

# WOMEN'S BASKETBALL OPERATING CODE

## I. Organization of Coaches Groups and Meetings

### A. Membership

1. All MCAC coaches are members of the coaches' organization.
2. Each college shall have one vote.

### B. Chair/Secretary

1. The state chair will chair the meeting.
2. A secretary will be appointed for each meeting and will keep written records of all business conducted. These records are to be turned into the chair of the MCAC as an addendum to the minutes.

### C. Meeting

1. It is recommended that all MCAC Women's college basketball coaches attend the meeting if possible.
2. The coaches or their designated representatives shall meet during a designated time at the MCAC State Tournament or by video conference. If additional meetings are necessary, the chair of this group may request a special meeting.
3. Any decisions or actions require a simple majority of the quorum (people in attendance).
4. A quorum shall be defined as 50% plus one of the member institutions with voting privileges.
5. 4. Post-season Meeting Agenda
  - a. Schedule
  - b. Update Operating Code
  - c. Review & Update List of Officials

## II. Competitive Season

- A. The number of dates of competition is 27 contests and 4 scrimmages.
- B. The maximum number of contests allowed on weekdays is 13.
- C. The first allowable practice date is October 1.
- D. The first allowable competition start date is November 1. However an alumni basketball game may be played before the first allowable contest.
- E. Playoffs need to be completed by the end of the day on Tuesday previous to the state tournament.
- F. Out-of-season practices shall follow the NJCAA Handbook.

## III. Rules and Regulations

- A. NCAA rules will be used for all competition.
- B. NIKE is the official MCAC ball.
- C. An MCAC contract should be used for all home events. The sport master schedule of division games may serve in lieu of a contract.
- D. For inter-division (north/south) and division games on traveling weekend, the traveling team will wear dark uniforms on Friday and light uniforms on Saturday.
- E. Game times for double headers (women/men) will be at 6:00pm and 8:00pm on Fridays; and 1:00pm and 3:00pm on Saturdays.
- F. Teams shall wear white jerseys at home and dark jerseys away from home with the exception of D. above.
- G. Game Introductions shall be the following for all MCAC games: alternate announcing starters by starting with 1 visiting team starter then 1 home team starter. They will meet at half court and shake hands and then go to the free-throw line by their bench. The same process would be done for starters 2 through 5 with visiting team first and then home them. Players will also not be allowed to initiate any type of greeting with the referees or the opposing coach during the introductions.
- H. Statistics- Film
  1. All MCAC schools will use the Cyber Stats program.
  2. The home team is responsible for providing statistics at half-time and after the game.
  3. The MCAC statistics will be calculated and distributed by the Conference Coordinator.

4. The home team is responsible for filming the game and providing immediate copy for the visiting team after the game in DVD format.
- I. The home team will provide six (6) warm-up basketballs for the visiting team.
- J. Separate locker room facilities will be provided with a blackboard or whiteboard.
- K. Family of players, coaches, and employees of schools, for three years from termination of employment in the division may not be used to officiate. No official shall be a former coach (from previous year) for any player participating in the contest.
- L. Expenses for play-offs will be shared between participating schools as mutually agreed upon.

#### IV. Division Organization

##### Northern Division

Central Lakes

Fond Du Lac

Hibbing

Itasca

Mesabi Range

Northland

Vermilion

##### Southern Division

Anoka-Ramsey

Fergus Falls

Minneapolis

Minnesota West

Ridgewater

Riverland

Rochester

#### A. Election of Division Chair and Secretary

1. Each division shall elect and/or appoint a Chair and a secretary.

2. Duties of Chair

a) If deemed necessary, relay information to the Conference Coordinator.

b) The division chairs, or alternate divisional representatives, should attend the coaches meetings at the conference tournaments. At each meeting they should do the following:

1) Present the All-Division team to the tournament director by the suggested date.

2) Represent any coaches not in attendance regarding the recommended changes in rules, policies, and operating procedure.

3. Duties of Secretary

a) Record all minutes and decisions of division meetings.

b) Turn these minutes over to the MCAC coordinator, who will forward to all coaches and athletic coordinators within one week of coaches meeting.

#### B. Division Responsibilities

1. Divisions will meet to formulate the division schedule for the next school year either at the spring meeting or via electronic communication.

2. Divisions may set up any rules or procedures for their specific divisions to ensure easier operation. This will be subject to the approval of the MCAC Executive Committee or the MCAC General Assembly.

3. All division playoffs must be finished by the end of Tuesday previous to state tournament play.

#### C. Tie Breaking Procedures: Southern and Northern Divisions

1. In the event of a two-way tie for a division championship, the team entered in the #1 position will be determined by the following procedure:

a. Won-loss records head to head.

b. If each team won one of the two division games, a playoff game will determine the division champion.

