



North Central
Region
Division I
Handbook

2009-2010

(Revised August 2009)

TABLE OF CONTENTS

NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION

NORTH CENTRAL REGION – DIVISION I

HANDBOOK

UPDATES / REMINDERS FOR 2009-10	3
DIRECTORY	4
REGIONAL CALENDAR	5
REGIONAL HISTORY	6
ADMINISTRATIVE GUIDELINES	9
SPORTS INFORMATION GUIDELINES	11
INDIVIDUAL SPORT GUIDELINES	
FALL AND WINTER	
SOCCER (MEN AND WOMEN)	13
VOLLEYBALL (WOMEN)	14
BASKETBALL (MEN)	16
BASKETBALL (WOMEN)	18
SPRING	
BASEBALL (MEN)	20
SOFTBALL (WOMEN)	22

UPDATES / REMINDERS FOR 2009-10

ADMINISTRATIVE GUIDELINES

- ◆Dues for 2009-10 will be \$225.
- ◆Future region meetings will be held in conjunction with the NCCAA National Convention. The 2010 National Convention is scheduled for May 27-29 in Greenville, SC. Each member school is required to have a representative at the convention.

MEN'S AND WOMEN'S SOCCER

- ◆Each school participating in the men's or women's regional tournament will be required to pay their share of the \$250 site fee required by the national office. The regional tournament host will collect the payment from each school and send a check to the National Soccer Chair. (Example: 5 schools would pay \$50 each)

MEN'S AND WOMEN'S BASKETBALL

- ◆Money in excess of the cost of hosting region tournament games (officials, game workers, programs, etc.) shall go to the championship team to help offset the cost of attending the national tournament. If an at-large team is selected from our region, the profits will be split between the two teams.



IMPORTANT REMINDER TO ATHLETICS DIRECTORS AND SPORTS CHAIRS

Please take the time to read the region guidelines outlined in this document. Each coach on your staff who participates in a region championship event also needs to have a copy of the handbook and read the guidelines related to their particular sport.

It is very important that we attempt to follow the guidelines as written, along with the understanding that certain situations may arise that require some flexibility.

Please remember that any changes to the stated guidelines must come through the Sports Chair and be approved by the Region Chair and/or the Executive Committee. This includes all championship procedures and scheduling, region ratings and All-Region voting.



NCCAA NORTH CENTRAL REGION CALENDAR

<u>Sport</u>	<u>Date</u>	<u>Regional Site</u>	<u>National Date</u>
<u>Men's Soccer</u>			
	*First-round games (if-needed) on Tues. or Wed., with top seed hosting final four		
	2009	Nov. 10, 13-14	High Seed
			Dec. 2-5
<u>Women's Soccer</u>			
	*First-round games (if-needed) on Tues. or Wed., with top seed hosting final four		
	2009	Nov. 10, 13-15	High Seed
			Dec. 2-5
<u>Women's Volleyball</u>			
	2009	Nov. 20-21	High Seed
			Dec. 3-5
<u>Men's Basketball</u>			
	*First-round games (if needed) on March 3, with final four on March 5-6 at highest seed.		
	2010	March 3, 5-6	High Seed
			March 18-20
<u>Women's Basketball</u>			
	*First-round games (if needed) on March 3, with final four on March 5-6 at highest seed.		
	2010	March 3, 5-6	High Seed
			March 11-13
<u>Baseball</u>			
	2010	May 10-13	High Seed
			May 19-22
<u>Softball</u>			
	2010	April 23-24	TBA
			May 13-15
=====			
<u>Men's Golf</u>			
	2009		Oct. 12-13
<u>Cross Country</u>			
	2009		Nov. 14
<u>Indoor Track</u>			
	2010		Feb. 20
<u>Outdoor Track</u>			
	2010		May 6-8
<u>Tennis</u>			
	2010		May 3-6

***INTENT DATE: Schools need to confirm intent to compete by this date. It is understood that other factors, such as NAIA and NCAA tournaments, could effect actual participation.**

