

**Pennsylvania State Athletic Conference
Policy on Sportsmanship and Ethical Behavior
(Adopted May 20, 2003)**

I. PREAMBLE

The PSAC is committed to developing sportsmanship and creating healthy environments for competition. We believe that part of the role of education through sports is to educate all participants in athletic contests to conduct themselves with civility, dignity and respect for opponents.

II. RESPONSIBILITIES

A. Institutional: The athletics director shall review annually with all athletics groups (coaches, student-athletes and spirit groups; cheerleaders and bands) precisely what is meant by unacceptable conduct, as set forth in this document.

B. Commissioner: The Commissioner of the PSAC is expected to monitor and enforce the Conference policy on sportsmanship and ethical conduct. Institutions and their personnel are expected to fully cooperate with the Commissioner's effort to investigate alleged unsportsmanlike or unethical behavior.

The commissioner shall:

- monitor the assignment, education and conduct of game officials, in sports for which the conference employs a single assignor, as it relates to this policy on sportsmanship and ethical behavior.
- inform all officials' organizations of and work with them to implement this policy.
- recommend the sanction of officials who do not adhere to the requirements of this policy.
- assess penalties, when appropriate, for improper behavior not detected or properly addressed at the contest, or subsequently by the institutions involved.

C. Athletics Administrators: It is incumbent upon institutional administrators to create a civil environment for all athletic contests and a hospitable setting for visiting teams.

Each host institution is required to designate a game manager for each home basketball and football contest and is encouraged to do so for all other contests. The host athletics administrator has the authority to suspend immediately any contest that develops into an unsafe environment for either participants or spectators.

D. Coaches: Coaches have the most significant degree of influence over whether the student-athletes in their programs are taught and follow high standards of sportsmanship.

The coach shall:

- display appropriate sportsmanship and ethical behavior.
- teach and reinforce player's proper sportsmanship and ethical conduct.
- make every attempt to control the behavior of the coaching staff and players before, during and after the contest.
- if a fight occurs, do everything possible to keep uninvolved players out of the fight.
- report all incidents of unsportsmanlike behavior by their coaching staff or players to their AD immediately after the contest.

E. Officials: Officials in sports for which the conference employs a single assignor shall enforce this policy regarding sportsmanship and ethical conduct. Officials (or officials assignor) will be required to notify the Conference Office of all unsportsmanlike acts and misconduct penalties assessed within 24 hours of a contest. Officials may be subject to sanctions should they fail to adhere to these policies.

F. Student-Athletes: PSAC student-athletes must understand that they are perhaps the most visible representatives of their institutions. Student-athletes at PSAC institutions are expected to treat opponents with

civility, dignity and respect. There will be no tolerance for taunting of opponents, fighting or other acts of aggression.

G. Spirit Groups: Like our student-athletes, these groups are visible representatives of our universities. As such, we place high expectations on them for proper conduct. Cheerleaders, band and other spirit groups are admitted to contests at the pleasure of our institutions to support their teams and assist in creating an exciting and enjoyable atmosphere. Efforts to disrupt, confront or otherwise harass opponents will not be tolerated. The host athletics administrator has the authority to eject any spirit group from a contest.

H. Spectators: The Conference hopes and believes that the establishment of the principles outlined in this policy will create an atmosphere that will attract more fans to our events and ensure their safety. The PSAC Conduct Statement shall be read prior to each contest where there is an announcer. It is expected that all spectators will behave in an appropriate manner. It is the responsibility of the host athletics administrator to monitor the behavior of spectators and when necessary, eject them from the site.

III. DISCIPLINARY ACTION AND PENALTIES

It is clear that if incidents of unsportsmanlike or unethical behavior are to be curtailed then constant, consistent and considerable penalties must be assessed. Stated below are the minimum sanctions the Conference, the Commissioner and member institutions must assess and enforce. Each institution may want to establish or assess more stringent sanctions when desired and warranted. More stringent, sport specific NCAA rules will take precedence.

A. Individual Penalties. Unsportsmanlike conduct shall subject the individual to disciplinary action. The member university with which the offending individual is associated may also be subject to disciplinary action if it is found that the member university's policies, action, or failure to act substantially contributed to the individual's misconduct.

Violators of acts of unsportsmanlike conduct shall be subject to the penalties specified below by the Commissioner or designee. Notwithstanding any of the penalties described herein, the Commissioner or designee, upon a finding of mitigating factors has the authority to impose a penalty that is consistent with the finding of mitigating factors.