2. In the event of a three-way tie for a division championship, tournament participants will be determined on the basis of:

a. Won-loss records head to head.

b. Best record against the next highest division team. If one team has a better record verse the highest remaining team, they will be the divisional champions for playoff purposes. If two teams remain tied they will have a playoff game. In

the event that all teams remain tied with the same record against the next highest division team, you would then look at the teams' record against the next highest division team until you have exhausted division teams. At that point, if there is still a tie of three or more teams, a draw will determine the bottom spot or spots depending on the scenario and the remaining two teams will playoff for the divisional champion and runner-up.

3. In the event of a four-way tie for a division championship, tournament participants will be determined on the basis of:
  - a. Won-loss records head to head.
  - b. See item 2-b.
4. In the event of a five-way tie for a division championship, tournament participants will be determined on the basis of:
  - a. Won-loss records head to head.
  - b. See item 2-b.
5. In the event of a tie for second or third place, that does not affect any entry to the state tournament, tournament participants will be determined on the basis of:
  - a. Won-loss records head to head.
  - b. Won-loss record vs. champion.
  - c. Won-loss record vs. runner-up.
  - d. A coin flip to determine positions.
6. In the event of a four-way tie for second place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. Won-loss record vs. champion.
  - c. A draw for the #2 and #3 positions, with the remaining two teams involved in play-off with the winner receiving #4 position and the loser eliminated.
7. In the event of a three-way tie for third place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. Won-loss record vs. champion.
  - c. Won-loss record vs. runner-up.
  - d. A draw for the #4 position, with the remaining two teams involved in a play-off game, with the winner to be #3 position, and the loser eliminated.
8. In the event of a four-way tie for third place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. Won-loss records vs. champion.
  - c. Won-loss records vs. runner-up.
  - d. A draw for two play-off games, with the winners advancing to the state tournament and losers eliminated.
  - e. Once the winners have been determined from play-off games, a coin flip will determine #3 and #4 positions.
9. In the event of a two-way tie for fourth place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. If each team won one of the two division games, a play-off game will be held to decide the #4 position.
10. In the event of a three-way tie for fourth place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. Won-loss records vs. champion.
  - c. Won-loss records vs. runner-up.
  - d. Won-loss records vs. third place team.
  - e. A draw to select one team eliminated. A play-off game will be held between the other two teams.
11. In the event of a four-way tie for fourth place, tournament participants will be determined by:
  - a. Won-loss records head to head.
  - b. Won-loss records vs. champion.

- c. Won-loss records vs. runner-up.
  - d. Won-loss records vs. third place team.
  - e. Draw two teams for a play-off game.
12. In the event a play-off game is needed, it shall be scheduled by mutual consent no later than the Tuesday preceding the MCAC Tournament at a site to be determined by a coin flip. The game may be played at a neutral site by mutual consent.
  13. When criteria is used in ties of more than two teams, a team may criteria into the State tournament by a better record than the other teams or criteria out of consideration for entry based on a worse record than the other teams.

## V. Eligibility

- A. Schools must be paid members of the MCAC-Women's Division.

## VI. Awards Procedures

### A. All-Division

1. An All-Division team will be selected. Fifteen (15) players will be given these honors; 5 on the first team, 5 on the second team, and 5 honorable mention. The All-Division teams will be chosen in the following manner:
  - a. Each coach nominates up to four players from his/her team (listing their top choice first) including individual statistics and comments and submits the names to the women's north and south division chairs.
  - b. The division chair will send out ballots to each coach. Coaches vote for 15 players (Reminder - you cannot vote for your own players).
  - c. All-Division nominations forms should be faxed or emailed to each division chair, in accordance with the date requested by division chair.
  - d. Results will be tallied in the following manner:
    - 1) Each coach votes 1 thru 15 with a 15 given to their top choice. (i.e. if a player is voted #1 she will receive 15 points). The player receiving the most points will be given top honors.
    - 2) In case of a tie for any position, the names of the players will be listed in the order of overall conference record standings.
  - e. Division chairs should send the results of the All-Division teams to the appropriate State Tournament Director and to the MCAC coordinator.

### B. MCAC All-State Basketball Team

1. Teams will be composed of twenty (20) players: (10) first team and (10) second team.
2. The top five vote getters from each division will be named first team All State and the second five from each division will be named second team All State.

### C. State Tournament All-Tournament Team

1. At the state tournament, the host school shall select a ten-player All-Tournament team with one of those players being chosen outstanding player.
2. A committee of at least three people will be appointed by the tournament director to pick the ten-player team.

