



AMERICAN SOUTHWEST CONFERENCE

OFFICIATING

Information for Coordinators of Game Officials

-- FOOTBALL --

Version: July 15, 2019



INFORMATION FOR COORDINATORS OF OFFICIALS

Version: July 15, 2019

AMERICAN SOUTHWEST CONFERENCE, 2019-20

BELHAVEN UNIVERSITY | CONCORDIA UNIVERSITY TEXAS | EAST TEXAS BAPTIST UNIVERSITY
 HARDIN-SIMMONS UNIVERSITY | HOWARD PAYNE UNIVERSITY | LETOURNEAU UNIVERSITY
 LOUISIANA COLLEGE | UNIVERSITY OF MARY HARDIN-BAYLOR | MCMURRY UNIVERSITY
 UNIVERSITY OF THE OZARKS | SUL ROSS STATE UNIVERSITY | UNIVERSITY OF TEXAS AT DALLAS

Affiliate Members

Women's Golf: University of California, Santa Cruz | Football: Southwestern University and Texas Lutheran University

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Term: July 1, 2019 – June 30, 2021

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THE AMERICAN SOUTHWEST CONFERENCE



MISSION STATEMENT

The American Southwest Conference is a group of universities with similar educational and athletic philosophies. The ASC was founded to provide a structure for intercollegiate athletics among the member institutions. Its multi-dimensional mission is to create an environment that is characterized by opportunities to learn, friendly competition and enjoyable activities for the universities involved.

Each member institution should abide by policies that enhance the mission, goals and objectives of the ASC.

ASC members believe that team and individual sports provide learning opportunities. Members should create an athletics environment that supports teaching and learning.

The welfare of students who participate in intercollegiate athletics is a vital concern of the membership. Members should create and abide by policies and the procedures that insure student welfare.

Traditional standards of ethical conduct and fair play are respected. To guarantee the integrity of the association the membership adheres to the policies of the Conference and National Collegiate Athletic Association (NCAA).

GOALS AND OBJECTIVES

“A basic purpose of this association is to maintain intercollegiate athletics as an integral part of the educational program and the athlete as an integral part of the student body.”

- *Statement of Guiding Principles, NCAA Presidents Commission*

Goal:

To provide an organization that will enhance intercollegiate athletic competition among American Southwest Conference institutions. The ASC provides a structure that will integrate intercollegiate athletics as an integral part of the academic program and the student body.

Objectives:

- (1) To insure athletic programs are characterized by academic integrity, fiscal responsibility and reflect the institutions' educational mission.
- (2) To provide opportunities for students to engage in intercollegiate athletics.
- (3) To integrate appropriate athletic experiences as part of institutions' educational programs.
- (4) To encourage the graduation of student athletes.
- (5) To assist in the establishment of competitive athletic programs.
- (6) To assist members' compliance with National Collegiate Athletic Association (NCAA) and ASC standards and policies.
- (7) To encourage attention to the student athletes' mental and physical health, promoting safety and fair treatment.

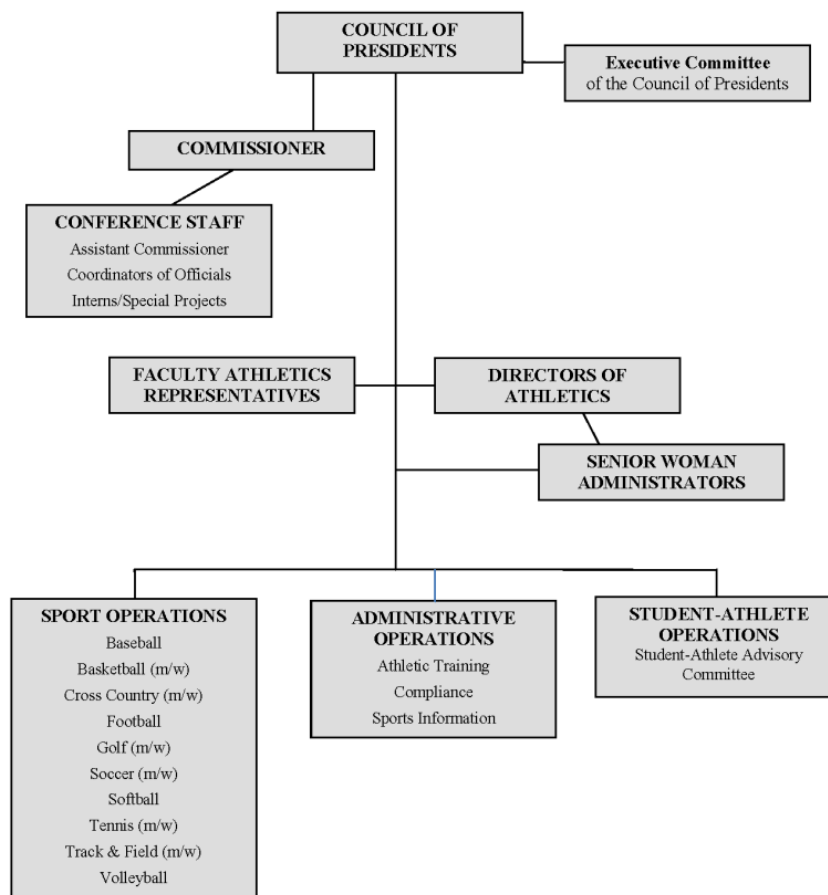
2019-20 ADMINISTRATIVE & OPERATING GROUP LEADERSHIP

Subject to change (7/15/19)

GOVERNANCE	Chair	Vice Chair	Immediate Past Chair
Council of Presidents	Dr. Donald Christian CTX	Eric Bruntmyer, J.D. HSU	Dr. J. Blair Blackburn ETBU
Faculty Athletics Representatives	Chuck Boland HPU	Robert Wallace MCM	Dr. Will Walker ETBU
Directors of Athletics	John Neese HSU	Hunter Sims HPU	Ryan Erwin ETBU
Senior Woman Administrators	Sandra Chambers SRSU	Cammie Petree MCM	Janae Shirley ETBU