Acts of unsportsmanlike conduct shall include, but not be limited to the following:

1. In the event that a player is removed from a game by an official for unsportsmanlike behavior or other acts of misconduct:
 - a. First offense: the player shall not be permitted to participate in the next contest.
 - b. Second offense: a second ejection (during the same season) shall result in a two game suspension.
 - c. Third offense: a third ejection shall result in a suspension for the remainder of the season and a career suspension from participation in the PSAC may be considered.

An appeal of these sanctions may only take place within the context allowable under the NCAA rules for the particular sport. This would apply to all post-season contests.

2. Striking or attempting to strike or otherwise physically abusing an official, opposing coach, spectator or athlete. Any person committing such an act shall be subject to the following penalties:
 - a. First offense: A public reprimand and suspension for up to 50% of the scheduled contests in the sport as deemed appropriate.
 - b. Repeat offense: A public reprimand and suspension for such number of additional contests as deemed appropriate.

3. Intentionally, or with careless disregard for one's conduct, inciting participants or spectators to violent or abusive action. Violators shall be subject to the following penalties:
 - a. First offense: A public reprimand and suspension for up to 20% of the scheduled contests in the sport.
 - b. Repeat offense: A public reprimand and suspension for such number of additional contests as deemed appropriate.
4. Using obscene gestures or profane or unduly provocative language or action toward an official, university official, student, coach or spectator. Violators shall be subject to the following penalties:
 - a. First offense: A public reprimand for the first offense.
 - b. Repeat offense: A public reprimand and suspension for up to 20% of the scheduled contests in the sport.
5. Publicly and unduly criticizing a game official, Conference personnel, another member university, or a student-athlete or personnel of another member university. Violators shall be subject to the following penalties:
 1. First offense: A public reprimand.
 2. Repeat offense: A public reprimand and a one-game suspension
6. Committing any act of unsportsmanlike conduct not specifically described above shall subject violators to any of the described penalties which the Commissioner or designee determines most suitably addresses the conduct involved. In addition to any penalty that may be assessed, the Commissioner or designee may take such remedial action believed to be proper to deter any future unsportsmanlike conduct.

IV. DEFINITION AND APPLICATION OF TERMS

A. Suspension – Student-Athlete: A student-athlete shall not participate and shall not be present in the playing venue in the designated number of contests, but may practice. Exceptions for multi-game events may be made in consultation with the Conference Office.

B. Carrying Penalty Over to Next Season: Whenever a penalty or suspension is imposed at or near to the end of a season of competition, the penalty may be carried over into the next season of competition.

C. Post-Season Penalties: These policies will also be in effect for post-season competition while penalties may be served during post-season competition.

D. Jurisdiction of Policies: These policies cover all acts of unsportsmanlike behavior occurring en route to, from or at the locale of the practices and competition involving member institutions of the PSAC.

V. PROCEDURE

The following procedures shall apply to acts of unsportsmanlike conduct listed in this Agreement.

A. Notification: The Commissioner or designee, shall notify the institution's Director of Athletics relative to acts of unsportsmanlike conduct. Upon mutual agreement of the Commissioner or designee and the institution, the time limits stated herein may be waived to facilitate the review and reporting requirements of unsportsmanlike conduct.

B. Report to Commissioner. Within two business days of its becoming aware, by the Commissioner or designee or any other source, of any unsportsmanlike or possible unsportsmanlike conduct involving an individual associated with it, a member university, through its Director of Athletics, is to submit a report to the Commissioner or

designee on its behalf and on behalf of the involved individual containing all information they have regarding its institutional position relative to the unsportsmanlike or possible unsportsmanlike conduct, including the identity of each individual involved in the matter, the penalty and remedial action, if any, which the member university has assessed or taken or proposes to assess or take. The University President shall receive a copy of this report simultaneous with its transmission to the PSAC Office. Within two business days of receipt of the report from the member university or, in that instance where a member university has not submitted a report, within two business days of the date on which the report was to have been submitted, the Commissioner or designee is to determine whether an act of unsportsmanlike conduct has occurred.

C. Review of Institutional Action.

1. Agreement with Institutional Action: If the Commissioner or designee determines that such conduct has not occurred or that it has and the penalty or remedial action assessed or taken or proposed by the member university appears adequate, the Commissioner or designee is to submit a report to that effect to the member university within two business days of receipt of the report from the member university. A press release announcing the findings of the report will be made by the PSAC Office.

