



## OPERATIONAL POLICIES FOR SPORTS

2016-2017

### CEO Executive Committee

Col. John Sullivan -- Commissioner  
Dr. William Greer -- President -- Milligan College  
Dr. Marcia Hawkins -- President -- Union College  
Dr. Stephen Livesay -- President -- Bryan College  
Dr. David Olive -- President -- Bluefield College

### Officers/Agents

Vice President -- Mr. Bill Popp -- Reinhardt University  
Treasurer -- Spiegler & Blevins, CPA, PC  
Faculty Athletic Representative -- Dr. Larry Inkster - Union College  
Sports Information Director -- Mr. Jay Stancil -- Union College  
Registrar --  
Secretary -- Mrs. Barb Robinson -- Milligan College

### Eligibility Committee

Dr. Lewis Buterakos, Chair -- Bluefield College  
Dr. Larry Inkster -- Union College  
Dr. John Simonsen -- Milligan  
Dr. Grant Willhite -- Tennessee Wesleyan College

# Table of Contents

I. Standard Operating Procedures .....	3
II. Sport Chair Responsibilities .....	7
Tournament Responsibilities .....	7
III. Awards.....	9
AAC Champion of Character Institutional Award .....	9
AAC Champion of Character Individual Award .....	9
IV. AAC Hall of Fame Award .....	12
III. Individual Sport Policies .....	14
Baseball.....	14
Men’s and Women’s Basketball .....	17
Men’s and Women’s Cross Country .....	23
Men’s and Women’s Golf .....	26
Men’s Lacrosse .....	30
Women’s Lacrosse .....	35
Men’s Soccer .....	38
Women’s Soccer .....	41
Softball.....	45
Men’s and Women’s Swimming & Diving.....	47
Men’s and Women’s Tennis .....	49
Men’s and Women’s Outdoor Track & Field .....	53
Volleyball .....	55

# I. Standard Operating Procedures

- A. Duard Walker All Sports Trophy Criteria: Points earned by place finish at completion of regular season and Conference tournament (where applicable). Points are assigned as follows:
- Baseball: 1=50, 2=40, 3=30 (teams losing in the semifinals receive 30 points each)
  - Basketball: 1=50, 2=40, 3=30 (teams losing in the semifinals receive 30 points each)
  - Cross Country: 1=50, 2=40, 3=30, 4=25 (team finish)
  - Golf: 1=50, 2=40, 3=30, 4=25 (team finish)
  - Lacrosse: 1=50, 2=40, 3=30 (teams losing in the semifinals receive 30 points each)
  - Soccer: 1=50, 2=40, 3=30 (teams losing in the semifinals receive 30 points each)
  - Softball: 1=50, 2=40, 3=30 (teams losing in the semifinals receive 30 points each)
  - Swimming and Diving: 1=50, 2=40, 3=30, 4=25 (team finish)
  - Tennis: 1=50, 2=40, 3=30, 4=25 (team finish)
  - Track & Field: 1=50, 2=40, 3=30, 4=25 (team finish)
  - Volleyball: 1=50, 2=40, 3=30, (teams losing in the semifinals receive 30 points each)
1. Men's Cup: an annual award with the winner having the highest combined scores of all male sports at each institution.
  2. Women's Cup: an annual award with the winner having the highest combined scores of all female sports at each institution.
- B. All-Academic Team Criteria: Student athletes meeting all three criteria will be named to the All-Academic Team: Deadlines for All-Academic submission will be Oct. 1 for Fall sports, Feb. 1 for Winter sports, and April 1 for Spring Sports.
1. 3.25 GPA or higher
  2. Sophomore status
  3. All nominees must have verification from the institutions' registrar.
- C. Athletic training coverage (in-house or contract) will be provided by member institutions for all home events.
- D. All member institutions will use the NAIA eligibility software to prepare and submit eligibility forms to the Conference Eligibility Chair.

- E. Seating for visitors at home events will be behind the visitor's bench or directly across from it when seating is confined to one side of the court/field.
- F. When two or more teams tie for the regular season championship in any sport, each will be designated as "Regular Season Champion." Tournament winners will be designated "Tournament Champion."
- G. The home team is responsible for reporting complete game statistics on the day a contest is played using DakStats. This will post the result on the Conference website, update the standings, and report the result to the national NAIA Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to websync the results within 24 hours of the end of the contest. Visiting member teams will also websync game statistics within 24 hours of the end of a contest
- H. Awards for each sport provided by the Conference will be: Tournament Champion, Tournament Runner-Up, Regular Season Champion (including ties if applicable), Coach of the Year, and Player of the Year, or equivalent, unless otherwise requested (not to exceed five awards). The Conference will also provide certificates for the Champions of Character Team, All-Conference, All-Academic, and All-Freshman Teams. Additionally, All-Tournament Teams will be selected for men's and women's soccer, men's and women's basketball, baseball, and softball. Soccer will be an 11-player team with the Conference Champion receiving 4 selections, runner-up 3 selections, and 2 Semi-finalist receiving 2 selections. Basketball will be a 6-member team based on stats and the selection committee. Baseball and softball will be a 12-member team based on stats and the selection committee. The selection committee will consist of the Conference SID, Sport Chair, and Sport Liaison. The top vote-getter will be MVP and receive a small plaque and other members receiving certificates. The names of award winners must be submitted immediately to the Commissioner by the applicable Sport Chair.
- I. When a Conference Tournament Championship generates a net profit, once all outstanding bills are paid, those funds will be distributed equally among the teams representing the Conference in that sport's next level of post-season competition.
- J. The deadline for notification to member institutions of an intention to add a new sport will be the first date of the post-season tournament of that sport in the previous year.
- K. Individual teams or member institutions placed on *probation* by the NAIA National Conduct and Ethics Committee may not earn points in the affected sport(s) toward the All-Sports Trophy while on probation.
- L. Individual teams or member institutions placed on *suspension* by the NAIA National Conduct and Ethics Committee will not be eligible for Conference individual awards or earn points in the affected sport(s) toward the All-Sports Trophy while on suspension.

- M. If a member institution sponsors a sport they must participate in Conference competition within 3 years of their declaration of intent to participate with the NAIA.
- N. Teams participating in post-season tournaments/meets may not travel with or dress out more athletes than the maximum number allowed on the post-season roster for that sport.
- O. "Pass lists" to Conference contests, including championships, will not be permitted.
- P. A Conference-wide Letter of Intent will be effective beginning with the 2006-2007 academic year. Student-athletes who complete a Letter of Intent will be barred from subsequently competing at another AAC member institution during the first eligible collegiate academic year after the date of signing. The Letter of Intent becomes effective once it is posted on the AAC website.
- Q. Conference Raters for those sports that require them will be recommended by the Coaches' Committees to their Sport Chair and appointed by the Commissioner for a two-year term. Raters may be appointed to successive terms with the recommendation of the Sport Chair. Raters will be guided by the policies in their Coach's Manual and the AAC Rater's Oversight Protocol.
- R. Each sponsored sport will have a Conference athletics director assigned as sport liaison. The sport liaison will act as an advisor and intermediary between the sport coaches' committee, the CAA/FAR and the Commissioner. He/she will make every effort to attend their respective championship tournament and make a brief report to the fall or spring CAA/FAR meeting on their tournament and any recommendations for changes.
- S. Scheduling matrix. Conference sponsored sports will have a scheduling matrix, unless other exempted (e.g., cross country, track & field, golf) which will be submitted to the Council of Athletic Administrators and FARs for approval each year. The matrix will strive to minimize missed class time by scheduling longer trips on weekends and/or when classes are not in session. In the event of bad weather or other unforeseen scheduling conflicts, the following procedure will be followed:
  - 1. coaches will confer with each other before a team travels; then, notify officials
  - 2. if playing or road conditions are not suitable, coaches will normally reschedule within the playing week
  - 3. non-conference games will be cancelled/rescheduled, if necessary, to accommodate conference games
  - 4. if they are unable, they will reschedule another time, usually at the end of the season

5. the traveling team may host if more suitable weather conditions prevail at their home with the concurrence of both coaches/ADs
  6. if coaches cannot agree on a date or location, the Sport Chair will normally decide; failing that, the AD Liaison for that sport will decide; finally, the Commissioner will decide
  7. teams may travel to a neutral site if neither site is playable
  8. if all else fails, both teams will be assessed one loss per game missed (an approved forfeit is a completed game).
- T. Player of the Week selection will be made by a vote of the Conference and institutional SIDs each Monday morning (10 am) and posted on the Conference website. SIDs will have one vote and may not vote for their own player.
- U. Athletic Trainer Coverage for Neutral Site Tournaments
1. Schools participating in the conference tournaments will notify the Conference office (or person designated by the Commissioner) if they are UNABLE to provide athletic trainer coverage for their team during a tournament. This notification shall occur at least one week prior to the tournament.
  2. Schools unable to have a certified athletic trainer at a tournament will:
    - a. submit a fee of \$25.00 for each game played for pregame taping and game coverage to the Conference office within ten days of the conclusion of the tournament. Any additional services will be at the sole discretion of the athletic trainer on site. There is no promise that additional services will be available and teams should not expect any service except for taping and game coverage.
    - b. provide for their team a fully stocked kit with enough supplies to meet the needs of the team for the duration of the tournament.
  3. The Conference office will invoice each school that has not provided their own athletic trainer and then cut a check to each athletic trainer providing services.
- V. AAC logos will be applied to all varsity uniforms beginning in 2014-15 and phasing in over the following three years. Logos may be applied by embroidery, twill, screen print or sublimated twill if ordered as new. Logos may be applied to existing uniforms with heat press screen print transfers or sewing on patches.
- W. Champions of Character Team will consist of one player from each team sponsored in that sport. Students will receive a certificate.

## II. Sport Chair Responsibilities

**Overview.** The sport committees consist of the head coaches from member institutions that coach a specific sport. The members will elect a Sport Chair who will serve for one year. Sport chairs may be reelected. Specific duties of the Sport Chair are defined below:

In accordance with the Conference Constitution and Bylaws, the Sport Chair will:

1. Bring recommendations to the Conference at its spring Council of Athletic Administrators and FARs meeting on the respective sport policies and tournament procedures (e.g., dates, qualification plans, site, etc.) (Article VI, Section 3);
2. File a complete written report of championship events including an accurate statement of income/expenses of the event to the secretary/treasurer within 14 days of the completion of the championship event (Article VI, Section 3);
3. Submit a request for awards to the Executive Committee prior to the annual meeting (Article X, Section 3);
4. Submit for signature or counter-signature of the Commissioner all contracts for sport product sponsorship (Article IV, 2).

Additionally, the respective Sport Chairs will:

5. Call and chair meetings of the sport committee.
6. Coordinate establishment of the sport Conference schedule.
7. Obtain nominations for a rater (if applicable) and forward the nominee to the Commissioner for appointment. Normally, sport chairs are ineligible to serve simultaneously as raters.
8. Forward for resolution to the Commissioner any disputes irresolvable at their level.
9. Coordinate selection of the sport all-conference team (if applicable) and submit the All-Conference Team form for signature to the Commissioner in accordance with the NAIA deadline for each sport.

### ***Tournament Responsibilities***

If the sport championship tournament is held at *member institutions*, the Sport Chair will:

1. Coordinate the playoff schedule and location.
2. Coordinate assignment of officials.
3. Arrange for a Tournament Director, Tournament Sports Information Director, and a committee, with the approval of the sport coaches and the Commissioner.

4. Coordinate with the host member institution's Athletics Director regarding site preparation and contest support including webcasting facilities (broadband Internet).
5. Arrange for awards presentation to tournament champions, runner up, champion of character, and coach of the year, as applicable.

