

GULF COAST ATHLETIC CONFERENCE

GCAC



2016-17

SPORTS OPERATING PROCEDURES

BASEBALL OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and Conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Raters

GCAC Baseball Conferences Coaches Committee will select a baseball rater and a rater oversight baseball committee every year during the summer conference meeting.

B. Timeline

1. Rater must submit his/her recommendations to the rater oversight committee by 9 am (CST) Monday morning. Oversight committee must provide input no later than 10 am (CST).
2. All GCAC baseball games results must be reported in Dakstats by Sunday 11:59pm.
3. Ratings week for all sports defined as 12:01 a.m. Monday through 11:59 p.m. Sunday and all games played during the designated week are to be included in rating.
4. Conference/independent/group ratings to NAIA office (in SIDHelp) by noon. (CST) on Monday.
5. National ratings submitted to NAIA office by (in SIDHelp) by 10 a.m. (CST) on Tuesday.

C. Reporting Results

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Institutions failing to report statistics and/or results any two consecutive weeks or a total of four weeks during the reporting period will not be eligible for the national statistical reports or ratings for the remainder of the season. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naiasports.org/admin and log in with your user name and password. (See NAIA Baseball Coaches Manual found online at www.naia.org under "Membership Resources – Coaches Corner")

III. Playing Rules and Regulations

A. Regular Season

1. All teams will play each other home and home triple headers. The games will be scheduled typically as single game Friday and a doubleheader Saturday; or a doubleheader on Saturday and single game Sunday. (days could be changed if needed, by agreement between the two teams)
2. Single games are to be nine innings and double headers are to consist of a seven inning games and nine inning games. If the first game goes over seven innings, the second game automatically becomes a seventh inning game.

B. Policy on Make –Up Games

1. If a game of a three-game series is rained out in the first half of play, the game will be made up at the site of the next regular scheduled date with that team.
2. The first game of the doubleheader on Friday should be a seven inning game with the travel team to be the home team. The second game should be a nine inning game. (days and times can change if it's agreeable by the two teams)

3. If rain is predicted on a scheduled playing date, every effort will be made between the coaches to move the games up or back.
4. If it is rained out in the second half of play, every effort will be made to complete the game at a date no later than Monday night at the agreement of both coaches.

C. Playing Rules

GCAC/NAIA Baseball will use NCAA Baseball Rules with approved NAIA modifications. (see Appendix F in NAIA Baseball Coaches Manual found online at www.naia.org under "Membership Resources – Coaches Corner"). These rules will be applied to all contests (preseason, regular season and postseason) when both institutions are members of the NAIA. To order an NCAA Rulebook (or download a .pdf copy) go to www.ncaapublications.com. Rules defined as experimental by the official NCAA Rules and Regulations Handbook are prohibited from use in GCAC tournament play.

D. Game Umpires

Umpires for conference baseball games will be furnished from the local baseball umpire association.

E. Season Records

Won-lost records for all member institutions participating in baseball shall include ONLY those games played against a varsity program from an accredited, upper-level, degree-granting institution, and SHALL NOT include games against junior colleges, clubs, foreign (Canada excluded), or military teams.

F. Regular Season Champion

The Gulf Coast Athletic Conference Champion shall be the team'(s) that finish with the best won-loss record'(s) in the conference games during the regular season. In the case that two or more schools finish with identical won-loss records they shall be declared Co-Champions.

G. Official Ball

The official baseball for all NAIA national championship (opening round & final site) competition is the Rawlings R100-NAIA. The NAIA strongly recommends the use of the Rawlings R100-NAIA baseball for regular season and affiliated conference/A.I.L./unaffiliated group tournament play.

IV. Postseason Competition

A. Site and Format of the Tournament

- ~~Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model" The site of the GCAC Baseball Tournament will be determined by the winner of the GCAC previous regular season champion.~~
- ~~1. If the same baseball team hosts the GCAC Baseball Tournament three consecutive years, and the following year the same team becomes GCAC regular season champions the second place team will host the GCAC baseball tournament for that year.~~
- ~~1. Host team must meet GCAC hosting requirements.~~

B. Criteria for hosting a GCAC Baseball Tournament include the following.

~~Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model"~~

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- ~~2. Host must have tarp~~

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- 3. Host must have adequate seating and restroom facilities (minimum of 300 people)
- Host must have adequate pre-game area for batting practices
- 4. Host must pay for the cost of umpire

B.C. Tournament Seeding and Format

Tournament seeding will include all baseball members with seeding determined by order of regular season conference finish. The conference tournament will be a double-elimination tournament with all nine inning games. (10-run mercy rule in the first round as determined by the NAIA Baseball Policy Manual). NAIA Baseball Policy Manual will govern the GCAC Baseball tournament.

C.D. Tiebreaker

In the event of a tie in the standings, the following tiebreaker system shall be used – in order – until the tie is broken:

1. Records of each team in head-to-head competition
2. Records of each team vs. the first-place team, or their composite records against any teams tying for first place.
3. Records of each team vs. the second-place team, or their composite records against any teams tying for second place.
4. This process continues with records vs. the third-place team, fourth-place team, etc., if necessary, until the tie is broken and seeding is complete.
5. If a tie still exists, a coin flip shall be conducted by the Conference Office.

