

# **GOLDEN STATE ATHLETIC CONFERENCE**



## **POLICIES and PROCEDURES**

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## **GOLDEN STATE ATHLETIC CONFERENCE MISSION STATEMENT**

We believe that participation in college athletics is a great privilege. This is true because athletic competition requires an integration of mind and body that may not be found to the same degree anywhere else. The significance and urgency of the collegiate experience is heightened even more because it only lasts for four years. College athletics represents a very special time in the lives of its participants, which may not be fully appreciated until years later.

We believe that to participate in sport is to be emotionally engaged, to gain a respite from the dominance of the mind. It means to drink deeply from the depths of our feelings, or to be childlike again. As the great Olympic runner, Eric Liddell said, "I feel God's pleasure when I run." All of us who have participated in college athletics can identify with these words. There is a joy attached to athletic experiences that is hard to exaggerate. We believe that to care deeply, as spirited players and teams do, is to become filled with passion and courage. Sport, then, helps us rediscover ourselves as God made us. We are people of passion. We care. We cry. We laugh. We feel the extraordinary elation of winning, the sinking agony of loss. In a world of committee meetings, sport injects pure passion and reminds us of how to be ourselves.

We believe that college athletics provides a great opportunity for character development. While not all athletes take advantage of these opportunities they are certainly available to anyone who has the wisdom to pursue them. Most of these opportunities are brought about through special relationships with teammates and coaches. As well as helping to build character, sport is also a great revealer of character. As Plato said, "More can be learned about a man in an hour of athletic competition than a year of conversation."

Finally, we believe that God is the creator of our bodies and physical desires. We also believe that we are made in His image and that He delights in our play. The primary purpose of the GSAC is to help each student-athlete gain a greater understanding of Christ and how His love for us only increases the value of college athletics. As we come to more fully experience this love, the natural results are a greater measure of humility, sportsmanship, and concern for one another, on the part of each athlete and coach. To the degree that this happens, to that degree the purpose of the GSAC is fulfilled.

## **GOLDEN STATE ATHLETIC CONFERENCE SPORTSMANSHIP CODE**

Athletics are a vital part of college life; a time for learning, growing and having fun. The Golden State Athletic Conference encourages all students and constituents to get involved; to get excited! The Golden State Athletic Conference encourages demonstrating behavior at all athletic contests, which effectively models Christian characteristics and values. The opponents of each game or contest are to be treated as invited guests. Courteous, supportive, enthusiastic, fair, and cooperative spirits should characterize each event. Members of the Golden State Athletic Conference hereby state that all aspects of intercollegiate contests shall be conducted in a Christian sportsmanlike manner.

### **CROWD CONTROL, BEHAVIOR AND CONDUCT**

A coach, player, spectator, and/or any institutional representative may not use abusive, threatening, or insulting language or gestures toward opponents or game officials, make a personal demonstration which incites crowd misbehavior, or commit any other overt demonstration of unsportsmanlike acts, either during, before, or after the contest. The above-listed unsportsmanlike conduct would subject that individual to possible penalties. Institutions may be required to forfeit contest(s) and/or be subjected to more severe penalties. Student-athletes ejected from any intercollegiate contest for fighting will be ineligible to suit up or participate in the next intercollegiate contest.

No mechanical noisemakers (horns, bells, victory bells, chimes, musical instruments other than those in the band, etc.) will be permitted inside the gymnasium at any Golden State athletic contest. Cheering devices such as wooden blocks, or other similar objects, are prohibited. Megaphones shall be used only by uniformed cheerleaders for the purpose of directing and controlling rooting sections. The improper use of any of the above-listed devices by supporters of a team would subject that team to possible penalties or forfeiture of the contest.

## GOLDEN STATE ATHLETIC CONFERENCE CODE OF CONDUCT

The GSAC has the following expectations for appropriate conduct of the following groups of people:

1. **Athletes** - Highest level of sportsmanship, ethics, fair play, integrity in representing Christian colleges.
2. **Athletics Directors and Administrators** - Providing Christ-like leadership that ensures athletic programs that bring honor to our Lord.
3. **Coaches** - To provide Christ-like leadership for individual sport teams that will nurture Christian development for all athletes involved in his/her program.
4. **Fans** - To cheer for their team and not against the opposing team. To embody good sportsmanship and encourage their team to play hard, but fairly, to succeed.