If the tournament is held at a *non-member institution's* facility, the Sport Chair will:

1. Coordinate with the facility/agency regarding tournament dates and expectations including webcasting facilities (broadband Internet).
2. Submit for signature or counter-signature of the Commissioner all contracts for Conference sponsored contests (Article IV, 2).
3. Coordinate commercial sponsorship (if applicable).
4. Coordinate assignment of officials.
5. Arrange for a Tournament Director, Tournament Sports Information Director, and a committee, with the approval of the sport coaches and the Executive Committee. If the Tournament Director is assigned by the host facility/agency, the tournament committee will assist the Director as needed.
6. Complete and submit the NAIA All-Conference Team Form prior to its stated deadline. (This applies to all team sports. The Commissioner will send the on-line form to you.)
6. Arrange for awards presentation to tournament champions, runner up, champion of character, and coach of the year, as applicable.

### III. Awards

**Champion of Character Awards.** Nominations for the **Champion of Character Male and Female Individual Awards** will be submitted by member institutions to the Conference Office (AAC SID) by March 15. Nominations will be reviewed by the Awards Nominating Committee and the top 2-3 nomination packages in each category will be sent to the member CEOs by April 10. CEOs may vote for one nominee in each category. All votes must be received by the Chair of the Awards Nominating Committee by May 1 to be considered. Award winners will be announced at the CAA/FAR Meeting in May.

#### *AAC Champion of Character Institutional Award*

##### A. Nomination Procedure

1. Member institutions that participate in the NAIA Champions of Character Scorecard are automatically nominated.

##### B. Criteria for Selection

1. Institutions that accumulate at least sixty points by August 15 on the Scorecard are eligible.

##### C. Selection Procedures

1. The member institution that scores the highest total number of points on the Scorecard will be declared the AAC Champion of Character Institution.
2. The deadline is August 15.
3. The AAC Champion of Character Institutional Award winner will be announced at the Fall Meeting of the CAA/FAR.

##### D. Nature of Award

1. The recipient will receive a perpetual plaque with the institution's name engraved upon it as that year's award winner.
2. The plaque will remain at the institution until the following year's Annual Meeting.

#### *AAC Champion of Character Individual Award*

##### A. Nomination Procedure (see the Nomination Form, below)

1. Any AAC member institution in good standing may submit a nomination package for one male and one female student-athlete to the Chair of the Awards Nominating Committee.
2. Complete nomination packages must be signed by the Chief Executive Officer and postmarked no later than March 15 each year.
3. The required supporting materials must include:
  - a. How the student-athlete demonstrates the Champion of Character core values on and off the campus.
  - b. A description of the leadership role(s) played by the nominee in the campus athletic program and in the community.
  - c. Any supporting letters from on- or off-campus entities.

#### B. Criteria for Selection

1. The nominee demonstrates clearly the true spirit of competition by living out the five core values of respect, responsibility, integrity, servant leadership, and sportsmanship.
2. The nominee demonstrates outstanding involvement in the community, which results in positive character development through sport.

#### C. Selection Procedures

1. Nominations should be sent to the Chair, Awards Nominating Committee no later than March 15.
2. The Awards Nominating Committee will review all nominations and choose the most outstanding male and female packages.
3. The top nominations will be sent to the Chief Executive Officers for review and selection.
4. Each CEO will have one vote for each award winner.
5. The deadline for voting by CEOs will be May 1.
6. The AAC Champion of Character Individual Award winners will be announced at the Annual Meeting of the Conference the third week in May.

#### D. Nature of Award

1. The recipient will receive a plaque with his or her name engraved upon it as that year's award winner.

E. Nomination Form

**Support Material**

Nominee's Full Name:

List of achievements demonstrating sportsmanship, leadership and scholarship:

Maximum of three letters of recommendation supporting the nominee

Essay by nominee:

**Signatures**

Nominating Person

Phone Number

Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

President/CEO

Phone Number

Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Athletics Director

Phone Number

Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Campus Character Representative

Phone Number

Email

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **IV. AAC Hall of Fame Award**

### **Athlete – Criteria**

1. Must have graduated from member institution.
2. At least two years of nominee's intercollegiate athletic competition must have been at a member institution.
3. Is eligible for nomination five years after completion of collegiate eligibility.
4. Must have attained conference recognition in the sport in which the nominee is being recognized.

### **Coach – Criteria**

1. Must have been a head coach a minimum of 10 years in the sport in which the nominee is being recognized in the Conference.
2. The nominee must have attained recognition within the Conference in the sport (e.g., Coach of the Year).
3. The nominee must have made significant contributions to the Conference and/or national level in the sport.

### **Meritorious Service – Criteria**

1. Must have demonstrated over a period of several years general meritorious service to the Conference and/or to intercollegiate athletics.

### **Nomination Procedure**

1. Nominations may be submitted by individuals who are associated with institutions that are current or former members of the AAC.

### **Selection**

1. The Conference Office will compile all nominations and may contact the institution or nominator for further support materials if the nomination packet is not complete. Nominations are due by September 15 each year. Nominations received after the deadline will be kept on file until the next year.

2. If a completed nomination packet is received by the deadline, the nominee's name will appear on the Hall of Fame ballot. The ballot is reviewed by the Awards Nominating Committee, which must have a quorum of five (5) in attendance to conduct business. A conference call will be held about October 15 every year to decide all championship sports and general meritorious service awardees. The Awards Nominating Committee will consist of athletic directors and sports information directors from the full-time members of the conference. A committee member is excluded from voting on a nominee from their institution but may offer insight and information to the rest of the committee on the nominee.
3. Hall of Fame candidates nominated and not selected for the Hall of Fame will be considered for an additional two years. The nominator may provide additional information at this time. If not elected in a three-year period, the candidate cannot be considered for one year, at which time new nominating materials must be resubmitted. A candidate may only be considered a total of six times. If a nomination is denied or tabled and then resubmitted at a later date, the current year's requirements/criteria will apply, not the ones from the year of the initial nomination.
4. Each year following the inaugural class (2016), a maximum of four inductees will be inducted.
5. After selection is made by the Awards Nominating Committee, the Conference Office officially notifies the Hall of Fame winner prior to the announcement at the Fall CAAFAR Meeting. The Hall of Fame class will be formally recognized at the Spring Conference Meeting in May.

### **Recognition**

The inductees are announced publically during the CAA/FAR Meeting in November and will be presented with a certificate and recognized at the Spring Conference Meeting in May. A recipient is considered a Hall of Fame member from the date that the honor is recognized (at the Spring Conference Meeting), not from the date of election.

### III. Individual Sport Policies

#### *Baseball*

Sport Liaison: Tim Curry, Union College

Chair: Mike White, Bluefield College

Rater: Taylor Hasty, Bryan College

1. Roster: A minimum of nine players shall constitute a team. Maximum team size shall be determined by NAIA rules.
2. Scheduling: The season will begin the first weekend in March. Each Conference team will play every other Conference team in a 3-game series with games scheduled for Friday/Saturday or Saturday/Sunday with a makeup date on Monday. One nine-inning game and two seven-inning games will be played. **Makeups must be scheduled on the first available Sunday or Monday following the cancelled games.** Bryan, Point and Truett-McConnell will not have games scheduled on Sunday. Games may be switched to the opponent's site if both coaches agree and the field is playable. All Conference games must be played and take precedence over non-conference games. Scheduled non-conference games will be cancelled in order to play makeup Conference games. Automatic 10-run rule after 7 innings of play in all conference 9-inning games.
  - Dates may not be moved due to spring break dates.
  - Dates may be moved due to school-mandated policies such as exams, graduation, Easter, and the Bristol race weekend.
  - The Conference Sport Chair, with concurrence from the Coach's committee and approval by the Commissioner, will establish the AAC Conference Scheduling Matrix for two-year periods.
  - Home and Home Switching – In order to play the games as scheduled but also to not give any team an advantage in the schedule, switching of home games will be permissible only under the following conditions:
    1. Conditions on the home field that would make the games hazardous to play such as water break, wind damage to fencing, playing surface damage or construction, and scheduling problems with the field that is used for home games.

2. Switching of home dates is permitted where both coaches involved agree to the switch.
  3. The Sport Chair will resolve any scheduling conflicts where coaches are unable to agree.
3. Officials: the AAC Baseball Assignor will assign Officials for all games. There will be a 3-man umpiring crew for all AAC series. The Baseball Chair will serve as the associate supervisor of officials. The visiting team has the right to have an umpire excluded from a game by written request to the Assignor at least two weeks before the game in question. NCAA Baseball Rules will govern all games with NAIA approved modifications.
4. Equipment & Site Criteria: Rawlings is the official ball. Teams not using the Rawlings official ball will forfeit the Conference games. All teams must furnish a bullpen mound for visitors. All Conference teams will have and use a full infield tarp. The home team makes the decision on field conditions. Each head coach is encouraged to do everything in their power to see that games are played including working on their own field. Each team must have drying compound or hardener available. Batting practice should be available for the visiting team at the scheduled time, if field conditions allow.
5. Forms & Reports: The home team is responsible for reporting scores on the day a contest is played using the Conference website reporting system ([aacsports.com/admin](http://aacsports.com/admin)). This will post the result on the Conference website, update the standings, and report the result to the National Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to report the results as soon as practical. Every week during the season, each team will web synch their entire DakStats by 12:00 noon on Monday. Web synching immediately after each game is encouraged.
6. Coaches Meeting: An all-coaches meeting will be called prior to the AAC Tournament for selection of All-Conference honors in accordance with NAIA guidelines. Any team not represented by its coach at the meeting will not be eligible for Conference honors.
7. Awards:
  - Tournament Champion, Runner-Up
  - Coach of the Year
  - Player of the Year
  - Pitcher of the Year

- True Freshman of the Year
- All-Conference Team (nominations by position) 17 players for 1<sup>st</sup> Team and 17 players for 2<sup>nd</sup> Team.
- Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards ( i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact ) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.
- Gold Glove Team – 9 members, 1 per position.

## **8. Conference Championship Tournament:**

1. Dates: May 3-6,2017
2. Backup dates: May 8-10, 2017
3. Number of schools sponsoring and participating: 10
4. Number of schools in event:8
5. If there are two berths to Nationals: Tournament Champion and Tournament Runner-up will receive the bids.
6. Method team selection for event: Top 8 teams determined by regular season record will participate in the tournament.
7. Method of seeding: Tournament seeds are determined by the regular season standings after the final regular season game has been played. Regular season #1 = tournament seed #1, etc. The tournament format remains the same as previous season. The seeds are broken into two sides of the bracket as such: Seeds #s 1, 4, 5, and 8 are on Side A. Seeds 2, 3, 6, and 7 are on Side B.
  - Tie breaker for tournament seeding is as follows:
    - Two teams are tied – head to head record
    - 3 or more teams are tied – record against the top teams of the regular season standings until the tie is broken, then head to head if 2 teams remain tied.
  - In the opening round of the tournament, a 10-run rule after 7 innings of play will be in effect.
  - There will be a home/away coin flip for the tournament championship game.
8. Selected Site: Hunter-Wright Stadium, Kingsport, TN
9. Host Institution: Bluefield College

10. Contingency Plan: If teams are tied, then the highest, undefeated remaining seed in the tournament will receive the bid.
11. Athletic Trainer coverage provided by: Bluefield College
12. Tournament SID: Jay Stancil, Union College.
13. Tournament Fee: \$500 for teams that do not travel and stay and \$200 for traveling teams.
  - NCAA Baseball rules, with NAIA-specific modifications, are to be used during regular season and postseason play.
  - All protests will be submitted immediately to the Sport Chair/Liaison, and then if not satisfactorily resolved, to the Commissioner.
  - During post-season, only the players listed on the 25-man roster will be allowed to dress and play.

