

MOUNTAIN PACIFIC SPORTS FEDERATION CODE

Part Four: BYLAWS - OPERATING RULES (2/06)

400 RECOGNIZED SPORTS

400.1 Federation Sports

Recognized men's intercollegiate sports of this Federation include, but are not limited to: gymnastics, indoor track and field, soccer, volleyball, and water polo. Recognized women's intercollegiate sports of this Federation include, but are not limited to: indoor track, gymnastics, water polo and lacrosse. Other sports may be added to the Federation as needs dictate.

400.2 Minimum Number of Teams for Championship

For a championship to be conducted in one of the recognized Federation sports a minimum of four member institutions must sponsor that sport at the intercollegiate level.

400.3 Championship Team Qualification

Any member institution's team that is not eligible to participate in an NCAA championship event shall not participate in the Federation championship event in that sport for that season.

400.4 Playing Rules

NCAA rules and regulations shall govern all Mountain Pacific Bylaws.

401 MASTER SCHEDULES

401.1 Administrative Committee Approval

Federation master schedules in men's soccer, volleyball, and water polo, and women's water polo and lacrosse shall be subject to final approval of the Administrative Committee. Institutions are urged to give priority to scheduling Federation members in sports where master schedules are not approved by the Administrative Committee.

401.2 Priority to Federation Schedules

Federation master schedules referred to in Section 401.1 shall have first priority, and all deviations must be mutually agreed upon by the parties involved and approved by the Executive Director.

401.3 Non-Federation Sports

Contests in other sports may be scheduled at the discretion of the respective institutions. Executive Director approval is not required for such scheduling.

402 CHAMPIONSHIP MEETS OR TOURNAMENTS

402.1 Championship Events

An annual Championship shall be held in the following men's sports: gymnastics, volleyball, water polo and indoor track and field. An annual Championship shall be held in the

following women's sports: indoor track and field, gymnastics, water polo and lacrosse. Combined men's and women's Championships shall be held whenever feasible in the sport of indoor track and field, and gymnastics.

402.2 Championship Sites

Sites of Federation Championship Meets or Tournaments shall be determined by the Administrative Committee. Sites for these meets shall, when feasible, be set up on a rotational basis providing equal distribution of sites between the Northern and Southern regions of the Federation. Institutions within adequate facilities to properly conduct a Championship Meet or Tournament may pass their regular turn in rotation.

402.2.1 A member institution considering a private club as a site for a Championship Event must forward to the Federation's Administrative Committee that club's membership policy. No private club that discriminates on ethnic race, sex, or religious grounds shall be approved as a Championship site.

402.3 Championship Event Dates

Dates for Federation Championship events in each sport shall be set by the Administrative Committee for the same corresponding weekend in each year whenever possible or otherwise suitable dates as determined by the Committee.

402.4 Host Institution Responsibilities

The host institution, at least at least three months in advance of each Championship Event, shall notify the other member institutions and Executive Director of the time schedule and other related details such as housing, coaches' meetings and publicity needs. Any necessary seeding meeting shall be attended only by the head coach or his/her representative, the Executive Director and/or his/her designated Federation representative.

402.5 Officials

Officials for all Championship Events shall be assigned by the sports officiating assignor or Executive Director unless otherwise stated under the Bylaw covering the individual sport.

402.6 Determination of Champions

The Federation Team Champion and all Individual Champions shall be decided only at the Federation Championship Meet or Tournament or by some other predetermined and duly recognized process, such as win/loss record, winning percentage or similar process.

402.7 Financial Arrangements for Federation Championship Events

402.7.1 Admission prices and/or entry fees for Federation Championship Events shall be set by the Executive Director in conjunction with the host institution.

402.7.2 Each member institution hosting a Federation Championship has the option of whether or not to charge admission to the event. If charges are made, the minimum charges shall be as follows: Adults \$2.00, Students \$1.00. These represent per day charges if an event is considered more than one day.

402.7.3 Entry fees may be imposed. The amounts by sport are to be determined by the Executive Director.

402.7.4 A Federation Championship Event Financial Report form shall be filed with the Executive Director within 30 days following each Championship Event. The net receipts shall be maintained in reserve accounts for the respective sports per the Federation's revenue sharing policy.

402.8 Coaches' Meetings

It shall be the responsibility of the host institution of a Federation Championship Event to sponsor a coaches' meeting that will include an appropriate meal. The business meeting shall be attended only by the head coach or his/her representative, an administrative representative of the host institution, and Executive Director.