NCCAA NORTH CENTRAL REGION TOURNAMENT HISTORY

<u>Year</u>	<u>Champion</u>	<u>Runner-Up</u>	<u>Coach of the Year</u>
Volleyball - Division I			
1997	Bethel	Judson	Karen Zielinski – Bethel
1998	Bethel	Trinity Christian	Lorne Oke – Bethel
1999	Bethel	Olivet Nazarene	Julia Reininga – Bethel
2000	Olivet Nazarene	Trinity Christian	Brenda Williams – Olivet Nazarene
2001	Olivet Nazarene	Trinity Christian	Brenda Williams – Olivet Nazarene
2002	Olivet Nazarene	Trinity Christian	Brenda Williams – Olivet Nazarene
2003	Olivet Nazarene	Trinity International	Lindsey Ebert – Trinity International
2004	Bethel	Trinity International	Lindsey Ebert – Trinity International
2005	Bethel	Trinity International	Julia Reininga – Bethel
2006	Bethel	Trinity International	Julia Reininga – Bethel
2007	Bethel	Judson University	Julia Reininga – Bethel
2008	Northwestern (MN)	Trinity Christian	Beth Wilmeth – Northwestern
Men's Soccer - Division I			
1997	Judson	Trinity Christian	Steve Burke - Judson
1998	Judson	Bethel	Steve Burke - Judson
1999	Judson	Trinity International	Steve Burke – Judson
2000	Trinity International	Trinity Christian	Dave Ribbens – Trinity Christian
2001	Judson	Trinity Christian	Steve Burke – Judson
2002	Judson	Trinity International	Steve Burke – Judson
2003	Olivet Nazarene	Trinity International	Steve Burke – Judson / Stosh Walsh – Trinity International
2004	Trinity International	Greenville	Steve Burke – Judson
2005	Trinity Christian	Trinity International	Steve Burke – Judson
2006	Bethel	Greenville	Steve Burke – Judson
2007	Olivet Nazarene	Trinity Christian	Steve Burke – Judson
2008	Trinity International	Trinity Christian	Brian McMahon – Greenville
Women's Soccer			
1998	Trinity International	Bethel	Patrick Gilliam – Trinity International
1999	Hannibal-LaGrange	Bethel	Patrick Gilliam – Trinity International
2000	Bethel College	Olivet Nazarene	Patrick Gilliam – Trinity International
2001	Olivet Nazarene	Bethel	Bill Bahr – Olivet Nazarene
2002	Olivet Nazarene	Trinity International	Bill Bahr – Olivet Nazarene
2003	Olivet Nazarene	Bethel	Patrick Gilliam – Trinity International
2004	Trinity International	Bethel	Patrick Gilliam – Trinity International
2005	Trinity International	Trinity Christian	Josh Lenarz – Trinity Christian
2006	Trinity International	Judson	Freddie King, Jr. – Judson
2007	Olivet Nazarene	Trinity International	Josh Lenarz – Trinity Christian
2008	Olivet Nazarene	Trinity International	Josh Lenarz – Trinity Christian
Men's Basketball - Division I			
1998	Northwestern	Greenville	Doug Faulkner - Greenville
1999	Trinity International	Greenville	Scott Blum – Trinity International
2000	Bethel	Greenville	Mike Lightfoot – Bethel
2001	Greenville	Trinity Christian	Gene Fitzgerald – Trinity Christian
2002	Trinity Christian	Bethel	Jim Condill – Judson
2003	Bethel	at-large	Mike Lightfoot – Bethel
2004	Bethel	Greenville	Mike Lightfoot – Bethel / Tim Walker – Trinity Christian
2005	Bethel	at-large	Mike Lightfoot – Bethel
2006	Bethany Lutheran	Trinity International	Rick Jeddelloh – Bethany Lutheran
2007	Bethel	Northwestern	Tim Grosz – Northwestern
2008	Trinity Christian	Northwestern	Mike Lightfoot – Bethel
2009	--No Tournament--		Mike Lightfoot – Bethel

Women's Basketball - Division I

1998	Trinity Christian	Bethel	Barb Schaaf – Trinity Chr.
1999	Bethel	Trinity Christian	Tory Gum – Judson
2000	Bethel	Trinity Christian	Doug Porter – Olivet
2001	Trinity Christian	Greenville	Jody Martinez – Bethel
2002	Greenville	Bethel	Roy Mulholland – Greenville
2003	Bethel	Trinity Christian	Jody Martinez – Bethel
2004	Bethel	Greenville	Jody Martinez – Bethel
2005	Olivet Nazarene	-	Doug Porter – Olivet Nazarene
2006	Bethel	Trinity Christian	Jim Cook - Judson
2007	Bethany Lutheran	-	Jody Martinez – Bethel
2008	Trinity International	Northwestern	Doug Porter – Olivet Nazarene
2009	Trinity International	Northwestern	Jody Martinez – Bethel

Softball

1998	Olivet Nazarene	Greenville	Ritchie Richardson – Olivet
1999	Olivet Nazarene	Bethel	Ritchie Richardson – Olivet
2000	Bethel	Judson	Drew Peterson – Bethel
2001	Bethel	Trinity Christian	Julia Reininga/Jody Martinez – Bethel
2002	Olivet Nazarene	Bethel	Ritchie Richardson – Olivet
2003	Olivet Nazarene	Bethel	Ritchie Richardson – Olivet
2004	Olivet Nazarene	Bethel	Ritchie Richardson – Olivet
2005	Olivet Nazarene	Bethel	Ritchie Richardson - Olivet
2006	Olivet Nazarene	Greenville	Ritchie Richardson – Olivet
2007	Olivet Nazarene	Bethel	Ritchie Richardson – Olivet
2008	Bethel	Olivet Nazarene	Anna Welsh – Bethel
2009	--No Tournament--		Anna Welsh – Bethel

