

2011-2012 Women's Soccer Operating Code

1. ORGANIZATION STRUCTURE

1.1 CONFERENCE STRUCTURE

1.1.1. All conference members sponsoring Women's Soccer Programs are included in the structure for purposes of representation and committee membership.

1.1.2 Play among women's soccer teams shall be conducted on a single round-robin basis, within the conference.

1.2 CONFERENCE COMMITTEES

1.2.1 Sports Chairperson: An athletic administrator shall be selected by the Chair of the Athletic Administrators as the chairperson to the women's soccer coaches.

1.2.2 Duties of the Sports Chairperson: The chairperson shall serve as the liaison between the women's soccer coaches and the Conference.

1.3 MEETINGS: Soccer coaches will meet at least once per year at times selected by the PSAC office.

1.3.1 Recommendations approved by the coaches at their meetings are presented by the chair to the Athletics Administrators for action.

1.4 PERSONNEL

1.4.1 Staff Limitations

a. 1 head coach

b. 1 full-time assistant (coaching contract with benefits) or part-time assistant or volunteer

c. 1 paid part-time assistant (half time or less) or graduate assistant or volunteer

d. 1 volunteer

e. **4 TOTAL COACHES**

1.4.2 Additional Staffing Notes: 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. 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.

1.5 NATIONAL LETTER OF INTENT: Each Conference member agrees to abide by the regulations and procedures outlined in the National Letter-of-Intent Program.

2. REGULAR SEASON PROCEDURES

2.1 GAME DAY PROCEDURES

2.1.1 Uniforms: Per NCAA rules.

2.1.2 Complimentary Passes: A minimum of two complimentary admissions will be provided to a visiting PSAC student-athlete at any member institution when admission is charged. The complimentary admission list is available online.

2.1.3 Game Balls: A Select Sport Soccer Ball is required for all PSAC play.

2.1.4 Teams may change the mandated date of a match if approved by both institutions' Athletic Directors and coordinated with the Conference Office.

2.1.5 The conference mandated schedule will alternate the order of matches on a weekly basis.

2.1.6 The start time of PSAC mandated matches including doubleheaders will be determined by the home team, with start times no earlier than noon and no later than 5:00 p.m. unless a mutually agreeable time can be coordinated by both institutions. A 10 minute intermission at half time is recommended but not mandated. In addition, doubleheader start times should be scheduled 2 ½ hours apart with the understanding that if the first match runs long, a delay in the start of the second match will result.

2.1.7 In the event a team is delayed for arrival at the site of competition, the team will be provided 45 minutes of preparation time before the start of competition upon their arrival at the site.

2.1.8 Matches postponed due to weather MUST be rescheduled on the next common open date on the team's original schedules. All contests must be completed by the Sunday preceding the quarterfinal tournament matches.

2.1.9 Regular season games shall be conducted under NCAA rules.

2.1.10 The certified athletic trainer from the host institution will have the unchallengeable authority to postpone or suspend competition in the event of lightning during PSAC regular season or championship play. The certified athletic trainer and game official/or game administrator must consult and agree as to when play will be resumed.

2.2 GAME OFFICIALS

2.2.1 Officials Fees

2.2.1.1 2011: \$190/Referee \$150/Assistant Referee

2.2.1.2 2012: \$195/Referee \$155/Assistant Referee

2.2.2 The home team is responsible for hiring officials (only registered N.I.S.O.A. referees) for conference games. Three person crews are required for all conference games.

2.3 GAME ENVIRONMENT

2.3.1 Sportsmanship: 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.

2.3.2 Crowd Control Statement: Each member institution is expected to have the following announcement read prior to each contest (at a minimum). Institutions are encouraged to developed a format in which participating student-athletes or other enrolled student-athletes recite this (or a similar statement) prior to competition. "The PSAC and (host institution) 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 comments or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, consumption or possession of alcoholic beverages is prohibited. Thank you for your support of the PSAC and (host institution)."

2.3.1 Artificial noisemakers are permitted at outdoor athletic events except those devices (i.e. whistles, air horns) that would interfere with the conduct of the contest or those already prohibited by NCAA regular season playing rules.

2.3.2 The director of athletics or the designated representative is responsible for removing such instruments from the competition area.

2.3.3 Game Environment, The PSAC and Division II: Institutions have a unique opportunity to establish the link between the educational purpose of Division II athletics and the competition environment at Division II events. Game Environment goes beyond the behavior of players and coaches to include all that surrounds the event, including game administration, fans and student supporters. Sportsmanship should be regarded as a mandatory subset of game environment. That is, an institution can exhibit

great sportsmanship without having a great game environment. However, it is not possible to have a great game environment without sportsmanship.

2.4 MEDIA SHARING

2.4.1 Scouting: No PSAC member institution is permitted to exchange scouting reports about another member institution with an institution outside the PSAC.

3. CHAMPIONSHIP PROCEDURES

3.1 TOURNAMENT FORMAT: The conference tournament shall consist of the eight teams with the highest point total after in-season single round robin play. The team with the highest point total will be the #1 seed, the team with the second highest point total will be the #2 seed, etc.