403 FEDERATION TELEVISION POLICIES

403.1 Distribution of Championship Event Television Receipts

403.1.1 Exclusive Federation agreement with a television station or stations (including cable entities) for live or delayed television of Mountain Pacific Championship Events: All receipts for this Federation television package shall be added to all other gross revenues for that event after which the net proceeds will be forwarded to the office.

403.2 Distribution of Federation Regular Season Television Receipts

403.2.1 A member institution negotiating a game contract with a Non-Federation opponent shall negotiate a television agreement separately so that the television revenue will not be included in the gross receipts of the game.

403.2.2 Income from live television of a Federation sporting event in the home area over one station shall not be shared with Federation member institutions or the Federation office.

403.2.3 Exclusive Federation agreement with a television station or stations (including cable entities and/or networks) for live or delayed television of Mountain Pacific regular season events in all sports: All such receipts for Federation television broadcasts shall be retained by the Federation office to be applied to reserve accounts of the respective sports per the Federation's revenue sharing policy.

403.2.4 Television contracts of member institutions of conferences that exist at the time of the adoption of the Mountain Pacific Sports Federation Constitution and Bylaws shall be exempt for the term of the contract from these operating rules.

403.3 Distribution of Cable Television Receipts

403.3.1 Revenue coming from the national cable televising of a Federation Championship Event shall be added to all other gross revenues for that event after which the net proceeds will be shared by all Federation member institutions that participated in that championship event.

403.3.2 If a member institution hosts a non-Federation nationally-broadcast cable television event in any Federation sport, it shall be allowed to retain all of the television revenue.

403.3.3 If two member institutions participate in a nationally-televised Federation event, the national cable television revenue shall be divided in half between the two institutions.

403.4 Local Non-Network Television Rights Fees

403.4.1 It is the prerogative of the home team to allow the visiting team's television station to televise the game back to the visitor's home television market.

403.4.1.1 Institutions will not unreasonably withhold permission to telecast a Federation event unless televising requires a change of playing date or time.

403.4.2 No rights fee will be charged to a Federation visiting team's television packager.

404 OFFICIATING CODE OF ETHICS

404.1 Importance of Officials

No competitive contest can be satisfactorily played without an acceptable Code of Rules and impartial officials. In large measure, the reputation and status of officials depends upon the support they are accorded by coaches. Officials must have the respect and support of coaches and players if they are to do their jobs efficiently. On and off-the-record criticism of officials to players or the public shall be considered unethical.

404.2 Officials Associations

There should be a cooperative relationship between coaches and officials associations, with frequent interchange of ideas and suggestions. Coaches should, whenever possible, accept invitations to attend officials' rules meetings. Similarly, coaches should extend officials invitations to discuss rules interpretations with their squads, and on occasion, to officiate at scrimmages for mutual benefits. Wherever possible, coaches may find it desirable to join officials associations and serve as officials. It is undesirable for coaches to serve as officials in the league or Federation of which their institution is a member, particularly in the sport which they are coaching. It is dangerous and unethical for coaches of rival teams to accept assignment as officials on an exchange basis.

404.3 Treatment of Officials

Officials should be treated in a courteous manner. They should be provided with a private room in which to meet and dress for the game. Federations between coaches and officials shall always be conducted according to procedures established by the governing Federation or officials association. In every respect the official rule book should be followed in coach-official relationships, on the field and during and following the game. Any criticism which the coach may have to make concerning officiating should be made in writing to the office which assigned the official to the game. For a coach to address, or permit anyone on his bench to address uncomplimentary remarks to any official during the progress of a game, or to indulge in conduct which might incite players or spectators against the officials, is a violation of the rules of the game and must likewise be considered conduct unworthy of a member of the coaching profession.

404.4 Public Comments

Institutional personnel are prohibited from oral or written comments on officiating matters of any nature other than to Federation Office. Such comments may not appear in institutional news releases or other institutionally published materials such as a coach's newsletter or game program. Institutional personnel may not publicly comment derogatorily on officiating to the public or media during contests, post-game interviews, radio or television shows, at booster group gatherings, or under other conditions when their comments could become public. (8/99)

404.4.1 All reports to the Federation Office pertaining to officiating, game management, student-athletes, coaches or officials shall be forwarded through the institution's Director of Athletics or Senior Woman Administrator.