Baseball

1998	Bethel	Judson	Sam Riggleman – Bethel
1999	Trinity Christian	Judson	Bob Schaaf – Trinity Christian
2000	Bethel	Greenville	Sam Riggleman – Bethel
2001	Bethel	Greenville	Mike Hutcheon – Bethel
2002	Bethel	at large	Mike Hutcheon – Bethel
2003	Bethel		
2004	Judson	Greenville	
2005	Trinity International	Judson	Mike Manes – Trinity International
2006	Trinity International	-	Matt Schans – Trinity Christian
2007	Northwestern	Trinity Christian	Matt Schans – Trinity Christian / Dave Heib – Northwestern
2008	Bethel	Olivet Nazarene	Rich Benjamin – Judson
2009	--No Tournament--		Seth Zartman – Bethel

**NCCAA NORTH CENTRAL REGION
NATIONAL TOURNAMENT CHAMPIONS**

<u>Year</u>	<u>Institution</u>	<u>Sport</u>	<u>Coach</u>
1997	Judson	Men's Soccer	Steve Burke
1998	Bethel	Volleyball	Lorne Oke
1998	Trinity International	Women's Soccer	Patrick Gilliam
1999	Bethel	Men's Tennis	John Dendiu
2000	Bethel	Men's Basketball	Mike Lightfoot
2000	Bethel	Women's Basketball	Jody Martinez
2000	Bethel	Men's Soccer	Larry McClements
2000	Bethel	Men's/Women's Tennis	John Dendiu
2001	Olivet Nazarene	Baseball	Elliot Johnson
2001	Olivet Nazarene	Volleyball	Brend Williams
2002	Bethel	Baseball	Mike Hutcheon
2002	Olivet Nazarene	Volleyball	Brenda Williams
2002	Judson	Men's Soccer	Steve Burke
2003	Bethel	Women's Basketball	Jody Martinez
2004	Trinity International	Women's Soccer	Patrick Gilliam
2004	Bethel	Women's Basketball	Jody Martinez
2005	Trinity Christian	Women's Soccer	Josh Lenarz
2006	Bethel	Women's Basketball	Jody Martinez
2006	Bethel	Women's Tennis	John Natali
2006	Olivet Nazarene	Softball	Ritchie Richardson
2007	Bethel	Men's Basketball	Mike Lightfoot
2007	Bethel	Softball	Anna Welsh
2007	Bethel	Volleyball	Julia Reininga
2008	Olivet Nazarene	Softball	Ritchie Richardson
2009	Olivet Nazarene	Women's Soccer	Bill Bahr

ADMINISTRATIVE GUIDELINES

I. OFFICES AND DUTIES

(NOTE: The Chair and Vice-Chair positions will be filled with one representative each from the Division I and Division II levels. They will both effectively serve as Chair of their respective division and fulfill the required responsibilities.)

A. Region Chair

1. The Regional Chair shall be elected by a vote of the regional athletic directors. The chair shall serve a three- (3) year term.
2. Duties include:
 - a. Receive and record eligibility reports for either Division I or II.
 - b. Publicize, administer, and moderate annual regional meetings and any special meetings.
 - c. Maintain regional treasury.
 - d. Concurrently with each sport chair, oversee the operation of each regional tournament.
 - e. Serve as liaison to National Office and Board of Directors (includes annual report).
 - f. Supply awards (championship banners, All-Midwest Regional & Coach of the Year certificates).
 - g. Assist with accumulation of regional sports information.
 - h. Chair the Executive Committee.
 - i. Appoint members to the Executive Committee.

B. Region Vice-Chair

1. The Regional Vice-Chair shall be elected by a vote of the regional athletic directors. The Vice-Chair shall serve a three-(3) year term and then succeed to the Regional Chair for a three-(3) year term.
2. Duties include:
 - a. Assist the Regional Chair in overall operation of Regional business.
 - b. Perform the duties of the Regional Chair in his/her absence.
 - c. Assist the Regional Chair in processing eligibility reports and regional meetings. Oversee eligibility for the Division I or II, not overseen by the Regional Chair.