3.1.1 Seeding: A point system (3 points = win, 1 point =tie) shall be used to determine the play-off teams. The following criteria shall be used in order to break any tie(s) in the selection process:

- a. Head to Head competition between tied teams.
- b. Record against teams not involved in a tie, starting at the top of the standings.
- c. Goal differential in PSAC mandated games (overall).
- d. Average of fewest goals allowed in PSAC mandated games.
- e. Average of goals scored between PSAC mandated games.
- f. Win Loss percentage against common opponents outside the PSAC (non-PSAC opponents).
- g. A coin flip will occur to break ties between tied teams for PSAC playoffs after other tie breakers have been used.

3.1.2 Date/Time

3.1.1.1 First Round Matches: The first round will be played on Tuesday of the week after the completion of the regular season. The games should start by 1:00 p.m. or by approval of commissioner.

3.1.1.2 Semi-finals and Championship Matches: Semi-final games will be 11:00 a.m. and 1:30 p.m. unless the host school has a lighted field where the times will be determined in consultation with the conference office. The host team determines the order of the matches. The Championship game shall be played on the Saturday prior to the NCAA Division II tournament. The game should start at 1:00 p.m.

3.1.3 Site

3.1.2.1 First Round Matches: First round games will be contests with the #8 team playing at the #1 team, #7 team playing at the #2 team, etc.

3.1.2.2 Semi-final and Championship Matches: The semi-final and final games to be played at one site, Friday and Saturday at the highest remaining seed following Tuesday's quarterfinal matches.

3.1.4 NCAA rules shall be utilized to break ties and to determine a winner in all playoff games.

3.1.5 In the event the championship is not completed, the conference's automatic qualification criteria to the NCAA tournament will be:

- a. Head to Head competition.
- b. Conference Record vs. division opponent.
- c. Winning percentage vs. conference opponent.
- d. Win-Loss record against common opponent outside the PSAC (non-PSAC opponents).
- e. Goal differential between tied teams.
- f. Fewest goals allowed between tied teams.
- g. Goals scored.

h. Away goals scored.

3.2 TOURNAMENT PROCEDURES

3.2.1 Tournament Director: The host athletics administrator is responsible for the conduct of any playoff games held at his/her school, including submission of a financial report to the Commissioner's office. The host coach is responsible to his/her athletic administrator for the efficient management of the event.

3.2.2 Championship Practice Times: Visiting teams will be accorded 1 hour practice session on the Championship Field the day prior to the Semi-final matches, weather permitting.

3.2.3 Bench Personnel: Maximum number of personnel permitted in the bench area is 28, not to exceed 6 non-uniformed personnel. Medical personnel are excluded from the bench personnel limit, i.e. ATC, student-trainers, physicians.

3.2.4 Officials: Three officials will be secured by the conference office, including a table official for each tournament match.

3.2.5 Awards

3.2.5.1 Awards will be provided by the conference office. The Championship team receives a trophy and 28 individual plaques. The Runner-up also receives a trophy.

3.2.5.2 A Tournament Most Valuable Player shall be selected by the non-participating coaches. The tournament MVP shall receive a plaque.

3.2.5.3 Awards Ceremony Protocol: The second place team is required to remain present at the site of competition until they are presented with their runner-up trophy.

4. ALL-CONFERENCE AWARD PROCEDURE

4.1 TEAM COMPOSITION and INDIVIDUALS AWARDS

4.1.1 A first, second and third All-Conference Teams, consisting of thirteen (13) players each will be chosen. Teams will consist of four (4) defenders, four (4) strikers, four (4) mid fielders, and a goalkeeper.

4.1.2 An Athlete, Coach, and Freshman of the Year shall be selected. To be eligible for the Freshman of the Year Award, a student-athlete should be listed by the institution as a freshman or red-shirt freshman and must be competing in their initial year of eligibility for that sport.

4.2 NOMINATION PROCEDURES

4.2.1 A coach may nominate no more than the total number of players selected on a first team (13) from his/her team only.

4.2.2 All conference nominations shall be by positions.

4.2.3 A player must have played in at least 66% of his/her team's games in order to be nominated.

4.2.4 A player must have played at least 50% of his/her total games played at a particular position in order to be nominated for that position.

4.2.5 A coach may only nominate an Athlete and/or a Freshman of the Year from his/her team.

4.3 VOTING PROCEDURE

4.3.1 A coach may **not** vote for his/her own players, or himself/herself.

4.3.2 A coach must cast votes equal to the total number of players selected on the first, second and third teams (39).

4.3.3 A coach must rank his/her votes at each position selected.

4.3.4 A ballot must be completed fully in order to be counted.

4.3.5 Ties shall be broken by a revote of uninvolved coaches.

4.4 MISCELLANEOUS

4.4.1 The All-Conference Team shall be released during the week following the Conference Championship.

4.4.2 The selection process will be conducted by the Conference Media Relations Director in accordance with the PSAC policy.