SPORT OPERATIONS	Chair	Vice Chair	AD Liaison
Baseball	Mike Byrnes LC	Stephen Lynn HPU	ETBU Ryan Erwin
Men's Basketball	Reni Mason LC	Ken DeWeese UMHB	MCM Sam Ferguson
Women's Basketball	Kendra Hassell HSU	Polly Thomason UTD	LETU Terri Deike
Cross Country	Alex Adalco UMHB	Christie Barber BU	CTX Ronda Seagraves
Football	John Pearce SRSU	Braxton Harris HPU	HSU Hunter Sims
Golf	Butch Edge UTD	TBD (election)	UMHB Randy Mann
Men's Soccer	Aaron Brueckner UO	Brad Bankhead UMHB	BU Scott Little
Women's Soccer	Samantha Etherington LC	Marcus Wood HSU	UTD Bill Petitt
Softball	Stan Wells LETU	Jose Mata HPU	UO Jimmy Clark
Tennis	Shane Williford HSU	Bryan Whitt UTD	SRSU Bobby Mesker
Volleyball	Brittany Salloum LC	Colleen Westfall HSU	HSU John Neese
Track & Field	Natalie B.-Prather ETBU	Heidi Pinkerton UO	LC Reni Mason

American Southwest Conference Organizational Chart



Updated: July 1, 2017

2019-20 CHAMPIONSHIPS: Conference & Division III

AMERICAN SOUTHWEST CONFERENCE CHAMPIONSHIPS

CROSS COUNTRY	Men & Women	November 2, 2019	Abilene, Texas / McMurry University
SOCCER	Men & Women	November 5, 8, 10, 2019	No. 1-4 Seeds (<i>qtrs</i>), No. 1 Seed (<i>semis/final</i>)
VOLLEYBALL		November 7-8-9, 2019	East Division No. 1 Seed
BASKETBALL	Men	February 27-28-29, 2020	West Division No. 1 Seed
	Women	February 27-28-29, 2020	East Division No. 1 Seed
GOLF	Men	April 17-18-19, 2020 (<i>practice April 16</i>)	TBD
	Women	April 24-25-26, 2020 (<i>practice April 23</i>)	TBD
TRACK AND FIELD	Men & Women	April 16-17-18	Jackson, Miss. / Belhaven University
TENNIS	Women	April 23-24-25, 2020	East Division No. 1 Seed
	Men	April 30-May 1-2, 2020	West Division No. 1 Seed
SOFTBALL		April 30-May 1-2, 2020	TBD
BASEBALL		First Round – April 30-May 1-2, 2020	TBD
		Championship Round – May 7-8-9, 2020	Highest Remaining Seed

NCAA DIVISION III CHAMPIONSHIPS

BASEBALL		Regional: My 15-17 Super-Regional: My 22-24 Finals: My 29-Jun 3 (<i>Cedar Rapids, IA</i>)
BASKETBALL	M	1st/2nd: Mar 6-7 Sectionals & Semifinals: TBD ** Final: April 5 (<i>Atlanta</i>)
BASKETBALL	W	1st/2nd: Mar 6-7 Sectionals: March 13-14 Finals: March 20-21 (<i>Columbus, OH</i>)
CROSS COUNTRY	M & W	Regional: November 16 National: November 23 (<i>Louisville, KY</i>)
FOOTBALL		1st: Nov. 23 2nd: Nov. 30 Qtrs.: Dec. 7 Semi: Dec. 14 Final: Dec. 20 (<i>Shenandoah, TX</i>)
GOLF	M & W	Finals: May 12-15 (<i>Palm Beach Gardens, FL</i>)
SOCCER	M & W	1st/2nd: Nov. 16-17 Sectionals: Nov. 23-24 Finals: Dec. 6-7 (<i>Greensboro, NC</i>)
SOFTBALL		Regional: May 8-10 Super-Regional: May 15-16 Finals May 21-26 (<i>Tyler, TX</i>)
TENNIS	M & W	1st/2nd/3rd: May 8-10 Finals: May 18-21 (<i>St. Louis, MO</i>)
TRACK & FIELD, Outdoor	M & W	Finals: May 21-23 (<i>Rochester, NY</i>)
VOLLEYBALL		Regional: November 15-17 Finals: November 21-23 (<i>Cedar Rapids, IA</i>)

** BASKETBALL, Men's Sectional and semifinal game dates and location TBD summer 2019 as the championship game on April 5 will be part of the NCAA Joint Division Championships in Atlanta.

NCAA DIVISION III PHILOSOPHY STATEMENT

Colleges and universities in Division III place highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience, and in which coaches play a significant role as educators. They also seek to establish and maintain an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

To achieve this end, Division III institutions:

- (a) Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletic program at the institutional, conference and national governance levels;
- (b) Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (students, alumni, and institutional personnel) than on the general public and its entertainment needs;
- (c) Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;
- (d) Primarily focus on intercollegiate athletics as a four-year, undergraduate experience;
- (e) Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;
- (f) Encourage participation by maximizing the number and variety of athletics opportunities for their students through broad-based athletics programs;
- (g) Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;
- (h) Assure that athletics participants are not treated differently from other members of the student body;
- (i) Assure that student-athletes are supported in their efforts to meaningfully participate in non-athletic pursuits to enhance their overall educational experience;
- (j) Assure that athletics programs support the institution's educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution's athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;
- (k) Assure that athletics recruitment complies with established institutional policies and procedures applicable to the admission process;
- (l) Exercise institutional and/or conference autonomy in the establishment of initial and continuing eligibility standards for student-athletes;
- (m) Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;
- (n) Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body;
- (o) Provide equitable athletics opportunities for males and females and give equal emphasis to men and women's sports;
- (p) Support ethnic and gender diversity for all constituents;
- (q) Give primary emphasis to regional in-season competition and conference championships;
- (r) Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.

CONDUCT, SPORTSMANSHIP

RESPECT.
It's the name of the game.

CONDUCT STATEMENT

The American Southwest Conference recognizes no tolerance for offensive language or offensive gestures and behaviors at all athletic venues. *(Adopted May 28, 2009)*

CODE OF CONDUCT

Sportsmanship is the foundation upon which the American Southwest Conference is based, and the key to its ongoing vitality and fulfillment.

