

# 2018 MPSF Men's Volleyball



## ADMINISTRATION HANDBOOK

FOR HOST INSTITUTIONS & PARTICIPATING TEAMS

# 2018 MPSF VOLLEYBALL ADMINISTRATIVE HANDBOOK

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## MPSF VOLLEYBALL ADMINISTRATION HANDBOOK FOR HOST INSTITUTIONS

### MPSF 2018 Season Calendar

- September 8 MPSF Preseason Conference Call
- September 15 Pac-12 Network Broadcast Schedule
- January 2 First day NCAA Competition
- February 8 First MPSF Match
- April 7 Last day MPSF conference competition
- April 10 10-11am Pacific – Pre-Championship conference call
- April 14 MPSF Championship Quarterfinals: Seeds 2, 3, and 4 host
- April 19 MPSF Championship Semifinals: No. 1 seed host
- April 21 MPSF Championship Final: Semifinal host
- April 22 NCAA Championship Selection
- April 27-May 1 NCAA Play-In & Quarterfinal Matches: Host sites TBD
- May 3 NCAA Championship Semifinals at UCLA
- May 5 NCAA Championship Final at UCLA

### Mountain Pacific Sports Federation Contact Information

- Executive Director Al Beard [abeird@mpsports.org](mailto:abeird@mpsports.org)  
530.669.7600 office 530.304.3889 cell
- Media Relations Coordinator Darren Preston [dp725@sbcglobal.net](mailto:dp725@sbcglobal.net)  
818.943.2033 cell
- Officiating Coordinator Ken Taylor [Kenneth.p.taylor@boeing.com](mailto:Kenneth.p.taylor@boeing.com)  
714.612.3511 cell
- Administrative Committee Liaison Steve Potts [steven.potts@pepperdine.edu](mailto:steven.potts@pepperdine.edu)  
Pepperdine AD
- Volley Metrics Giuseppe Vinci [vinci@volleymetrics.com](mailto:vinci@volleymetrics.com)  
385.204.3149 cell

### Current MPSF Men's Volleyball Regulations (See Appendix A)

#### 1. Artificial Noisemakers

Artificial noisemakers such as cow bells, vuvuzelas, horns, thunder sticks, whistles, etc., are not allowed at MPSF sporting events. Event management staff will ask those using such devices to cease and desist. If the individual(s) continues to engage in this behavior, the noisemakers may be confiscated and/or the offending individual(s) may be escorted out of the venue.

#### 2. Balls

All MPSF teams shall exclusively use the ball currently under contract with the MPSF and NCAA Championship Committee. This ball will also be used exclusively during MPSF Championship competition. The official MPSF ball for 2017 is the Molten V5M5000-3N NCAA Flistatec.

### 3. Championship Tournament: Schedule & Seeding

The Federation shall conduct a championship tournament after the conclusion of the conference season in which all seven teams shall qualify. Seeding shall be based on conference finish and established conference tiebreakers (see regulations). A championship schedule will be posted on the MPSF website at [www.mpsports.org](http://www.mpsports.org) under the "Championship Central" tab. The quarterfinal hosts (April 14) will be the second, third, and fourth-place teams in the final regular season standings. The semifinal host (April 19) will be the MPSF's regular season winner (No. 1 seed). The MPSF Championship match (April 21) will also be played at the semifinal site.

#### ***MPSF Championship Tournament Game Schedule – All Times Local***

##### **Saturday, April 14**

- 7:00 pm Quarterfinal #1 7 seed at 2 seed
- 7:00 pm Quarterfinal #2 6 seed at 3 seed
- 7:00 pm Quarterfinal #3 5 seed at 4 seed

No. 1 seed Quarterfinal Bye

##### **Thursday, April 19 (Semifinals hosted by No. 1 seed)**

- \*TBA Semifinal # 1 Highest Seeded Quarterfinal Winners
- \*TBA Semifinal # 2 Lowest Seeded Quarterfinal Winner at No. 1 seed

##### **Saturday, April 21 (Championship hosted by No. 1 seed)**

- \*TBA Championship Semifinal Winners

\*The start times of the semifinal and final matches shall be determined by the Executive Director in conjunction with the host institution, with priority given to television broadcast considerations. Start times for the quarterfinal matches shall be 7:00 pm local time, unless otherwise determined by the Executive Director and host institution.

### 4. Conduct

It is the expectation of the Mountain Pacific Sports Federation and the Administrative Committee that all coaches, student-athletes, athletic staff of member institutions and anyone representing the Federation and its member institutions will conduct themselves in an appropriate manner which projects positive sportsmanship and a professional image. As such, use of profane language, inappropriate displays of disrespect for officials, coaches, athletic staff and players will not be tolerated and may be grounds for disciplinary action by the Federation.

### 5. Conference Calls/Meetings

MPSF scheduled conference calls require the participation of all head coaches and recommended participation of institutional sport supervisors. If a head coach cannot make the call for personal reasons, the Executive Director shall be notified as to who will be representing the team on behalf of the head coach. Failure to notify the Executive Director shall result in a \$1,000 fine and notice to the Institution's Director of Athletics. Teams not represented by head coaches shall not have voting privileges.

### 6. Conference Schedule

Teams shall play a preapproved schedule which allows some flexibility due to Pac-12 Network television broadcast schedules. The Pac-12 Network will finalize men's volleyball broadcast schedule by September 15 each year.

## 7. Court Set-up

The court set-up for MPSF competition shall adhere to current USAV and NCAA rules.