C. Executive Committee

1. The Executive Committee will oversee and monitor the business of the NCCAA Region. The committee will be comprised of the past Regional Chair, the Regional Chair, the Regional Vice Chair, and two other appointed representatives.
 - a. Each appointed representative will serve a three (3) year term.
 - b. Appointed representatives may serve only one term, which after three years, may be re-appointed.
 - c. If any member of the Executive Committee is unable to complete their term, the Regional Chair will appoint a replacement.
2. Executive Committee Duties
 - a. Approve a five-year regional calendar.
 - b. Approve a regional sport tournament and regional sport guideline policies.
 - c. Provide a check and balance system for all regional sports.
 - d. Record and distribute executive committee meeting minutes to all member institutions.

D. Regional Sport Chair

1. The Sport Chair shall be elected by a vote of the respective coaches of each sport. The Sport Chair shall serve a three- (3) year term.
2. Duties include:
 - a. Oversee and administer regional tournament. Approve a 5 year calendar.
 - b. Concurrently work with Regional Chair to determine eligibility of each team (regional dues and eligibility forms).
 - c. Concurrently work with National Sport Chair to communicate with regional coaches. Encourage participation at both the regional and national levels.
 - d. Serve as a representative at the national tournament.
 - e. Arrange conference-call seeding meeting or coordinate seeding for tournaments.
 - f. Serve on All-American and Scholar-Athlete Selection Committee and National Sports Committee at national meeting.
 - g. Concurrently work with Sports Information Director to accumulate statistics throughout the year and select of All-North Central Regional team.
 - h. Provide a written report of the regional tournament to the Regional Chair for inclusion into the annual report.

II. REGIONAL MEETING AND VOTING

- A. **Beginning in 2008, the North Central Region Meeting will be scheduled during the NCCAA National Convention. Any other business will be conducted via conference call or e-mail.**
- B. Each member institution in good standing (dues current) shall have one voting representative.
- C. A quorum shall be defined as the number of members present at an official regional meeting.

III. DUES

Dues are determined by the Executive Committee. Dues are payable by October 1.
(Dues for 2009-10 are \$225)

IV. INSTITUTIONAL RESPONSIBILITIES

- A. Promptly submit payment of dues.
- B. Attend scheduled regional meetings.
- C. Complete appropriate eligibility forms for each sport and send to Regional Chair before first contest or scrimmage.
- D. Promote the advancement of the NCCAA Region.

V. HANDBOOK

- A. All Regional business will be conducted in accordance with this handbook.
- B. Any proposed change to this handbook must be submitted in writing to the Executive Committee by May 1 and publicized at least two weeks before the Regional Meeting.
- C. The handbook will be reissued each year to every institution in good standing.

SPORTS INFORMATION GUIDELINES

I. GENERAL DUTIES OF REGION SID

A. Regional Champions

The SID will coordinate with the region chair in providing a list of region champions, runners-up, Player of the Year and Coach of the Year for each sport in Division I and II.

B. National Statistical Reporting

The SID will function as a liaison between the coaches and national statistician in ensuring accurate and prompt statistical reporting and in dealing with discrepancies and questions.

C. Division I Basketball:

1. Regional Statistical Reports:

For men's and women's basketball the region SID will work with the national statistician in supplying regional statistical reports. Reporting procedures and guidelines will be issued by the national statistician. The regional SID will follow up and contact schools that are negligent in reporting scores and statistical information. Penalties for not reporting will follow the individual sport guidelines. The SID will also ensure the accuracy of the Burbridge rating for the regional teams.

2. All-Region Team Selection:

The all-region team selection will follow the procedure outlined in the sports' guidelines. The SID will work with the sport chair in sending out instructions, nomination forms, and due dates. The SID will compile a report including statistical and other pertinent information for each nominee. The report along with a ballot will be sent to the coaches. The SID will collect and tally the votes and provide a list of the all-region team, Player of the Year, and Coach of the Year to the sport chair for distribution.

II. ALL-REGIONAL AWARDS

Following are the general guidelines for selecting All-Region Teams and Coach of the Year recipients. These guidelines may be superseded by those of an individual sport. Please check the individual sport guidelines for any exceptions.

A. In order for a coach to be able to nominate players for any team, that school must be a member of the NCCAA in good standing. **Regional and national dues must be paid and all statistical reporting responsibilities must be fulfilled.**

B. Participation in the regional tournament is not required for a school to be represented on the All-Regional team.

C. NOMINATION GUIDELINES:

1. Nomination procedures for All-Regional Teams will be administered by the Sports Chair and recommended as part of the Sports Guidelines.
2. Coaches' nominations must appear in ranked order.
3. A player must have played in half of the team's games at the time of the nomination in order to be eligible for nomination.