## *Men's and Women's Basketball*

Sport Liaison: (M) Glenn Batten, St. Andrews University – (W) Bill Popp, Reinhardt University

Chair: (M) Jason Gillespie, Reinhardt University – (W) Rich Aubrey, Milligan College

Rater: (M) Kevin Burton, Union College – (W) Tim Curry, Union College

1. Roster: Five players will constitute a team.
2. Scheduling: The scheduling format for Conference play will consist of a double round robin. Weekday game times will begin at 5:30 p.m. for women and 7:30 p.m. for men. Saturday game times may be changed with the agreement of all coaches involved. Weeknight games for women against Columbia can be adjusted by agreement of both coaches. Teams may agree to switch sites by the agreement of all coaches involved. Any other schedule changes from the matrix must be approved by the opposite sports chair. Example: If the women's teams change dates, this must be approved by the men's basketball chair.
  - The regular season schedule consists of double round robin with one game played at each team's home site.

- If a double-header (women and men) is scheduled and the first game ends more than 20 minutes before the contracted time for the second game to begin, both coaches must agree to an early start for the second game.
  - By mutual agreement of the coaches involved, teams may move scheduled games within their window (e.g., Wednesday games may be moved within the window of Sunday to Friday of that same week. Saturday games may be moved from Thursday to Tuesday of that same six-day period.)
  - Conference games may not be cancelled.
  - If a game is postponed due to severe weather, a makeup date is determined by:
    - Mutual consent of all coaches
    - If coaches unable to agree- Sport Chair/Sport liaison
    - If still no agreement – Conference Commissioner
    - If a game is postponed by one team due to extenuating circumstances such as illness, a makeup date will be determined by:
      - Mutual consent of coaches
      - Selection of date by opposing coach
3. Officials: The Assignor of Officials shall be charged with the responsibility for assigning officials for all conference games. The Assignor of Officials will also:
- Notify the appropriate Athletic Directors of any changes in officials at least 24 hours prior to game time.
  - Observe each official's performance during at least one Conference game each season, and will submit a written report to the Conference Commissioner within six weeks of the observation.
  - Will develop an evaluation form to be used by each head coach for the purpose of evaluating each assigned official for each game. The Assignor will use the evaluation as the basis for selecting officials for the post-season tournament. The Assignor will summarize results of the coaches' evaluations of each official and send same to the Conference Commissioner at the close of the season.
  - Will recommend to the Conference Commissioner an Associate Supervisor for that sport.
  - Women's Basketball ONLY: Each coach will be able to scratch one official. The name will be submitted at the beginning of the season. Individual officials will not be privy to this information.

#### 4. Equipment & Site Criteria:

- The Spalding TF-1000 Legacy is the official NAIA and AAC basketball. This ball is the official basketball for men's and women's conference regular season and tournament play. Teams will be fined \$100 for not having the official ball. A minimum of 6 Spalding balls shall be made available by the home team to each visiting team for warm-ups. At least two of those will be the Spalding TF-1000 balls.
- The NCAA scorebook will be used showing the running time for baskets made in the last minute of play. A seat must be provided for the visiting scorekeeper next to the home scorekeeper.
- Practice time may be provided upon request of the visiting coach.
- The warm-up period for the visiting team will be one hour prior to game time for the first game and for 30 minutes prior to a second game.
- No dunking during warm up at half time of the men's or women's game. Violators will be assessed a \$150 fine.
- The home team will assist in lining up post-game meals, upon request.
- Noisemakers cannot be used during live ball situations, which include free throws.
- No Conference game may begin with an administrative (book) technical foul being assessed against either team.
- The home team shall video all games. Home team shall provide the visiting team with a DVD of each game as soon as possible following the game. Teams are also required to upload all home games to the approved video exchange service by the end of the next business day following the game. Also, each team is permitted to request one game DVD if their opponent does not have a home game before the first AAC game. Conference will block all archived games from the AAC Digital Network before the national tournament pairings are announced.
- No Conference member shall provide videotape or scouting reports, either written or verbal, to any non-conference opponent.
- Coaches and their representatives may scout other conference members in person when they play each other or when they play other opponents. This scouting shall not include videotaping or listening for a coach's instruction in the team huddle or in individual conferences with players. Scouts may listen or watch for any calls, cues or instructions directed from the bench to the court. Any violations of these rules should be reported to the AAC Commissioner. If confirmed, these violations should be treated as unsportsmanlike conduct and penalized accordingly by the Conference.

- There will be no media timeouts.
  - All institutions shall provide a clearly marked student section.
  - The men's basketball 4-foot Restricted Area Arc rule is effective the 2016-17 season. The 3-foot arc for women's basketball remains unchanged.
5. Forms & Reports: The home team is responsible for reporting scores on the day a contest is played using the Conference website reporting system. This will post the result on the Conference website, update the standings, and report the result to the national NAIA Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to report the result as soon as practical. Every week during the season, each team will web synch their entire DakStats by 12:00 noon on Monday. Web synching immediately after each game is encouraged. Information packets consisting of COSIDA Fact Sheet schedule and numerical rosters will be sent to each conference coach by October 15<sup>th</sup>. Failure to provide this information will count as a missed statistical report.
6. Coaches Meeting: The meeting of the men's and women's basketball coaches will be held prior to the annual meeting of the Conference in May and will include confirmation of the perpetual rotating game schedule.
7. Awards:
- Men's & Women's Tournament Champion, Runner-Up
  - Regular Season Champion
  - Coach of the Year: use 3-2-1 format with points accordingly
  - Player of the Year: most votes in the All-Conference selection.
  - All-Freshman Team: Will consist of 7 members with the most votes designated as Freshman of the Year. (same format as All-Conference)
  - All-Defensive Team: Will consist of 5 players with the most votes named the Defensive Player of the Year.
  - All-Conference Team: Will consist of 20 players. The top 10 will be the 1<sup>st</sup> Team; next 10 will be 2<sup>nd</sup> Team. The player receiving the most votes will be Player of the Year.
  - Selection process for All-Conference is as follows:
    - Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards (i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact) prior to the start of the conference tournament.

All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.

- The Sport Chairs will be responsible for the rating of players for All- American purposed for the Conference.

#### **8. Conference Championship Tournament:**

1. Date: February 22-25,2017  
Backup dates: Feb.26-27, 2017
2. Number of schools sponsoring and participating in sport: 11 (men), 12 (women)
3. Number of teams in event: 11 (men), 12 (women)
4. If there are two berths to the national tournament: Men and Women - First place from the regular season and first place from the tournament. If the same team wins both, then second place from the regular season will receive the second berth.
5. Method of team selection: All teams participate
6. Method of seeding: Seeds will be determined by regular season win-loss records and tiebreakers as described in the Policies. Wednesday, Feb. 22: 7 first round games beginning at 8:30am: Women's #8 vs. #9, Women's #5 vs. #12; Men's #8 vs. #9; Women's #7 vs. #10; Women's #6 vs. #11; Men's #7 vs. #10, Men's #6 vs. #11. **Due to the increased number of teams in the tournament, we will forgo the evening Awards Banquet. Instead, an Awards Presentation will be held after Game 6 (approximately 7:00 p.m.). Start time for Game 7 will be 8:00 p.m.** Feb. 23: Quarterfinals. Feb. 24: 4 Semi-finals. Feb. 25: 2 Championships.
7. Selected Site: Meadowview Convention Center, Kingsport, TN
8. Host Institution: Milligan College is the conference contact.
9. Contingency plan: 1<sup>st</sup> and 2<sup>nd</sup> place from the regular season.
10. Athletic Trainer Coverage: Each institution provides own.
11. Tournament SID: Jay Stancil, Conference SID
12. Tournament Fee: None
13. Notes:
  - a. Non-local teams must stay at the Meadowview Marriott (negotiated rate)
  - b. A buffet breakfast will be available for all teams in the tournament on Wednesday, Thursday, Friday and Saturday mornings. Each team has up to 21 breakfasts per day (official roster) at no additional charge. Additional breakfast buffets may be purchased at a negotiated rate.**

9. Tie-Breaker System: For all ties the following system will be used:

1. Conference record
  2. Head-to-head
  3. Common conference opponents- broken from the top- down.
  4. Conference road wins
  5. 2<sup>nd</sup> half conference record
  6. Coin flip
14. A first place tie will be broken with head-to-head games. If the two teams split, then there will be a one-game playoff on a neutral court (preferably the tournament site) to determine the regular season berth. A two-way first place tie will be broken with head-to head games. If the two teams split, then there will be a one-game playoff on a neutral court to determine the regular season automatic bid and the number one seed. By midnight on the last Saturday of the regular season, any team involved in a two-way tie for first that cannot be broken by head-to head games must notify the commissioner if they want to play in the one-game playoff. If one team chooses not to play, the other team shall receive the automatic bid and the number one seed. If both teams choose not to play, a coin flip will determine the automatic bid and the number one seed.
- - In the event of a three-way tie, the normal tiebreaker system would be used to eliminate one team and determine the two teams that will play in the play-off game.
  - When using the tie breaking system the above criteria are applied in order with the process ending when the tie is broken. A tie occurring in more than one position requires that the highest tie be broken first.

10. Tournament Playoff Policies:

- Officials for the tournament will be selected by the Sport Chairs and Assignor of Officials using the coaches' ratings.
- Tournament ticket prices will be: \$7 for adults, \$5 for all students (NAIA minimums)
- Only official NAIA Membership Cards will be honored for free admission at tournament games. All others will be required to pay full price.

## *Men's and Women's Cross Country*

Sport Liaison: Kellyann Stubblefield, Columbia College

Chair: Jason Lewkowicz, Montreat College

Rater: Jordan Turner (M) – Reinhardt University, Justin Herbert (W) – TWC

1. Roster: A scoring team consists of a minimum of five eligible runners. While more than seven eligible runners may compete in a race, only a maximum of the first seven runners from a single team may be scored.
2. Scheduling: Coaches will meet at the Conference Tournament meet to schedule the following year. Should an institution declare its intent to participate in the NAIA Men's and Women's Cross-Country National Championship it must honor that commitment if the team qualifies through the Conference Championship Meet. If the institution does not honor its declaration of intent commitment, it shall be automatically suspended in that sport for the next academic year. The Official NAIA Handbook for coaches will be used as the guidelines for conducting all meets of the Conference and individual member schools
3. Officials: Meet officials will comply with and enforce all NAIA rules and regulations.
4. Equipment & Site Criteria: The men's course must be 5 miles or 8 km and must be clearly marked and mapped. The women's course must be 3.1 miles or 5 km and must be clearly marked and mapped.
5. Forms & Reports: Coaches shall post race results or highlights on the Conference website following each meet. Reports should include: team place, individual places and times, course rating, 1-5 gap, 1-7 gap, and if possible, team time 1-5 and team average time.
  - Sport Chairs shall complete the Conference Tournament Results form and FAX/mail it to the NAIA National Office and Conference Commissioner within 48 hours of completion of the Conference Championship Meet.
  - Sport Chairs shall file a complete Conference Income/expenses form within 14 days of the tournament with the Conference Commissioner.
6. Coaches Meeting: The annual meeting will be held in conjunction with the Conference Championship Meet.

7. Awards:

- Men's & Women's Team Champion, Runner-Up
- Coach of the Year: The coach of the Championship team.
- All-Conference Team: The top 7 finishers at the Conference Championship Meet earn First-Team honors. The next 7 finishers (8-14) receive Second-Team honors.
- Runner of the Week
- Runner of the Year: The individual conference champion from both the men's and women's AAC Championship race.
- All-Academic: In addition to the Conference criteria, athletes must also finish in the top 7 of their respective teams in at least one meet.
- Conference Champion: Will be determined by the best team finish at the Conference Championship Meet.