The concept is one that warrants universal acceptance, perhaps even reverence, and which deserves and demands vigilance. This vigilance must include everyone associated with the ASC including presidents, directors of athletics, coaches, student-athletes, game officials and the student bodies if the Conference is to achieve one of its fundamental purposes now and in the future.

The sportsmanship we desire must be more than conceptual. It must be a consistent pattern of conduct and practice which will leave no doubt that all Conference personnel are committed to the importance of equity, maintenance of the nobility of intercollegiate athletics and the worth of institutional and personal relationships. Paramount is the constant realization that these relationships are fragile and can only endure with ongoing vigilance and deep concern that they remain unsullied.

Good sportsmanship must permeate every aspect of our programs, every day as well as game day. There is no place for uncivil behavior by any individual, professional or student, at any event involving ASC member institutions. Use of profanity by coaches, players, or game officials is not to be tolerated prior to, during or after athletics events. A goal should be that similar expectations are met during practices and at all other times and places during the academic year. When profanity occurs during an athletics contest, penalties should be exacted. Not corrected, it becomes a matter of concern to all including the institutional presidents. It is imperative that the Coordinators of Officials and assignors understand the importance of this position and clearly communicates it to game officials.

Coaches in all sports are expected to be ladies and gentlemen, professionals who not only revere the ASC and its values but also abide by game rules in a consistent manner.

For profanity, or anything else unbecoming a student-athlete, coach or game officials, to be tolerated is to undermine the ASC and all that it stands for.

It is well for personnel of all member institutions to remember that they will be visitors in half of their games. A constant goal is that personnel of each institution treat visitors in the same cordial and hospitable manner as would be expected when they are visitors.

It should be the goal of every person associated with the ASC to place principles and values ahead of rankings and notoriety, and long term benefits ahead of short-term gains. Such a code of conduct keeps us as one body, unified and committed to being what we claim to be, irrespective of what happens at major sporting events. Sadly, some of these events, despite receiving high TV ratings and warranting wide media coverage, are in numerous ways contradictory to what we believe intercollegiate athletics should be. Let all of us be vigilant to protect what is right and not what is expedient.

See ASC Bylaw Article V: Sportsmanship.

ASC BYLAW ARTICLE V: SPORTSMANSHIP

- 5.1 Pursuant to the integrity of higher education, the American Southwest Conference holds all individuals associated with an institution's athletic department and events to the highest ideals of sportsmanship. All athletic administrators, coaches, student-athletes, spirit groups and fans shall act with respect, fairness, civility and honesty in an effort to create an appropriate environment for athletics competition as well as a positive image for their institutions. The use of alcohol and tobacco are not permitted. Taunting, baiting and fighting are unacceptable, and those individuals displaying such actions may be reprimanded, publicly or privately, or suspended as deemed appropriate by the Commissioner.

Each institution's effort to conform to NCAA Bylaw 2.4 and promote good sportsmanship shall at the minimum include:

- a. Announce the ASC Sportsmanship Statement (ASC 5.2) before the start and during halftime at all home contests.
 - b. Print the NCAA Principle of Sportsmanship and Ethical Conduct in football and men and women's basketball game programs and other warranted publications (e.g., media guides, student-athlete handbooks, etc.).
 - c. Athletic administrators and coaches shall sign the sportsmanship partnership statement prior to the start of the academic year and shall file a copy in their athletic department.
 - d. Display sportsmanship posters in prominent areas such as locker rooms, athletic training rooms and concourses.
- 5.2 **SPORTSMANSHIP STATEMENT:** Before the start and during halftime of any ASC athletic contest, the following statement should be read by the host institution in order to stress good sportsmanship among the spectators as well as the participants in the contest:

Ladies and Gentlemen, today's [*game, match or contest*] is played under the rules and regulations of the National Collegiate Athletic Association and the American Southwest Conference. We expect good sportsmanship and conduct to prevail throughout the contest. [*NAME OF INSTITUTION*], the NCAA and the ASC ask that all fans act responsibly and courteously to those around you. Consumption of alcohol, use of tobacco, abusive language or disorderly conduct is unacceptable. Team members, game officials and fans deserve your respect and courtesy. Your cooperation is appreciated.

5.3 **UNSPORTSMANLIKE CONDUCT:**

- 5.3.1 **Student-Athlete:** Any student-athlete from an ASC member institution who is ejected from a contest will be automatically suspended from participating in the next scheduled contest of his/her team. Additional ejections within the sport season will result in the student-athlete's automatic suspension from the number of next scheduled contests equal to the number of season ejections (i.e., two ejections equal two-game suspension; three ejections equals three-game suspension, etc.). Suspension will carry over to the postseason (i.e., conference and national championships) and the next season.
- 5.3.1.1 **Football Exception:** A football student-athlete who is ejected from a game as a result of a targeting foul will serve game suspension penalty as outlined under NCAA Football Rules 9.3/9.4. For fouls in the first half: Disqualification for the remainder of the game. For fouls in the second half: Disqualification for the remainder of the game and the first half of the next game. If the foul occurs in the second half of the last game of the season, players with remaining eligibility shall serve the suspension during the postseason or the first game of the following season, whichever occurs first. (*Effective 8/1/18*)
- 5.3.2 **Coaching or Support Staff:** Any coach or team support staff member ejected from a contest for the first time in a season will receive a warning. An ejection for a second time during the same season will be automatically suspended from the next two contests of his/her team. Suspension will carry over to the postseason (i.e., conference and national championships) and the next season.
- 5.3.3 If the sport's rules governing unsportsmanlike conduct are stricter than those of American Southwest Conference Bylaw V, the conduct rules of the sport take precedence. In general, sports with stricter conduct rules include soccer and specific acts of misconduct (fighting, etc.) in baseball, basketball, football and softball. The sport's governing rules shall be examined in reference to acts of misconduct.