D. VOTING GUIDELINES:

1. Vote in rank order - #1 best player, and so on. This procedure is important in tie-breaking.
2. Coaches may not vote for their own players.
3. All votes must be for players whose names are on the ballot. No write in votes.
4. Any specific criteria for voting is determined by respective sport. Please refer to individual sports guidelines for the correct procedure

G. CERTIFICATES:

The Regional SID is responsible to mail two certificates per person following the announcement of the All-North Central Regional team. The presentation of the All-North Central Regional certificates and Coach of the Year certificates is to be done following the regional championship contest. The host school will be responsible to handle the awards presentation in the absence of the Regional SID.

H. COACH OF THE YEAR

1. The award is intended to honor a coach who has done “the best job” with his/her team throughout the season. It is up to each individual coach who votes to determine voting priority.
2. There is not a requirement for the team’s record for that particular season, nor is there a requirement that the team participate in the regional tournament.
3. In the event that there is not a regional champion, there will not be a Coach of the Year award given that year in that sport.
4. Coaches will be asked to rank the coaches in 1-2-3 order on the ballot. In the case of a tie, the coach of the regional champion will be the Coach of the Year.
5. Each sport has the option to award the Coach of the Year award to the coach of the regional championship team. Please refer to individual sports guidelines for the correct procedure.

NCCAA All-Region Teams

The number of players named to each All-Region Team is based on the number of teams within the region who actively participate in that particular sport. Any changes in the numbers listed below must be approved through the Region Chair.

<u># of Teams</u>	<u>M&W Soccer</u>	<u>Volleyball</u>	<u>M&W Basketball</u>
2	6	4	4
3	9	6	5
4	11	9	7
5	11	12	10
6	16	12	10
7	16	12	10
8	16	12	12
9	22	15	15

<u># of Teams</u>	<u>Baseball</u>	<u>Softball</u>
2	10	6
3	15	8
4	17	10
5	17	10
6	17	15
7	17	15
8	17	15
9	17	21

SPORTS GUIDELINES DIVISION I SOCCER (MEN AND WOMEN)

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

- A. Date and Site
The tournament will be hosted by the highest seed who has availability of a field.
- B. Eligibility
 1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the date of the first competition.
 2. Regional dues must be paid to the Regional Chair prior to October 1.
- C. Structure
 1. MEN - Maximum of 8 teams. First round games (if-needed) on Tuesday or Wednesday with the top seed hosting final four.
 2. WOMEN – Maximum of 8 teams. First round games (if-needed) on Tuesday or Wednesday with the top seed hosting final four.
 3. **Each participating school will be required to pay their share of the \$250 site fee required by the national office. (Example: 5 schools would pay \$50 each)**
- D. Host's Responsibilities
 1. Assume the following financial obligations:
 - a. Officials
 - b. Soccer Balls
 - c. Programs
 - d. Hospitality
 - e. **Collect site fee from each participating schools and send \$250 check to National Soccer Chair.**
 2. Inform participating teams of the following:
 - a. Schedule of Games - Coordinate with Region Sport Chair
 - b. Specific Policies and Service Guidelines of School
 - c. Local Food and Lodging Options
 3. Other duties
 - a. Coaches' Meeting
 - b. Assignment of Officials - NISOA Approved
 - c. Site must conform to all minimum regulations per official NCAA soccer rule book.

II. STATISTICS

- A. Statistics are compiled on a national basis.
- B. All-Regional and Coach of the Year Selections
 1. The nominations for the All-Regional Team and the Coach of the Year are to be submitted to the Regional Soccer Chair by October 31.
 2. Coaches may nominate a maximum of four players from their own squads.
 3. The All- Regional Team will consist of 16 first team players (15 players / 1 GK)
 4. The All- Regional Team and Coach of the Year will be announced at the Tournament. **(Every effort should be made to announce award winners at halftime of championship game.)**

SPORTS GUIDELINES - DIVISION I VOLLEYBALL

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

- A. Date and Site
 - 1. The regional tournament date will be determined by the Region Sports Chair with input from other region coaches. The tournament shall not exceed two days.
 - 2. The regional tournament site will be rotated alphabetically as regional teams are willing and capable to host.

- B. Eligibility
 - 1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the date of the first competition.
 - 2. Regional dues must be paid to the Regional Chair prior to October 1.
 - 3. A team must not miss more than two statistics reporting dates.

- C. Structure

The tournament format shall be determined by the number of eligible teams and established by the Region Sports Chair in consultation with the Region Chair and other coaches.

- D. Seeding
 - 1. Seeding will be based on these criteria:
 - a. Regional record – with most current competition weighted.
 - b. Common opponents within the region.
 - c. Season record.
 - d. Burbridge rating.

- E. Host's Responsibilities
 - 1. Assume the following financial obligations:
 - a. Officials
 - b. Volleyballs
 - c. Programs
 - d. Hospitality
 - 2. Inform participating teams of the following:
 - a. Schedule of matches and events
 - b. Specific policies and service guidelines of school
 - c. Local food and lodging options
 - 3. Other duties:
 - a. Coaches' Meeting
 - b. Assignment of Officials - Must be NAGWS/USVBA Rated
 - c. Collect and send updated stats for the regional All-American nominations to the national volleyball chair and national tournament director.
 - d. Report regional tournament results to the national volleyball chair and national tournament director.