## 8. Game Management Responsibilities

Below are a number of policies and protocols which will help your volleyball match management and event staff create a safe and enjoyable competitive environment for your team and for teams and spectators visiting your home venue. Please incorporate the following MPSF policy into your volleyball game management protocol:

- A. All institutions participating in MPSF Volleyball shall have clearly identified game management staff at the scorer's table during all matches. Game Managers/Tournament Directors shall introduce themselves to the referees prior to the start of each match and will make themselves available courtside at all times.
- B. All MPSF participating institutions shall have emergency medical and evacuation plans in place.
- C. Game Managers shall observe and monitor teams and spectators to anticipate potential problems and proactively engage in preventative measures when appropriate.
- D. The attached MPSF Sportsmanship Announcement (Appendix C) shall be read prior to the start of each volleyball match at all MPSF participating institutions to help maintain the proper competitive environment at the host venue.
- E. Game managers should be proactive in managing crowd control. Do not wait until a bad situation has erupted. Be proactive in calming or escorting overly zealous and disruptive spectators out of your venue.
- F. Spectators shall not be allowed to disrupt matches by taunting officials, players, coaches or institutional staff. Anyone disrupting matches, using profane language and/or under the influence of alcohol or drugs or using artificial noise makers after being asked to desist shall be removed from the premises by game management and not allowed back into the venue.
- G. Head coaches and institutional administrators responsible for the sport of men's volleyball shall be held accountable for the actions of their coaching staffs, game personnel and student-athletes.
- H. *Should your institution host during the MPSF Semifinal and Championship rounds, please provide two tables as an extension to courtside seating. These tables, which shall seat at least three individuals each, shall be positioned on opposite sides of the net, and are to be used exclusively for MPSF Semifinal Coaches for the purpose of scouting.*

## 9. Scorekeeping

All MPSF Men's Volleyball Institutions shall use the electronic NCAA Scoresheet. The host institution shall provide the NCAA statistical form and scoresheet to the visiting team within one-half hour of the end of the match. The host institution must post the box score on its athletic department website after each home match. The MPSF shall assign qualified scorekeepers to all matches of MPSF teams throughout the season.

## 10. Media Relations

The MPSF Media Relations Coordinator will provide weekly updates which will be posted on the MPSF website [www.mpsports.org](http://www.mpsports.org). Updated scores and standings, as well as composite schedules, statistical updates, broadcast schedules, web streaming links, championship details and other related information will be available on the website. The Media Relations Coordinator will coordinate Federation media relations efforts with those of MPSF member institutions.

## 11. Officials

The MPSF Coordinator of Volleyball Officials shall assign officials (including referees, linespersons and scorekeepers) for MPSF teams during the season, including all tournaments hosted by MPSF member

teams and the MPSF Championship Tournament.

- All officials assigned by the MPSF will be paid established game fees, per diem and other travel expenses based on their assignments unless otherwise arranged with the Coordinator.
- All MPSF volleyball officials shall be assigned through the Arbiter Sports and paid via Arbiter Pay.
- Coaches and Event Managers of host institutions are urged to regularly check Arbiter for assignments which may occasionally change for various reasons.
- Host institutions shall provide parking permits, refreshments and a secure changing area for MPSF officials.
- If necessary, an escort will be provided to/from the venue by event management and/or uniformed police officers.
- Event managers shall greet the officiating crew and provide them with an itinerary of the match timelines upon their arrival at the venue.
- Event managers please introduce yourself to the officiating crew as it is important that MPSF officials know who to contact if a need arises during the match.
- Questions regarding clarification of NCAA rules points of emphasis, rules interpretations or similar concerns shall be directed to the MPSF Coordinator of Volleyball Officials in a timely, cordial and respectful manner.

## 12. Photographers

All courtside photographers must request a credential from the host SID. Photographers must remain in designated areas. Professional lenses shall not be allowed in the stands unless the individual has a bona fide institutional credential pre-authorized by the host team's SID. Any use of strobes must be approved in advance.

## 13. Pre-game Countdown – MPSF (See Appendix B)

See Appendix B for Countdown details. Please note that the pre-game countdown for Pac-12 televised matches is slightly different.

## 14. Pre-Game Countdown – Pac-12 Network Broadcasts (See Appendix C)

See Appendix C for Pac-12 Network broadcast details.

## 15. Anthem/International Protocol

International protocol shall be used for introduction of teams and officials and for the national anthem. All players shall line up at center court and face their respective benches with referees and linespersons in the middle between teams; team captains shall be on the 3-meter line with starting libero next in line followed by the remaining players by order of jersey number. When a team has two liberos, the second libero will be the last player in the team presentation line. Immediately after the anthem, players shall shake hands of the opposing team and return to their benches. Starting lineups shall commence with the visiting team announced first.

## 16. Protests

Protests shall be conducted per USAV rule 5.1.2.1 and shall be resolved at the time of the protest by the attending officials and shall not be filed for judgment calls. Rule 5.1.2.1 refers to a championship committee which will not be available during the regular season. Per MPSF regulations, the Executive Director will not review officiating calls for further action (*see also Resolving Disputes between Teams #19 below*).

## 17. Public Address Sportsmanship Announcement (see Appendix D)

The public address announcer shall read the attached MPSF Sportsmanship Announcement at least once prior

to the match and as often thereafter as necessary about the need to conduct themselves in a manner consistent with the Federation's sportsmanship policies.