D.E. Mandatory Participation

1. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
2. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
3. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.
4. All fines must be paid to the Conference Office no later than 30 days upon notification by the Conference Office. Non-payment of fines will result in additional penalties.

E.F. National Qualification Plan

GCAC baseball teams will qualify for national tournament by At-large-berths only.

V. Conduct in Competition

A. Ejections and Suspensions

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport.

A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete

B. Game Day Management

Game Day Management expectations are set forth in GCAC Bylaw, Article V. Sportsmanship. The NAIA Conduct in Competition Guide will be used as standard for compliance with national best practices concerning issues related to game day management like crowd control and fan behavior, cheerleaders, bands, noisemakers, etc. Game Day Management procedures can also be found in the Conduct In Competition Guide on the NAIA website at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources – Athletic Directors – Conduct in Competition Guide".

VI. Sport Committee Responsibility

According to GCAC Bylaws, Article VI, this committee shall work in consultation with the Commissioner to devise methods to determine schedules, champions, and all-conference teams (where appropriate), and other awards and recognition in their specific sport.

A. Committee Membership

According to GCAC Bylaws, Article VI – Committees, each sport committee is composed of head coaches of that sport.

B. Committee Leadership

According to GCAC Bylaws, Article VI – Committees, each sport shall elect its own chair. The conference also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

C. Term Limits

Committee chairs serve for one-year and may be re-elected. (GCAC, Bylaws, Article VI-Committees)

SOFTBALL OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and Conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Raters

GCAC Softball Conferences Coaches Committee will select a softball rater and a rater oversight baseball committee every year during the summer conference meeting.

B. Timeline

1. Rater must submit his/her recommendations to the rater oversight committee by 9 am (CST) Monday morning. Oversight committee must provide input no later than 10 am (CST).
2. All GCAC softball games results must be reported in Dakstats by Sunday 11:59pm.
3. Ratings week for all sports defined as 12:01 a.m. Monday through 11:59 p.m. Sunday and all games played during the designated week are to be included in rating.
4. Conference/independent/group ratings to NAIA office (in SIDHelp) by noon. (CST) on Monday.

C. Reporting Results

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Institutions failing to report statistics and/or results any two consecutive weeks or a total of four weeks during the reporting period will not be eligible for the national statistical reports or ratings for the remainder of the season. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naiasports.org/admin and log in with your user name and password. (See NAIA Softball Coaches Manual found online at www.naia.org under "Membership Resources – Coaches Corner")

III. Playing Rules and Regulations

A. Regular Season

1. All teams will play each other home and home triple headers. The games will be scheduled typically as single game Friday and a doubleheader Saturday; or a doubleheader on Saturday

and single game Sunday. (days could be changed if needed, by agreement between the two teams)

2. Each game must be played the full seven innings, unless the eight run after five innings rule occur.

B. Policy on Make –Up Games

1. If a game of a doubleheader is rained out in the first half of play, the game will be made up at the site of the next regular scheduled date with that team.
2. If rain is predicted on a scheduled playing date, every effort will be made between the coaches to move the games up or back.
3. If it is rained out during the game, every effort will be made to complete the game.

C. Playing Rules

The official rules used to govern all GCAC/NAIA affiliated fast-pitch programs (including regular season, conference/A.I.I./unaffiliated group tournaments and World Series) are the official rules of National Collegiate Athletic Association (NCAA) with the following modifications approved by the NAIA-SCA:

1. Skinned Infields- All infields must be skinned for conference/A.I.I./unaffiliated group and world series play.
2. Outfield Fence Distance- Outfield fence distance shall be 190-225 feet with the recommendation of 200 feet down the lines and 225 in centerfield for all NAIA conference/A.I.I./unaffiliated group and world series competition.
3. There shall be no time limit or tiebreaker rule used during NAIA postseason play. It may be used during the regular season.
4. The NAIA will adhere to the NCAA approved bat list found at <http://www.ncaa.org/playingrules>
5. The Official Softball of the NAIA is the Worth NAIAFP which is the .47 core.

Official rule books can be downloaded or purchased through the NCAA website at www.ncaapublications.com.

D. Game Umpires

Umpires for conference softball games will be furnished from the local softball umpire association.

E. Season Records

Won-lost records for all member institutions participating in softball shall include ONLY those games played against a varsity program from an accredited, upper-level, degree-granting institution, and SHALL NOT include games against junior colleges, clubs, foreign (Canada excluded), or military teams.

F. Regular Season Champion

The Gulf Coast Athletic Conference champion shall be the team'(s) that finish with the best won-loss record'(s) in the conference games during the regular season. In the case that two or more schools finish with identical won-loss records they shall be declared Co-Champions.

G. Official Ball

The official ball for all NAIA conference/A.I.I./unaffiliated group and world series competition is the Worth NAIAFB (.47 core) The NAIA strongly recommends the use of the Worth NAIAFB for all regular season play.