### GENERAL POLICIES AND PROCEDURES

#### SECTION I: CONFERENCE PLAY

##### GAME ADMINISTRATION

- A. Policy for any change in the approved sports schedule is as follows:
  1. The order of dates in the approved conference schedule may not be changed without the consent of the Executive Committee. Dates that do not change the order of conference play may be changed at the agreement of the two athletics directors. (1/9/2008)
  2. Changes to fall and winter sports schedules should be brought to the Executive Committee at the prior April meeting. Changes to the spring sports schedules should be brought to the prior August meeting.
- B. Each school will provide a person responsible for game management (other than the coach) at each home contest of soccer, volleyball, basketball, baseball and softball.
- C. The GSAC will give a lifetime pass to all coaches who leave the GSAC after serving 5 years. The coach will be given a plaque and be recognized at the next GSAC All-Sports Meeting.
- D. Maximum ticket prices for all GSAC regular-season contests will be \$5.00 general admission and \$3.00 for students. Band members and cheerleaders in uniform of both institutions shall be admitted to the game free on presentation of proper credentials. The visiting team's Athletics Director shall request appropriate accommodation for the band from the home Athletics Director 72 hours in advance of the scheduled event.
- E. The host school is responsible for athletic training coverage for Conference Championship events. (This would include asking other GSAC trainers to help. This is to be worked out by the Athletics Director of the host school.)
- F. GSAC game scores and stats are to be e-mailed to the Conference SID and opponent immediately following each contest. Game stats must be posted on each school's website following every contest.
- G. Statistics for each team shall be delivered to the Conference SID's office by each school as soon as available after each contest. The Sports Committee shall recommend the type of statistics to be kept and reported.

## SECTION II: CHAMPIONSHIP EVENTS

### HOST SCHOOL RESPONSIBILITY

- A. The host school absorbs expenses of putting on a conference championship event.
- B. The GSAC will not pay for conference calls.
- C. Ticket prices for GSAC playoff events are set annually by the GSAC Executive Committee.
- D. All tournaments must break even. The Sports Committee is responsible for recommending fees to meet these criteria.
- E. The host institution is responsible for scorer, timer and stats. The Commissioner with the GSAC SID to provide coverage for events held at neutral sites.
- F. Officials are assigned by the conference assignor and will be paid by the conference treasurer. All other expenses for game management will be covered by the host institution.
- G. A GSAC banner will be posted at all GSAC championship events held at a neutral site.
- H. Protocol for GSAC Championship Events

TASK	RESPONSIBLE PERSON
Facility	Host Athletics Director or designee
Event Coordinator	Appointed by the Sports Committee
Officials	Commissioner
Awards order	GSAC Awards Liaison
Awards to event site	GSAC Awards Liaison
Awards Presentation Ceremony	Coaches Sports Committee Chair
Public Address System	Host Athletics Director
Public Address Announcer	GSAC Sports Information Director
Event Pictures	GSAC Sports Information Director
Sports Liaison	Commissioner or designee

### SCHEDULE AND PLAYOFF SELECTION

- I. Decisions of the Executive Committee are final for the season that the playoff structure has been approved. Each sport must have a two-year schedule.
- J. Selection and seeding - The GSAC teams will be selected and seeded based on their final GSAC regular season standings. The tie-break policy will involve the use of three criteria in descending order:
  1. The first criterion is head-to-head competition between the teams involved.
  2. The second criterion involves head-to-head competition versus the rest of the GSAC in order of finish beginning with the first place finisher(s). Note that if more than one tie occurs in the conference final standings, ties will be broken in descending order.
  3. Coaches vote - If teams are still tied after the first two criteria, then a coaches' vote will decide the seeding of the tied teams.