### 18. Recognition

Student-athletes will be recognized for offensive and defensive player of the week throughout the regular season, and player of the year, freshman of the year, and All-MPSF/All Freshman teams at the conclusion of the regular season. All-Tournament honorees will be recognized at the conclusion of the MPSF Championship Tournament. A Coach of the Year will also be recognized following the MPSF Tournament. All-Academic honorees will be recognized following the NCAA Tournament. The MPSF Media Relations Coordinator will oversee the awards process.

### 19. Resolving Disputes between Teams

Per MPSF Bylaw 204, disputes between institutions shall be addressed directly between the athletic directors (or designees/sport supervisors) of those institutions. The Executive Director and Officiating Coordinator shall be copied on any information exchanged between the institutions. If the issue cannot be satisfactorily resolved between the institutions the Executive Director may be asked to resolve the dispute. Video review to question officiating calls is no longer an option. The MPSF will not review officiating calls for further action as this is not typically done by any of the five MPSF member conferences in other sports.

### 20. Schedule Changes *(Use the Game Schedule Change Form - Appendix D)*

If it becomes necessary for a scheduled game to have a date or time change, it is imperative that the Executive Director be contacted immediately with rationale for the changes. It will also be necessary to contact the Officiating Coordinator and Media Relations Coordinator after approval from the Executive Director had been granted.

### 21. Squad Limits

- The squad limit for Federation conference volleyball matches shall be limited to fourteen (14) eligible student athletes, **both at home and on the road**.
- During regular season MPSF Conference Matches, only the 14 players designated on the e-scoresheet are allowed to play, however for the home team there is no limit as to how many players may be on the bench or allowed to warm-up.

*Notes:*

1. For MPSF Conference matches on the road, teams may not travel more than 14 student-athletes.
  2. If a road trip involves both a conference and non-conference match, teams may not suit-up more than 14 student-athletes for the conference match.
- For MPSF Men's Volleyball Championship play only, players may serve in a non-playing capacity. Teams shall be allowed to suit-up 15 student-athletes for official pre-match warm-ups and championship competition, however, the bench limit is restricted to a maximum of 21 total participants, including all coaches and staff. The playing roster for that match must be declared to the tournament director at the time.
  - **MPSF Championship-Non-Participating Student-Athletes:** Players and staff of the traveling or host teams who are not eligible to compete or who are not designated as a member of the 21-participant competition squad (bench roster) must be in the spectator section of the stands and shall not be allowed to change sides with their teams. Non-roster players and staff are not allowed to sit with their teams or be in the vicinity of their team's bench. Non-roster players and staff shall not be issued participant credentials. Players, team staff members, coaches and event management staff who do not immediately comply with this regulation are subject to immediate removal from the venue by MPSF or host event management staff. (5/16)

## **22. Televised Matches**

The Pac-12 Network will televise a number of matches involving MPSF teams during the season. The broadcast schedule for Pac-12 Network matches shall be finalized by September 15 prior to the start of the season. The accompanying Pac-12 Network broadcast timing protocol and Time Out protocol shall be utilized for all Pac-12 Network matches unless otherwise indicated or unless another network elects to broadcast.

## **23. Uniforms**

Home teams shall wear light colored uniforms and visiting teams shall wear dark colored uniforms unless mutually agreed upon by the head coaches.

## **24. Video Exchange** *(see Appendix F)*

Teams shall adhere to current MSPF video exchange guidelines.

## **25. Website**

The MPSF website [www.mpsports.org](http://www.mpsports.org) is an information resource for each sport, as well as a repository for policies, procedures, regulations, weekly updates, statistics, match results and players of the week highlights. Most information is accessed by clicking on sport link on the left and then clicking on highlights on the right where much of the aforementioned information is available. For additional administrative information, regulations, forms, etc., click on the administration link on the lower left of the page and maneuver from there.



## APPENDIX A

### 505 MEN'S VOLLEYBALL REGULATIONS

#### 505.1 FEDERATION CHAMPIONSHIP

505.1.1 The Mountain Pacific Sports Federation shall be composed of a single division for play in the sport of volleyball.

#### 505.1.2 Federation Conference Schedule

**The 2018 Federation conference schedule shall consist of a 12-match format, playing home and away against each team.**

505.1.2.3 Any scheduling changes proposed after the schedule has been adopted must be mutually agreed upon by the institutions and the Federation's Executive Director. (6/11)

#### 505.1.3 Championship Tournament Format

The Federation Championship shall be determined by a single-elimination post-season tournament culminating **two Saturdays** prior to the NCAA Championships.

505.1.3.1 The site of the semifinal and final rounds of the championship tournament shall be at the home site of the top-seeded team after the conclusion of the conference season.

505.1.3.3 **All seven teams** shall compete in the championship tournament, **with seeds** determined on the basis of their Federation won-loss record after the conclusion of the conference schedule.

#### 505.1.3.4 Seeding

Teams participating in the championship tournament shall be seeded one through seven on the basis of their Federation **conference** records. (5/99)

#### 505.1.3.5 Privileges of the Top-Seeded Team

**The top-seeded team shall have a quarterfinal bye during the MPSF Championship Tournament (5/17)**

#### 505.1.3.6 Play-In Match

There shall be no play-in matches in the MPSF Championship Tournament. (5/08)

#### 505.1.3.7 Quarterfinal Tournament Matches

The number seven-seeded team shall compete at the home site of the number two-seeded team; the number six-seeded team shall compete at the home site of the number three-seeded team; and the number five-seeded team shall compete at the home site of the number four-seeded team. Quarterfinal matches shall start at the same time as the host institution's regular conference match start times. (5/08)

## APPENDIX A

### 505.1.3.8 Semifinal Tournament Matches

**The No. 1 seeded team after completion of the regular season shall host the MPSF championship semifinal and final matches.** Winners of the quarterfinal matches shall advance to the semifinal round at the home site of the MPSF's top-seeded team on the Thursday preceding Saturday's Federation Championship match. The **No. 1 seed will play the lowest remaining seed available. The other two remaining teams will compete in the other semifinal.** The start time of the semifinal matches shall be determined by the Federation's executive director in conjunction with the host institution, with priority given to television broadcast considerations. (5/08)

### 505.1.3.9 Championship Match

Semifinal match winners shall advance to the MPSF Championship Match which will take place **two Saturdays prior to the** NCAA Tournament. The start time of the final match shall be determined by the Federation's executive director in conjunction with the host institution, with priority given to television broadcast considerations.