IV. Postseason Competition

A. Site and Format of the Tournament

1. The site of the GCAC Softball Tournament will coordinate with the winner of the GCAC Baseball Tournament for budgetary concerns.
2. Host team must meet GCAC hosting requirements.

B. Criteria for hosting a GCAC Softball Tournament include the following.

1. Host must have tarp
2. Host must have adequate seating and restroom facilities (minimum of 300 people)
3. Host must have adequate pre-game area for batting practices
4. Host must pay for the cost of umpire

C. Tournament Seeding and Format

Tournament seeding will include all softball members with seeding determined by order of regular season conference finish. The conference tournament will be a double-elimination tournament with all nine inning games. (10-run mercy rule in the first round as determined by the NAIA Softball Policy Manual). NAIA Softball Policy Manual will govern the GCAC Softball tournament.

D. Tiebreaker

In the event of a tie in the standings, the following tiebreaker system shall be used – in order – until the tie is broken:

1. Records of each team in head-to-head competition
2. Records of each team vs. the first-place team, or their composite records against any teams tying for first place.
3. Records of each team vs. the second-place team, or their composite records against any teams tying for second place.
4. This process continues with records vs. the third-place team, fourth-place team, etc., if necessary, until the tie is broken and seeding is complete.
5. If a tie still exists, a coin flip shall be conducted by the Conference Office.

E. Mandatory Participation

5. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
6. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
7. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.

F. National Qualification Plan

GCAC softball teams will qualify for national tournament by At-large-berths only.

V. Conduct in Competition

A. Ejections and Suspensions

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport.

A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete

B. Game Day Management

Game Day Management expectations are set forth in GCAC Bylaw, Article V. Sportsmanship. The NAIA Conduct in Competition Guide will be used as standard for compliance with national best practices concerning issues related to game day management like crowd control and fan behavior, cheerleaders, bands, noisemakers, etc. Game Day Management procedures can also be found in the Conduct In Competition Guide on the NAIA website at [www. http://www.naia.org](http://www.naia.org) under “Membership Resources – Athletic Directors – Conduct in Competition Guide”.

VI. Sport Committee Responsibility

According to GCAC Bylaws, Article VI, this committee shall work in consultation with the Commissioner to devise methods to determine schedules, champions, and all-conference teams (where appropriate), and other awards and recognition in their specific sport.

A. Committee Membership

According to GCAC Bylaws, Article VI – Committees, each sport committee is composed of head coaches of that sport.

B. Committee Leadership

According to GCAC Bylaws, Article VI – Committees, each sport shall elect its own chair. The conference also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

C. Term Limits

Committee chairs serve for one-year and may be re-elected. (GCAC, Bylaws, Article VI-Committees)

MEN AND WOMEN'S BASKETBALL OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and Conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Raters

GCAC Men and Women's Basketball Conferences Coaches Committee will select a rater and a three person rater oversight committee for their respective groups every year during the summer conference meeting.

B. Timeline

1. Rater must submit his/her recommendations to the rater oversight committee by 9 am (CST) Monday morning. Oversight committee must provide input no later than 10 am (CST).
2. Ratings week for all sports defined as 12:01 a.m. Monday through 11:59 p.m. Sunday and all games played during the designated week are to be included in rating.
3. Conference/independent ratings to NAIA office (in SIDHelp) by 12 p.m. (CST) on Monday.
4. Monday from 12-2 p.m., raters, conference oversight and sport manger may send concerns to national oversight
5. Monday from 2-4 p.m., conference oversight available for rationale requests
6. Tuesday, by 10 a.m., national ballots due
7. Tuesday, 10 a.m.-12 p.m., national oversight reviews ratings grid
8. Tuesday, 12-2 p.m., raters available for rationale requests
9. Tuesday, by 5 p.m., release of national rating at www.naia.or.

C. Reporting Results

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Institutions failing to report statistics and/or results any two consecutive weeks or a total of four weeks during the reporting period will not be eligible for the national statistical reports or ratings for the remainder of the season. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naia.org/admin and log in with your user name and

password. (See NAIA Men and Women’s Basketball Coaches Manual found online at www.naia.org under “Membership Resources – Coaches Corner”)

D. Reporting Results to Coaches During the Game

The home team shall be responsible for recording NAIA statistical information for both teams and compiling an official NAIA box score. The home institution must send a completed final NAIA box score via e-mail to the GCAC office on the same day that a Gulf Coast Athletic Conference game is completed. The visiting head coach should receive a copy of the official NAIA box score at halftime and after each conference game.

III. Playing Rules and Regulations

A. Regular Season

1. Each school shall play seven other members of the conference twice for a 14 game conference schedule.

B. Conference Scheduling

The conference office shall produce a league master schedule prior to the start of each season. Conference games shall normally be played on Thursday, Saturday and Monday. No changes shall be made to the conference master schedule without approval from the conference office. Changes are normally allowed only to accommodate institutional academic restrictions, to facilitate non-conference scheduling opportunities, or due to preexisting facility conflicts.