- F. Fees

Fees to be determined by the host institution according to the teams participating

II. STATISTICS

- A. Reports – must be submitted according to the NCCAA statistical guidelines to the national statistician.

- B. All-Region and Coach of the Year Selections
 - 1. All-Region team nominations are to be submitted prior to the Regional Tournament. All teams are eligible to have All-Region players, even if they do not participate in the Regional Tournament and all coaches will be allowed to vote.
 - 2. Coaches will vote for players in decreasing rank order, not to include any players from their own teams.
 - 3. In case of a tie via ranking, the number of votes will be the tie breaking criteria followed by highest rank of votes received.
 - 4. The Region Coach of the Year will be voted on by the coaches.

SPORTS GUIDELINES - DIVISION I MEN'S BASKETBALL

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

A. Date and Site

1. NCCAA regional finals must always be played on or before the Saturday prior to the national tournament.
2. Due to NCAA Div. III and NAIA playoffs, teams may play first-round games earlier than the officially published dates if agreed upon by both schools.
3. Coaches failing to resolve playing dates may request the Regional Basketball Chair or the Regional Chair (if the Basketball Chair is involved) to settle conflicts.¹
4. Games will be played on the home court of the highest seed.

B. Eligibility

1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the first date of the competition.
2. Regional dues must be paid to the Regional Chair prior to October 1.
3. NAIA/NCAA teams should not play the first round of the NCCAA tournament until they have been eliminated from the NAIA tournament or NCAA tournament.
4. NAIA tournament teams may enter the NCCAA tournament play only upon elimination from the NAIA/NCAA tournament, and if their so doing does not disrupt NCCAA tournament play by forcing teams to play back-to-back games.

C. Structure

1. Single elimination tournament with a maximum of six teams.
2. Format will be determined once the number of teams participating is confirmed.
3. Seeding shall be done according to Burbridge Ratings as soon as the participating teams complete their last regular season games.
 - a. Home teams will be those with the highest Burbridge. Preliminary games will be played on the home team's court.
 - b. If two teams are within .5 point or less, the higher seed will be determined by the team that won the regular season game between the two teams. If the teams split during the season, then it goes to the team with the higher Burbridge rating. If by chance the teams split during the season and the teams have identical Burbridge ratings, then it goes by point differential. If the point differential is the same, then we will look at both teams' record vs. the North Central teams.
4. Any conflicts that could arise from the structure needs to be communicated as soon as possible with the coaches of the teams involved and the regional basketball chair (also, the North Central Regional Chair could be asked to help in any manner).

D. Host's Responsibilities

1. Financial obligations:
 - a. Officials
 - b. Basketballs
 - c. Programs
 - d. **Money in excess of the cost of hosting tournament games (officials, game workers, programs, etc.) shall go to the championship team to help offset the cost of attending the national tournament. If an at-large team is selected from our region, the profits will be split between the two teams.**

- e. **A minimum admission fee of \$4 for adults and \$2 for students should be charged.**
 - f. **Completion of financial expense report must be submitted to the Regional Chair and Sport Chair.**
2. Inform participating teams of the following:
 - a. Tournament schedule
 - b. Specific policies and services guidelines of school
 - c. Local food and lodging options
 3. Other Duties:
 - a. Officials
Best officials available should be chosen. Assignment chairs will be contacted by the host school, and the assignment chair will be instructed to contact the opposing coach regarding officials.
 - b. Provide final statistics (and half time statistics if possible).

II. STATISTICS

- A. Reports
Failure to report regular season statistics twice during the season will result in disqualification from regional tournament play.
- B. All-Regional & Coach of the Year Selections
 1. Ten players will be selected to the All-Regional team.
 - a. The top five (5) point totals will be first team All-Regional.
 - b. The second five (5) point totals will be second team All-Regional.
 - c. In case of a tie for 5th or 10th, both players will receive recognition altering the number of first and second team selections to:
 - (1) Tie for 5th = 6 first team/4 second team.
 - (2) Tie for 10th = 5 first team/6 second team
 - d. The player receiving the most points will be named the Regional Player of the Year.
 2. Coaches may nominate a maximum of four (4) players.
 3. All-Regional ballots will be sent to all coaches by the Regional SID and must be resubmitted to the Regional SID by the last Friday in February.
 - a. Coaches not voting will not be allowed to have players from their teams on the All-Regional team.
 - b. Coaches may not vote for their own players. Coaches will rank players from 10 to 1 with 10 representing their choice for player of the year, 9 for their second choice, etc. The top 10 point totals will receive All-Regional recognition.
 - c. Coaches will also rank coaches for Regional Coach of the Year, voting for three (3) coaches with their first choice receiving 3, the second choice receiving 2, and the third choice receiving one point. The Coach of the Year will be the coach receiving the highest point total.
 4. The top 5 players receiving first team All-Regional recognition will be eligible for All-American recognition. Coaches must follow NCCAA guidelines when nominating players for All-American honors.