### 505.1.3.10 Tiebreakers

Ties affecting the seeding for the MPSF Championship Tournament shall be broken by applying the following procedures in the order presented:

- The tie shall be considered broken as soon as one procedure produces a difference between or among the tied teams.
  - If a multiple tie has been broken and two or more teams remain tied, the tiebreaker will revert back to #A: head-to-head record comparison, then down the tiebreaker procedure until the remaining tie is broken.
  - If two or more teams remain tied, the process shall begin again with head-to-head and on down the list until all ties are broken. (5/01).
- A. Head-to-head record in MPSF conference matches play between tied teams.
  - B. Highest percentage of MPSF conference sets won in the matches played between tied teams.
  - C. Points scored divided by points allowed in MPSF conference matches between tied teams.
  - D. Percentage of sets won in all MPSF matches.
  - E. Total points scored in all MPSF matches divided by total points allowed in all MPSF matches.
  - F. Coin toss.

### 505.1.3.11 Tournament Champion

The winner of the MPSF Championship Tournament will be the Federation Champion and receive the automatic berth to the NCAA Tournament.

## 505.2 PRE-MATCH PROTOCOL (4/02, 12/04, 5/05, 4/06, 9/07/, 1/08, 5/09, 5/10, 6/14)

The following pre-game time schedule shall be followed for all Federation volleyball matches: Courts shall be game ready with the net set up and available for both teams to begin pre-match warm-up ninety minutes (1½ hours) prior to the match start time. For one portion of the warm-up period, the court will be shared by both teams with each having one side. Coaches shall set-up their shared court warm-ups and jump serving with student-athlete safety in mind. Courtesy shall be provided to opponents during shared-court warm-ups. Note: With the express consent of the Executive Director, this protocol may be altered to accommodate television broadcast production requirements.

***See Pre-Match Countdown Protocol for a 7:00 p.m. match on the next page***

## APPENDIX A

### PRE-MATCH PROTOCOL for 7:00pm start time:

<b>7:00 Start</b>	<b>Clock</b>	<b>Allotted Time</b>	<b>Action</b>
• 5:30 pm	90:00	30 minutes	Open court
• 6:00 pm	60:00	15 minutes	Ball control, own side of net, no balls crossing the net
• 6:15 pm	45:00	10 minutes	Serve and pass only, no stretching on court, no pepper
• <b>6:25 pm</b>	<b>35:00</b>		<b>Coin Toss with Clock Stopped</b>
• 6:25 pm	35:00	10 minutes	Visiting Team on Floor
• 6:35 pm	25:00	10 minutes	Home Team on Floor
• 6:45 pm	15:00	5 minutes	Visiting Team on Floor
• 6:50 pm	10:00	5 minutes	Home Team on Floor
• 6:55 pm	5:00	5 minutes	National Anthem, Team Introductions (international protocol)
• 7:00pm	0:00		Match Begins

#### Notes:

1. Home team chooses its bench.
2. Coin Toss will take place 35 minutes prior to the match start time with clock stopped.
3. No ball handling on the playing area by the team off the court.
4. National Anthem: International protocol shall be used for introduction of teams and officials and for the national anthem. All players shall line up at center court and face their respective benches with referees and linespersons in the middle between teams; team captains shall be on the 3-meter line with starting libero next in line followed by the remaining players by order of jersey number. When a team has two liberos, the second libero will be the last player in the team presentation line. After the anthem, players shall shake hands of the opposing team and return to their benches. Introductions shall commence with the visiting team announce first.
5. Each host institution shall have balls and carts on the court(s) at 90 minutes prior to the official start time of the match with the court in game-ready condition including nets.
6. The host institution SID shall provide visiting teams and officials with the official match itinerary/protocol prior to match.
7. The host institution SID will provide visiting team with a copy of the match scoresheet and box score immediately following the match and will immediately post the match result on that institution's website and convey the results to the MPSF's volleyball media relations contact Darren Preston at [dp725@sbcglobal.net](mailto:dp725@sbcglobal.net).
8. Host institutions shall provide 30 properly inflated balls and two ball carts, or if there is a separate warm-up court available, the host team shall provide balls and a ball cart on the warm-up court.
9. Intermissions: allowed, not mandated. MPSF members shall declare whether an intermission will take place at their home matches or not. It is inappropriate for an institution to have an intermission for one opponent but not others.
10. Celebrations or promotions such as Senior Night, etc., must start promptly at 7:00pm or the designated match start time, and will be limited to no more than five minutes maximum. Activities of longer duration may take place at the end of the match. Such events shall be noted on the game itinerary and the opposing coach shall be notified 24 hours in advance.