## CLARIFICATION OF TIE-BREAK POLICY

There is some question about how a three-way tie is broken. Precedent has been set for the following: *(see chart below)*

1. **The tie for each place is broken separately.** The tie for third place is broken between the three teams and then the tie for fourth is broken between the two remaining teams.
2. In the illustration below **Team R** is the third place team and **Team T** is the fourth place team.
3. **Team R** is the third place team by head-to-head competition between the three tied teams.
4. **Team S** and **Team T** are tied in head-to-head competition amongst themselves for fourth place.
5. Therefore **Team T** is the fourth place team resulting from head-to-head competition against first place **Team P** (where they are still tied at W2-L2) and second place **Team Q** (where **Team T** is W2 - L2 and **Team S** is W1 - L3).

	Overall Record	Head to Head vs. R	Head to Head vs. S	Head to Head vs. T		Head to Head vs. P	Head to Head vs. Q
<b>Team P</b>	14-2						
<b>Team Q</b>	13-3						
<b>Team R</b>	8-8		W2-L2	W3-L1	<b>W5-L3*</b>		
<b>Team S</b>	8-8	W2-L2		W2-L2	W4-L4	W2-L2	W1-L3
<b>Team T</b>	8-8	W1-L3	W2-L2		W3-L5	W2-L2	<b>W2-L2^</b>

\* Team R is the third place team

^ Team T is the fourth place team

### SECTION III: GSAC ALL-CONFERENCE TEAMS AND AWARDS

#### A. GSAC CHAMPIONSHIP AWARDS

1. All-Conference certificates will be given to a maximum of twenty-five percent (25%) of the number of starters for that sport times the number of conference teams in that sport:

SPORT	STARTERS	TEAMS	ALL-CONFERENCE
Basketball (M/W)	5	11	14
Baseball	9	10	23
Cross Country (M/W)	7	9	16
Soccer (M/W)	11	11	30
Softball	10	7	18
Tennis (M)	6	7	11
Tennis (W)	6	10	15
Volleyball	6	11	17

2. A list of All-GSAC Conference Team awardees are to be sent by sports committee chairs to the GSAC Awards Chair and the conference SID.
3. The Conference will pay for the calligraphy on the Academic and All-Conference certificates.
4. Individual Awards will be designated as follows (with the awardee included within the All-Conference team number):
  - a. For Basketball, Baseball, Soccer, Softball and Volleyball, the MVP of the Conference will receive a plaque.
  - b. The Cross Country individual champion will be designated as Outstanding Runner and receive a plaque.
  - c. Tennis will receive a plaque for the Outstanding Player.
  - d. Track will be given medals for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place in each event.

5. Each school that wins the Conference will receive a banner. GSAC championship banners will be distributed by the sport liaison after the regular-season champion has been determined.
6. Each sport will receive a plaque to be given to the Coach of the Year.
7. Conference Tournament winners will receive certificates. A perpetual trophy will rotate each year to the winner.
8. Conference Championship plaques will be given to the following sports:

SPORT	PLAQUES
Basketball (M/W)	18
Baseball	30
Cross Country (M/W)	10
Soccer (M/W)	26
Softball	26
Tennis (M/W)	10
Volleyball	16

Updated 8/8/06

#### **B. METHODS OF SELECTION**

1. All-Conference Team selections are conducted as that sport's committee determines. Each sport will put their policy in writing and submit it to the Executive Committee for approval. The policy cannot be changed without the approval of the Executive Committee.
2. Criteria that must be consistent with all sports is that a coach cannot vote for their own players for the All-Conference Team.
3. Criteria that must be consistent with all sports is that a coach can vote for their own players for the Player of the Year. The player of the year is done by nomination and must win by a majority vote of the number of teams participating in that sport. Vote until a person gets a majority. This vote must be taken prior to the selection of the All-Conference Team.
4. Each sport has a straight vote without nominations for Coach of the Year. Winning coach must have a majority vote of the number of teams participating. Vote until a person gets a majority.

#### **SECTION IV: ALL-SPORTS AWARD**

##### **A.** Points will be awarded based on the final season standing or finish in each sport.

- 1st place = 6 points
- 2nd place = 5 points
- 3rd place = 4 points
- 4th place = 3 points
- 5th place = 2 points
- 6th place = 1 point

##### **B.** Method of determining all-sports award: Total the points of the twelve sports plus institution sponsored sports and divide by the number of sponsored sports. The college with the highest mean score will win the All-Sports Award. A perpetual All-Sports Trophy will be displayed at the college that won the award the previous year.