SPORTS GUIDELINES - DIVISION I WOMEN'S BASKETBALL

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

A. Date and Site

1. NCCAA regional finals must always be played on or before the Saturday prior to the national tournament.
2. First round games will begin no earlier than the Saturday two weeks before the national tournament begins, unless both teams agree to an earlier date.
3. Coaches failing to resolve playing dates may request the Regional Basketball Chair or the Regional Chair (if the Basketball Chair is involved) to settle conflicts.

B. Eligibility

1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the first date of the competition.
2. Regional dues must be paid to the Regional Chair prior to October 1.
3. A team must declare its intent to participate in both the regional and national tournaments to the Regional Sport Chair by the Tuesday of the week of tournament play.

C. Structure

1. Single elimination tournament with a maximum of six teams.
2. Format will be determined once the number of teams participating is confirmed.
3. Seeding shall be done according to Burbridge Ratings as soon as the participating teams complete their last regular season games.
 - a. Home teams will be those with the highest Burbridge. Preliminary games will be played on the home team's court.
 - b. If two teams are within .5 point or less, the higher seed will be determined by the team that won the regular season game between the two teams. If the teams split during the season, then it goes to the team with the higher Burbridge rating. If by chance the teams split during the season and the teams have identical Burbridge ratings, then it goes by point differential. If the point differential is the same, then we will look at both teams' record vs. the North Central teams.
4. Any conflicts that could arise from the structure needs to be communicated as soon as possible with the coaches of the teams involved and the regional basketball chair (also, the North Central Regional Chair could be asked to help in any manner).

D. Host's Responsibilities

1. Assume the following financial obligations:
 - a. Officials
 - b. Basketballs
 - c. Programs
 - d. Money in excess of the cost of hosting tournament games (officials, game workers, programs, etc.) shall go to the championship team to help offset the cost of attending the national tournament. If an at-large team is selected from our region, the profits will be split between the two teams.**
 - e. A minimum admission fee of \$4 for adults and \$2 for students should be charged.
 - f. Completion of financial expense report must be submitted to the Regional Chair and Sport Chair.**

2. Inform participating teams of the following:
 - a. Tournament Schedule
 - b. Specific policies and guidelines of school
 - c. Local food and hotel options
3. Other duties:
 - a. Assignment of Officials - Coordinate with Regional Sport Chair
 - b. Provide half-time and final stats

II. STATISTICS

A. Reports

1. Regional statistics administered through the national statistician.
2. Failure to report regular season statistics twice during the season may result in disqualification from regional tournament play.

B. All- Region and Coach of the Year Selections

1. All-Region Team nominations are to be submitted to the Regional SID by the last Friday in February. Coaches are automatically nominated.
2. Maximum number of nominations is 4. When voting, a coach may not vote for his/her own players.
3. Coaches will vote for 12 players (not their own) in decreasing rank order.
4. All votes received for All-Region team and Coach of the Year shall be tallied with results announced at the regional championship

SPORTS GUIDELINES - BASEBALL

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

A. Date and Site

1. The regional baseball tournament date will be selected by the regional baseball coaches in conjunction with the Regional Chair.
2. The top seed will serve as host for the tournament.

B. Eligibility

1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the first date of competition.
2. Regional dues must be paid to the Regional Chair prior to October 1.
3. A team does not have to have a .500 win-loss record in order to compete.

C. Structure

1. The tournament will be double elimination.
2. Tournament will be played Wednesday, Thursday and Friday, with Saturday being the rain date.
3. All games will be seven-inning games or played until winner is determined.
4. If the tournament is rained out on Saturday, the winner will be the leader after the first round, if that round has been completed.
5. If the first round has not been completed, the tournament will be declared no contest.
6. If the tournament is declared no contest, a representative from Midwest Region for the national tournament would be selected by the Regional Baseball Committee.
7. Enforcements
 - a. NAIA Speed-up and Tournament Rules (Addendum B)
 - b. NCAA Slide Rule

D. Seeding

1. The Burbridge Rating System will be used to determine top six teams.
2. On the immediate Saturday by 10:00 p.m. (Central Standard Time) preceding the tournament, all institutions who desire to participate in the regional tournament shall contact the Regional Baseball Chair with their Burbridge points.
3. The Regional Chair will notify each of the institutions who reported their points with the results of the seeding by 3:00 p.m. the next day (Sunday).