8. **Conference Championship Meet:**

1. Date: November 5, 2016
2. Backup date: November 4, 2016
3. Number of schools sponsoring and participating in sport: Men- 12, Women - 13
4. Number of teams in event: Men -12, Women -13
5. If there are two berths to national tournament: Top two teams from the conference meet will qualify for nationals.
6. Method of team selection: All teams participate.
7. Method of seeding: NA
8. Selected Site: Montreat College
9. Host Institution: Montreat College
10. Contingency plan: If the tournament is unable to be completed: Top two teams in the last AAC ranking will advance if unable to compete in tournament. In the event that there is a tie for a qualifying spot, then the qualifying bid will be determined by these tiebreakers, in order:
  - NAIA rankings
  - If head-to-head is even or non-existent,
  - If still a tie, then the team with the fastest team time at the national qualifying distance will advance (men 8k, women 5k)
  - If still a tie, the games committee will declare the qualifier.
11. Athletic Trainer Coverage: To be determined by Sport Chair/Games Committee.
12. Tournament SID: To be arranged by TWC and Milligan College

13. Tournament Fee: \$300 per team. The fee will cover course preparations, timing service fee, and rental usage fee for lead vehicle/golf cart.
14. Event Committee: Committee shall consist of the coach and athletic director of the host institution, the sport chair (if not previously included), the sport liaison (if not previously included) and at least two other coaches for a minimum of four/maximum of six people on the committee. This committee will be charged with the following:
  1. Distributions of course maps and meet information a minimum of two weeks in advance of the event.
  2. Ensuring that the course is set up a minimum of 24 hours before the event so that teams may preview the course in advance. Set-up including but not limited to the markings for: turns, hazards, mile markers, and start/finish lines. Also the event committee members are responsible for ensuring the accuracy of each specific event's course distance (women's 5000m and men's 8000m). Special attention and care should be utilized in the accurate measuring and marking process for the event.
  3. Ensuring that the following exist on race day at a minimum: sufficient athletic training coverage, sufficient SID coverage including live-streaming, sufficient officials/timing personnel, sufficient restroom and parking facility arrangements, and prominent AAC branding at the event- including AAC branded bibs and signage. Also ensuring that there are lead and trail vehicles for each event, both to provide clarity of race directions and to provide safety in the event of a major injury suffered during the event.
  4. Organizing the AAC Championship luncheon/awards banquet for the recognition of conference athletic, academic, and character awards, as well as for the development of community and sportsmanship, complete with award plaques.
15. Games Committee: Committee shall consist of 3 coaches as nominated and voted on by the conference coaches, the meet director, and the Sport Liaison. This committee will be charged with the following:
  - Hear all appeals submitted within the 30-minute appeals window following the announcement of event results. In the event of a problem or any appeal, the committee will hear all issues, then meet, discuss, and make a decision. Games Committee rulings are final and are not subject to appeal.
  - Ensure that clerical or team-scoring errors are corrected within 48 hours (note/: corrections of meet results involving ineligible participants DO NOT fall within 48-hour limit and may be made at any time).

## *Men's and Women's Golf*

Sport Liaison: (M) Mark Fox, Milligan College; (W) Mike White, Bluefield College

Chair: (M) Ken Dixon, Reinhardt University; (W) Angela Jerman Ormsby, Point University

Rater: (M) Steven Paine, Point University; (W) Wyatt Graff, SCAD Atlanta

1. Roster: If an institution declares in the sport of golf, it must field a team (minimum of 4 players) for postseason competition. Should an institution undeclare from the sport in the manner above, the institution may still send an individual(s) to participate in postseason competition by including written notification to the national office at the time it undeclares (4 weeks prior to postseason). If the institution fails to undeclare from the sport in the manner above, but then sends an individual(s) to participate in postseason competition, they are in violation of their declaration of intent.
2. Scheduling: All schools are encouraged to have their schedules prepared by the time of the conference tournament the year prior, especially if they are going to be hosting an event the following year.
  - Inclement Weather Policy: In case of inclement weather, at least 18 holes must be played at each site for a Regular Season Champion to be crowned. At least 27 holes must be completed at Conference Tournament for a champion to be crowned. The committee will be responsible for halting and restarting play. Options for suspension of play due to inclement weather, to be determined prior to the match, will be: (1) Round one will be completed prior to round 2 starting. If play is interrupted, the golfer chooses to spot the ball or complete the hole (if there is lightening, play does not continue). When play is interrupted in the final day, the 9 holes, which all participants finished in Day 2, will be counted. If there are not 9 holes which all completed, scores are counted from Day 1. (2) If all participants complete the same 9 holes on Day 1, scores are counted for the 9 holes. If Day 1 is completely rained out, the coaches will vote to decide the number of holes to be played (18, 27, or 36) on Day 2.

3. Officials: USGA rules govern all play. For interpretation of these rules the golf chair will have a committee set up through the host golf course to make all decisions. A rules sheet and NAIA Golf Hand card is to be given at all events before play begins.
4. Equipment & Site Criteria:
  - Scoring for Individual Ties: Sudden death playoff starting on the first hole until the tie is broken. If a Co-Medalist situation occurs and one is from the winning team and one is not, the Medalist from the losing team would represent the Conference at the National Tournament.
  - Scoring for Team Ties: In the case of a team tie for first place, a sudden death playoff will occur. Play will begin on the hole #1 with the 5 players of the participating teams. The sum of the four lowest scores will be used to determine a champion. If the tie still exists, play continues in the same fashion on the next hole and continues until the tie is broken. All other team ties will be decided by the 5<sup>th</sup> man score on the last day. If the tie still remains, go back to the first day scores.
  - In the case that there is a team tie for first place and the tie cannot be broken by sudden death playoff due to darkness or inclement weather, the following sequence will be used to resolve the issue. The format will follow the order of the sequence listed below until the tie is broken.
    1. Score of the 5<sup>th</sup> player on the last day of competition
    2. Score of the 5<sup>th</sup> player on the first day of competition
    3. Scorecard play-off adding the total strokes on all 5 players beginning with the 18<sup>th</sup> hole and continuing backward.
5. Forms & Reports: Regular season hosts are to register the event with Golfstat and report all scoring to Golfstat within 24 hours after completion of play. This host will also report results to the Conference SID. The golf chair will be responsible for registering and reporting the Conference Tournament to Golfstat and to the Conference SID.
6. Coaches Meeting: Meeting will be held in conjunction with the Conference Tournament. Chair and Rater will be elected during this time by a vote of the coaches present. Regular season event sites will be voted on by coaches present. It is recommended that each school in the conference have the opportunity to host before a school hosts for the second time.
7. Awards:

- Tournament Champion, Runner-Up
- Regular Season Champion
- All-Conference Team: Will be the low 10 individuals and ties from the two Regular Season events and the Conference Tournament (126 holes total for men and 108 for women) First 5 = First Team, second 5 = Second Team. In order to be considered for all-conference, a player must compete in the top 5 for his/her respective team at all three tournaments (126 holes for men and 108 holes for women).
- All-Tournament Team: Will be the low 5 individuals and ties from the Conference Tournament.
- Player of the Year: Will be the low individual from combining the two Regular Season events and the Conference Tournament (126 holes total for men and 108 for women). In case of a tie, a sudden death playoff will take place at Conference Tournament.
- Coach of the Year: Will be the coach whose team qualifies for the National Tournament.

#### **8. Conference Championship Tournament:**

1. Date: (M) April 24-25, 2017; (W) April 17-18, 2017
2. Backup dates: (M) May 1-2, 2017, (W) TBD
3. Number of schools sponsoring sport: 11 (M); 11 (W).
4. Number of teams in event: 11 (M); 11 (W).
5. If two berths to national tournament: NA
6. Method of team selection: All teams participate.
7. Method of seeding: Pairings will be based on how teams finished in the regular season.
8. Selected Sites: Governors Town Club, Acworth, GA (M); Callaway Gardens, Pine Mountain, GA (W).
9. Host Institution: Reinhardt University (M); Point University (W).
10. Contingency Plan: Regular season champion will advance if unable to play Conference Tournament.
11. Athletic Trainer Coverage: Point & Reinhardt University (M)
12. Tournament SID: Jason Hanes, RU, (W) Point University
13. Tournament Fee: \$650 per team, (W) \$700 will include: cart fees for golfers for practice round, green fees for practice round and two competition rounds, coaches' carts for all three rounds, range balls all three rounds, all teams will be required to stay at Callaway Gardens (except Point University)

9. Conference Tournament Format:

- 54 Holes, 36 on Monday and 18 on Tuesday (M) 36 holes, 18 each day for women.
- Champion will be low team score from the 54 holes
- Champion will be the AAC representative to the NAIA National Tournament. The low individual from the Conference Tournament will qualify for the National Tournament if the individual is not on the qualifying team. In case of a tie for low individual, there will be a sudden death playoff on course.
- In case of a team tie, a sudden death course playoff will decide the champion with the following group assignments:
  - Group 1: 5's from each team
  - Group 2: 3's and 4's from each team
  - Group 3: 1's and 2's from each team

10. Regular Season Format:

- 72 Holes, 36 in Fall event and 36 holes in Spring event.
- Champion will be low combined score from these two events.
- In case of a tie, they will be crowned Co-Champions.

11. Regular Season Play Dates:

**Fall: Men**

Date: October 3-4, 2016

Site: Wasioto Winds Golf Club, Pineville, Kentucky

Host: Union College

**Women**

Date: October 9-11, 2016

Site: Highland Country Club, LaGrange, Georgia

Host: Point University

**Spring: Men**

Date: April 10-11, 2017

Site: Elizabethton Golf Course, Elizabethton, TN

Host: Milligan College

**Women**

Date: April 2-4, 2017

Site: Innsbruck Golf Club, Helen, Georgia

Host: Truett-McConnell College

## *Men's Lacrosse*

Sport Liaison: Glenn Batten, St. Andrews University

Chair: Will McMinn, Montreat College

Rater: Joe Wilson, St. Andrews University, Kevin Parker, Tennessee Wesleyan College

### **1. Roster:**

1. Accurate Rosters are to be exchanged pre-game, and posted on the AAC website.
2. Rosters are to be corrected as changes happen, and kept up-to-date during the playing season (regular season and both conference and national playoff tournaments)
3. Roster must include the following: each player's name, jersey number, position, and eligibility year.
4. Rosters must be submitted through each school's FAR. NAIA eligibility rules are not applicable for players playing in NAIA games year one (2015-16). However, each institution shall make their own decision on adhering to NAIA eligibility standards. Beginning in 2016-2017, all new student athletes must be cleared by the NAIA Eligibility Center.

### **2. Scheduling:**

1. Maximum number of regular season games allowed is eighteen (18) and two (2) scrimmage dates.
2. Coaches must adhere to the 24-week practice and competition season as defined by NAIA rules.
3. Teams should alternate who visits and who hosts each year, unless there are extenuating scheduling circumstances that make it beneficial to both teams for the same team to host two years in a row.

4. Each team must play every other team in the conference during the regular spring season once to qualify and have a shot at being seeded for the conference tourney.
5. "Fall-ball "contests are considered scrimmages, and do not count towards eligibility or seeding of the conference tournament.
6. Coaches are required to complete their AAC schedule prior to Aug 1 each year, and conference games are to be scheduled prior to non-conference games.
7. Start times are to be set by the home team. Coaches are encouraged to consider travel time, day of the week, facilities, number of games (men/women/teams coming in from out of town, etc.), and institution traditions.
8. The last conference game that will be counted in conference standings must be played seven days prior to the AAC tournament--any exceptions must be approved by the Chair, the Liaison, and the Commissioner. Exceptions may be made for make-up games or postponements due to scheduling conflicts, etc. Conference games should take precedence over non-conference games in scheduling considerations.
9. Conference games canceled due to inclement weather shall be rescheduled at the earliest opportunity and take precedence over non-conference games.

### **3. Officials:**

1. Each host team will schedule three (3) certified game officials for regular season games through the official Assignor of AAC Men's Lacrosse. The host team will be responsible for the cost of officials. Scrimmages and non-conference games require only two (2) officials at the discretion of the home coach.
2. When an AAC team hosts a multi-game event (such as three way, where the host team plays both an AAC team and a visiting non-conference team, and those two teams play each other), the visiting AAC team will be considered the "home" team for that game, and will be responsible for officials costs.
3. When all three teams are AAC in a three-way, the two visiting teams shall split the officials costs for the contest between them.