### D. Basketball Coach of the Year

1. Coaches present at the coaches meeting will elect a MCAC North and South Coach of the Year.
2. The coach selected will receive a certificate from the conference office.

### E. Basketball All Academic Team Certificate

The MCAC Team with the highest G.P.A. of 3.0 or better during the majority season of participation, shall be awarded an all academic team certificate from the conference office.

## VII. State Tournament Policies

A. The MCAC Women's Basketball Tournament shall be held on three days (Friday, Saturday and Sunday).

### B. Tournament Dates and Sites

<u>Year</u>	<u>Dates</u>	<u>Site</u>
2010	February 26, 27, 28	Northland
2011	February 25, 26, 27	Northland

### C. The Type of Tournament

1. An eight team MCAC state tournament will be played.
  - a. Places one through five shall be determined.
  - b. The winner of the 5<sup>th</sup> place game will be awarded 5<sup>th</sup> place.
  - c. The loser of the 3<sup>rd</sup> place game will be awarded 4<sup>th</sup> place.
2. The top four teams from the north division and the top four from the south division will qualify.
3. Tournament seeding: (Note: The host college will select which time slot they will play in and the brackets stay intact).

N-1 vs. S-4

N-3 vs. S-2

N-2 vs. S-3

N-4 vs. S-1

4. Region 13 qualification for Minnesota teams will be determined by place in the MCAC state tournament only.
5. It is recommended that the tournament director not be participating in the tournament as a coach.

### D. Tournament Expense

1. All tournament expenses except officials are the responsibility of the host college.
2. All profits from gate, concessions, etc. are to keep by the host college.
3. The MCAC will provide a reimbursement for game officials.

### E. Officials

1. Tournament Officials
  - a. Recommendations shall be made to the Tournament host at the State Tournament meetings. Coaches shall develop a list of accepted officials.
  - b. Officials shall be hired by the Tournament Director.
  - c. No person employed by a member MCAC college may be hired as a basketball official in tournament games.
  - d. Family players, coaches and employees of member schools (for three years from termination of employment) in the division may not be used to officiate.
2. Official timers and scorers shall be supplied by the host college.
3. Officials shall not officiate back to back games during the tournament except in case of injury or extenuating circumstances.
4. An alternate official will be on call each day of the tournament at no expense.
5. The host college will pay the officials and send an invoice to the MCAC Coordinator to receive reimbursement.

### F. Procedure for Selecting an All-Tournament Team

1. At each state tournament, the host school shall select a ten-player All-Tournament team with one of those players being chosen outstanding player.
2. A committee of at least three people will be appointed by the tournament director to pick the ten-player team.
3. This committee will select the players at the half-time of the championship game so that the team can be announced during the presentation of trophies and awards at the end of the tournament.
4. The committee members should be chosen from basketball knowledgeable people who can attend all or most of the games.
5. Each member of the committee shall receive a copy of game statistics.
6. Selection to the team by the committee will be based only on tournament play.
7. Each of the ten players will receive a plaque stating their appointment to the team.

# MCAC INTERDIVISION BASKETBALL SCHEDULE 2009

Friday 12/04/2009

<u>Visitor</u>	<u>Home</u>
Itasca	Minneapolis
Northland	Anoka-Ramsey
Mesabi Range	Ridgewater
Vermilion	Minnesota West
Fond Du Lac	Rochester
Central Lakes	Riverland
Rainy River	Fergus Falls
Hibbing	Bye (South)

Friday 12/11/2009

<u>Visitor</u>	<u>Home</u>
Anoka-Ramsey	Hibbing
Minneapolis	Rainy River
Minnesota West	Northland
Ridgewater	Itasca
Riverland	Vermilion
Rochester	Mesabi Range
Bye (South)	Central Lakes
Fergus Falls	Fond Du Lac

Saturday 12/05/2009

<u>Visitor</u>	<u>Home</u>
Itasca	Anoka-Ramsey
Northland	Minneapolis
Mesabi Range	Minnesota West
Vermilion	Ridgewater
Fond Du Lac	Riverland
Central Lakes	Rochester
Rainy River	Bye (South)
Hibbing	Fergus Falls

Saturday 12/12/2009

<u>Visitor</u>	<u>Home</u>
Minneapolis	Hibbing
Anoka-Ramsey	Rainy River
Ridgewater	Northland
Minnesota West	Itasca
Rochester	Vermilion
Riverland	Mesabi Range
Fergus Falls	Central Lakes
Bye (South)	Fond Du Lac