C. Conference Game Times

Conference game start times are 3:00 p.m. and 5:00 p.m on Saturdays and 5:30 p.m. and 7:30 pm. weekdays (Mon.-Fri.) unless a different start time is agreed upon by both the institutions athletic directors

D. Playing Rules

Rules governing NAIA regular-season and postseason play are the National Collegiate Athletic Association (NCAA) Men’s Basketball Rules. Unless otherwise noted in the coaches manual. One exception to the NCAA rules concerns the logo restrictions for uniforms.

Rules governing NAIA regular-season and postseason play are the National Collegiate Athletic Association (NCAA) Women’s Basketball Rules. Unless otherwise noted in the coaches manual.

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F.E. Game Officials

GCAC Men and Women’s Basketball supervisors of officials will assign game officials for all conference and non-conference games.

1. Scorer and Clock Operator: The home team is responsible for furnishing a qualified, trained scorer and a qualified, trained clock operator. Duties and uniforms of these officials are as set forth in the NCAA rules
2. Public Address Announcer: The public address announcer is chosen by the home management. While he or she can certainly seek to inspire enthusiasm among the fans for the game the basic purpose of the announcer is to provide information to the crowd. During the contest comments should be brief, pertinent and impartial and there must be no attempt to incite fans by commentary on or criticism of officials and their decision or of visiting personnel. It is recognized that incitement can take place by inflection of voice as well as choice of words. If potentially dangerous situation such as crowd control problems, throwing debris on the court, etc. arise, the announcer must make clear that penalties against the team as well as the individuals responsible can result.

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G.F. Season Records

Won-lost records for all member institutions participating in basketball shall include ONLY those games played against a varsity program from an accredited, upper-level, degree-granting institution, and SHALL NOT include games against junior colleges, clubs, foreign (Canada excluded), or military teams.

H.G. Regular Season Champion

The Gulf Coast Athletic Conference Champion shall be the team(s) that finish with the best won-loss record(s) in the conference games during the regular season. In the case that two or more schools finish with identical won-loss records they shall be declared Co-Champions.

H.H. Official Ball

The official men and women's ball for the national championship series competition is the Rawlings Contour Basketball. Rawlings will ship official basketballs with the Appropriate (Let's check on this). The NAIA strongly recommends the use of the Rawlings Contour Basketball for all regular season and affiliated conference/A.I.I. play.

H.I. Film Exchange

Each GCAC institution shall exchange conference game films via the conference's internet video exchange program. All conference and non-conference regular season games will be available on an open exchange basis. When games are filmed, the entire game should be filmed, including dead ball situation. All videos will have audio and should run continuously through dead ball situations. Videos can be stopped during a timeout but must be restarted after the first horn sounds. The scoreboard should be shown at all timeouts and prior to all first free throw attempts. Conference games videos cannot be shared with a non-conference team.

K.J. Film Exchange Uploading Deadline and Penalties

For conference games, games files must be uploaded by the home team by 11:00a.m. (Local time) of the following day. For non-conference games played on the road, game films must be uploaded within 24 hours after returning to campus. Non-Conference home games must be uploaded by 10:00 a.m. (local time) of the following day. (Check for inconsistent). Failure to follow the said guide lines will result in the following penalties; failure to upload the first time will result in a 100.00 fine to be paid to the conference office. Failure to upload the second time will result in a 250.00 fine to be paid to the conference office, the third offense a 500.00 fine will be paid to the conference office.

IV. Postseason Competition

A. Site and Format of the Tournament

~~Tournament site and date is determined through the Conference Tournament Bid Process (GCAC, Bylaw Article VII—Conference Tournament Bid Process). Tournament is usually conducted two weeks prior to the start of the national tournament. Tournament bid applications can be found on the conference website at www.geaconf.com. Completed bids must be submitted to the Conference Commissioner or Conference President one week (seven days) prior to the regularly scheduled Spring meeting.~~

~~B. Criteria for hosting a GCAC Basketball Tournament~~

~~Criteria for hosting a GCAC Basketball Tournament is listed below:~~

~~1. Facility~~

~~Practice space to accommodate 16 teams with at least a one hour practice over a two day period.~~

~~Locker room space to accommodate four teams at a time~~

~~Minimum seating capacity of 1200~~

~~2. Hotel Accommodations~~

3. Conference Guarantee

Sport	Minimum Guarantee for Outside Entity	Minimum Guarantee for a Member Institution	Due Date for 50% of Guarantee
Men and Women's Basketball	\$10,000	\$5,000	December 1

Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model".

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C.B. Tournament Seeding and Format

Tournament seeding for the single elimination tournament is determined by league rank in the regular season. League rank shall be determined by each team's won-loss record in all conference games during the regular season. Ties for seeding purposes shall be broken using the Gulf Coast Athletic Conference tie breaker system. All teams participate in the tournament.

D.C. Tiebreaker

In the event of a tie in the standings, the following tiebreaker system shall be used – in order – until the tie is broken:

1. Records of each team in head-to-head competition
2. Records of each team vs. the first-place team, or their composite records against any teams tying for first place.
3. Records of each team vs. the second-place team, or their composite records against any teams tying for second place.
4. This process continues with records vs. the third-place team, fourth-place team, etc., if necessary, until the tie is broken and seeding is complete.
5. If a tie still exists, a coin flip shall be conducted by the Conference Office.