### **4. Equipment and Site Criteria:**

1. Fields shall be lined using dimensions in the NCAA official Men's Lacrosse Rulebook.
2. Host team is responsible for providing water and training support for both teams.
3. The NAIA Men's Lacrosse Handbook shall guide other policies not specified by the conference.

### **3. Forms & Reports:**

1. The home team is responsible for reporting scores on the day a contest is played, using the conference website reporting system. This will automatically post the result on the conference website, update the standings, and report the result to the national NAIA scoreboard.
2. When an AAC team plays a non-conference away opponent, the AAC team is required to report the result as soon as is practical following the conclusion of the game.
3. Every week during the season, each team will web-synch their entire DakStats file by 12:00 noon on Monday. Web synching immediately after each game is encouraged.
4. No scouting reports or film on AAC teams are to be given to non-AAC teams.
5. Film exchange shall be between AAC conference teams only.

### **4. Coaches' Meeting:**

1. The official Men's Lacrosse Coaches' Meeting will be held in conjunction with the Conference Tournament.
2. Additional meetings may be called by the Chair as needed. All coaches will be notified a minimum of two weeks in advance of any called official meetings.

### **5. Awards:**

1. Regular-Season Champion, Tournament Champion, Tournament Runner-Up
2. Coach of the Year

3. Player of the Year, Offensive and Defensive Players of the Year (selected by coaches' nominations and ballot within one week prior to the conference tournament, administered by the AAC office).
4. Offensive and Defensive Players of the Week (selected by agreement of the coaches by 8am each Tuesday morning of the season, administered by the AAC office).
5. All conference awards will be presented at the conference banquet, following the conference tournament. The following awards will be given:

*All Academic Team (certificates)*

*Champions of Character Team - one player from each team nominated by their coach (certificates)*

*Tournament MVP (plaque)*

*All-Tournament Team (certificates)*

*First Team All-Conference, Second Team All-Conference (certificates)*

6. First and Second Teams players shall be selected by coaches' nominations and ballot within one week prior to the conference tournament, administered by the AAC office.
  7. First and Second Teams shall each consist of:
    - 3 Attack
    - 3 Midfield
    - 1 Face-off Specialist
    - 1 Defensive Midfielder
    - 1 Long Stick Midfielder
    - 3 Defense
    - 1 Goalie
- Nominations for all conference awards will be submitted online through the AAC website by 8 days prior to the start of the conference tournament. The Conference SID will compile nominations and then issue the online ballot for voting. Voting must be completed 3 days prior to the start of the conference tournament.

8. All-Tournament team to be selected by each teams' coaches. Coaches will select their own players. Tournament champion selects four (4) including the MVP; runner-up selects three (3); and two semifinal teams select two (2) each.

**6. Conference Championship Tournament:**

1. Date: Friday & Saturday, April 21-22, 2017
2. Back-up date: None
3. Number of schools sponsoring Men's Lacrosse: 8
4. Number of teams in event: 4
5. If there are two berths to the National Tournament, how will the berths be determined: N/A.
6. Method of team selection for event: by Conference standing at the end of the regular season. Tiebreakers as delineated below. If there is a tie for the 4<sup>th</sup> seed by record, there will be a play-in game during the week immediately prior to the tournament, at a day and time agreed upon by the two teams. Host team for play-in game will be determined by tiebreaker criteria.
7. Method of seeding and pairing: semi finals: 1 v 4, 2 v 3; finals: winners of semi-final games.
8. Selected site: Blaine Stadium, Knoxville, TN.
9. Host Institution: Tennessee Wesleyan University
10. Contingency Plans: If unable to play the tournament the scheduled weekend, regular season champion will represent AAC in National Tournament.
11. Athletic Trainer coverage provided by each school involved. If unable, Standard Operating Procedures (paragraph U) will apply.
12. Tournament SID: AAC SID
13. Tournament /Meet Fee: \$300.

**9. Conference Tie-breaker System:**

1. Conference win-loss record
2. Head-to-head
3. Goals-against in-conference
4. Goals-for in-conference
5. Laxpower ranking

## *Women's Lacrosse*

Sport Liaison: Mark Perdue, Asbury University

Chair: Kelly Buikus, University of the Cumberlands

Rater: (1) Kelly Buikus, (2) Daniel Carter, Columbia College

1. Roster: All rosters are to be posted on the AAC website prior to first contest. Rosters are to be corrected as changes happen and kept up to date during the playing season. Roster must include the following: players name, players #, and Players year in terms of eligibility. There are no roster limits other than the maximum amount of scholarships allowed by NAIA policy. Rosters must be submitted through each school's FAR. Beginning in 2016-2017, all new student athletes must be cleared by the NAIA Eligibility Center.
2. Season Defined:
  - Number of regular season games allowed (18)
  - Number of scrimmages allowed (2 dates)
  - Must adhere to the NAIA 24-week practice and competition season
3. Scheduling:
  - During the Invitational status of the sport the recommendation is that we continue to use NWLL rules to determine each team's schedule. Coaches are generally responsible for setting their own schedules and will have the requirement to play each conference school. NAIA rules state that for 2016-2017 season that each institution must play 8 NAIA opponents to be eligible for the NAIA invitational tournament.
  - Coaches are required to complete their AAC schedule prior to June 1 each year and conference games are to be scheduled prior to non-conference games.
  - Schedule should be a single-game format for conference games.
  - All regular season games must be against NAIA/NCAA schools all other games will be considered scrimmages (stats/results do not count)
  - Coaches shall develop a schedule matrix when NAIA established championship status for the sport.
  - The last conference game that will be counted in conference standings must be played prior to Friday, April 14<sup>th</sup>, 6 days prior to the AAC Tournament. Any exceptions must be approved by the Chair, the Liaison, and the Commissioner.

Exceptions may be made for make-ups games or postponements due to scheduling conflicts, etc.

- Conference games shall take precedence over non-conference games in scheduling considerations.
  - Conference games canceled due to inclement weather shall be rescheduled at the earliest opportunity and take precedence over non-conference games.
4. Officials: AAC members will use the AAC Assignor.
    - Regular season games will have three (3) officials.
    - Postseason Games must have three (3) officials.
    - All games played according to NCAA Women's Lacrosse Rule Book.
  5. Equipment and Site Criteria:
    - Field Dimensions should follow the guidelines outlined in the NCAA Women's Lacrosse Rule Book.
    - The NAIA Women's Lacrosse Handbook and the NCAA Women's Lacrosse Rule Book shall guide other policies not specified by the conference.
  6. Forms and Reports: The home team is responsible for reporting scores on the day a contest is played using the conference website reporting system. This will post the result on the conference website, update the standings and report the result to the national NAIA scoreboard. When a conference member plays a non-conference away opponent, the member is required to report the results as soon as practical. Every week during the season, each team will web-synch their entire DakStats file by 12:00 noon on Monday. Teams are required to keep statistics updated on their website. Web synching immediately after each game is encouraged. No scouting reports or film on AAC teams are to be given to non-AAC teams.
  7. Coaches Meeting: The official women's lacrosse coaches meeting will be held in conjunction with the conference tournament. There will be a second meeting coaches are highly encouraged to attend at the IWLCA convention in November. All NAIA bylaws/rules are voted on at this time by member coaches. Additional meetings may be called by the chair as need arises. It is recommended that coaches conduct conference calls when there is a need; October, February (pre-season), April (awards).
  8. Awards:
    - Regular-season Champion
    - Tournament Champion, Tournament Runner Up

- Coach of the Year
- Player of the Year
- Offensive Player of the Year
- Defensive Player of the Year
- Freshman of the Year
- First Team - 15 Players (5 attackers, 4 midfielders, 5 defenders), 1 Goalkeeper
- Second Team - 15 Players (5 attackers, 4 midfielders, 5 defenders), 1 Goalkeeper
- Champions of Character - One member of each team nominated by their coach.
- All-Academic – Cumulative GPA of 3.25 or higher and attendance for one full year and nominating institution.
- Awards will be presented at the Conference tournament Banquet.
- Nominations for all conference awards will be submitted online through the AAC website by 8 days prior to the start of the conference tournament. The Conference SID will compile nominations and then issue the online ballot for voting. Voting must be completed 3 days prior to the start of the conference tournament. Coaches nominate their own players. Each coach will be allowed to nominate up to 4 players for each position.
- AAC Women's lacrosse player of the week will begin voting on Monday, February 20.
- Players of the Week need to be completed by 5:00pm on Mondays and sent to the NAIA Honors committee to be voted on for NAIA National Player of the Week.

9. Conference Championship Tournament:

1. Date: April 20-22, 2017
2. Backup date: None
3. Number of schools sponsoring sport: 9
4. Number of teams in event: 5 and Host, if includes host, then just top 5.
5. If there are two berths to the National tournament: NA
6. Method of team selection for event: the host plus the top four (4) teams
7. Method of seeding: Based on regular-season finish and play in games.
8. Tournament format - Opening Round: 4 v 5; Semis: 2 x 3 and 1 x 4/5 winner;  
Championship: 2/3 winner vs. 1/4/5 winner. If 6- team tournament: Thurs. 4 v 5, 3v  
6. Friday, 4/5 v 1, 3/6 v 2. Sat. Championship.
9. Selected Site: Reinhardt University
10. Host Institution or Host Site: Reinhardt University
11. Contingency Plan: Regular-season champion will advance
12. Athletic Trainer Coverage: Host institution
13. Tournament SID: Host institution
14. Tournament Fee: \$300

10. Conference Tie-Breaker System:

- Head To Head Competition between tied teams
- Head to Head record vs. highest placing teams
- RPI rating as defined by [www.laxpower.com](http://www.laxpower.com)

11. All-Tournament Team: An All-Tournament team will be selected at the conclusion of the championship game. Coaches that make the tournament will select their own players. No positions will be taken into account. MVP will also be awarded from the winning team.

5 teams in tournament:

Finish:

- 1 – 4 players including MVP
- 2 – 3 players
- 3 – 2 players
- 4 – 2 players
- 5 – 1 player

6 Teams in tournament:

Finish:

- 1 – 4 players including MVP
- 2 – 3 players
- 3 – 2 players
- 4 – 2 players
- 5 – 1 player
- 6 – 1 player

## *Men's Soccer*

Sport Liaison: Taylor Hasty, Bryan College

Chair: Adam Laney, Milligan College

Rater: Tyler Brock, Union College

1. Roster: All rosters are to be exchanged at conference matches and posted on the AAC website. Rosters must include the following: players name, players #, players year in terms of eligibility, # and dates of cautions, # and dates of suspensions, and dates of served suspensions.
2. Scheduling: Normally men's and women's soccer will play on the same dates, at the same sites with a matrix schedule effective the 2010-2011 season. Men and women's games can be scheduled on separate dates within the matrix system, provided both institutions are in full agreement.
  - Each team must play every other team in the Conference once.

