

**2011-2012 CHAMPIONSHIPS
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

<u>Sport</u>	<u>Date</u>	<u>Site</u>
M/W Individual Tennis	April 21 & 22	Bloomsburg University
M/W Golf	October 15 & 16	Hershey Country Club
M/W Cross Country	October 22	Lock Haven University
Field Hockey	October 25, 28-29	Shippensburg University
Women's Soccer	November 1, 4-5	Top Seed
Men's Soccer	November 2 & 5	Top Seed
Women's Volleyball	November 8, 11 & 12	Top Seed – East
Football	November 12	Top Seed – East
Wrestling	December 10	Mercyhurst College
M/W Swimming	February 16-19	Cumberland Valley HS
M/W Indoor Track & Field	February 25 & 26	Edinboro University
Women's Basketball	February 28, March 2-3	Top Seed – West
Men's Basketball	February 28, March 2-3	Top Seed – East
Men's Team Tennis	April 20 & 21	Bloomsburg University
Women's Team Tennis	April 17, 20 & 21	Bloomsburg University
Women's Lacrosse	May 1, 4-5	Top Seed
Softball	April 20-21 & 27-28	Hazleton, PA
Baseball	May 2-5	Butler, PA
M/W Outdoor Track & Field	May 3-5	Bloomsburg University

2010-2011 TEAM CHAMPIONS

MEN	WOMEN
Football – Mercyhurst	Field Hockey – Bloomsburg
Golf – IUP	Golf – California
Cross Country – Shippensburg	Cross Country – Shippensburg
Soccer – Shippensburg	Soccer – West Chester
Wrestling – Clarion	Volleyball – Clarion
Swimming – West Chester	Swimming – West Chester
Indoor T/F– Shippensburg	Indoor T/F – Shippensburg
Basketball – IUP	Basketball – Edinboro
Tennis – Kutztown	Tennis – California
Baseball – Mercyhurst	Softball – IUP
Outdoor T/F – Shippensburg	Lacrosse – Lock Haven
	Outdoor T/F – Shippensburg

**MISCELLANEOUS POLICIES & PROCEDURES FOR CHAMPIONSHIPS
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

1. A conference member institution is prohibited from participating in a divisional or conference championship if it does not meet its mandated schedule that year. Any game played between another member institution and the team not meeting its mandated schedule will not count in a particular sport divisional record or statistics.
2. Teams with identical divisional records are declared co-champions with tiebreaking criteria utilized only for play-off representatives or tournament advancement.
3. Changes to the Championship Schedule

The Commissioner will have the discretion, in consultation with the appropriate sports committee chairperson, the chair of the Athletics Administrators and the chair of the Board of Directors to make changes to the prescribed championship schedule for a PSAC event when

- 1). The prescribed host institution has a conflict with a previously scheduled event in which the host institution is participating.
- 2). The change will not adversely affect the NCAA's selection of PSAC teams for post-season competition and;
- 3). The change is reasonable and closely mirrors the prescribed schedule of events.

PSAC BASKETBALL TOURNAMENT EXPENSE REIMBURSEMENT GUIDELINES

- I. Teams qualify in accordance with respective operating code.
- II. Sites selected in accordance with respective operating code.
- III. **Quarterfinal Guidelines**
 - A. **Conference Expenses**
 1. Officials: Hired by Commissioner at prevailing rates and in accordance with respective operating codes.
 - B. **Host Expenses**
 1. Table Officials
 2. Program
 3. Ticket Sellers and Takers
 4. Security
 5. Site preparation and clean-up
 6. Secretarial Services
 7. Ticket printing
 8. Medical/Training Expenses
 - C. **Visiting Expense**
 1. All expenses associated with travel, lodging and per diem
- IV. **Championship Guidelines (Final Four Only)**
 - A. **Conference Expenses**
 1. Officials: Hired by Commissioner at prevailing rates and in accordance with respective operating codes.
 2. Table Officials: Scoreboard, clock, and announcer.
 3. Awards: Ordered by the Conference Office.
 4. Program: Actual cost of printing up to \$400 (program income must be included on financial report).
 5. Ticket Sellers and Takers: Only from time doors open for actual contest
 6. Sport Chairperson: Mileage (at prevailing state rate); meals (not to exceed daily state rate); lodging (receipt required).
 - B. **Host Institution**
 1. Must pay the following expenses:
 - a. Security
 - b. Workers for site preparation and clean-up
 - c. Secretarial services
 - d. Ticket printing
 - e. Medical/training services
 2. Floor officials and table officials should be paid by the host institution. The conference office will reimburse the institution.
 3. May operate concession stands, parking, and sell souvenirs with profits remaining with university.
 - C. **Ticket Information**
 1. No complimentary tickets.
 2. Conference pass accepted.
 3. Ticket prices for quarter final games: \$7.00 Adults, \$2.00 students, Free Admission for member institution students with valid I.D.
 4. Ticket prices (3 game package) for Final Four games: \$14.00 Adults (\$8.00 Saturday only) \$5.00 students (\$3.00 Saturday only). Free Admission for member institution students with valid I.D.
 - D. **Financial Report**
 1. Host institution is responsible for completing report within 30 days of the championship.
 2. Report must include any violation(s) of the sport's operating code by a member institution.
 3. Report is sent to Commissioner.
 - E. **Miscellaneous**
 1. Exceptions to any of the above policies and procedures must be requested by the respective athletics administrator (host or visitor) to the Commissioner within 24 hours of initial team qualification.
 2. Assessment is \$100 plus costs for any "new" radio station desiring to broadcast a PSAC championship. Student and "regular" local stations are exempt.
 3. When advertising is sold for a PSAC championship program, an institution's summer camp is considered like any other vendor (pay the same advertising rates); in addition, all schools must be given the opportunity to purchase an ad.