# 2010

Friday 12/03/2010

<u>Visitor</u>	<u>Home</u>
Rainy River	Ridgewater
Hibbing	Minnesota West
Itasca	Rochester
Northland	Riverland
Mesabi Range	Fergus Falls
Vermilion	Bye (South)
Bye (North)	Minneapolis
Central Lakes	Anoka

Friday 12/10/2010

<u>Visitor</u>	<u>Home</u>
Riverland	Hibbing
Rochester	Rainy River
Bye (South)	Northland
Fergus Falls	Itasca
Anoka-Ramsey	Vermilion
Minneapolis	Mesabi Range
Minnesota West	Central Lakes
Ridgewater	Fond Du Lac

Saturday 12/04/2010

<u>Visitor</u>	<u>Home</u>
Rainy River	Minnesota West
Hibbing	Ridgewater
Itasca	Riverland
Northland	Rochester
Mesabi Range	Bye (South)
Vermilion	Fergus Falls
Bye (North)	Anoka-Ramsey
Central Lakes	Minneapolis

Saturday 12/11/2010

<u>Visitor</u>	<u>Home</u>
Rochester	Hibbing
Riverland	Rainy River
Fergus Falls	Northland
Bye (South)	Itasca
Minneapolis	Vermilion
Anoka-Ramsey	Mesabi Range
Ridgewater	Central Lakes
Minnesota West	Fond Du Lac

# 2010 MCAC NORTHERN DIVISION BASKETBALL SCHEDULE

## WEEK 1

JANUARY 6	JANUARY 9
IT@CL	CL@ME
VE@HB	IT@VE
ME@RR	RR@NO
NO@FDL	FDL@HB

## WEEK 2

JANUARY 15	JANUARY 16
HB@IT	HI@CL
RR@CL	RR@IT
NO@VE	NO@ME
ME@FDL	VE@FDL

## WEEK 3

JANUARY 20	JANUARY 23
NO@CL	CL@VE
ME@HB	HI@NO
VE@RR	IT@ME
FDL@IT	RR@FDL

## WEEK 4

JANUARY 27	JANUARY 30
RR@HB	CL@HB
NO@IT	IT@RR
VE@ME	ME@NO
FDL@CL	FDL@VE

## WEEK 5

FEBRUARY 5	FEBRUARY 6
ME@CL	VE@CL
VE@IT	ME@IT
NO@HB	NO@RR
FDL@RR	HB@FDL

## WEEK 6

FEBRUARY 10	FEBRUARY 12	FEBRUARY 13
CL@NO	VE@NO	IT@HB
HI@ME		CL@RR
RR@VE		FDL@ME
IT@FDL		

## WEEK 7

FEBRUARY 17	FEBRUARY 20
IT@NO	HI@VE
HB@RR	CL@IT
ME@VE	RR@ME
CL@FDL	FDL@NO

STATE TOURNEY FEBRUARY 27-27-28

# 2010 MCAC SOUTHERN DIVISION BASKETBALL SCHEDULE

Week 1	Wednesday	1-6-10	Saturday	1-9-10
	AR @ RW		MW @ RL	
	FF @ MP		RO @ MP	
	MW @ RO		RW @ FF	
	RL BYE		AR BYE	
Week 2	Wednesday	1-13-10	Saturday	1-16-10
	FF @ MW		RO @ RW	
	RL @ AR		MP @ RL	
	RW @ MP		FF @ AR	
	RO BYE		MW BYE	
Week 3	Wednesday	1-20-10	Saturday	1-23-10
	RW @ MW		MW @ AR	
	AR @ MP		RW @ RL	
	RO @ RL		FF @ RO	
	FF BYE		MP BYE	
Week 4	Wednesday	1-27-10	Saturday	1-30-10
	RL @ FF		RW @ AR	
	AR @ RO		MP @ FF	
	MW @ MP		RO @ MW	
	RW BYE		RL BYE	
Week 5	Wednesday	2-3-10	Saturday	2-6-10
	RL @ MW		MW @ FF	
	MP @ RO		AR @ RL	
	FF @ RW		MP @ RW	
	AR BYE		RO BYE	
Week 6	Wednesday	2-10-10	Saturday	2-13-10
	RW @ RO		MW @ RW	
	RL @ MP		MP @ AR	
	AR @ FF		RL @ RO	
	MW BYE		FF BYE	
Week 7	Wednesday	2-17-10	Saturday	2-20-10
	AR @ MW		FF @ RL	
	RL @ RW		RO @ AR	
	RO @ FF		MP @ MW	
	MP BYE		RW BYE	

MCAC State Tournament February 26-27-28, 2010

Schedule as of 3-1-09