- If a team plays a Conference opponent more than once, only the first game will count towards the Conference record. This rule excludes any games played in a pre-season or season tournament.
  - Coaches are required to complete their AAC schedule by the end of October; conference games are to be scheduled prior to non-conference games.
  - Start time for all matches will be determined by the home team. Coaches are encouraged to consider travel distance, day of the week, facilities, number of matches (men/women) and institutional traditions.
  - The last conference game that will be counted to conference standings must be played seven days prior to the AAC Tournament play-in date. Any exceptions must be approved by the Chair/Liaison and the Commissioner. Exceptions may be made for make-up games or other scheduling conflicts and unforeseen conflicts that may arise. Conference games will take precedent over non-conference games in any decision or change.
  - If a match is cancelled for reasons other than inclement weather and it cannot be made-up, it will be recorded as a forfeit to the team responsible for the cancellation.
  - Matches canceled for inclement weather, must be re-scheduled at the earliest available date, as agreed upon by both teams involved.
3. Officials: Each host team will schedule certified game officials for regular season games through the AAC Soccer official assignor. The host team will be responsible for the cost of the officials.
  4. Equipment & Site Criteria:
    - Field dimensions for all fields built after 1995: maximum 120 yards x 75 yards, minimum 115 yards x 70 yards.
    - The NAIA Soccer Handbook and the NCAA Soccer Rules shall guide other policies not specified by the conference.
  5. Forms & Reports: The home team is responsible for reporting scores on the day a contest is played using the Conference website reporting system. This will post the result on the Conference website, update the standings, and report the result to the national NAIA Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to report the results as soon as practical. Every week during their season, each team will web synch their entire Dakstats by 12:00 noon on Monday. Web synching immediately after each game is encouraged.
    - No scouting reports are to be given to non-Conference schools.
  6. Coaches Meeting: The official men's soccer coaches' meeting will be held in conjunction with the Conference Tournament. Additional meetings may be called by the Chair as

the need arises. All coaches will be notified a minimum of two weeks in advance of any called official meeting.

## 7. Awards:

- Tournament Champion, Runner-Up
- Regular Season Champion,
- Coach of the Year
- Sandy Zensen Character Award – This award is given to the individual selected by the coaches based on sportsmanship and service.
- Player of the Year – A ballot will be made from the All-Conference 1<sup>st</sup> Team and voted on by coaches within one week of the Conference Tournament.
- Player of the Week
- All- Conference awards will be presented at the Tournament Banquet. Members of the All-Conference and All-Academic teams will receive certificates, the Coach of the Year and Player of the Year, a plaque. The Regular season Champion and the Tournament Champion and the Tournament Runner-up shall be awarded a plaque.
- All-Conference Team Selection: First Team All-Conference selections will be made by vote of the conference coaches. Each coach will nominate their respective players. A ballot of nominations will be distributed among the conference coaches. The top 14 players will be 1<sup>st</sup> Team and the next 14 will be 2<sup>nd</sup> Team All-Conference. Conference goalkeepers will be nominated separately and placed on a ballot. A vote will be taken to determine the 1<sup>st</sup> team Goalkeeper.
- Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards ( i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact ) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.

## 8. Conference Championship Tournament

1. Date: Nov.1: Play in games  
Nov. 5: Quarter finals  
Nov. 10: Semi-finals  
Nov. 11: Finals
2. Backup date: Nov. 2,7,10,12
3. Number of schools sponsoring sport: 10
4. Number of teams in event: 10
5. If there are two berths to the National tournament: NA
6. Method of team selection for event: All teams qualify.

7. Method of seeding: Regular season final standings.  
 First round: Match #1: 8 v 9  
 Match #2: 7 v 10  
 Quarterfinals: Match #3: 1 v winner of 8 v 9  
 Match #4: 4 v 5  
 Match #5: 2 v winner of 7 v 10  
 Match #6: 3 v winner of 6  
 Semifinals: Match #7: Winner of match #3 v Winner of match #4  
 Match #8: Winner of match #5 v Winner of match #6  
 Finals: Match #9: Winner of match #7 v winner of match #8
  
8. Selected Site: Play-in game and quarterfinals at higher seed, Semi-finals and Finals at highest remaining seed.
  
9. Host Institution: Highest remaining seed following quarterfinal matches. If the same school is hosting both the men's and women's, site and date will be adjusted with mutual agreement by coaches, ADs, and Commissioner.
10. Contingency Plan: Regular season champion will advance
11. Athletic Trainer Coverage: Host team
12. Tournament SID: Host team
13. Tournament Fee: \$300. include: officials, event operations, banquet, awards.
  
9. Conference Tie-Breaker System:
  1. Win/loss record – Points will be awarded for each Conference game played. Win= 3 points, Tie = 1 point, Loss = 0 points
  2. Head to – head competition within the Conference
  3. Goal differential within the Conference (4 goal max per match)
  4. RPI Rating System – as described in the NAIA Handbook
  
10. Conference Tournament Games:
  - Three neutral officials are required at the playoff site(s).
  - The soccer chair and an official (non-coach) from each participating institution are required to attend the Conference Semi-finals and Championship.
  - The host school or site must provide security for each post-season game.
  - The Conference official, Sport Chair and the non-coach official representative from each participating institution shall be responsible for the awards presentation if the Conference Commissioner is not present.

## *Women's Soccer*

Sport Liaison: Alan Wilson, Point University

Chair: Naomi Kolarova, Tennessee Wesleyan College

Rater: Courtney Nash, Montreat College

1. Roster: All rosters are to be exchanged at conference matches and posted on the AAC website. Rosters must include the following: players name, players #, players year in terms of eligibility, # and dates of cautions, # and dates of suspensions, and dates of served suspensions.
2. Scheduling: Normally men's and women's soccer will play on the same dates and the same sites with a matrix schedule effective the 2010-2011 season. Men and women's games can be scheduled on separate dates within the matrix system, provided both institutions are in full agreement.
  - Each team must play every other team in the Conference once.
  - If a team plays a Conference opponent more than once, only the first game will count towards the Conference record. This rule excludes any games played in a pre-season or season tournament.
  - Coaches are required to complete their AAC schedule by the end of September; conference games are to be scheduled prior to non-conference games.
  - Start time for all matches will be determined by the home team. Coaches are encouraged to consider travel distance, day of the week, facilities, number of matches (men/women) and institutional traditions.
  - The last conference game that will be counted to conference standings must be played seven days prior to the AAC Tournament play-in date. Any exceptions must be approved by the Chair/Liaison and the Commissioner. Exceptions may be made for make-up games or other scheduling conflicts and unforeseen conflicts that may arise. Conference games will take precedent over non-conference games in any decision or change.
  - If a match is cancelled for reasons other than inclement weather and it cannot be made-up, it will be recorded as a forfeit to the team responsible for the cancellation.
  - Matches canceled for inclement weather, must be re-scheduled at the earliest available date, as agreed upon by both teams involved.
3. Officials: Each host team will schedule certified game officials for regular season games through the AAC Soccer official assignor. The host team will be responsible for the cost of the officials.
4. Equipment & Site Criteria:

- Field dimensions for all fields built after 1995: maximum 120 yards x 75 yards, minimum 115 yards x 70 yards.
  - The NAIA Soccer Handbook and the NCAA Soccer Rules shall guide other policies not specified by the conference.
5. Forms & Reports: The home team is responsible for reporting scores on the day a contest is played using the Conference website reporting system. This will post the result on the Conference website, update the standings, and report the result to the national NAIA Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to report the results as soon as practical. Every week during their season, each team will web synch their entire Dakstats by 12:00 noon on Monday. Web synching immediately after each game is encouraged.
- No scouting reports are to be given to non-Conference schools.
6. Coaches Meeting: The official women's soccer coaches' meeting will be held in conjunction with the Conference Tournament. Additional meetings may be called by the Chair as the need arises. All coaches will be notified a minimum of two weeks in advance of any called official meeting.
7. Awards:
- Tournament Champion, Tournament Runner-Up
  - Regular Season Champion
  - Coach of the Year
  - Player of the Year. A ballot will be made from the All-Conference 1<sup>st</sup> team and voted on by the coaches within one week of the Conference Tournament.
  - Defensive Player of the Year
  - Offensive Player of the Year
  - Newcomer of the Year
  - Golden Boot Award
  - Player of the Week
  - All-Conference awards will be presented at the Tournament Banquet.
  - All-Conference Team Selection: The top 14 players will be 1<sup>st</sup> Team and the next 14 will be 2<sup>nd</sup> Team All-Conference.
  - Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards ( i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact ) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.

## 8. Conference Championship Tournament:

1. Date: Nov. 1, 5, 10 & 11, 2016
2. Backup date: Nov. 2, 6/7, 9/11 & 12, 2016
3. Number of schools sponsoring sport: 11
4. Number of teams in event: 11
5. If there are two berths to the National tournament: NA
6. Method of team selection for event: All teams participate
7. Method of seeding: Based on regular season finish and play-in games.
  - a. First round: Match #1: 8 v 9
    1. Match #2: 7 v 10
    2. Match #3: 6 v 11
  - b. Quarterfinals: Match #4: 1 v winner of 8v 9
    - a. Match #5: 4 v 5
    - b. Match #6: 2 v winner of 7 v 10
    - c. Match #7: 3 v winner of 6 v 11
  - c. Semifinals: Match #8: Winner of match #4 v Winner of match #5
    1. Match #9: Winner of match #6 v Winner of match #7
  - d. Finals: Match #10: Winner of match #8 v winner of match #9
8. Selected Site: Play-in games and quarterfinals at higher seed. Semis and Finals at the highest remaining seed in tournament. If the same school is hosting both the men's and women's, site and date will be adjusted with mutual agreement by coaches, ADs, and Commissioner.
9. Host Institution: Higher seed.
10. Contingency Plan: Regular season champion will advance
11. Athletic Trainer Coverage: Home team
12. Tournament SID: Home team
13. Tournament Fee: \$300.
9. Conference Tie-Breaker System:
  - Win/loss record – Points will be awarded for each Conference game played. Win= 3 points, Tie = 1 point, Loss = 0 points
  - Head to – head competition within the Conference
  - Goal differential within the Conference ( 4 goal max per match)
  - NAIA RPI score
10. Conference Tournament Games:
  - Four neutral officials are required at the playoff site(s).
  - The soccer chair and an official (non-coach) from each participating institution is required to attend the Conference Semi-finals and Championship.
  - The host school or site must provide security for each post-season game.

- The Conference official, Sport Chair and the non-coach official representative from each participating institution shall be responsible for the awards presentation if the Conference Commissioner is not present.

## *Softball*

Sport Liaison: Jose Larios, Montreat College

Chair: Elizabeth Burris, St. Andrews University

Rater: Jade Geuther, Reinhardt University

1. Roster: A team consists of a minimum of nine players.
2. Scheduling: All conference teams will play the other member institutions in a double-header one date per year using the matrix schedule. All games must be played. If a team travels and the games are not played, the home school must make up the trip as an away game. Games will follow the NCAA rulebook .The international tiebreaker will be used in all regular season conference games starting in the 10th inning. (Not applicable to post season play.) All conference games must be originally scheduled prior to the week of April 18, 2017. This week is to be used first and foremost for making up conference rainout dates; all conference games will take priority over other games teams might schedule during this week. All teams must begin conference play no later than the week of March 6, 2017; this allows everyone to have competitions recorded for first rankings of the season. The final day to complete conference games is April 24, 2017. If all games are not completed by then, they will count as losses to both teams for Tournament seeding purposes.
3. Officials: The Conference Softball Assignor will schedule all officials for Conference games.
4. Equipment & Site Criteria: All conference schools must play with an outfield fence not less than 200 ft. and not to exceed 230 ft. in distance from home plate. The official conference softball shall be the Worth RFP 47.
5. Forms & Reports: The home team is responsible for reporting scores on the day a contest is played using the Conference website reporting system. This will post the result on the Conference website, update the standings, and report the result to the national NAIA Scoreboard. When a Conference member team plays a non-conference away opponent, the member is required to report the results as soon as practical. Every

week during their season, each team will web synch their entire DakStats by 12:00 noon on Monday. Web synching immediately after each game is encouraged.