**POLICIES AND PROCEDURES
CHAMPIONSHIPS OTHER THAN BASKETBALL AND FOOTBALL
PENNSYLVANIA STATE ATHLETIC CONFERENCE**

The following policies and procedures govern those championships listed below:

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|--------------------------------|--|
| 1. Baseball | 8. Swimming (Men & Women) |
| 2. Cross Country (Men & Women) | 9. Tennis (Men & Women) |
| 3. Field Hockey | 10. Indoor and Outdoor Track & Field (Men & Women) |
| 4. Golf (Men & Women) | 11. Volleyball (Women) |
| 5. Lacrosse (Women) | 12. Wrestling |
| 6. Soccer (Men & Women) | |
| 7. Softball | |

I. Teams and individuals qualify in accordance with respective operating code.

II. Sites selected in accordance with respective operating code.

III. Championship Guidelines

A. Host Institution

Must pay all expenses and Conference will reimburse with a single check for allowable expenses.

1. Allowable Expenses (reimbursable by the Conference)
 - a. Officials: To be hired at prevailing rates including lodging, meals, and mileage, if necessary.
 - b. Equipment: Purchase of equipment is subject to the approval of the Commissioner.
 - c. Facility Rental: Rental of off-campus facility must be approved by the Commissioner.
 - d. Timing Devices: Rental of necessary timing devices to insure integrity of championship.
 - e. Sport Chairperson: Mileage (at prevailing state rate); meals (receipts required, not to exceed daily state rate); lodging (receipt required).
2. Non-Allowable Expenses (absorbed by the host institution.)
 - a. Ticket sellers and takers
 - b. Security
 - c. Workers for site preparation and clean-up
 - d. Secretarial services
 - e. Timers, scorers, announcer
 - f. Program printing
 - g. Ticket printing
 - h. Medical/training services
3. Host institution may operate concession stands, parking, and sell souvenirs with profits remaining with university.
4. Refreshments, banquets, or similar functions may be undertaken at the expense of the host institution or participating institutions.
5. When admission is charged, ticket prices should be: \$7.00-adults and \$2.00-students. Free Admission to students from member institutions with valid I.D. Conference pass is accepted. No complimentary tickets. Admission is not required at Cross Country, Golf and Tennis.

Exceptions to any of the above may be made in consultation with the Sport Chairperson and approval of Commissioner.

B. Participating universities are responsible for their own travel, meals, and lodging.

C. Financial Report:

1. Host institution is responsible for completing report within 30 days of championship.
2. If event is not hosted by an institution (i.e. baseball), the Sport Chairperson completes the report.
3. Report must include any violation(s) of the sport's operating code by a member institution.
4. Report is sent to Commissioner.

D. Miscellaneous:

1. Assessment is \$100 plus costs for any "new" radio station desiring to broadcast a PSAC championship. Student and "regular" local stations are exempt.
2. When advertising is sold for a PSAC championship program, an institution's summer camp is considered like any other vendor (pay the same advertising rates); in addition, all schools must be given the opportunity to purchase an ad.
3. Any student-athlete whose name is omitted from a championship entry form because of university error is permitted to participate in the championship. In addition, the institution's president will be notified by the Commissioner and a \$100 fine per student-athlete (not to exceed \$300 per institution) will be levied by the Conference.