*Any changes to above protocol must be approved by both coaches and the conference office no later than one- week prior to the match and will be noted on the pre-match itinerary distributed to both head coaches, the officials, the scorer's table and game management personnel.*

#### ***Time Outs shall be 90 seconds in duration with a warning whistle to be blown at 75 seconds.***

- Each team shall receive two timeouts of 90-seconds per set.
- There shall be a media timeout in sets 1 through 4 when the first team reaches 15 points.
- In set 5, the media timeout will be taken when the first team reaches 8 points.
- The media timeout (90 seconds) will be cancelled if either team calls a timeout prior to the scheduled media timeout. If media determines a time out is not necessary both teams shall defer to the producer's decision.
- The timing of timeouts shall be worked out with attendant media (including TV, radio and internet) and a timeline shall be provided to participating teams in a pre-match itinerary sheet.

***MEDIA TIMEOUTS – see additional information ADDENDUM #1***

## APPENDIX A

### 505.3 GAME BALLS

#### 505.3.1 Official MPSF Ball

The Molten V5M5000-3N NCAA Flistatec is the official ball of the Federation.

#### 505.3.2 Balls, Carts Available for Warm-ups

The host institution shall provide 30 balls (same brand and inflation as game balls) and two ball carts on the court(s) at 5:30pm or one and one-half hours prior to the official match start time; or if there is a separate warm-up court available, the host team shall also provide balls and a ball cart on the warm-up court.

### 505.4 BALL ROTATION

505.4.1 The following three-ball rotation system shall be used in all Federation volleyball matches.

1. A different ball is used for each rally.
2. The two balls not in play are held by the ball person in the right back position, one on each side of the court.
3. Balls are circulated to the person in right back who does not have a ball during play. Balls are always rolled from corner to middle to corner. This circulation is done as fast and as inconspicuously as possible.
4. When not chasing or rolling balls shaggers should place themselves out of sight lines of spectators.

### 505.5 TRAVEL REGULATIONS

#### 505.5.1 Squad-size

The squad limit for Federation conference volleyball matches shall be limited to fourteen (14) eligible student athletes, **both at home and on the road.** (5/08, 6/09)

#### 505.5.2 Player Limitations

During regular season MPSF Conference Matches, only the 14 players designated on the e-scoresheet are allowed to play, however for the home team there is no limit as to how many players may be on the bench or allowed to warm-up.

#### Notes:

- A. *For MPSF Conference matches on the road, teams may not travel more than 14 student-athletes.*
- B. *If a road trip involves both a conference and non-conference match, teams may not suit-up more than 14 student-athletes for the conference match.*

#### 505.5.3 Player Limitations – Championship Tournament

For MPSF Men's Volleyball Championship play only, players may serve in a non-playing capacity. Teams shall be allowed to suit-up 15 student-athletes for official pre-match warm-ups and championship competition, however, the bench limit is restricted to a maximum of 21 total participants, including all coaches and staff. The playing roster for that match must be declared to the tournament director at the time. (5/08) (6/11)

#### 505.5.3.1 Non-Roster Player Limitations – Championship Tournament

Players and staff of the traveling or host teams who are not eligible to compete or who are not designated as a member of the 21-participant competition squad (bench roster) must be in the spectator section of the stands and shall not be allowed to change sides with their teams. Non-roster players and staff are not allowed to sit with their teams or be in the vicinity of their team's bench. Non-roster players and staff shall not be issued participant credentials. Players, team staff members, coaches and event management staff who do not immediately comply with this regulation are subject to immediate removal from the venue by MPSF or host event management staff. (5/16)

## **APPENDIX A**

### **505.6 OFFICIALS**

505.6.1 All match officials and linespersons shall be assigned by the Federation's coordinator of volleyball officials. (9/93)

### **505.7 SCOREKEEPERS AND MEDIA RELATIONS DIRECTORS**

505.7.1 All MPSF men's volleyball institutions shall use the NCAA electronic scoresheet. (6/11)

505.7.2 The host institution shall provide the NCAA statistical form and scoresheet to the visiting team within one-half hour of the end of the match. The host institution must post the box score on its athletic department website after each home match. (4/02)

#### **505.7.3 Game Statistics**

The host institution shall provide at least two competent adults (not redshirts) per team (total of four) knowledgeable of NCAA volleyball statistics to keep the game stats.

### **505.8 SCOUTING**

505.8.1 No Federation member participating in the sport of men's volleyball shall be allowed to give or receive scouting information about a Federation member with any Non-Federation opponent. (1/99)

#### **505.8.2 Videotaping of Tournament Matches**

If the Federation Championship Tournament or a portion of the Championship takes place at a single site, all participants may videotape all matches at that site. (5/01)

#### **505.8.3 Videotape Exchange**

Coaches shall abide by the current policy and guidelines established for video exchange. (5/10)

#### **505.8.4 In-Person Scouting (9/06) (5/10)**

505.8.4.1 In-person scouting of opponents in any match involving MPSF teams is not allowed.

##### **505.8.4.2 Exceptions to 505.8.4.1:**

- a. Teams participating in tournaments may scout in-person any opponents in that tournament.
- b. When a team's season is concluded coaches from that team may watch matches.

505.8.4.3 Sanctions for violation of this policy will be reviewed by the MPSF Commissioner's office.

505.8.4.4. No information derived from in-person scouting shall be received by coaches from any source. Student-athletes may watch matches in which they are not participating, but may not scout in any manner. (5/09) (5/10)

### **505.9 COMPLIMENTARY TICKETS**

505.9.1 Complimentary tickets or press box credentials for the purpose of opponent scouting are prohibited in the sports of men's volleyball per NCAA Bylaw 11.6.2.2.