- 5.4 **SPORTSMANLIKE CONDUCT POLICY:** It shall be the responsibility of each member institution to ensure that all individuals employed by or directly associated with the athletic program of that institution, including its student-athletes, comport themselves in a sportsmanlike manner when representing their university, especially at intercollegiate athletic contests. Unsportsmanlike conduct shall subject the individual to disciplinary action. The member institution with which the individual is associated may also be subject to disciplinary action if it is found that the institution's policies, actions or failure to act substantially contributed to the individual's misconduct.
- 5.4.1 **Sportsmanship Statement:** The American Southwest Conference recognizes no tolerance for offensive language or offensive gestures and behaviors at all athletic venues. (*Adopted 5/28/2009*).
- 5.5 **UNSPORTSMANLIKE CONDUCT DEFINED:** Acts of unsportsmanlike conduct shall include, but not be limited to, the following and shall be subject to private or public reprimand or suspension from a contest(s) as the Commissioner deems appropriate in the event of a flagrant violation or additional offense:
- Any person (athletic department staff or student-athlete) who strikes or physically abuses an official, opposing coach, player or spectator.
 - Any person who intentionally incites participants or spectators to violent or abusive action.
 - Any person who uses obscene gestures or profane or unduly provocative language or action towards officials, opponents or spectators.
 - Any person who engages in negative recruiting, by making statements to a prospective student-athlete, parents, high school coach or other person interested in the prospective student-athlete which are not of a positive nature about another academic institution or its personnel, shall be subject to a public reprimand for the first offense and to a suspension of the privilege of recruiting for one season for an additional offense.
 - Acts of unsportsmanlike conduct not specifically prescribed. Any person who publicly is unduly critical of any game official, Conference personnel, another member institution or its personnel, shall receive a public reprimand for the first violation, one game suspension for a second violation and a two game suspension for a third violation. (These sanctions shall not be probated.)
- 5.6 **UNSPORTSMANLIKE CONDUCT NOTIFICATION:** Game officials must notify the ASC Commissioner and the respective sport ASC Coordinator of Officials (football, basketball, soccer) or their Officials Assignor within 24 hours after issuing an ejection. Initial notification may be made by phone call, with a written statement regarding the circumstances surrounding the ejection e-mailed or faxed to both the Commissioner and officials' coordinator/assignor. The Commissioner will notify the Director of Athletics of the affected institution of the ejection and resultant disciplinary action to be administered. It will be the responsibility of the Director of Athletics to enforce the rule at his/her institution.
- 5.7 **DUTIES OF THE COMMISSIONER:** Whenever the Commissioner concludes, after a reasonable investigation, that there has been a violation of the regulation of unsportsmanlike conduct, he shall impose such penalty as he deems appropriate by first giving notice to the individual or institution.
- The Commissioner will provide the institution the amount of time he/she considers to be reasonable given the circumstances involved to take action of its own, and may adopt that action as Conference action if he deems it appropriate.
 - In the event the individual or institution feels that the penalty is inappropriate, either because the violation did not occur or because the penalty is excessive, there shall be the right to appeal to the Compliance Committee. Notice of the desire to appeal must be given to the Commissioner within 48 hours of receipt of notification of the penalty imposed by the Commissioner. The Compliance Committee shall conduct a prompt hearing, affording the individual or institution the opportunity to be heard. The Compliance Committee may reaffirm, set aside, reduce or increase the penalty, as it deems appropriate, giving the individual or institution written notice of its decision and its reasons. The decision of the Compliance Committee shall be final and not subject to further appeal.
 - Should the athletic department staff member(s) or student-athlete(s) involved be affiliated with one of the institutions represented on the Compliance Committee, or should a member of the Compliance Committee be unavailable, a designated alternate shall be appointed by the Chair of the Council of Presidents.
 - If the institution of the Chair of the ASC is involved, the Immediate Past Chair shall appoint the alternate.
 - The penalty imposed by the Commissioner shall be stayed pending the decision of the Compliance Committee.
- 5.8 **CARRYING PENALTY OVER TO NEXT SEASON.** Whenever a penalty of suspension is imposed at or near the end of the season of competition, such penalty may be carried over into the next season of competition.

- 5.9 DEFINITION OF TERMS. As used in this regulation, "suspension," in the case of a player means that the player cannot participate in the designated number of contests but may practice. In the case of a coach or support staff member, it means that the coach/support staff member cannot be present in the playing arena for the designated number of contests but may conduct practice sessions.
- O.I.* When a violation results in a coach/support staff being suspended from a contest, the individual shall be restricted from the building/field where the game is to be played for a period of one hour before the game through the conclusion of the contest.
- O.I.* In the sport of golf, "contest" equals one 18-hole competitive round.

ASC BYLAW ARTICLE XI: TRAVEL POLICY

- 11.1 The Conference Travel Policy in regard to inclement weather and/or other factors shall be as follows: Once the traveling team *has departed* its campus, the contest will be played as scheduled. If a contest cannot be played because of extenuating circumstances (e.g., weather, unforeseen act), the contest will be cancelled and will not be rescheduled.
- 11.1.1 *All Sports, except Baseball, Softball and Tennis:* In sports other than baseball, softball and tennis, if a contest is cancelled due to inclement weather and the visiting team *has not departed* its campus, the contest may be rescheduled by mutual agreement before the Conference Championship Tournament.
- 11.1.2 *Baseball and Softball:* In the sports of baseball and softball, the conference regular-season play format will be Friday-Saturday with Sunday or Saturday-Sunday with Monday as a make-up day in the event of inclement weather. The window for play begins when the visiting team departs its campus.
- 11.1.2.1 If games are played on Sunday, they will be limited to a 1:00 p.m. to 6:00 p.m. time frame unless there is mutual agreement prior to the start of the games to play to completion. (*Incorporated from BSB, SB Operating Codes*)
- 11.1.2.2 If the scheduled ASC series cannot be played by Monday, the game(s) will be cancelled and not rescheduled. (*Incorporated from BSB, SB Operating Codes*)
- 11.1.3 *Tennis:* In tennis, the conference season play format will be Friday-Saturday with Sunday or Saturday-Sunday with Monday as a make-up day in the event of inclement weather. Scheduled midweek conference matches are exempt from a make-up date and must adhere to 11.1.of the ASC Travel Policy. The window for play begins when the visiting team departs its campus except when a team that has departed for a scheduled match and subsequently has play in that match suspended or postponed due to unforeseen circumstances may return to its campus and schedule completion of the suspended/postponed match.
- 11.1.3.1 Before departure for a subsequent leg of a scheduled trip and play is cancelled due to weather or unforeseen acts, an institution may reschedule the subsequent contests. (*Revised Effective 12/3/2014*)
- 11.1.4 *Soccer:* The soccer base schedule format is Thursday and Saturday. In the event of inclement weather/unforeseen circumstances, Friday is used as makeup day for Thursday game(s). If a game cannot get completed on Friday, it is cancelled without rescheduling. Teams move on to Saturday game(s) as scheduled. Sunday is used as makeup day for Saturday game(s). If a game cannot get completed on Sunday, it is cancelled without rescheduling. (*Revised Effective 8/1/2017*)