2. Disagreement with Institutional Action: When the Commissioner or designee does not concur with the penalty assessed or remedial action taken, if any, by a member university for an act of unsportsmanlike conduct, the Commissioner or designee shall give written notice of this decision to the member university involved within two business days of receipt of the member university's report or within two business days of the date when the report was to have been submitted. This notice is to contain a brief statement regarding the findings of fact, the penalty and remedial action to be imposed by the Commissioner or designee and reasons for the penalty and remedial action. The notice shall be sent to the Director of Athletics with a copy to the President. The penalty and remedial action are to take effect within two days following receipt by the member university unless an appeal is taken in accordance with the following provisions:

a. Appeal.

In the event that the individual or member university involved believes the penalty or remedial action set forth by the Commissioner is inappropriate because the violation did not occur, or because the penalty or remedial action is excessive, either the individual or the member university, through the member university's President, has the right to appeal the matter to the Infractions Committee (a subcommittee of the Advisory Council). The appeal is to be submitted by the member university, giving the Commissioner or designee notice of the findings, penalty and remedial action.

b. Hearing by the Infractions Committee.

Should a majority of the members of the Infractions Committee object to the Commissioner's or designee's report within two business days of their receipt of the appeal, the Committee shall conduct a prompt hearing, in person or by telephone as a majority of its members determine, giving the individual and member university an opportunity to be heard. The individual may be represented by counsel. The member university is to be represented by its Athletics Director. The Commissioner or designee, the individual, and the member university may present evidence to the Committee. The Committee may reaffirm, set aside, reduce, or increase the penalty and remedial action set by the Commissioner or designee as it deems appropriate. The Committee is to give the individual and member university written notice of its decision and its reason for such within three business days of the close of the hearing. The decision, to be made by a majority of the members of the Infractions Committee, is final.

**COACHING STAFF LIMITATIONS
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

FOOTBALL

- 1 head coach
- 4 full-time assistant coaches (coaching contract with benefits)
- 5 paid part time coaches, or graduate assistants or volunteers

10 TOTAL COACHES

ALL OTHER SPORTS

- 1 head coach
- 1 full-time assistant (coaching contract with benefits) or part-time assistant or volunteer
- 1 paid part-time assistant (half time or less) or graduate assistant or volunteer
- 1 volunteer

4 TOTAL COACHES

NOTES:

1. When sports combine male and female squads, the size of the coaching staff may double.
2. In addition to the above limitations, an institution is permitted to utilize an unlimited number of full-time undergraduate students with no limitation of duties.
3. In addition to the above limitations, an institution is permitted to utilize a maximum of four (4) social equity positions with a maximum of one (1) per sport. These positions shall be determined by the President and reported to the Commissioner.
4. Division I sports are exempt from these limitations.

**BAND POLICY
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

The Conference has adopted for all competition the current NCAA championship regulations regarding playing by bands and pep bands. See the NCAA championship handbook governing a particular sport. Bands or any component thereof are not allowed to play while the competition is in progress.

**CROWD CONTROL STATEMENT
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

The Pennsylvania State Athletic Conference promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal for the site of competition. Also, consumption or possession of alcoholic beverages is prohibited.

**POLICIES AND PROCEDURES UNRELATED TO SPORTS OPERATING CODES
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

Meetings

1. All coaches meetings must be held either in Lock Haven, State College, or at a championship site.
2. Members of the Sports Committee Chairpersons shall be reimbursed for travel and per diem expense for all related Conference business meetings.

Officials

1. Members of an institution's administration, faculty, or staff are prohibited from being contracted to officiate any scheduled conference competition except swimming and track/field when their own school is involved.
2. If for any reason officials fail to appear at a scheduled contest, it shall be the responsibility of the host athletics administrator or his/her designee to determine whether qualified officials can be found and whether the game can be played.
3. If there is an officials assigning agency for a Conference sport, it must be used for all competitions, conference and non-conference.

Tickets

1. Complimentary ticket (pass list only, no "hard" tickets) policy for Conference events: Football (125), Basketball (30), Wrestling (30). All other sports where admission is charged must provide a minimum of two (2) complimentary passes per student-athlete.