E.D. Mandatory Participation

8. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
9. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
10. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.

F.E. National Qualification Plan

The winner of the GCAC Tournament will receive the automatic berth to the national tournament.

V. Conduct in Competition

A. Ejections and Suspensions

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport.

A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete.

B. Game Day Management

Game Day Management expectations are set forth in GCAC Bylaw, Article V. Sportsmanship. The NAIA Conduct in Competition Guide will be used as standard for compliance with national best practices concerning issues related to game day management like crowd control and fan behavior, cheerleaders, bands, noisemakers, etc. Game Day Management procedures can also be found in the Conduct In Competition Guide on the NAIA website at [www. http://www.naia.org](http://www.naia.org) under “Membership Resources – Athletic Directors – Conduct in Competition Guide”.

VI. Sport Committee Responsibility

According to GCAC Bylaws, Article VI, this committee shall work in consultation with the Commissioner to devise methods to determine schedules, champions, and all-conference teams (where appropriate), and other awards and recognition in their specific sport.

A. Committee Membership

According to GCAC Bylaws, Article VI – Committees, each sport committee is composed of head coaches of that sport.

B. Committee Leadership

According to GCAC Bylaws, Article VI – Committees, each sport shall elect its own chair. The conference also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

C. Term Limits

Committee chairs serve for one-year and may be re-elected. (GCAC, Bylaws, Article VI-Committees)

VOLLEYBALL OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Raters

GCAC Volleyball Coaches Committee will select a rater and a three person rater oversight committee every year during the summer conference meeting. Raters are responsible for submitting their conference rating from which national raters use to compile a Top 30 ballot to produce a top 25 national rating. Conference raters must send their weekly conference rating to their commissioner and conference oversight committee for review before submitting it to the NAIA national office (via SID help). Raters can rate any team that merit top-30 national rating consideration from their respective group in their conference rating. During the rater process, it is essential to keep an unbiased opinion.

B. Timeline

1. Rater must submit his/her recommendations to the rater oversight committee by 9 am (CST) Monday morning. Oversight committee must provide input no later than 10 am (CST).
2. Ratings week for all sports defined as 12:01 a.m. Monday through 11:59 p.m. Sunday and all matches played during the designated week are to be included in rating.

C. Reporting Results

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Institutions failing to report statistics and/or results any two consecutive weeks or a total of four weeks during the reporting period will not be eligible for the national statistical reports or ratings for the remainder of the season. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naiasports.org/admin and log in with your user name and password. (See NAIA Volleyball Coaches Manual found online at www.naia.org under "Membership Resources – Coaches Corner")

III. Playing Rules and Regulations

A. Regular Season

1. Each school shall play seven other members of the conference twice for a 14 match conference schedule.

B. Conference Scheduling

The conference office shall produce a league master schedule prior to the start of each season. Conference games shall normally be played on Thursday, Saturday and Monday. No changes shall be made to the conference master schedule without approval from the conference office. Changes are normally allowed only to accommodate institutional academic restrictions, to facilitate non-conference scheduling opportunities, or due to preexisting facility conflicts.

C. Conference Match Times

Conference match start times are at 1 p.m on Saturdays and 7 pm on weekdays unless a different start time is agreed upon by both institutions athletic directors.

D. Playing Rules

Rules governing NAIA regular season and postseason play are the NCAA Rules, as modified. At publication there are the following exceptions:

1. Matches between NAIA institutions will follow an unlimited substitution rule.
2. Unlimited substitution applies whether a team uses a libero or not.
3. No requirement for 2 meters depth for the service area.
4. A forty-five (45) minute break must be given between back-to-back matches during all tournaments during the season. If both coaches agree it can be decreased to thirty (30) minutes.

E. Game Officials

Match officials for conference volleyball matches will be furnished from the local volleyball officials association. Officials must be PAVO certified.

1. Scorer and Clock Operator: The home team is responsible for furnishing a qualified, trained scorer and a qualified, trained clock operator. Duties and uniforms of these officials are as set forth in the NCAA rules
2. Line Judges: The home team is responsible for furnishing trained line judges. Line judges should be uniformed and distinguishable from players and/or fans.
3. Public Address Announcer: The public address announcer is chosen by the home management. While he or she can certainly seek to inspire enthusiasm among the fans for the game the basic purpose of the announcer is to provide information to the crowd. During the contest comments should be brief, pertinent and impartial and there must be no attempt to incite fans by commentary on or criticism of officials and their decision or of visiting personnel. It is recognized that incitement can take place by inflection of voice as well as choice of words. If potentially dangerous situation such as crowd control problems, throwing debris on the court, etc. arise, the announcer must make clear that penalties against the team as well as the individuals responsible can result.

F. Season Records

Won-lost records for all member institutions participating in volleyball shall include ONLY those matches played against a varsity program from an accredited, upper-level, degree-granting institution, and SHALL NOT include games against junior colleges, clubs, foreign (Canada excluded), or military teams.