SPORT SPONSORSHIP, 2019-20

(as of July 1, 2018 / Subject to change)

- #.....Indoor Track & Field (ITF), Swimming & Diving (SWM), Wrestling (WR) are not ASC sponsored sports, but are intercollegiate NCAA-sponsored sports at member institutions.
- +.....ASC Affiliate Member in specified sport
- (X).....Institution is NCAA Division III provisional or NCAA Division II reclassifying and ineligible for Div. III championships {SCAC}, {IND}.....Institution is an affiliate in another conference or independent

NCAA CHAMPIONSHIP SPORTS

MEN	BASE	BKB	CC	FB	GLF	SOC	TEN	OTRK	ITRK#	SWM#	WR#	TOT
Belhaven	X	X	X	X	X	X	X	X	X			9
Concordia Texas	X	X	X		X	X	X	X				7
East Texas Baptist	X	X	X	X	X	X	X	X				8
Hardin-Simmons	X	X	X	X	X	X	X	X	X			9
Howard Payne	X	X		X	X	X	X					6
LeTourneau	X	X	X		X	X	X	X	X			8
Louisiana College	X	X	X	X	X	X	X	X	X			9
Mary Hardin-Baylor	X	X	X	X	X	X	X					7
McMurry	X	X	X	X	X	X	X	X	X	{SCAC}		10
Ozarks	X	X	X			X	X	X	X	{SCAC}	{IND}	9
Sul Ross State	X	X	X	X		X	X					6
Texas-Dallas	X	X	X		X	X	X					6
+ Southwestern				X								
+ Texas Lutheran				X								
Overall	12	12	11	10	10	12	12	8	5	2	1	

WOMEN	BKB	CC	GLF	SOC	SB	TEN	OTRK	VB	ITRK#	SWM#	TOT
Belhaven	X	X		X	X	X	X	X	X		8
Concordia Texas	X	X	X	X	X	X	X	X			8
East Texas Baptist	X	X	X	X	X	X	X	X			8
Hardin-Simmons	X	X	X	X	X	X	X	X	X		9
Howard Payne	X		X	X	X	X		X			6
LeTourneau	X	X	X	X	X	X	X	X	X		9
Louisiana College	X	X		X	X	X	X	X	X		8
Mary Hardin-Baylor	X	X	X	X	X	X		X			7
McMurry	X	X	X	X	X	X	X	X	X	{SCAC}	10
Ozarks	X	X		X	X	X	X		X	{SCAC}	8
Sul Ross State	X	X		X	X	X		X			6
Texas-Dallas	X	X	X	X	X	X		X			7
+ California, Santa Cruz			X								
Overall	12	11	9	12	12	12	8	11	6	2	

SCHEDULING and ASC CHAMPIONSHIP FORMATS, 2019-20

- BASEBALL:** Three-game series where teams play each opponent in their Division and four opponents from the opposite Division to determine regular season champions. Eight teams qualify for the ASC Championship Series to determine the champion NCAA Div. III AQ.
- BASKETBALL, Men and Women:** Two divisions, double round-robin vs. division/single game vs. opposite division determines regular season champion. Top four seeded teams each division play for ASC Championship/NCAA Div. III AQ.
- CROSS COUNTRY, Men and Women:** Championship participation for sponsoring institutions with non-active Div. III as non-scoring. No NCAA Div. III AQ awarded.
- FOOTBALL:** Single division, round-robin determines the ASC champion and NCAA Div. III AQ for eligible active Div. III institutions.
- GOLF, Men and Women:** Championship participation open to Div. III eligible sponsoring institutions with teams playing for ASC Championship/NCAA Div. III AQ.

- SOCCER, Men and Women:** Single division, round-robin determines regular season champion. Top eight seeded teams play for ASC Championship/NCAA Div. III AQ.
- SOFTBALL:** Three-game series where teams play each opponent in their Division and four opponents from the opposite Division to determine regular season champions. Eight teams qualify for the ASC Championship Series to determine the champion NCAA Div. III AQ.
- TENNIS, Men and Women:** Two divisions, round-robin vs. division determine season division champions. Top four seeded teams in each division play for ASC Championship/NCAA Div. III AQ.
- TRACK & FIELD, Men and Women:** Championship participation for sponsoring institutions with non-active Div. III as non-scoring. No NCAA Div. III AQ awarded.
- VOLLEYBALL:** Two divisions, double round-robin vs. division/single game vs. opposite determines regular season champion. Top two seeded teams each division and two wild-card teams play for ASC Championship/NCAA Div. III AQ.

SELECT SPORT OPERATING CODE INFORMATION*Subject to Change by Administrative Action***FOOTBALL OPERATING CODE**