Miscellaneous

1. Reports of alleged violations of NCAA or Conference rules should be brought to the attention of the Conference Office. That office will direct an investigation, employing appropriate resources.
2. In Conference sports where team records and conference standings are kept, if a forfeit should occur, these records and standings must be reflected to show a forfeit as a loss for the forfeiting team and as a win for the team(s) receiving a forfeit.
3. For purposes of certifying the NCAA six-credit rule following the Fall semester each year, member institutions must determine its ineligible athletes by the first date of competition after January 1st.

**PROCEDURES FOR FILLING VACANCIES ON THE DIVISION II MANAGEMENT COUNCIL
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

The following procedures will be used in order to fill a vacancy on the Division II Management Council.

1. Solicit nominations for the vacant position from each of the three constituencies required, Athletics Administrators, Senior Women's Administrators and Faculty Athletics Representatives.
2. Each constituency group selects a representative to be submitted for consideration. Only those members of a constituency group may vote for their respective nominees.
3. The slate of candidates, one from each constituency group, will be reviewed by the Board of Directors. The Board may choose to substitute any person from a respective constituency group if it deems necessary. The Board may also add the Commissioners name to the Conference's slate of candidates.
4. Approval by the respective President from each of the nominee's institutions is required before submission to the Management Council.
5. Submission of the slate of candidates to the Division II Management Council.

**DISTRIBUTION OF FUNDS RECEIVED FROM TELEVISION
AND/OR POST SEASON PLAY**

The Pennsylvania State Athletic Conference has adopted the following policy guidelines for distributing funds received by the Conference or member universities. This policy pertains to revenue received as a result of participation in post season play and/or televised athletic contests.

These policy guidelines became effective on October 31, 1990.

- * The Athletics Director of a member university that receives funds related to television or post season play shall notify the Conference Commissioner. The notice should include a report of reasonable expenses incurred by the university as a result of its participation in a televised event or post season play. The notice shall be forwarded to the Commissioner within thirty (30) days of the receipt of the funds.
- * The Conference Commissioner, in consultation with the President of the Conference, will review the aforementioned report. When the Commissioner and the President approve the report, the Commissioner will request the member institution to forward, within thirty (30) days, the funds to the Office of the Commissioner. Approved expenses will be deducted from the original amount, and retained by the university that received the funds.
- * No funds received by the Commissioner will be reallocated to member institutions. (adopted Nov. 9, 1998):
- * Funds received by the Office of the Commissioner, but not as the result of the participation of any member, will be allocated as follows:
 - 50% to the Office of the Commissioner
 - 50% to be divided in 16 equal shares among the membership
- * All funds retained by the Conference Office will be placed in the general account of the Pennsylvania State Athletic Conference.
- * In order to participate in revenue sharing from a specific sport, an institution must sponsor the sport involved. (adopted July 10, 1991)

**PENNSYLVANIA STATE ATHLETIC CONFERENCE
REGIONAL ADVISORY COMMITTEE SELECTION PROCESS**

When openings exist on Regional Advisory Committees for the rankings and selection of teams for post-season play the PSAC will use the following steps to fill the openings:

- 1) When possible, the sports committee chairperson for the particular sport (liaison) will be asked to fill the opening.
- 2) The Commissioner will solicit interest from all Athletics Administrators and Coaches of a particular sport for interest/nominations for the RAC openings.
- 3) A higher priority will be made to have divisional representation among the two RAC representatives in those sports that play divisionally in the conference.
- 4) Every effort will be made to insure representation from a coach and an administrator as the two PSAC representatives on RACs.
- 5) The Commissioner will review the appointments to the RAC with the Executive Committee of the Athletics Administrators before forwarding them to the NCAA.

**POLICIES AND PROCEDURES GOVERNING INFRACTIONS
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

The following policies and procedures shall be in effect in the event a violation is committed or alleged to have been committed by a member institution.

Allegation of an NCAA Violation by a Member Institution

1. An alleged violation involving member institutions shall be considered internally by the respective directors of athletics.
2. The complainant athletics director informs the defendant athletics director either verbally or in writing of the alleged violation.
3. The athletics directors notify their respective presidents of the alleged violation.
4. If it is determined that a violation has occurred, the defendant athletics director files a written report with the Commissioner and self-reports to the NCAA.
5. If the complainant athletics director is not satisfied with the explanation of the defendant athletics director and wishes to pursue the matter further, he/she informs the Commissioner of the alleged violation via letter with a copy to his/her president, the defendant president and the defendant athletics director.
6. In-consultation with the presidents involved, the Commissioner investigates the alleged violation.
7. The Commissioner reports his findings to the Infractions Committee.
8. The Infractions Committee reviews the Commissioner's findings and issues a final report to the Executive Committee of the Board of Directors.
9. The Board of Directors shall consider any appeals.

