3	2	1	Ball handling assistance	5	4	3	2	1
Judgment of passes	5	4	3	2	1	Net Calls	5	4	3	2	1
Judgment of attacks/tips	5	4	3	2	1	Control of Subs	5	4	3	2	1
Consistency	5	4	3	2	1	Control of timeouts	5	4	3	2	1
Control/Flow of match	5	4	3	2	1	Bench Communication	5	4	3	2	1
Teamwork	5	4	3	2	1	Teamwork	5	4	3	2	1

List and describe any sanctions or unusual occurrences: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comments: Scores of 1 or 2 must be accompanied by comments on reverse.

Complete and return to:  
 Greg Roth  
 Fax: 260-438-0516  
 E-mail: ggroth@juno.com

# MCC VOLLEYBALL MATCH TAPE EXCHANGE FORM

Any two matches through the first half of the MCC season may be requested from a member institution. A standard DVD format of media capture is the recommended media exchange format. If a VHS format is used, the use of "clean" un-edited tapes when recording matches to insure reliability of the tape is required. When a copy of a match is requested of an institution, it is your responsibility of the head coach that the requested match copy be available and/or mailed within 48 hours after the completion of the contest.

Institution requesting match copy: \_\_\_\_\_

Person requesting match copy: \_\_\_\_\_

Mailing or Shipping Address: ( Name if different) \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Contact number: School #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\* \* \* \* \*

## **Match request # 1**

Please send copy of match versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\* \* \* \* \*

## **Match request # 2**

Please send copy of match versus \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Please send copy by \_\_\_\_/\_\_\_\_/\_\_\_\_

\*\* Make as many copies as necessary of this form.

**MID-CENTRAL COLLEGE CONFERENCE  
2011 VOLLEYBALL TOURNAMENT  
FINANCIAL REPORT FORM**

**DATE:**

**LOCATION:**

**OPPONENTS:**

**Please Circle Session:                      First Round                      Second Round                      Final**

**INCOME**

**Students: \_\_\_\_\_ (Number of students) @ \$2.00 each                      \$ \_\_\_\_\_**

**Adults: \_\_\_\_\_ (Number of adults) @ \$5.00 each                      \$ \_\_\_\_\_**

**TOTAL INCOME                      \$ \_\_\_\_\_**

**EXPENSES**

**Officials:                      2 @ \$100.00 per match                      \$ \_\_\_\_\_**

**Linesman:                      2 @ \$65.00 per match                      \$ \_\_\_\_\_  
(Semi Finals and Finals Only)**

**TOTAL EXPENSES                      \$ \_\_\_\_\_**

**REVENUE (Net)                      \$ \_\_\_\_\_**

**Host schools are responsible for all expenses other than officials. Officials' fees should be deducted from the gate.**

**Gate receipts and the financial report form are to be forwarded to the Conference Office one week after the tournament is completed.**