- 1.0 ASC FOOTBALL: The conference football format will be a single alignment with each conference team playing each team in a round robin schedule to determine the ASC champion on a win-loss percentage basis.
- 1.1 NCAA Football Rules will govern play.
- 1.2 Conference teams will follow all practice and competition dates and restrictions as detailed in the NCAA Division III legislation under Bylaw 17 Playing and Practice Seasons.
- 1.3 When applicable, the ASC Champion will be awarded the conference automatic qualifying berth in the NCAA Division III Football Championship. If two or more teams tie for the conference title, the automatic qualifier will be determined by the conference tie-break formula outlined in ASC Bylaw: Article IX.
- 1.4 ASC Football sponsorship (2019-20) **ASC affiliate member for football*
- | | | |
|-------------------------------|----------------------------------|-----------------------------|
| Belhaven University | Louisiana College | Southwestern University * |
| East Texas Baptist University | University of Mary Hardin-Baylor | Sul Ross State University |
| Hardin-Simmons University | McMurry University | Texas Lutheran University * |
| Howard Payne University | | |
- 2.0 **CONFERENCE PLAYING FORMAT:** The base game day will be Saturday. Changes in scheduling must be mutually agreed upon by the two institutions' head coaches and Directors of Athletics.
- 2.1 **Schedule Change.** Any change in the base schedule -- date, time, etc. -- must be mutually agreed upon by the head coaches and Directors of Athletics of the involved teams. All changes must be reported in writing (e-mail preferred) to the Coordinator of Football Officiating and the Conference Office.
- 2.2 **Game Start Time:** All ASC games before and including the second Saturday in October will begin between 12:00 p.m. and 7:00 p.m. as determined by the home team. All ASC games after that day will begin no later than 2:00 p.m. unless altered by mutual agreement due to exception for homecoming and multi-sport field use issues (*i.e., football and soccer on the same field*). If mutual agreement cannot be reached, the start time will revert to no later than 2:00 p.m. (*Revised effective 6/9/16*)
- 2.2.1 Each team shall submit its season schedule with start times to the ASC Office no later than April 1. (*Revised effective 1/1/13*)
- 2.3 **Inclement Weather, Unforeseen Circumstances.** See ASC Bylaw Article XI Travel Policy for travel and rescheduling parameters.
- 2.4 **End of Conference Season:** All ASC games shall be completed by the end of the day on the last scheduled regular-season weekend or no later than the time established by the Division III Football Committee for submission of the AQ.
- 3.0 **GAME PROCEDURES:** See ASC Athletic Event and Football Game Management Guidelines.
- 3.1 **Protocols:** Prior to the start of the season, game protocol and host site information shall be compiled and distributed to the Director of Athletics and head coach of each ASC opponent.
- 3.2 **Game Administrator:** The Director of Athletics of the host institution will assign a game administrator who is a paid employee staff member to assist with the officiating crew, visiting team and staff, security, and other game day operations as assigned.
- 3.3 **Playing Conditions:** The host institution game administration, in consultation with the officiating crew, determines if playing conditions will permit the game(s) to be played. See *Athletic Event Guidelines 13.0*.
- 3.4 **Game Field.** The field used for conference and non-conference football games shall meet minimum specifications as outlined in the NCAA Football Rules.
- 3.5 **Halftime:** By rule halftime is 20 minutes, but may be altered by mutual agreement between the home and visiting team Directors of Athletics. The home Director of Athletics must notify the Conference office and the Coordinator of Football Officiating of any changes in intermission length at least 14 days in advance of the scheduled contest.
- 3.6 **Halftime Video Review, Targeting Penalty:** The ASC review first half targeting penalties with video review at halftime as needed during all games at ASC game sites, conference and non-conference games. See *ASC Football Game Administration. (Effective 8/1/18)*
- 3.7 **Game Ball:** The Wilson WTF 1001, 1003, 1004 and/or 1005 models shall be the official football of all conference and non-conference games per agreement with Wilson (*Wilson agreement April 1, 2016-Dec. 31, 2023*).

FOOTBALL (2)

- 4.0 **GAME OFFICIALS:** *See ASC Athletic Event Guidelines 4.0 Officials and Football Event Guidelines for additional procedures.* The Coordinator of Football Officiating will assign officials for all conference and non-conference home games of ASC member institutions.
- 4.1 Officials will be assigned in seven-person crews and be paid a flat fee per the current ASC Football Officials scale.
****NOTE:** Beginning with the 2020 season, the ASC will assign eight (8) person officiating crews. (*Effective 7/1/20*)
- 4.2 Each head coach will evaluate all officials assigned to the game using the officials' evaluation tool provided by the Coordinator of Officiating. It is the responsibility of the head coach to submit evaluations by stated deadlines. 4.3 Each member institution is responsible for providing season schedule and contact information per instructions/deadlines from the Coordinator of Football Officiating. Each member institution is responsible to confirm its home and away schedule and subsequently report any changes in the schedule (e.g., dates, start time) in writing to the Coordinator of Football Officiating and copied to the Conference Office.
- 4.4 The NCAA prohibits the use of scratch procedures relative to the assignment of officials/umpires. Each coach will have the opportunity to evaluate officials through the evaluation system provided by the Coordinator.
- 5.0 **SPORTSMANSHIP/FAIR PLAY:** *See ASC Bylaw 5 Sportsmanship; FB Exception Bylaw 5.3.1.1.* Coaches, players and athletic department staff will exhibit the highest standards of sportsmanship and fair play at all times. Unsportsmanlike conduct will not be tolerated.
- 5.1 **Unsportsmanlike Conduct Notification:** Game officials must notify the ASC Commissioner and the ASC Coordinator of Football Officiating within 12 hours after issuing an ejection. Initial notification may be made by phone call, with a written statement regarding the circumstances surrounding the ejection e-mailed or faxed to both the Commissioner and coordinator. The Commissioner will notify the Director of Athletics of the affected institution of the ejection and resultant disciplinary action to be administered. It will be the responsibility of the Director of Athletics to enforce the rule at his/her institution.