Violation Self-Reported by a Member Institution

1. Each violation shall be reported to the NCAA with a complete copy forwarded to the Commissioner.
2. The Commissioner shall apply policies adopted by the Conference.
3. After a response is received from the NCAA, the Infractions Committee shall review the NCAA report.
4. The Infractions Committee may recommend any additional sanctions as deemed appropriate.
5. The Infractions Committee shall recommend to the Executive Committee of the Board of Directors the sanction (s) proposed by the Committee.
6. The Board of Directors shall consider any appeals.

Ineligible Player Violation

When a member institution uses an ineligible player in a conference-sponsored contest, any honors won by the participant or team shall be declared null and void. Further, the game shall be declared a forfeit to the opposing team or the record of the ineligible participant shall be declared null and void. When discovered, the ineligible participant must be immediately removed from further competition.

Release of Information Regarding Violations

1. No member of an institution's staff shall divulge information to the news media regarding an alleged violation by another member institution.
2. In the event action is taken by the Conference regarding a violation, the release of any such information shall be made by the Conference Office in consultation with the involved institution.

**PROTEST PROCEDURE
PENNSYLVANIA STATE ATHLETIC CONFERENCE
(In-Season Non-Site)**

1. Complainant athletic director informs defendant athletic director either verbally or in writing of charge.
2. If Complainant is not satisfied with explanation and wishes to pursue the matter further, then complainant athletic director files a written letter of protest with the Commissioner with a copy to defendant athletic director.
3. Commissioner then investigates the matter, utilizing any means he deems necessary (consult with involved athletic directors, coaches, officials, sport committee, etc.)
4. Commissioner then makes a ruling.
5. If either party is not satisfied with the ruling and desires to appeal, the appeal is made to the executive committee of the athletics administrators.

**CHEERLEADING SAFETY GUIDELINES AND RESTRICTIONS
PENNSYLVANIA STATE ATHLETIC CONFERENCE
(Updated 8/09)**

General Guidelines

1. In accordance with NCAA recommendations, all PSAC cheerleading advisors are required to be safety certified by August 2006. The conference recommends that the cheerleading advisors participate in the AACCA (American Association of Cheerleading Coaches and Advisors) safety certification program.
2. All cheerleaders must receive proper training before attempting any form of cheerleading gymnastics (tumbling, partner stunts, and pyramids).
3. PSAC cheerleading advisors must be present at practices and athletic events (home or away) when their institution's cheerleaders are performing. Practice sessions must be held in a location suitable for the activities of cheerleaders (i.e., use of tumbling mats, away from excessive noise and distractions, etc.).
4. Professional training in proper spotting techniques is mandatory for all squads.
5. All cheerleading squads will adopt a professionally developed comprehensive conditioning and strength building program.
6. A structured stretching exercise and flexibility routine will precede and follow all practice sessions and precede all pre-game activities, pep rallies, etc.
7. Sponsors/coaches must recognize their squad's specific ability level and must limit the squad's activities accordingly. "Ability level" refers to the squad's talents as a whole, and individuals should not be pressed to perform activities until safely perfected.
8. Skills that have not been mastered should be performed only in a supervised practice environment.
9. All partner stunts and pyramids must be reviewed and approved by the coach prior to execution. "Hands on" spotting is required until new stunts are mastered.
10. All cheerleaders will have physical examinations conducted in the manner similar to student athletes at the respective member institutions prior to participation.
11. All cheerleaders will be required to provide, or will be provided, the same level of institutional medical insurance coverage as provided student athletes at the respective member institutions prior to participation.
12. PSAC Cheerleading Restrictions will be reviewed and amended annually, as appropriate, with any recommendations or changes in the AACCA guidelines.
13. Institutions should review their coverage and liability in regard to cheerleader participation during camps, clinics and competitions.
14. These safety rules will be applied by the PSAC to all sports and venues. AACCA College Cheerleading Safety Rules must be followed for those activities which remain permissible.
15. The guidelines shall apply to all Conference and non-conference contests at PSAC sites. The guidelines shall apply to both home and visiting cheerleaders. Home game management shall be responsible for enforcing these guidelines for both home and visiting cheer squads.
16. Each member institution within the PSAC has the right to enforce additional restrictions to these guidelines or "grounding" of their respective cheer squads. At institutions with additional restrictions, the visiting cheer squad must adhere to the host site's guidelines/restrictions.
17. **All cheerleaders, including mascots, may not pass the goal posts on their half of the field during football games.**