G. Season Champion

The Gulf Coast Athletic Conference champion shall be the team(s) that finish with the best won-loss record(s) in the conference matches during the regular season. In the case that two or more schools finish with identical won-loss records they shall be declared Co-Champions.

H. Official Ball

The official ball for all NAIA postseason competition is the NAIA - red, white and navy Tachikara SV-5W. The NAIA strongly recommends the use of this ball for all regular season play as well.

IV. Postseason Competition

A. Site and Format of the Tournament

~~Tournament site and date is determined through the Conference Tournament Bid Process (GCAC, Bylaw Article VII – Conference Tournament Bid Process). The conference tournament is usually conducted two weeks prior to the start of the national tournament. Tournament bid applications can be found on the conference website at www.geaconf.com. Completed bids must be submitted to the Conference Commissioner or Conference President one week (seven days) prior to the regularly scheduled Spring meeting.~~

B. Criteria for hosting a GCAC Volleyball Tournament

Criteria for hosting a GCAC Volleyball Tournament is listed below:

1. Facility
 - Practice space to accommodate 16 teams with at least a one hour practice over a two day period.
 - Locker room space to accommodate four teams at a time
 - Minimum seating capacity of 1200
2. Hotel Accommodations
3. Conference Guarantee

Sport	Minimum Guarantee for Outside Entity	Minimum Guarantee for a Member Institution	Due Date for 50% of Guarantee
Volleyball	\$1,000	\$500	September 1

Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model".

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C. Tournament Seeding and Format

Tournament seeding for the single elimination tournament is determined by league rank in the regular season. League rank shall be determined by each team's won-loss record in all conference games during the regular season. Ties for seeding purposes shall be broken using the Gulf Coast Athletic Conference tie breaker system. All teams participate in the tournament.

D. Tiebreaker

In the event of a tie in the standings, the following tiebreaker system shall be used – in order – until the tie is broken:

1. Records of each team in head-to-head competition
2. Records of each team vs. the first-place team, or their composite records against any teams tying for first place.
3. Records of each team vs. the second-place team, or their composite records against any teams tying for second place.
4. This process continues with records vs. the third-place team, fourth-place team, etc., if necessary, until the tie is broken and seeding is complete.
5. If a tie still exists, a coin flip shall be conducted by the Conference Office.

E. Mandatory Participation

1. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
2. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
3. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.

F. National Qualification Plan

The winner of the GCAC Tournament will receive the automatic berth to the national tournament.

V. Conduct in Competition

A. Ejections and Suspensions

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport.

A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete

B. Game Day Management

Game Day Management expectations are set forth in GCAC Bylaw, Article V. Sportsmanship. The NAIA Conduct in Competition Guide will be used as standard for compliance with national best practices concerning issues related to game day management like crowd control and fan behavior, cheerleaders, bands, noisemakers, etc. Game Day Management procedures can also be found in the Conduct In Competition Guide on the NAIA website at [www. http://www.naia.org](http://www.naia.org) under “Membership Resources – Athletic Directors – Conduct in Competition Guide”.

VI. Sport Committee Responsibility

According to GCAC Bylaws, Article VI, this committee shall work in consultation with the Commissioner to devise methods to determine schedules, champions, and all-conference teams (where appropriate), and other awards and recognition in their specific sport.

D. Committee Membership

According to GCAC Bylaws, Article VI – Committees, each sport committee is composed of head coaches of that sport.

E. Committee Leadership

According to GCAC Bylaws, Article VI – Committees, each sport shall elect its own chair. The conference also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

F. Term Limits

Committee chairs serve for one-year and may be re-elected. (GCAC, Bylaws, Article VI-Committees)

MEN AND WOMEN CROSS COUNTRY OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Raters

GCAC Men and Women Cross Country Conferences Coaches Committee will select a rater and a three person rater oversight cross country committee every year during the summer conference meeting.

B. Timeline

1. Rater must submit his/her recommendations to the rater oversight committee by 9 am (CST) Monday morning. Oversight committee must provide input no later than 10 am (CST).
2. Ratings week for all sports defined as 12:01 a.m. Monday through 11:59 p.m. Sunday. All contests during the designated week are to be included in that week's rating.
3. Weekly conference/independent/unaffiliated rating reports are due to NAIA office on Mondays by noon CST.
4. National Rating Ballot due to NAIA office no later than noon CST on Tuesday.
5. Oversight reviews National Ratings Grid from noon to 5 p.m. CST on Tuesday.
6. Raters are available between 8 a.m. and noon CST on Wednesday for rationale requests.
7. National Ratings released no later than 5 p.m. CST on Wednesday.

C. Reporting Results

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Institutions failing to report statistics and/or results any two consecutive weeks or a total of four weeks during the reporting period will not be eligible for the national statistical reports or ratings for the remainder of the season. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naiasports.org/admin and log in with your user name and password. (See NAIA Baseball Coaches Manual found online at www.naia.org under "Membership Resources – Coaches Corner")

III. Playing Rules and Regulations

A. Regular Season

GCAC will have no requirements for the scheduling of regular season cross country races. However, the NAIA limits the number of regular season meets to 10- not including foreign competitions.