6. Coaches Meeting: Meeting will be held in conjunction with the Conference Tournament. Also, Fall Conference Call or Meeting, TBA.
7. Awards:
  - Tournament Champion, Runner-Up
  - Regular Season Champion
  - All-Academic Team- Sophomore and up with at least a 3.25 GPA.
  - Pitcher of the Year
  - Freshman of the Year
  - Gold Glove Team- 9 members, one per position.
  - Coach of the Year- Will be voted on at the Conference Tournament
  - Player of the Year – Will be voted on before the Conference Tournament
  - All-Conference Team – Will be selected at the end of the season before the Conference Tournament. Only conference stats will be used. 20 players for 1<sup>st</sup> Team and 20 players for 2<sup>nd</sup> Team.
  - All-Freshman Team
  - Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards ( i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact ) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.
  - All-Defensive Team – 9 member team.
  - Champions of Character Team
8. **Conference Championship Tournament:**
  1. Date: April 26-29, 2017
  2. Backup date:
  3. Number of schools sponsoring in sport: 11
  4. Number of teams in event: 8
  5. If there are two berths to the national tournament: Regular season and tournament champion. If the same team, the Tournament Runner–up receives second berth.
  6. Method of team selection: Top 8 teams in conference after regular season
  7. Method of seeding: Regular season conference record 2) if tied head to head 3) runs allowed against each other 4) Record against conference teams starting at the top 5) coin flip.
  8. Selected Site: Brickyard Ball Fields, Kingsport, TN

9. Host Institution: St. Andrews University
10. Contingency Plan: Regular season champion will advance. Regular season Runner-up will advance with 2 berths. See seeding rules for tiebreakers, except in the case of a coin-flip, coaches will vote on an alternate for coin-flip in the Fall.
11. Athletic Trainer Coverage: Each school provides their own.
12. Tournament SID: Union College
13. Tournament Fee: \$400 for non-traveling schools, \$100 for traveling schools.
9. Conference Tournament Format:
  - There will be no international tiebreaker system in tournament games.
  - No team may dress more than the NAIA allows for post-season play.
  - Other policies will follow the current NCAA rulebook with NAIA modifications.
  - Tie-breaker system for seeding purposes will be:
    1. Head to head
    2. Fewest runs allowed among teams tied
    3. Results versus Conference opponents starting at the top
    4. Coin toss
  - Double-elimination tournament
  - Higher seed is home team in the winner's bracket of the tournament. Loser's bracket will go with the coin flip.

## *Men's and Women's Swimming & Diving*

Sport Liaison: Kenny Howell, WV Tech

Chair: Alex Keyser, Asbury University

Rater: Rafael Forti, Union College

1. Roster: All teams qualify for the conference championship. Each school is allowed a maximum of 18 men and 18 women competitors to score. Non-scoring competitors may be entered as exhibition, but are not allowed to qualify for the Final sessions and are unable to participate on scoring relays. Non-scoring exhibitions, B-relays and time trials will be included in the meet schedule. Divers will count as 1/3 of a competitor.
2. Officials: Meet officials will comply with and enforce all NCAA Swimming & Diving and NAIA Swimming & Diving rules and regulations as stated on the NAIA Coaches' corner.

3. **Equipment & Site Criteria:** The pool must have a minimum of 8 lanes and be 25-yards in length. The site must also have a separate area available for warm-up and cool down during the meet. There must also be a 1- meter springboard and a 3-meter springboard for diving.
4. **Forms and Reports:** Coaches must submit their meet result files to the Top Time Coordinator for the AAC and the NAIA within three days of completing a competition. Top Time List for the AAC will be posted and sent out to all head coaches in the conference, following the schedule of the NAIA Top Times.
5. **Coaches Meeting:** The annual meeting will be held in conjunction with the conference championship meet.
6. **Awards:**
  - Men's and Women's Team Champion, Runner-up
  - Awards for the Top 3 athletes in each event.
  - Coach of the Year: Based on peer votes during the conference meet. In case of a tie, the head coach whose team finishes with the higher team rank will win it.
  - All-Conference Team: The winner of each event will be 1<sup>st</sup> Team, with the 2<sup>nd</sup> place finishers of each event 2<sup>nd</sup> Team.
  - Athlete of the Week: Based on head coaches' vote and online voting by conference SIDs.
  - Athlete of the Year: Based on total points scored at the meet in individual events. In case of a tie between 2 or more competitors, the number of conference records broken during the meet will be used as a tie-breaker (including relay lead-offs). If a tie persists after it, then head coaches will vote on the athlete of the year.
  - All Academic: Minimum of sophomore status and 3.25 overall GPA.
  - Champion of Character: One athlete nominated by each head coach.
7. **Conference Championship Meet:**
  1. Dates: February 9-11, 2017
  2. Back-up Dates:
  3. Number of schools sponsoring and participating in sport: 6 (M), 7 (W)
  4. Number of teams in event: All teams participate
  5. If there are two berths to national Tournament: NA

6. Method of team selection: NA
7. Method of seeding and pairing for event: Competitors will be seeded at the meet based on their entry time/score, following circle seeding.
8. Selected Site: Kingsport Aquatic Center, Kingsport, TN
9. Host Institution: Asbury University
10. Contingency Plan: NA
11. Athletic Trainer Coverage provided by: contract possible
12. Tournament SID: Host school
13. Tournament/ Meet Fee: \$200
14. Rules Committee: composed of 3 head coaches who will be in charge of analyzing any official appeal that takes place during the conference meet.

## *Men's and Women's Tennis*

Sport Liaison: Donny Mayfield, Tennessee Wesleyan College

Chair: Nancy Powell, Columbia College

Rater: Eric LaRue, Tennessee Wesleyan University

1. Roster: A match shall consist of three doubles matches and six singles matches. Less than six players may only be used if a player is injured or sick.
2. Scheduling: All conference matches must be scheduled by May 31<sup>st</sup>. All conference matches should be take precedence over outside competition regarding scheduling. In the event a match is not played, the team responsible takes the loss on their conference record standings. All regular season competition must be scheduled to be completed by midnight the Sunday 12 days before the beginning of the tournament. In the event of inclement weather, teams have until the end of the following Friday to complete all conference play. In the event a match is not played and both teams have made a good faith effort to play the match, both teams take a loss on their conference record standings. If both teams agree, conference regular season matches may be completed during the Fall. Coaches will agree on their schedules at the Conference Tournament for the following competition year. In the event conferences teams play more than once during the regular season, only the first meeting between them shall count for the purposes of conference standing/seeding. If a conference standing/seeding match is canceled due to weather or other concerns it must be rescheduled and played prior to the conference tournament.

- All regular season conference play must be completed at least 5 days prior to the beginning of the conference tournament to allow for awards and seeding to be determined.
3. Officials: Teams are required to have either a USTA official or a designated Site Administrator present for all conference matches. The Site Administrator shall be an employee of the college who will assist the coaches to enforce the basic rules of sportsmanship related to on-court behavior (such as racquet abuse and verbal obscenity) in conformance with the AAC Sportsmanship Policy.
  4. Equipment and Site Criteria:
    - Each men's and women's match is allowed one head coach and two assistant coaches
    - Coaching is allowed at all times the ball is not in play, provided it does not disrupt the flow of the match
    - Matches will follow the ITA rules at all times except where explicitly directed otherwise by AAC sport policy
    - Home coach shall provide at least two practice courts one hour prior to match start time. Following introductions, all further warm-ups are limited to ten minutes
    - Written contracts are required for all matches
    - Singles and doubles lineups should be exchanged thirty minutes prior to the start time. All lineups shall be in compliance with the ITA rules on order of strength
    - The home team will provide three new balls for each match. If a singles match should proceed to the third set then three new balls will be provided for that third set. Teams will use the official ball (Wilson US Open)
    - Scoring: Matches will begin with three doubles matches, followed by six singles matches. Doubles matches are an eight-game pro set, with tie-breakers at 8-all. Singles matches are best of three sets, with tie-breakers at 6-all. Each doubles and singles match is worth one point for a total of nine. Once the outcome of the match has been decided, a 10-point tie-breaker will be used in lieu of a third set for all singles matches
  5. Conduct: It is the primary responsibility of all coaches to enforce the standards of behavior set forth by the conference and the ITA, and to take appropriate disciplinary action when these standards are violated. These violations include but are not limited to: racquet abuse, ball abuse, verbal obscenity, and foreign language outbursts. The conduct warning will be given at the time of introductions. After that, coaches or assistant coaches shall issue to their own players a point penalty, when merited, followed by a game, then the match for subsequent violations.

6. Forms & Reports: Coaches shall report match results using the conference website reporting system within 24 hours of the event including lineups and team and individual results. Individual match scores (doubles and singles) are required to be posted on the team's website within 48 hours of the completion of the event. All conference award results will be emailed to the Conference Commissioner and Conference SID.
7. Awards:
- Tournament Champion, Runner Up
  - Regular Season Champion
  - Coach Of the Year
  - Conference Player of the Year
  - All Conference Team (10)
  - Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards (i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days to be exact) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament. (Must have competed in at least 50% of conference matches and won at least 50% of those matches.)
  - Duard Walker Sportsmanship Award
8. Conference Championship Tournament:
1. The dates for the tournament will be April 28-30, 2017.
  2. Back up dates: May 5-7. 2017
  3. Number of schools sponsoring and participating in sport: 8(M), 9 (W).
  4. The number of teams for the event: 8
  5. If there are two or more berths to the National Tournament, how will berths be determined: Champion and finalist.
  6. Method of Selection of Teams: Top eight teams in the final conference standings for the regular season will qualify. In the event of a tie, the tie will be broken by the following order:
    - Individual matches won
    - Sets won
    - Games won
  7. Method of seeding and pairing: Seeding will follow the regular season final standings. In the event of a tie, tie is broken by head-to-head then individual matches won, then games won, then sets won. The seeds are paired off as

follows: 1 v 8, 4 v 5, 2 v 7, 3 v 6.

8. The site will be: Champion's Club in Chattanooga, rain site is Racquet Club of Chattanooga.
  9. Host Institution: TWC
  10. Contingency Plan: If the tournament is unable to be completed, the regular season champion will be advanced for the NAIA National Tournament berth
  11. Athletic Trainer Coverage: Arranged by host institutions
  12. Tournament SID: Provided by host institutions
  13. Tournament Fee: \$350 per squad (\$700 for both a men's and women's programs combined) Fee includes facility rental, officials, trainer coverage if needed, banquet/awards ceremony. Remainder of fee to subsidize t-shirts for tournament participation if possible.
  14. Lineups: All teams must submit their lineups using the official lineup submission form by noon (EST) on the Friday 7 days prior to the first day of the tournament. Included on the lineup form will be each players' record at all positions played during the season (both conference and overall). The lineups will then be emailed to all conference coaches for review by 5pm (EST) that same day
  15. Protests: All protests regarding lineups should be emailed to the Conference Sport Chair and AD Liaison within 48 hours along with supporting arguments. The Sport Chair and AD Liaison will then submit to the Conference Commissioner for review
9. Conference Tournament Format:
- Schedule will be: Day 1: Quarter Finals, Day 2: Semi-finals, Day 3: Finals
  - A minimum of one referee must be present for each dual matches in the first round of the tournament.
  - A minimum of two referees must be present for each dual matches for the semi-finals and finals of the tournament.
  - Voting for conference awards begins at 12pm EST 7 days before the beginning of the tournament.
  - Voting for conference awards ends at 5pm EST 5 days before the tournament.
  - There will be an awards ceremony to be hosted between the first and second matches on the first day of the tournament.
  - The pre-tournament coaches' meeting will take place the night before play is to begin following the banquet/awards ceremony.
  - If tournament funds allow, the host will provide tournament t-shirts to all participating teams. If funds do not allow, the hosts will arrange for teams to pre-order and pay for their own t-shirts as desired.
  - All team lineups will be submitted to the tournament director to be collated and disseminated to all coaches simultaneously.
  - In the event of inclement weather on the original weekend the backup tournament dates will include all 8 qualifying team to participate.