#### **505.9.2 Number of Complimentary Tickets**

A total of forty (40) complimentary tickets for seats shall be provided for the visiting team in volleyball. Under no circumstance are any of these 40 tickets to be resold. (4/02) (5/05) (5/10)

## **APPENDIX A**

### **505.9.3 Championship Credentials for Coaches**

During MPSF Championship semifinal and finals matches, each MPSF head coach shall receive two all-access credentials with access to the host institution's hospitality area. For MPSF quarterfinal matches, non-participating coaches shall receive two general admission tickets each available at will call. Coaches shall email the host institution's tournament director one day prior to the match. (4/06) (6/11)

### **505.10 UNIFORMS**

505.10.1 For televised matches, the home team in all Federation volleyball matches must wear light colored jerseys, while the visiting team must wear dark colored jerseys unless otherwise mutually agreed upon in advance by the two institutions' Directors of Athletics or their designees.

505.10.2 For conference matches, the home team shall wear light colored uniforms and traveling teams shall wear dark colored uniforms unless otherwise agreed upon by the coaches. (5/15)

### **505.11 CONTRACTS**

505.11.1 There shall be no financial guarantees between institutions in Conference volleyball contracts.

### **505.12 GAME MANAGEMENT**

505.12.1 During matches spectators may not change sides with their teams. (4/02)

505.12.2 Event managers shall make an explicit effort to introduce themselves to all members of the officiating crew so they are aware of the institution's contact person in the event of need during a contest. Game managers shall make themselves readily available at all times during contests. (5/09)

505.12.3 Event managers shall provide a 10-minute period after each match where spectators are not allowed on the court in order for teams to warm down without distraction or interference. (5/10)

### **505.13 HOST INSTITUTION CHAMPIONSHIP RESPONSIBILITIES**

505.13.1 The top-seeded team remaining after the quarter-final round shall host the semifinals and finals matches which determine the Federation volleyball champion. Prior to the semifinal round, the host institution shall produce a participant manual based on the Federation's tournament handbook and championship regulations.

505.13.1.1 Host institutions shall work well in advance to secure 14-room blocks for visiting teams advancing to the quarterfinal, semifinal and final rounds. Participating institutions are responsible for the rooms reserved by the host institution for the championship. If an institution prefers to stay in another hotel, it must (1) obtain a release of the rooms in writing from the hotel's general manager; or (2) use the rooms for persons accompanying the official travel party. In either case, the institution is responsible for securing arrangements at another property. If an institution fails to make satisfactory arrangements for the use of the rooms at the assigned hotel, it will be charged for those rooms. There shall be no opportunity for appeal should a traveling team not abide by the conditions of this policy.

505.13.2 Alcohol shall not be sold during MPSF Championship events.

### **505.14 GAME DAY PRACTICES**

If the visiting team requests practice time for the day prior to the contest the home team shall make every attempt to provide or arrange for practice time in the game (or other suitable) facility. Requests must be made a minimum of three weeks prior to the contest. If the visiting team requests practice time for the day of the

## **APPENDIX A**

contest the home team must accommodate them in the game facility for a minimum of one hour. If the game facility is not available for the visiting team but time is reserved for the home team then the home team shall either share time with the visitors or use the alternate site as well. The visiting team should contact the home team as soon as is possible if it intends to cancel any practice time that has been reserved. Practice shall be closed to all rostered staff and student-athletes from the opposing team. (5/13)

### **Addendum # 1**

#### **MPSF MVB Media Timeouts**

It has always been the philosophy of this group to accommodate media in order to promote the sport. In the spirit of this philosophy, legitimate requests for media time outs will be granted. Officials working MPSF matches have been instructed to accommodate such requests, regardless if the request is coming from media working home or road matches. For example, when Hawaii is at home, they have media time outs during the first four sets when the 15<sup>th</sup> point is scored whether or not a previous time out is utilized by either team. MPSF officials have been directed to accommodate this procedure when UH is at home and when media is traveling with the team on the road. This same policy applies to any MPSF team at home or when traveling.

## APPENDIX B

### MPSF MEN'S VOLLEYBALL Pre-Match Countdown

7:00 Start	Clock	Allotted Time	Action
• 5:30pm	90:00	30 minutes	Open Court
• 6:00	60:00	15 minutes	Ball control, own side of net, no balls crossing net
• 6:15	45:00	10minutes	Serve and pass only, no stretching on court, no pepper
• 6:25	35:00		Coin Toss with Clock Stopped
• 6:25	35:00	10 minutes	Visiting Team on Floor
• 6:35	25:00	10 minutes	Home Team on Floor
• 6:45	15:00	5 minutes	Visiting Team on Floor
• 6:50	10:00	5 minutes	Home Team on Floor
• 6:55	5:00	5 minutes	National Anthem, Team Introductions (international protocol)
• 7:00	0:00		Match Begins