B. Playing Rules

Cross country rules as specified in the NCAA Men's and Women's Track and Field/Cross Country Rule Book shall be followed. The rulebook can be downloaded from <http://www.ncaapublications.com>.

A. Definition of a Cross Country Meet

To be considered a cross country meet by NAIA standards, a competition must meet all of the following criteria:

1. a minimum of 2 collegiate teams participating and scoring;
 2. scored in the same manner as the NAIA Cross Country National Championships;
 3. distance between 2 miles and 6k for women, and between 2.5 miles and 10k for men.
- Contests not meeting the definition of a meet still count against contest limitations.

C. Meet Officials

1. Meet Director

The meet director is responsible for organizing and conducting the meet; provides and prepares course information, provides early information to all competing schools, and appoints and informs officials of conference rules and regulations

2. Referee

A. Have the authority to disqualify any competitor for inappropriate conduct or apparels and decide on any protests rendered (Commissioner, Certified Official, or Conference Official Representative).

B. All competitors must wear the same uniform (top and bottom) when competing in the GCAC Cross Country Championship. Disqualification, based on the judgment of the Referee, will be rendered.

D. Conference Champion

The Gulf Coast Athletic Conference Champion shall be the team'(s) that finishes with the most points at the GCAC Conference Meet. In the case that two or more schools finish with the same number of points they shall be declared Co-Champions.

IV. Postseason Competition

A. Site and Format of the Tournament

~~Tournament site and date is determined through the Conference Tournament Bid Process (GCAC, Bylaw Article VII—Conference Tournament Bid Process). Tournament is usually conducted two weeks prior to the start of the national tournament. Tournament bid applications can be found on the conference website at www.geaconf.com. Completed bids must be submitted to the Conference Commissioner or Conference President one week (seven days) prior to the regularly scheduled Spring meeting. If there are no bids, the rotational clause will be implemented. The rotational clause is based on alphabetical order of member institutions.~~

~~**B. Criteria for hosting a GCAC Cross Country Tournament**~~

Conference Guarantee			
Sport	Minimum Guarantee for Outside Entity	Minimum Guarantee for a Member Institution	Due Date for 50% of Guarantee
Cross-Country	\$1,000	\$500	September 1

~~Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model".~~

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~~**C.B. Mandatory Participation**~~

1. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
2. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
3. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.

D.C. National Qualification Plan

The winner of the GCAC Conference Meet will receive the automatic berth to the national tournament.

V. Conduct in Competition

A. Ejections and Suspensions

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport.

A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete.

B. Game Day Management

Game Day Management expectations are set forth in GCAC Bylaw, Article V. Sportsmanship. The NAIA Conduct in Competition Guide will be used as standard for compliance with national best practices concerning issues related to game day management like crowd control and fan behavior, cheerleaders, bands, noisemakers, etc. Game Day Management procedures can also be found in the Conduct In Competition Guide on the NAIA website at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources – Athletic Directors – Conduct in Competition Guide".

VI. Sport Committee Responsibility

According to GCAC Bylaws, Article VI, this committee shall work in consultation with the Commissioner to devise methods to determine schedules, champions, and all-conference teams (where appropriate), and other awards and recognition in their specific sport.

A. Committee Membership

According to GCAC Bylaws, Article VI – Committees, each sport committee is composed of head coaches of that sport.

B. Committee Leadership

According to GCAC Bylaws, Article VI – Committees, each sport shall elect its own chair. The conference also recommends that each sport committee elect a vice-chair and secretary just in case the chair vacates the position.

C. Term Limits

Committee chairs serve for one-year and may be re-elected. (GCAC, Bylaws, Article VI-Committees)

MEN AND WOMEN TRACK AND FIELD OPERATING PROCEDURES

Revised August 6, 2014

I. Awards

Conference and National awards processes will be facilitated by the Conference Sports Information Directors in conjunction with the respective sport committee chairs and Conference SIDs. Information and instructions regarding nomination procedures for GCAC conference awards can be found in the GCAC Awards Manual. Information and instructions regarding nomination procedures for National Awards can also be found in the GCAC Awards Manual and at [www. http://www.naia.org](http://www.naia.org) under "Membership Resources - Awards".

II. Ratings, Reporting, Results and Statistics

A. Reporting Results

The NAIA compiles and releases top performances throughout the indoor and outdoor track and field season. Effective in 2010-11 and beyond, the list is compiled using results reported electronically to the Track and Field Results Reporting System (TFRRS) of the U.S. Track and Field and Cross Country Coaches Association (USTFCCA) through the online provider, DirectAthletics.

1. Team Roster Forms

All track and field programs are required to register and maintain their official team roster with TFRRS prior to the team's first competition. The team roster can be amended to include additional student-athletes after it has been submitted, but it is imperative that any new student-athletes are added on the TFRRS Team Roster Form before they are entered in their first competition. To set up and maintain your roster, go to www.TFRRS.org and use your DirectAthletics user name and password to log in. Any marks attained by a student-athlete prior to being registered on the TFRRS Team Roster Form WILL NOT be included on the TFRRS performance list and will not be used for qualification for the national championships. Each student-athlete is assigned a unique TFRRS tracking ID that identifies the student-athlete throughout his or her collegiate career. This ID will not change from season to season; however, institutions are required to register their rosters each season. Access to and instructions for roster submission can be found at www.TFRRS.org

III. Playing Rules and Regulations

A. Regular Season

GCAC will have no requirements for the scheduling of regular season cross country races. However, the NAIA limits the number of regular season meets to 10- not including foreign competitions.