404.4.2 Any coach who violates the code of conduct, as stated in 404, shall be prohibited from being present at his/her next scheduled contest. Specifically, the coach will be allowed at the site of the contest up to one hour before the game begins, after which he/she must vacate the premises (e.g. stadium, arena, ball park, pool complex, etc.), except in the sport of water polo where the coach may purchase a ticket and serve his game suspension in the stands without any form of communication with his team or bench personnel. Any coach who violates this policy is subject to penalties for unsportsmanlike conduct as specified in 405.1. This applies to all contests in all Federation sports. (8/99)

404.5 Use of Movies in Checking Officials

It should be recognized that slow motion study of controversial decisions by officials is far different from on-the-spot decisions which must be made during the course of a game. To show critical plays to sportswriters, sportscasters, alumni and the public, which may incite them to label officials as incompetents, will be considered unethical conduct.

405 ACTS OF UNSPORTSMANLIKE CONDUCT AND SUBSEQUENT PENALTIES

405.1 Definition of Unsportsmanlike Conduct

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

1. Striking or physically abusing an official, opposing coach, or player.
2. Intentionally inciting participants or spectators to violent or abusive action.
3. Using obscene gestures or profane or unduly provocative language or action toward officials, opponents, or spectators.
4. Being critical publicly of any game official, Federation personnel, another university, or its personnel.

Any person who, after an investigation by the Federation is found to have committed one of the listed acts or any other act of unsportsmanlike conduct, shall be subject to appropriate penalty. The penalties may include a private or public reprimand, ejection from the contest, and/or suspension for one or more contests.

405.1.1 Bench personnel, other than the head coach, are prohibited from leaving the confines of the bench area to engage in a fight that may or has broken out on the court of

playing field. Persons violating this rule shall be disqualified from participating in the contest and shall go to the team's locker room or leave the facility until the contest has ended.

405.1.2 Under no condition may a player, coach, or other team bench personnel proceed into any area where spectators are present to retaliate for, or to initiate, any verbal or physical abuse. Bench personnel may not throw objects into areas containing spectators. Violations will result in the person's disqualification from participating and the person is to go to the team's locker room or leave the facility until the contest has ended.

405.1.3 Suspensions shall be served in the next scheduled game or games of the offending individual(s) team schedule officially recognized by the Federation office prior to the start of the season, including all MPSF Championship and NCAA Championship tournament games. All suspensions shall be served immediately upon the Federation's resolution of the matter and only against teams of four-year institutions recognized as NCAA or NAIA members. Games scheduled subsequent to any sanctionable act will not be recognized by the Federation for the purposes of serving suspensions. (1/03)

405.2 Executive Director's Authority Regarding Conduct (1/06)

405.2.1 **Immediate Action** – In the event that immediate action is needed to alleviate or control a situation which by its nature and possible effect threatens orderly administration or operation of the Federation or its programs and/or precludes the timetable of due process contained herein, the Executive Director shall have the authority to so act at his/her sole discretion.

Examples of events which would require immediate action include, but are not limited to the following:

- Allegation of serious misconduct requiring immediate suspension of institutional personnel or student-athletes from competition.
- Instances where the Executive Director deems it necessary to protect the equity and integrity of Federation competition.
- Protection of the Federation's officiating program, particularly in an instance where public comments by an institutional representative may affect Federation competition.
- Any instance or circumstance which might affect the safety of officials, participants in, or spectators attending Federation competition.

405.2.1.1 Penalties – The Executive Director may issue any penalty that he/she believes is appropriate to any personnel or student-athlete he/she finds has violated these regulations pertaining to misconduct when the Executive Director concludes that immediate action is required.

405.2.1.2 Executive Director's Action Final – The actions of the Executive Director in such cases shall be final and binding, but shall be reported to the Executive Committee in writing for informational purposes within one week except when a private reprimand is issued, the Executive Director shall report that action to the Executive Committee, and, through it, to the Administrative Committee.

405.2.2 **Timely Action** – In cases where immediate action is not required, but where the Executive Director believes it is in the best interest of the Federation that action be taken to handle incidents of misconduct, the Executive Director may do so.

405.2.1.1 Penalties – The Executive Director may issue any penalty as provided herein to any personnel he/she find has violated these regulations pertaining to misconduct.