SELECT ATHLETIC EVENT/GAME ADMINISTRATION INFORMATION



ALL SPORTS

- 1.0 GAME ADMINISTRATOR: Each institution shall designate before each athletic contest a game administrator, who is a paid employee staff member, to be in charge of game administration and to serve as the contact person for game officials and/or visiting coaches should problems arise during the contest. Game administration and crowd procedures shall be followed by each institution to assure security and sportsmanlike treatment of all officials and participants.
- 1.1 The Game Administrator will review procedures with all persons involved in the event, including security, table staff, ticketing, athletic training, sports information, and others. Procedures include, but are not limited to, severe weather monitoring and notification, misconduct, game rules, event administration, etc.
 - 1.2 The Game Administrator shall make him/herself known to the visiting team staff and game officials upon those persons arrival on-site. The administrator should be in a location visible to coaches and officials.
 - 1.3 The Game Administrator is responsible to report game ejections, game protests and misconduct by coaches, players or game personnel to the host Director of Athletics and the ASC Office. Reports of misconduct by fans should be reported to the host Director of Athletics who will contact the visiting team Director of Athletics.
- 2.0 CROWD CONTROL: The responsibility for crowd control rests with the Director of Athletics or his/her designated game day administrator. The Directors of Athletics of ASC institutions are expected to communicate with his/her student-athletes and fans in encouraging enthusiastic support within the confines of good sportsmanship.
- 2.1 Host institutions must provide adequate security for effective crowd management. Attention should be given to seating arrangements at both indoor and outdoor venues that will alleviate crowd control problems.
 - 2.2 The game administrator shall be prepared to respond at the first sign of unsportsmanlike crowd behavior and request cooperation from those involved in maintaining proper playing conditions. Where available, use of the public-address system is strongly recommended to direct individuals.
- 3.0 VISITING TEAM HOST: Visiting teams and game officials shall be assigned a host staff person by the host director of athletics. This person will meet the visiting team and game officials upon their arrival and escort them to locker facilities and provide for needs based on prudent and reasonable requests.
- 3.1 The visiting team host may also serve as the game administrator.
- 4.0 **GAME OFFICIALS:** The ASC will utilize Coordinators of Officials who will make game assignments in baseball, men's and women's basketball, football, men's and women's soccer, softball, and volleyball. In other sports, local or regional officials' assigners/agencies will be utilized by the individual members for officials' assignments, as appropriate. *See specific sport operating code for game/match officials' requirements.*
- 4.1 Host Site Responsibilities. *See specific sport rules for host site responsibilities in regard to game officials.*
 - a. Communication. The host institution is responsible to verify with the respective sport Coordinator of Officiating game date, start time, and the assignment of game officials. No later than three days prior to the scheduled contest, the host site shall contact the designated officiating crew chief to review game day information, potential delays (i.e., weather) and special events. The host site shall again contact the crew chief/contact before any official departs for the contest and confirm in writing (i.e., email or text message) the contest will be played or any potential delays or changes.
 - b. Dressing Area. The host institution is responsible, where physical conditions permit, to provide a dressing room/showers area separate from player or coach for use before and/or after the contest. Coaches will not visit the officials' dressing area before, during, or after the contest, nor shall officials seek out coaches.
 - c. Security: Game officials should be provided a security escort when entering and leaving the playing facilities. The escort or security should be stationed outside the dressing area at the end of the contest until all officials leave the facility.

ALL EVENTS (2)

- d. Game Activities: The host Director of Athletics or assigned game coordinator should notify the Coordinator of Officials or the officiating crew chief at least three days in advance of the game and the game officials upon arrival at the game site as to activities permitted on the field and timing of scheduled events. In addition to game officials, it is strongly recommended that communication regarding on-field activities and timing of special events take place between Directors of Athletics and participating head coaches prior to the visiting team's departure from its campus.
 - e. Amenities. Officials should be provided adequate water, ice, and, where applicable, towels during the contest, at halftime and following the contest. Snacks and a light post-game meal are provided at the host site's discretion.
 - f. Publicity: The names of the officiating crew shall not be printed in the game program. Crew names may be announced over the public-address system as part of pregame introductions and names may be printed on press box "flip cards."
 - g. Host: A student host may be assigned to assist the officials.
- 4.2 No-Scratch Policy. ASC and NCAA officiating programs prohibit the use of scratch procedures relative to the assignment of game officials. Each coach will have the opportunity to provide evaluation of their officials through the evaluating system provided by their respective coordinator of officiating.
- 4.3 Game Fees. For sports where the ASC uses a conference-wide coordinator of officiating, the following number of officials and game fees will be paid for officiating for the 2019-20 academic year and future years as approved. The host institution is responsible for payment of the game fee. *Subject to change.*
- a. Officials Game Fee Payment: In baseball, basketball, football, soccer, softball and volleyball, the following outlines game fee payment for officials:
 - i. A full game fee shall be paid for any game that is started, regardless of its completion.
 - ii. One game fee shall be paid if officials were not contacted and are en route to the game site or are present on-site and no game(s) are played.
 - iii. If officials have been contacted about a game change or delay and did not travel, no game fee is paid. The officials and/or the sport Coordinator of Officiating must have been contacted and a response received in writing (i.e., email or text message) in advance of the scheduled departure(s).
 - b. Baseball, Regular-Season – Two (2) umpires, flat fee paid per nine-inning game and per seven-inning game.
 - c. Baseball, ASC Tournament – Three (3) umpires, flat fee paid per nine-inning game plus hotel room (double occupancy). The host institution is responsible for payment of the game fee.
 - d. Basketball, Men and Women, Regular-Season and ASC Tournament: Three (3) officials flat fee paid. The host institution is responsible for payment of the game fee.
 - e. Football: Seven (7) officials flat fee paid. The ASC will invoice and collect game fees for each institution's varsity home contests and disperse game fees through Arbiter Ref-Pay.
 - f. Soccer, Men and Women, Regular-Season and ASC Tournament: Three (3) officials flat fee paid for the center referee and for each of the two assistant referees.
 - g. Softball, Regular-Season: Two (2) umpires flat fee paid for each game.
 - h. Softball, ASC Tournament – Three (3) umpires, flat fee paid for each game plus hotel room (double occupancy).
 - i. Volleyball, Regular-Season: Four-person (4) officiating crew for each match, two (2) referees and two (2) line judges. Flat fee paid for each referee and for each line judge for single game day. For multi-game days, including tournaments, the flat fee paid for each referee for the first game plus for each subsequent game on the same day, and the flat fee paid for each line judge for the first game plus subsequent game on the same day.
 - j. Volleyball, ASC Tournament: Four-person (4) officiating crew for each match, two (2) referees and two (2) line judges. Flat fee paid for each referee for the first game plus or each subsequent game on the same day, and the flat fee paid for each line judge for the first game plus subsequent game on the same day.
- 4.4 Officials' Emergency: If less than the required number of game officials is present at game time due to an emergency or extenuating circumstance, the game(s) will be played with a lesser number of assigned officials or by replacement officials mutually agreed upon by both coaches.
- 5.0 "NO CONTEST" DECLARATION: There is no forfeit of a contest until all participating teams are present and the referee or other appropriate game official has assumed jurisdiction in accordance with the applicable playing rules. When a team does not appear (e.g. weather conditions, accidents, vehicle breakdown, illness), a forfeit is not recorded. An institution shall not declare a forfeit for non-fulfillment of a contract. The NCAA and the ASC only recognize records/statistics from contests decided on the playing field. A "No Contest" declaration does not affect a team's win-loss record.
- 6.0 PRESS BOX/SCORERS' TABLE PERSONNEL: Press box and/or scorers' table personnel at all events must be trained and serve as neutral officials in a professional and impartial manner.
- 6.1 Neutrality: Public Address Announcers must remain neutral and not act as cheerleaders or incite the crowd.