- Scoring: Matches will follow regular scoring format. After a team has reached five points, play is halted for all matches underway
- Balls: Each team competing in the championships will provide 10 cans of Wilson US Open Heavy Duty balls for each participating squad (20 total for both men's and women's).
- On court coaching will follow all regular season policies
- Where possible the tournament will allow warm-up for teams beginning an hour prior to match start time. The tournament director has the right to reduce this as needed in the event of scheduling issues or inclement weather
- Following introductions all matches will be limited to a ten minute warm up
- Default Time: Any and all players failing to report more than ten minutes after the match start time will be defaulted. Players receiving medical treatment may receive and extra five minutes (to a maximum of 15 minutes) before being defaulted
- In the event two matches are played in the same day, teams/players will receive a minimum of thirty minutes rest between the completion of one dual match and the beginning of the next one
- Winning players will return balls and report scores to the tournament director immediately following the conclusion of their match
- All injury time outs will follow the ITA procedures for injury timeouts

## *Men's and Women's Outdoor Track & Field*

Sport Liaison: Kellyann Stubblefield, Columbia College

Chair: Justin Herbert, Tennessee Wesleyan University

1. Roster: There is no minimum roster to constitute a team.
2. Scheduling: All teams that sponsor track & field must compete in the Conference Championship. Should an institution declare its intent to participate in the NAIA Men's and Women's Track National Championship, it must honor that commitment if the team qualifies through the Conference Championship meet. If the institution does not honor its declaration of intent commitment, it shall be automatically suspended in that sport for the next academic year. The official NAIA Handbook for coaches will be used as the guidelines for conducting all meets of the Conference and individual member schools.
3. Officials: the host institution will provide Officials for the Conference Championship.
4. Equipment & Site Criteria: To be determined by coaches in the fall. (Rule 7. Article 2. NCAA Rule Book) Scoring in meets with 5 or more teams, and all championships meets

regardless of the number of teams, shall be recorded as follows with 6 or more teams and up to 8 athletes scoring in an event. Scoring for individual events and relays will be 10-8-6-5-4-3-2-1.

5. **Forms & Reports:** National qualifying marks are to be reported by meet directors through TFRRS. The former POP submission process will only be used for marathon qualifiers and race walk only events with no electronic results. Coaches will report meet results using the Conference website reporting system including team and individual results.
6. **Coaches Meeting:** The annual coaches' meeting will be held at the Cross-Country Championship or at the Track Championship. The Sport Chair must appoint a Secretary prior to the meeting to take thorough minutes. A copy of the minutes should be sent to all Head Coaches following the meeting. The Indoor and Outdoor Committee will consist of 4 coaches plus the sport chair. Committee is: Josh Bradley (Bryan), Chris Layne (Milligan), Justin Herbert (Tennessee Wesleyan), Jordan Turner (Reinhardt).
7. **Awards:**
  - Men's & Women's Team Champion, Runner-Up
  - Staff of the Year – The coaching staff of the Championship Team
  - All-Conference Team – The top 3 male and the top 3 female Conference finishers in each event at the Conference Championship meet. Relays are the top 2 teams.
  - MVP Track –one male and one female athlete - to be voted on by the coaches for both men and women.
  - MVP Field – one male and one female athlete.
  - Most Points – one male and one female athlete.
  - Rookies of the Year- one male and one female athlete. Tiebreakers go to Meet Official.
  - Academic All-Conference
8. **Conference Championship Meet:**
  1. Date: April 21-22,2017
  2. Backup dates: April 14-15 or April 28-29
  3. Number of schools sponsoring and participating: 11 (M), 12 (W)
  4. Number of schools in event: Men: 11, Women: 12
  5. If there are two berths to Nationals: NA
  6. Method team selection for event: All AAC Institutions who sponsor track and field may participate in scoring for the championship. All other AAC teams may still participate, but will not be counted in team scoring.

7. Method of seeding: No heat sheets or performance lists will be posted until the day of competition and no changes can be made after the entry deadline has closed.
  8. Selected Site: Montreat
  9. Host Institution: Montreat
  10. Contingency Plan: NA
  11. Athletic Trainer coverage provided by each team.
  12. Tournament SID: Montreat
  13. Tournament Fee: \$300 per team
- Two-day championship with all events opened and will be reevaluated after the cross-country season when rosters are known.
  - The honest effort rule is in effect for the Championship.
  - To be entered in an event at the Outdoor Championships, an athlete must have a TFRRS mark prior to entries deadline. The exceptions to this rule are: any relay events, as well as the 10K (must have either a 5K or 10K mark prior to the entries deadline).
  - If less than 6 in an event then only the #1 winner will be declared All-Conference unless the competitor meets a national mark prior to or at the championship.
  - If less than 6 teams in a relay event, All-Conference is limited to the top team only.
  - Certified Officials are needed to run events for fairness and consistency.
  - Championship t-shirts and banquet details are to be finalized at Cross Country Championships.
  - Will accept equal races & 1600/mile converted 1500 from indoor.
  - Entries are due Monday at 6pm.

## *Volleyball*

Sport Liaison: Stacy Hall, Truett-McConnell College

Chair: Jeremy Wise, Union College

Rater: Chuck Mullen, Columbia College

1. Roster: A team must have a minimum of six players and maximum of 16 players on their official roster each game. More players may dress out and play during regular season matches, but no more than 16 during the Conference Tournament.
2. Scheduling: Each Conference team will play two matches with every other Conference team in accordance with the scheduling matrix. The host school must pay the visiting team the officials' fee if the officials fail to show. The host team must travel to the visiting team to make-up and pay for the officials. If the host team chooses not to travel to play again, the host team must take a forfeit.

3. Officials: Each coach must send in their regular season schedule to the Conference official's assignor. The official's assignor is responsible for selecting officials for all AAC matches. Regular season and tournament officials must be USA or PAVO rated officials. Certified high school officials can be used as down officials when a USA or PAVO official cannot be secured or in an emergency situation.
4. Equipment & Site Criteria: The Tachikara is the official NAIA volleyball. The Tachikara S5W Gold white ball or the Red/White/ Blue balls are the official balls to be used by the conference. The Red/White/Blue ball will be used for post-season play.
  - All conference schools must provide at least 12 (good) balls for the opponents to use during their warm-up for matches.
  - The home team will provide water, cups, and ice for matches.
  - The home team is required to provide statistics to the visiting team at the end of the match.
  - The host school must provide a trainer for all home matches. If the visiting team needs a trainer, the home team should be advised in advance of the match.
5. Forms & Reports: The home team is responsible for reporting stats and game scores to DakStats and SIDHelp. Coaches and statisticians may discuss stats at the end of the game to determine the official stats. Every week during their season, each team will web synch their entire DakStats by 12:00 noon on Monday. Web synching immediately after each game is encouraged. Coaches may nominate Player of the Week, Setter of the Week, and Libero of the Week by using the web-based form on the NAIA website by noon on Mondays. The sport chair or Conference SID will make the final selection based on weekly nominations. All matches will be filmed and the content posted to the AAC Synergy account immediately following the conclusion of the contest or the following day for away matches.
6. Coaches Meeting: Meeting will be held twice a year, in August (first Tuesday) and in November at the Conference Tournament. All volleyball coaches should attend both meetings. A Co-Chair will serve under the direction of the chair and then would take over the chair position rotating every 2 years.
7. Awards:
  - Tournament Champion, Runner-Up
  - Regular Season Champion
  - Coach of the Year - voted on by all conference coaches at the Conference Tournament.
  - Player of the Year – The player of the Year will be voted on separately from the All-Conference Team. Nominees must be members of the first team All-Conference

Team to be considered for Player of the Year. If there is a tie, both players will be recognized as Co-Players of the Year. This also applies to Libero, Setter and Freshman of the Year.

- Libero of the Year
- Setter of the Year
- Freshman of the Year
- All-Freshman Team
- All-Conference Team – Players are nominated by their coach and voted on by all coaches, with each coach not voting for his or her own players. Each coach must vote for fourteen players. Voting is based on power ranking with the first player on the ballot receiving fourteen points, the second player receiving thirteen points, etc. There will be a fourteen member First Team and a six member Second Team.
- All-Academic Team – Nominations must comply with the requirements outlined in Standard Operating Procedures. Nominations must be received by the Sport Chair by Oct. 1st. An official transcript or Registrar’s official form must accompany each nomination. Voting to confirm the nominations will be by the coaches at the Tournament.
- All-Tournament Team – Each coach of the final four teams chooses two players for the team. An additional player from the Championship team will be chosen as the MVP.
- Nominations for the All-Conference Team are due into the sports chair eight (8) days prior to the start of the Conference Tournament. The sports chair will issue the All-Conference Team ballot which will include all the nominations for team and individual awards (i.e. Player of the Year, Coach of the Year, etc.) one (1) week (seven days) prior to the start of the conference tournament. All ballots are to be submitted to the Conference SID no later than two (2) days prior to the start of the conference tournament.
- Players will not be eligible for conference awards if the coach fails to report weekly statistics more than two times during the season. The coach must be present at the coaches’ meeting in order to nominate his/her players
- Player of the Week
- Conference Awards will be announced on Wednesday of the Tournament at 1:00 p.m.

#### **8. Conference Championship Tournament:**

1. Date: November 10-12, 2016.
2. Backup date:
3. Number of schools sponsoring sport: 12
4. Number of teams in event: 8

5. If two berths to the national tournament: Regular Season Champion and the Tournament Champion. If the Regular Season Champion also wins the tournament then the tournament runner up would receive the second bid.
6. Method of team selection: Final seeding from regular season
7. Method of seeding: Final rating determines seeding. Any ties will be broken by the following criteria in the order listed: 1. Regular season head-to-head match record.2. Regular season head-to-head set record;3. Regular season head-to-head point differential; 4. Using regular season criteria in #1-#3 versus next highest seed all the way down till #12 seed if necessary until ties are broken. 5. Highest ranked team in last weekly regional ratings.
8. Selected Site: Meadowview Marriott Resort & Conference Center, Kingsport, TN
9. Host Institution: Milligan/Kingsport Convention & Visitors Bureau
10. Contingency Plan: Top two seeded teams for the AAC tournament would move on to Nationals in the event the tournament could not be played.
11. Athletic Trainer coverage: Each institution, and if unable to attend, can pay a fee to host school staff as the tournament official staff to treat their athletes.
12. Tournament SID: Jay Stancil, Union College
13. Tournament Fee: Traveling teams \$100; non-traveling teams \$400.

**Tournament Rules:**

1. Top 8 teams in Conference at the end of the regular season will participate in the single-elimination tournament.
2. Tournament format:

**Wednesday: Practice/coaches meeting/banquet**

- Practices 30 minutes per team. Choice of practice times will be given in order of seeding: 11:00, 11:30, 12:00, 12:30, 1:00, 1:30, 2:00, 2:30.
- Coach's Meeting at 3:00 PM to 5:00 pm.
- Banquet @6:00pm

**Thursday:** Games @ noon, 2:15, 4:30, 6:45, this gives two hours and fifteen minutes between games, so that we are not rushed. Minimum warm up time will be 30 minutes, however, games will not play ahead of schedule.

**Friday:** Morning Court time options: 25 minutes/team, 10:00-10:25, 10:30-10:55, 11:00- 11:25, 11:30-12:00. Matches: 1:00 and 3:30

**Saturday:** Optional morning court times: 25 minutes/team 10:00-10:25, 10:30-11:00. Championship Match 2:00 PM

3. In the event of a tie for Regular Season Champion, both teams will be declared Co-Champions and both will receive a championship plaque.

4. Tournament Officials: The Conference Assignor will secure the tournament officials. An attempt will be made to secure officials from various geographic areas. The tournament sponsor (Kingsport C & VB) will pay for travel, lodging, and meals in addition to the appropriate match fee. Coaches of conference teams should tell the assignor if she/he does not want a particular official to call at the tournament (with valid reason). All officials should be National or Jr. National officials, or the best officials that the assignor can secure.
5. Championship Committee will be: Chuck Mullen—Columbia College, Kristy Kamer-Montreat College, along with chair and co-chair.