#### Notes:

1. Home team chooses its bench.
2. Coin Toss will take place 35 minutes prior to the match start time with clock stopped.
3. No ball handling on the playing area by the team off the court.
4. National Anthem: International protocol shall be used for introduction of teams and officials and for the national anthem. All players shall line up at center court and face their respective benches with referees and linespersons in the middle between teams; team captains shall be on the 3-meter line with starting libero next in line followed by the remaining players by order of jersey number. When a team has two liberos, the second libero will be the last player in the team presentation line. After the anthem, players shall shake hands of the opposing team and return to their benches. Introductions shall commence with the visiting team announce first.
5. Each host institution shall have balls and carts on the court(s) at 90 minutes prior to the official start time of the match with the court in game-ready condition including nets.
6. The host institution SID shall provide visiting teams and officials with the official match itinerary/protocol prior to the game.
7. The host institution SID will provide visiting team with a copy of the match scoresheet and box score immediately following the match and will immediately post the match result on that institution's website and convey the results to the MPSF's volleyball media relations contact Darren Preston at [dp725@sbcglobal.net](mailto:dp725@sbcglobal.net).
8. Host institutions shall provide 30 properly inflated balls and two ball carts, or if there is a separate warm-up court available, the host team shall provide balls and a ball cart on the warm-up court.
9. Intermissions: allowed but not mandated. MPSF institutions shall declare whether an intermission will take place at their home matches or not. It is inappropriate for an institution to have an intermission for one opponent but not others.
10. Celebrations or promotions such as Senior Night, etc., must start promptly at 7:00pm or the designated match start time, and will be limited to no more than five minutes maximum. Activities of longer duration may take place at the end of the match. Such events shall be noted on the game itinerary and the opposing coach shall be notified by 24 hours in advance.

***Any changes to above protocol must be approved by both coaches and the conference office no later than one-week prior to the match and will be noted on the pre-match itinerary distributed to both head coaches, the officials, the scorer's table and game management personnel.***

#### ***Time Outs shall be 90 seconds in duration with a warning whistle to be blown at 75 seconds***

- Each team shall receive two timeouts of 90-seconds per set.  
**The following shall apply when media are present:**
- There shall be a media timeout in sets 1 through 4 when the first team reaches 15 points.
- In set 5, the media timeout will be taken when the first team reaches 8 points.
- The media timeout (90 seconds) will be cancelled if either team calls a timeout prior to the scheduled media timeout. If media determines a time out is not necessary both teams shall defer to the producer's decision.
- The timing of timeouts shall be worked out with attendant media (including TV, radio and internet) and a timeline shall be provided to participating teams in a pre-match itinerary sheet.

#### **MPSF MVB Media Timeouts**

It has always been the philosophy of this group to accommodate media in order to promote the sport. In the spirit of this philosophy legitimate requests for media time outs will be granted. Officials working MPSF matches have been instructed to accommodate such requests, regardless if the request is coming from media working home or road matches.



## APPENDIX C



### Pre-Match Format for Pac-12 Network Men's Volleyball Matches

Running Clock	Time Allotted	6 p.m. Match	Action
90:00	35 minutes	4:28 p.m.	Open court
55:00	15 minutes	5:03 p.m.	Ball control, own side of net, no balls crossing the net
40:00	10 minutes	5:18 p.m.	Serve and pass only, no stretching on court, no pepper
30:00		5:28 p.m.	Coin toss
30:00	10 minutes	5:28 p.m.	Visiting team floor
20:00	10 minutes	5:38 p.m.	Home team on floor Visiting team on floor Home team on floor
10:00	5 minutes	5:48 p.m.	
5:00	5 minutes	5:53 p.m.	
0:00	2 minutes	5:58 p.m.	National anthem Team introductions Team huddle
0:00	3 minutes	6:00 p.m.	
0:00	1 minute	6:03 p.m.	
0:00		6:04 p.m.	Match begins

**NOTE: Running clock is at 0:00 when the anthem is performed. This is different from normal MPSF Pre-match Protocol. Clock will not stop for coin toss with captains.**

1. Home team chooses its bench.
2. Coin toss will take place 36 minutes prior to the match start time with clock stopped.
3. No ball handling on the playing area by the team off the court.
4. National Anthem: International protocol shall be used to provide the best presentation. All players shall line up at center court and face their respective benches with referees and linespersons in the middle between teams; team captains shall be on the 3-meter line with starting libero next in line followed by the remaining players by order of jersey number. When a team has two liberos, the second libero will be the last player in the team presentation line. After the anthem, players shall shake hands of the opposing team and return to their benches. Introductions shall then commence with the visiting team announced first.
5. The host institution shall have balls and carts on the court(s) 90 minutes prior to the official start time of the match with the court in game-ready condition including nets.
6. Each host institution will provide 30 properly inflated balls and two ball carts, or if there is a separate warm-up court available, the host team shall also provide balls and a ball cart on the warm-up court.
  7. The host institution SID will provide visiting teams and officials with official match itinerary/protocol prior to the game.
8. The host institution SID will provide visiting team with a copy of the match scoresheet and box score immediately following the match and will immediately post the match result on that institution's website and convey the result to the MPSF's volleyball media relations contact.
9. Media time outs in sets 1-4 will be taken when the first team reaches 15 points, if no timeout has been called by a coach prior to that time.
10. A media time out will be called in the fifth set when the first team reaches 8 points, if no timeout has been called by a coach prior to that time.
11. All coach or media time-outs shall be 90 seconds in duration.
12. Time between each set will be 3 minutes in duration.

**MPSF SPORTSMANSHIP ANNOUNCEMENT**

In the interest of sportsmanship and fair play, the Mountain Pacific Sports Federation encourages fans to support teams and officials in a positive manner and to refrain from directing derogatory comments toward participants. Profanity, racial or sexist comments, or other intimidating actions directed toward event participants will not be tolerated and are grounds for immediate removal from this competition. MPSF regulations do not allow spectators to change seats when teams change benches, however, cheer squad members and mascots shall move with their teams.

The use of artificial noisemakers is prohibited and such items will be confiscated if cooperation with event management staff is not immediately forthcoming. The consumption or possession of alcoholic beverages, tobacco products and other illegal substances is prohibited and constitutes grounds for removal. Non-compliance with MPSF and host institution seating and conduct policies are also grounds for removal.