B. Playing Rules

Track and field rules as specified in the NCAA Men's and Women's Track and Field/Cross Country Rule Book shall be followed.

1. Exception

By vote of the TFCA and CAA approval, effective fall 2007 NAIA track and field adopted the following honest participation rule in lieu of the Failure to Participate Rule which was adopted by the NCAA in 2006-07 (Rule 4-2-2):

- a. Athletes must participate honestly in all trials and finals of all track or field events in which they legally are declared or they shall be barred from all remaining events in the current meet. Athletes must compete with maximum effort and/or qualify from trials into the finals.
- b. Athletes must participate honestly in the finals of all events in which they are legally declared and qualified, and in which such participation is criteria for entry in a subsequent meet.

Note 1: It is understood that passing on trials in field events is a strategy available in those events and is not considered a question of honest effort, provided at least one trial has been made.

Note 2: Failure to complete a combined event competition shall not affect subsequent participation in an open event.

NAIA modifications to NCAA rules may be implemented by the appropriate Games Committee with input from NAIA-TFCA.

C. Meet Officials

1. Meet Director

The meet director is responsible for organizing and conducting the meet; provides and prepares course information, provides early information to all competing schools, and appoints and informs officials of conference rules and regulations

2. Referee

A. Have the authority to disqualify any competitor for inappropriate conduct or apparels and decide on any protests rendered (Commissioner, Certified Official, or Conference Official Representative).

B. All competitors must wear the same uniform (top and bottom) when competing in the GCAC Cross Country Championship. Disqualification, based on the judgment of the Referee, will be rendered.

D. Conference Champion

The Gulf Coast Athletic Conference champion shall be the team'(s) that finishes with the most points at the GCAC Conference Meet. In the case that two or more schools finish with the same number of points they shall be declared Co-Champions.

IV. Postseason Competition

A. Site and Format of the Tournament

~~Tournament site and date is determined through the Conference Tournament Bid Process (GCAC, Bylaw Article VII—Conference Tournament Bid Process). Tournament is usually conducted two weeks prior to the start of the national tournament. Tournament bid applications can be found on the conference website at www.geaconf.com. Completed bids must be submitted to the Conference Office Director (copy to the Bid Sign-off Committee) by the date listed on the bid form.~~

B. Criteria for hosting a GCAC Track & Field Tournament

Conference Guarantee

Sport	Minimum Guarantee for Outside Entity	Minimum Guarantee for a Member Institution	Due Date for 50% of Guarantee
Track & Field	\$1,000	\$500	September 1

Refer back to Gulf Coast Athletic Conference, Constitution, and Bylaws, Bylaw VII, "Conference Tournament Operating Model"

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C. Mandatory Participation

1. All member institutions are required to stay at the tournament host hotel. Teams that do not stay are subject to a \$1000 fine.
2. All member institutions are required to attend the awards banquet. Teams that do not attend are subject to a \$1000 fine.
3. Any member institution that is NOT represented in the GCAC Championship after having declared participation shall be fined \$5,000 and reprimanded as deemed appropriate by the GCAC Commissioner.

D. GCAC Conference Championship Meet Standards

1. No unattached or ineligible athlete will compete in the championship.
2. There will be a one day conference meet. The Jury of Appeals shall be composed of Sport Liaison, Commissioner or Commissioner designee, Head Official, event officials, and Head Starter.
3. The Conference Championship will not have event qualifying standards to participate in the conference. The meet shall be governed by the current year NCAA Track & Field Rules unless specific exceptions to the rules are instituted by the GCAC.
4. All current marks must be listed on the TFFRS performance list for the purpose of seeding. Qualifying marks must be from the current season of competition. Entries without a mark will be listed as NM.
5. The Conference Championship Games Committee will be comprised of one coach from each participating institution. The Athletic Director of the host school will be the Meet Director of the championship with assistance of the host school's head coach.
6. The Games Committee is empowered to act in accordance with the rules and take actions as allowed on the NCAA Rule Book in consultation with the Meet Director.
7. The following event will NOT be included in the 2014-2015 championship: 10,000 meter run.
8. Adding or deleting championship events shall go approved by the coaches one year in advance.
9. The number of entries per team for an event will be 4.

E. Scoring:

1. If there are six (6) or fewer teams competing in the conference meet, the number of scoring places will be 6.
2. If there are seven (7) or more teams competing in the conference meet, the number of scoring places will be 8.
3. Points are determined per NCAA Track & Field Rule Book.
4. Minimum standards must be met to get points (e.g. Walking or attempts with no success will result in no points scored)

F. National Qualification Plan

The winner of the GCAC Conference Meet will receive the automatic berth to the national tournament.

V. Conduct in Competition

A. Ejections and Suspensions

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