E. Host's Responsibilities

1. Assume the following financial obligations
 - a. Officials
 - b. Baseballs – (use official ball chosen by the NCCAA)
 - c. Programs
 - d. Hospitality
2. Inform the participating teams of the following:
 - a. Tournament Schedule of Games
 - b. Specific Policies and Service Guidelines of School
 - c. Local Food and Lodging Options

3. Other Duties:
 - a. Schedule coaches' meeting on the evening preceding the tournament.
 - b. Officials

II. STATISTICS

- A. Reports
Baseball statistics are to be submitted weekly to the Regional SID.
- B. All-Regional Selections
 1. All-Regional team nominations are to be submitted by completing a D.A.N. stats form on each player.
 - a. In order to be eligible for consideration, the participation fee must have been paid.
 - b. There is no limit to the number of nominations a coach may submit.
 2. The Regional SID or an appointed representative will be responsible to collect nominations and conduct the balloting at the regional coaches meeting on the Wednesday night preceding the tournament.
 3. The All-Regional team shall consist of 4 pitchers, 2 catchers, 5 infielders, 4 outfielders, 1 designated hitter/utility player, and 1 relief pitcher.
 4. All-Regional selections will be eligible for All-American nomination.
- C. Coach of the Year Selection
 1. The regional coaches will select, by vote, the Regional Coach of the Year. The Regional Sports Director is responsible for the administration of the vote.
 2. Special care should be given so that the win/loss record does not become the main consideration for this award.
 3. The Regional Coach of the Year will be eligible for the National Coach of the Year.

SPORTS GUIDELINES – SOFTBALL

I. ADMINISTRATIVE GUIDELINES FOR REGIONAL TOURNAMENT

A. Date and Site

1. The NCCAA Regional Championship will be held as determined at the coach's meeting the previous year, at the Regional Fall meeting or yearly conference call.
2. The declaration date to confirm participation is the Sunday prior to the start of the Regional Tournament.

B. Eligibility

1. An affidavit of eligibility (NCCAA Official Eligibility Certificate) must be on file with the Regional Chair and must be postmarked prior to the first date of the competition.
2. Regional dues must be paid to the Regional Chair prior to October 1.

C. Structure

1. A double-elimination tournament will be played over a two-day period.
2. The official ball and rules are the same as specified by the NCCAA handbook.
3. Host school will designate a tournament director.
4. Guidelines for team warmup will be set by the Tournament Director.
5. Rain Policy
 - a. In the event of rain on the first day and no games played, the tournament may become a single elimination on the second day.
 - b. If the tournament is rained out, the highest unbeaten seed will advance to the NCCAA national tournament.
 - c. If the entire tournament is rained out, the highest seed will advance to the national tournament.

D. Tournament Seeding

1. Host school will be given an automatic berth into the regional tournament.
2. Seeding will be based on Burbridge Rating.
3. The regional champion will receive an automatic bid to participate in the NCCAA national tournament.

E. Host's Responsibilities

1. Assume the following financial obligations:
 - a. Officials / Umpires
 - b. Softballs
 - c. Programs
 - d. Hospitality as determined by host
2. Inform the participating teams of the following:
 - a. Tournament schedule of matches and events
 - b. Specific policies and services guidelines of school
 - c. Local Food and Lodging options.
 - d. Send above information out to all schools two weeks prior to the district tournament.
 - e. In case of inclement weather
 1. Secure alternative site(s) – providing directions
 2. Communications plan – traveling schools provide host with a contact phone number.
 3. Host school makes every effort possible to get games played
 4. Host will provide / arrange for umpires.

3. Other duties:
 - a. Work with Regional Sport Chair and SID to identify All-Regional team and Regional Coach of the Year.

F. Selection of All-Region Team

1. An All-Region Team will be chosen the week of the Regional Tournament via e-mail conducted by the Region Softball Chair. Coaches will e-mail nominations and statistics to the Chair the Sunday prior to the Regional Tournament. The Chair will compile a list and e-mail it to all coaches. Coaches will vote for the top 15 players by Thursday prior to the Regional Tournament. In the e-mail coaches will be allowed to briefly write about each player.
2. Each team is allowed to nominate a maximum of 5 players. The All-Region Team will consist of 15 players. In order for players to be nominated, their stats (same as turned into Gabe Wallis each week) will be due the Sunday prior to the regional tournament.
3. If a coach does not vote, their player(s) is/are not eligible to receive All-Region Honors. Coaches are not allowed to vote for their own players.
4. Coach of the Year will be awarded to the Tournament winner.
5. Each School is responsible for submitting their All-American consideration(s) to the National Chair.