405.2.1.2 Reprimand – Private or Public

The Executive Director may issue a private or public reprimand to Mountain Pacific Sports Federation personnel he/she finds has violated these regulations pertaining to misconduct. Each such private or public reprimand shall be reported in writing for informational purposes to the Executive Committee, is final and binding, and is not subject to appeal.

405.2.1.3 Probation, Suspension and Other Penalties - When misconduct, in the Executive Director's judgment, requires prompt action or remedy and warrants more than a reprimand, grounds for an exception to the provisions of the Federations conduct policy as provided in Federation Code 405 – Acts of Unsportsmanlike Conduct and Subsequent Penalties shall exist. In such event, the Executive Director is authorized to assess penalties including, but not limited to, probationary status and disqualification to coach, participate, or officiate in one or more contests, or other appropriate penalty.

In any instance when a penalty of probation or suspension is to be assessed against a coach, student-athlete, or other institutional representative, the Executive Director shall not take action directly against the individual, but will direct the appropriate institutional representative to take such action. As soon as is reasonably possible following directing such action, and within 72 hours, under any circumstances, the Executive Director shall submit to the Executive Committee and the affected institutions a full report of the circumstances which prompted the action and the steps that were taken. If not appealed, the matter subsequently shall be reported to the Administrative Committee.

405.2.1.4 Appeal of Executive Director's Action – If the penalty imposed by the Executive Director acting in accordance with these Timely Action procedures consists of more than a reprimand, an institution may appeal the penalty to the Federation's Executive Committee. The Executive Director shall set both a timely date by which the involved institution(s) must provide notice that it will make such an appeal and a timely date for a hearing of the appeal by the Executive Committee. Any appeal shall be based solely on the record, shall accept the factual findings of the Executive Director, and shall be devoted to a determination of whether the penalty in place is excessive, and if so, what the appropriate penalty should be. The appealing institution's director of athletics or supervising administrator of the team involved must participate in the appeals hearing with the Executive Committee, whose decision shall be final and binding, and shall be reported to the Administrative Committee.

405.2.3 **Referred Action** – At his/her option, the Executive Director may elect to refer any matter of misconduct to the Executive Committee.

NOTE: Game Suspensions in all MPSF sports shall be served during the next regularly scheduled contest(s) unless the timeliness of the matter or the choice of administering the decision process as outlined by the procedures noted above dictate otherwise.

405.3 Executive Director's Decision

The Decision of the Executive Director is binding on the parties unless it is overruled by an appeal to the Federation's Administrative Committee. The decision of the Administrative Committee is binding on the parties. The reversal or modification of the Executive Director's decision must be endorsed by a majority of the Administrative Committee members in attendance, except that the appealing institution shall not have a vote if represented on the Committee. (8/99)

405.4 Process to Appeal Executive Director's Decision

The institution's director of athletics must provide, in writing, a rationale statement detailing the reasons for the appeal. Copies of this declaration of appeal must be provided via electronic mail and facsimile to both the Executive Director and the Federation's Administrative Committee Chair. The appeal will be reviewed and ruled upon in a timely basis by the Federation's Executive Committee. (7/03)

406 SPORTS MEDIA RELATIONS DIRECTORS REGULATIONS

406.1 Sports Information Director

The Sports Information Director, or his/her qualified designee, at a member institution hosting a Federation Championship Event shall be in attendance at all sessions of the Championship Event.

406.2 Scheduling

Each Sports Information Director is charged with the responsibility of keeping the Executive Director advised as to schedule changes, times alterations, etc., for all Federation recognized sports.

406.3 Reporting Protocol

Reports, as necessary, are to be filed with each institution's Director of Athletics by the Executive Director outlining details of any missed statistical data calls, late or incomplete calls, etc., by any member institution's Sports Information Director.

406.4 SID Awards Nominations

Each Sports Information Director is responsible for sending nominees for academic All-American teams, in those sports for which said teams exist, to the appropriate sources prior to deadlines. A copy of nominees submitted by each institution is to be sent to the Executive Director. He/she is to compile a master list of nominees and distribute the list to Sports Information Directors within the Federation. They are then directed to support the Federation's list of academic All-American candidates by block voting their ballots.

406.5 Interviews

Equal access must be given to all media representatives regardless of sex at any time interviews with coaches and/or student-athletes are conducted, including after competition. Equal access is defined as access to coaches and/or student-athletes at the exact same time and the exact same place. Bringing players to a separate area for reporters of the opposite sex is not considered equal access. The exact method of ensuring equal access shall be determined by the institution.