##### **C.** The All-Sports Award will be presented at the annual GSAC All-Sports Meeting in the fall.

#### **SECTION V: GSAC SCHOLAR-ATHLETES**

##### **A.** Criteria for GSAC Scholar-Athletes:

1. Cumulative 3.5 Grade Point Average
2. Participation in one-third of scheduled contests
3. Must be minimum third year competition OR must have junior or above academic standing.
4. Athletics Director and coach recommendation
5. Junior College transfers are eligible for consideration.

- B. Institution Athletics Director or designee will submit the list of qualified student-athletes to the Conference SID for the release of the GSAC Academic All-Conference team.
- C. Academic teams will be released by the season of their sport - fall, winter and spring.

**SECTION VI: SPORTSMANSHIP** *(Sections D through I below have been suspended for study. August, 2004.)*

- A. The GSAC "Crowd Control, Behavior and Conduct" Guidelines will be followed.
- B. When the GSAC Commissioner is contacted with an incident or problems from officials, or a member school, he will work on the issue with the involved parties. Then if an impasse is reached, it will be brought before the GSAC Executive Committee.
- C. If a student-athlete is ejected for fighting, the host coach should notify the host athletics director who in turn notifies the visiting athletics director and the Conference Commissioner. The student-athlete must sit out the next regularly scheduled contest.
- D. Each school will receive a "Sportsmanship Plaque". Upon receipt of the award, the school will have their plaque engraved.
- E. The rating of sportsmanship will be:
  - 4 = excellent
  - 3 = good
  - 2 = average
  - 1 = below average (must include an explanation)
- F. Point totals determine score for team winner. The above ranking applies except that the difference in score should not be greater than the difference in point totals for each rank.
- G. The criterion for vote is the GSAC Code of Conduct. The sports committees may come up with additional criteria for rating each team.
- H. Voting should be related to actions of coaches and teams and not how the fans behave.
- I. The comments included in the conference sportsmanship vote will be sent to the Athletics Directors only and the Athletics Director will use discretion in working with the coach in that sport. Only the raw number total of the top two teams will be given to the coaches, and sportsmanship team recognition will include only the top two teams when published.
- J. Report at the May meeting each year what we have done to initiate the Character Initiative on our campus. Each institution will develop a plan for the year to accomplish on its campus. The plan will be shared in writing at the May meeting.

**SECTION VII: GSAC SPORTS LIAISON DUTIES**

- A. To work with the Sports Chair and sports committees on understanding and interpreting GSAC regulations and bylaws.
- B. To advise Sports Chair and sports committee on methods of operation and meeting protocol.
- C. To insure that the GSAC Executive Committee's view is represented at committee meetings.
- D. To notify Sports Chair of agenda items for committee meetings (i.e. playoffs, proposals, creative conference public relations ideas, leap frog rule, etc.) As per Article VI, Section 5: Item C.
- E. To be in regular contact with the Sports Chair (at least four times a year).

- F. To act as a conduit between the GSAC Executive Committee and sports committees by providing appropriate minutes to the Commissioner within 2 weeks of the coaches' meeting.
- G. To work with Sports Chair in resolving issues related to a particular sport. To assume final authority in resolving the issue after input from Sports Chair.

### **SECTION VIII: GSAC SPORTS INFORMATION DUTIES**

The GSAC Sports Information Director shall:

- A. In a timely manner, post current results, standings, statistics, and honors on the conference website. This information is available for use by the conference schools, the media, and fans.
- B. Post statistics weekly on the GSAC website, including conference-only stats when applicable, for the following sports: Men's and Women's Soccer, Volleyball, Men's and Women's Basketball, Baseball, and Softball.
- C. All member schools will report game results and necessary stats to the GSAC SID as soon as available after each contest.
- D. Select a GSAC Player-of-the-Week for each of the reporting sports with the help of a selection committee.
- E. Send out press releases as necessary or as requested by the GSAC Commissioner.
- F. Be responsible to secure a conference SID (preferably the host SID) to cover each conference championship event. The GSAC SID will give direction as to expected performance responsibilities.
- G. Post a final report for each sport that will list the final standings, statistics and awards as a reference for GSAC history.
- H. Hold one yearly meeting with all GSAC SIDs.