(Cheer Guidelines, con't)

Restrictions

1. Use of the mini-tramp and/or springboard is prohibited.
2. All partner stunts and pyramids are limited to two persons high. "Two high" is defined as the base having at least one foot on the ground.
3. Partner stunts in which the base uses only one arm to support the top person are prohibited
4. Basket tosses, elevator tosses and other similar multibased tosses are prohibited.
5. Flips or twists into or from partner stunts are prohibited.
6. Split catches are prohibited.
7. Front, back and side tension drops are prohibited.
8. Toe pitches are prohibited.
9. Cradle dismounts from pyramids shoulder height or above require one spotter in addition to the original base(s) (i.e. three catchers are required).
10. Twisting tumbling skills are prohibited.

Note: The above safety restrictions and guidelines are general in nature and are not intended to cover all circumstances.

Protocol

1. The PSAC Office will develop a webpage on its website that includes institutional cheerleading advisors name and contact information, safety certification verification and additional institutional restrictions, if any. The PSAC Office will require coaches/advisors to submit proof of safety certification by **August 15** of each year, or will face restricted participation until certification is filed with the league office.
2. Cheer squads will not be permitted to participate in organized activities during athletic contests or be admitted free to contests unless the safety certified coach/advisor is present at home and/or away contests.
3. Host advisor/coach must greet/meet with the visiting advisor/coach prior to the game and inform him/her where the visiting cheerleaders will cheer during the game and discuss emergency plan.
4. Should a cheer advisor observe inappropriate/unsafe activities being performed by the opponents cheer group, the advisor must immediately notify the host athletic director and/or their own athletic director, as appropriate.
5. Cheer groups violating the guidelines and restrictions will be barred from any further participation at home or away contests for the remainder of the respective sport season. A second violation of the guidelines will result in a year-long (calendar year) suspension of activities.

EACH PSAC INSTITUTION IS RESPONSIBLE FOR THE CONDUCT OF THEIR CHEERLEADERS REGARDLESS OF VENUE

**NATIONAL LETTER OF INTENT PROCEDURES FOR MEMBER INSTITUTIONS
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

1. Each institution (not the coach) is responsible to submit a copy of signed National Letters of Intent within **21 days** of the final signature from the prospective student to the Conference Office.
2. The Conference Office will update an on-line listing of signees on the PSAC website (www.psacsports.org)
3. National Letters of Intent are subject to the following timetable and the applicable date should be checked on Letters of Intent for the appropriate sport prior to their issuance. An institution may require an earlier FINAL SIGNING DATE than those listed.

**STATEMENT OF CHARGE TO THE FACULTY ATHLETICS REPRESENTATIVES
TO THE PENNSYLVANIA STATE ATHLETIC CONFERENCE**

PREAMBLE

The common bond that links faculty athletics representatives across all NCAA member institutions is a commitment to academic integrity. In recognition of the role that the faculty athletics representatives play from campus to campus, this statement has been developed to emphasize the broad requirements of Conference representation as it pertains to the myriad of responsibilities as per the NCAA's "Statement of the Role of the Faculty Athletics Representative." (10/92)

THE CHARGE

This is the charge of the Pennsylvania State Athletic Conference to its faculty athletics representatives in their roles as representatives and links to the academy.

The faculty athletics representatives shall act as liaison from the Pennsylvania State Athletic Conference to their local academic communities. The faculty athletics representative serves to ensure academic integrity to facilitate institutional control of intercollegiate athletics and to enhance the student-athlete experience. It is anticipated that the liaison be a communication link that functions in two directions: (1) the obligation of the faculty athletics representatives shall be to communicate the academic view of their local campus perspective to the assembled Pennsylvania State Athletic Conference and (2) has an obligation to communicate the academic view of the assembled Pennsylvania State Athletic Conference back to their respective campuses.

The faculty athletics representatives should maintain regular communication with members of the athletics administration on their local campuses.