The MPSF thanks you in advance for your cooperation.

**APPENDIX E**



**MOUNTAIN PACIFIC SPORTS FEDERATION**  
PO Box 850 | Woodland, CA | 95776-0850  
530.669.7600 [abeaird@mpsports.org](mailto:abeaird@mpsports.org)

**MPSF SCHEDULE CHANGE REQUEST**

*The athletic administrators and head coaches of the involved institutions have approved the following schedule change(s). **The request is not approved until authorized by the MPSF Executive Director.***  
*Please scan and email to the Federation office at [abeaird@mpsports.org](mailto:abeaird@mpsports.org)*

**Please note one of the following:**

**Change**

**Addition**

**Cancellation**

**SPORT** \_\_\_\_\_

**CURRENT SCHEDULE**

**PROPOSED SCHEDULE**

Contest \_\_\_\_\_@\_\_\_\_\_

Contest \_\_\_\_\_@\_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Time \_\_\_\_\_

*Please note that prior to Athletic Director/Designee approval, the requesting coach must contact the MPSF Officiating Coordinator to ensure officials are available at the requested date/time.*

**Rationale for Requested Change:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Required Signatures:*

**Approved Host Athletic Director/Designee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Approved Visiting Athletic Director/Designee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Approved 3<sup>rd</sup> Athletic Director/Designee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Approved MPSF Executive Director** \_\_\_\_\_ **Date** \_\_\_\_\_

## APPENDIX F

### MPSF MEN'S VOLLEYBALL SERVER EXCHANGE POLICY

*Revised January 10, 2014*

1. Compliance with these guidelines is the responsibility of the head coach. It is the responsibility of the head coach to inform all parties at their institution that have access to VolleyMetrics of these policies. This includes, but is not limited to, coaching staff, team members, directors of operations, student managers, and video coordinators. Failure to comply may result in sanctions from the Federation, including a fine to the head coach and loss of access to download video from the server.
2. The MPSF technical contact with Volley Metrics is Giuseppe Vinci who can be reached at (385) 204-6263 or [vinci@volleymetrics.com](mailto:vinci@volleymetrics.com).
3. All regular (traditional) season contests are to be made available for scouting purposes via online video exchange per these guidelines. This includes all regular season tournament matches and MPSF Conference Championship tournament matches. For MPSF 1<sup>st</sup> round matches, the host institution will be responsible for uploading to the server under the requirements set forth in Sections 4 & 5. For MPSF Semi-Finals and Final matches, the host institution will be responsible for uploading to the server under the requirements set forth in Section 4 & 5. Alumni matches are exempt from tape exchange.
4. It is the responsibility of the host institution to upload the MPSF match. For non-conference matches (home or away), it is the responsibility of the MPSF team to upload the match file as soon as possible following the conclusion of the match.
5. The host institution shall upload match video to the Volley Metrics Server immediately following the conclusion of the each match, including non-conference matches. Downloading may start immediately once video is available on the server. Institutions may download matches from prior weeks and matches played in the current week.
6. All contests hosted by MPSF institutions are to be recorded digitally. Digitally recording a match can be done with a hard drive digital camera, digital camera recorded on a computer or a digital recorder (DVR or DVD recorder).
7. Recordings must run continuously during the match except dead time between games can be edited out. The camera must remain static during the entire match.
8. All MPSF teams must record all their matches (home or away) and video must be recorded from an end line location with the camera zoomed in as close as possible to the court. The near end line and the antennae/poles shall be maintained as guides. The camera location shall be high enough to locate the far end line above the top of the net.
9. A MPSF Dropbox account will be available to which all eScoresheets will be uploaded immediately following each match. It is a shared responsibility between the host institution and the on-site scorer to upload the file immediately following the conclusion of the match.
10. If a legitimate technical problem occurs and the home team cannot upload the match file, the home team shall contact the visiting team who will then upload the match file within the same timeframe parameters stated in section 3. The home team shall also notify the executive director if the technical problem cannot

## APPENDIX F

be resolved in a timely manner. The MPSF technical contact with Volley Metrics is Austin Hayden who can be reached at (385) 204-6263 or [austin@volleymetrics.com](mailto:austin@volleymetrics.com).

11. MPSF Semi-Finals: All participating teams may videotape both matches.
12. MPSF members may not provide video, written, or verbal scouting information with teams outside of the conference on any conference or non-conference teams including themselves; with the exception of Guideline #16. Please note that since this is an open server student-athletes may have access to video. Please emphasize this point with your team... not to share video with their family, friends, former teammates, etc. Any such sharing of video would violate these video guidelines and would be unethical.
13. MPSF institutions are prohibited from sharing contest video in any format with non- MPSF institutions (Granting Server Access is strictly prohibited); with the exception of Guideline #16. For MPSF institutions, the video server is the sole and only source of video exchange within the conference.
14. The institution's Athletic Director shall report violations of the MPSF Server Exchange Policy to the MPSF Commissioner.
15. The server will be made available on January 1<sup>st</sup> for the start of the regular season. Uploading may commence when the server is made available for uploading with matches played prior to January 1. For an institution to receive downloading privileges, the institution must first upload a match in which the competition counts against the NCAA limit in their traditional season (Alumni matches, for the purpose of the server exchange, do not count as a competition). Once the upload has been completed, the institution may start downloading (per Section 5).
16. Teams may exchange video of their two most recent matches with an upcoming non-conference opponent which is on a team's published schedule. (May 2013)