### **SECTION IX: GSAC SPORTS CHAIR DUTIES**

The GSAC Sports Chair is responsible to:

- A. Conduct regular meetings of all coaches of his/her sport and provide an agenda for each meeting.
- B. Insure minutes are taken of the sports committee meetings and to pass on these minutes to the GSAC Commissioner and the GSAC Executive Sports Liaison within 2 weeks of the meeting.
- C. Seek immediate advice from the GSAC Executive Sports Liaison on decision making, items to include on sports committee agenda, issues of significance for a sport, and protocol for meetings.
- D. Work through the GSAC Executive Sports Liaison on resolving issues related to his/her sport.
- E. Provide an arena within the sport committee to create mechanisms for improving GSAC or NAIA standards and policies.
- F. Work at unifying coaches and programs within the GSAC to model Christian principles and ideals of cooperation within competition.
- G. Be in regular contact with the GSAC Executive Sports Liaison (at least four times a year).
- H. Provide a forum for discussion on key issues (i.e. playoff format, development of GSAC schedule, sport specific rules and regulations, referees and officials).

## SECTION X: GSAC ELIGIBILITY CHAIR DUTIES

The Eligibility Chair shall:

- A. Review and clear all eligibility certifications from member schools per NAIA Official Handbook.
- B. Report to the NAIA National Office the eligibility compliance of conference schools as required.
- C. Receive, review and process all eligibility cases for the conference in conjunction with input from the eligibility committee per NAIA Official Handbook.
- D. Receive the Declaration of the Application of the Inter-Term forms (NAIA Official Handbook, Form).
- E. Receive approved/denied hardship forms from the NAIA office.
- F. Serve as a resource person for conference members.
- G. Chair the Conference Eligibility Infractions Committee and the annual meeting of the FARs and support personnel at the annual GSAC All-Sports Meeting.
- H. Be responsible for keeping the GSAC Constitution, Bylaws, and Policies and Procedure Handbook current
- I. Attend NAIA National Convention
  - 1. Attend meetings for eligibility chairs.
  - 2. Interact with and learn from other eligibility chairs and FARs.
  - 3. Learn first hand of pending legislation and its implications for eligibility.

## SECTION XI: GSAC FINANCIAL AID

- A. Use the current GSAC Financial Aid Report Form.
- B. Reports are due to the Commissioner by **July 1** each year.
- C. Financial aid report must be signed by the Financial Aid Officer, President, Athletics Director, and Head Coach.
- D. Cross Country and Track & Field are to be reported on one form as one sport.
- E. Indication should be made on the financial aid report of any athlete that has transferred from one conference school to another verifying that no athletic aid was granted that athlete (unless approved by the GSAC Executive Committee).
- F. In filling out the form of a student-athlete that has a GPA of 3.6 or better, fill out all columns and in the column Total GSAC Aid type: Does not count.
- G. The GSAC Financial Aid reports will be submitted annually to the conference office with both the spreadsheet and all back-up material to be reviewed as necessary. The deadline for submittal is July 1. The back-up material will be kept for one academic year during which it may be challenged.

## SECTION XII: GSAC INTRA-CONFERENCE TRANSFER

Refer to GSAC Constitution and Bylaws - *Bylaws, Article III, Section 4.*

## SECTION XIII: CONFERENCE RATERS (1/9/2008)

- A. Sports committees requiring an NAIA rater will recommend a rater to the GSAC Executive Committee for approval.
- B. The rater will:
  - 1. Receive input from Conference coaches to make informed rating.
  - 2. Be responsible for compiling the Conference rating.
  - 3. Submit Conference rating to Conference oversight committee prior to sending it to the NAIA per established deadlines.
  - 4. Keep coaches informed as to the Conference rating.