It is necessary that the faculty athletics representatives be cognizant of their responsibilities through regular review of pertinent NCAA regulations and actions of the Pennsylvania State Athletic Conference.

The faculty athletics representatives from the member universities may be called upon to gather information on student athletes and to report the same to the aggregate.

The faculty athletics representatives should be aware of and should review frequently conference compliance requirements as they pertain to the NCAA. They should also be aware of and should review periodically the support mechanisms in place to ensure the student athletes' academic success. The faculty athletics representative should play an important role in shaping voting decisions on Conference and NCAA legislation.

RESPONSIBILITIES OF SPORTS CHAIRPERSONS

PENNSYLVANIA STATE ATHLETIC CONFERENCE

The sport chairperson:

1. Shall be responsible for the sport as assigned by the chairperson of the athletics administrators.
 - a. You must be aware of, and coordinate, all activities, actions and events occurring in your particular sport.
 - b. Do not turn your responsibilities over to the coaches.
2. Shall assist coaches in making their sport as strong as possible within the PSAC and the NCAA.
3. Shall be responsible for assuring communication and control between the sport's coaches, the athletics administrators, and the Commissioner.
 - a. Your communication will allow the Commissioner to keep the Board of Directors informed of happenings in each sport. You are the official liaison for that sport.
4. Shall call coaches meetings, working with the sports committee and the coaches organization regarding the selection of meeting sites, dates, and agenda.
 - a. Shall notify all coaches, athletics administrators and the Commissioner of sites, dates and agenda.
5. Shall conduct all coaches meetings.
6. Shall provide sufficient advance notice of meetings and/or events to enable the athletics administrators and the Commissioner to attend, if they so desire.
7. Shall be responsible for presenting the needs, requests and recommendations of the coaches to the athletics administrators for appropriate action.
8. Shall be responsible to maintain and annually update the sport's operating code, including mandated schedule.
 - a. Any requested changes in operating codes for fall and winter sports must be sent to the Commissioner and the athletics administrators thirty days prior to the PSAC Spring Meeting and, for spring sports, thirty days prior to the PSAC Fall Meeting.
 - b. After final approvals, updated copies of operating codes should be mailed to the Commissioner and the athletics administrators.
9. Shall make sure that all details are planned for a championship event.
10. Shall attend and assist the host director with the championship event.
 - a. If, for good reason, you cannot attend the championship or a meeting, it is your responsibility to arrange for an athletics administrator to represent you and carry out your responsibilities.

PENNSYLVANIA STATE ATHLETIC CONFERENCE OFFICIATING COMMITTEE

1. **Statement of Purpose**

The Officiating Committee provides the Conference a structure and process, within its bylaws and sports operating codes, that enables it, through its sport committees, athletics administrators, and Commissioner, or their designee(s), to be more accountable for the assigning and evaluation of officials, as well as for the approval of fees for officials services, for the purpose of gaining increased control over the consistent enforcement of established standards of fair play and safe competition, as well as the costs associated with the conduct of athletic contests.

2. **Committee Make-Up**

Excluding the chair and commissioner, the committee will consist of two designees from each division of the conference, appointed by the chair of the athletics administrators for a total of six persons.

Current Make-Up: (3 year term)

Todd Jay (Edinboro), Chair	Roger Maisner (Mansfield)
Peter Campbell (Lock Haven)	Greg Bamberger (Kutztown)
Kathy Heitzman (Bloomsburg) Commissioner	Kris Decker (Mansfield)

3. **Referral Process**

- a. The committee meets the day prior to each of the fall and spring meetings of the Athletics Administrators. Agenda items for consideration should be forwarded to the chair of the committee in order to accommodate the process.
- b. All matters from the sports committees regarding officiating are to be brought forward to the committee, before they are introduced to the Athletics Administrators.
- c. The committee will consider and recommend officiating issues to the athletics administrators.
- d. All proposed fee restructuring must be considered at the fall meeting of the committee, and subsequently the Athletics Administrators, if it is to be implemented the following academic year.
- e. Whenever possible, the respective assignor or supervisor of any officiating group should be present at the committee meeting when proposed fee restructuring is introduced. Sport liaisons are permitted to attend committee meetings to discuss sport specific officiating issues.
- f. Sports committees (coaches) are strictly forbidden to cast votes regarding official's fees or fee restructuring.
- g. When possible, official's fees will be established for a minimum of three years.