ALL EVENTS (2)

- 7.0 BANDS, TAPED MUSIC, SOUND EFFECTS: Uniformed visiting bands, drill teams and their campus sponsor(s) shall be admitted without charge to ASC events. The host Director of Athletics must be informed at least three days in advance of a visiting band or drill team's intent to attend a contest.
- 7.1 Bands, taped music and/or sound effects may play during pregame, halftime, postgame and timeouts. Play during live action by bands, any component of the band, taped music or sound effect is not allowed during any athletic contest.
- 8.0 CHEERLEADERS: Uniformed cheerleaders and their campus sponsor shall be admitted without charge to ASC events, including regular-season and conference championship events. The host site Director of Athletics must be informed at least three days in advance of visiting cheerleaders' intent to attend a contest.
- 9.0 ARTIFICIAL NOISEMAKERS: No artificial noisemakers (e.g., megaphones, cowbells, horns, air horns, electric equipment, thunder sticks, vezuvela horns, etc.) are allowed in the gymnasiums at any ASC basketball or volleyball contest. Whistles, air horns, vezuvela horns or any other types of artificial noisemakers that mimic an officials' instrument to signal start/stoppage are strictly prohibited from all indoor and outdoor sporting venues. *See the sport rule book for specific rules on artificial noisemakers.*
- 9.1 In softball, artificial noisemakers, air horns and electronic amplifiers shall not be permitted and such instruments shall be removed from spectator areas by game management (*NCAA Softball Rule 5*).
- 9.2 In volleyball, artificial noisemakers, including whistles, air horns, clackers and inflated sticks, may not be used in the playing or spectator areas. Fans are permitted to use non-electronic megaphones for voice amplification. Computerized noisemakers controlled by event management are permissible when the ball is out of play (*Volleyball Rules: Event Management during the game*).
- 9.3 Laser pointers are forbidden at all athletic events.
- 11.0 ATHLETIC TRAINING SERVICES: Host teams will be responsible for providing services of an athletic trainer for first aid assistance to visiting teams. Written protocol for treatment of visiting teams and game officials shall be distributed in advance of the scheduled contest to the visiting head coach, athletic trainer and game officials. *See the Athletic Training Operating Code for specifics.*
- 13.0 POSTPONED, CANCELLED OR SUSPENDED CONTESTS: Definitions and applications are as follows. Rules of the game are applied if they are stricter than the Conference policy. The Game Administrator will work with game officials in application of the policies.
- 13.1 Contest Completion: Host sites shall make every effort to complete the scheduled contest, including securing an alternative facility if the original site is not playable due to unforeseen circumstances. It is the responsibility of the host site Director of Athletics or his/her designee (i.e., not the coach of the sport) to secure an alternative location that meets NCAA sport rule minimums.
- 13.2 Suspended Contest: If a contest has been suspended or halted, it must be resumed within three hours or by mutual consent of the Directors of Athletics of the participating teams, otherwise it will be declared a "no contest." The clock determining resumption of play will restart each time play is suspended by the game officials. (*8/1/2014*)
- 13.2.1 Baseball/Softball Exception: A suspended (halted) game due to inclement weather, lights failure, etc. will be resumed and played to completion. If play is halted during the third game of the series and has reached the point where the game is considered official per NCAA Baseball/Softball Playing Rules, the game will end.
- 13.2.2 Soccer Exception: Once a game has been started and suspended, it must be restarted and either completed or reach the reasonable point of conclusion (i.e., 70:00 minutes) as outlined. (*8/1/2016*)
- a. Game 1: If game 1 of the doubleheader is suspended, it must be restarted within three hours of the *scheduled* start time and the game finish or reach the reasonable point of conclusion within three hours of the *scheduled* start time.
- b. Game 2: If game 2 of the doubleheader is suspended, it must be restarted within three hours of the *actual* start time and the game finish or reach the reasonable point of conclusion within three hours of the *actual* start time.
- c. A delayed game is defined as a contest that has not begun, per NCAA Soccer Rule. By mutual agreement, the scheduled start time of the contest(s) may only be adjusted for special events, weather or unforeseen events.
- 13.3 Contest Suspension: If a situation occurs that a contest cannot be resumed (e.g., darkness, light failure, inclement weather) and the contest has progressed to a reasonable point of conclusion, the winner of the contest will be based on the following:
- | | |
|---|--|
| <u>Football</u> : Three quarters | <u>Soccer</u> : 70 minutes |
| <u>Basketball</u> : 30 minutes | <u>Volleyball</u> : All completed sets in a game shall count as well as a partial game |
| <u>Baseball/Softball</u> : Five innings | if the team ahead has scored at least 10 points. |

ALL EVENTS (2)

- 13.4 **Postponed Contest:** If a contest has never started due to extenuating circumstances and the provisions of the ASC Bylaw XI Travel Policy have been met, the contest may be rescheduled by mutual agreement of the Directors of Athletics of the two teams involved. If mutual agreement cannot be reached, the Commissioner will adjudicate the scheduling of the contest.
- 13.5 **Contest in Progress:** If a forfeit is declared while a contest is in progress or a situation that forces premature end to the contest, all statistics other than won/lost and coach's records are voided unless the contest has progressed to a reasonable point of conclusion.
- 13.6 **Forfeit:** There is no forfeit of a contest until all participating teams are present and the referee or other appropriate contest official has assumed jurisdiction in accordance with the applicable playing rules. When a team does not appear (e.g., weather conditions, accidents, breakdown of vehicles, illness or catastrophic causes), a forfeit is not recorded. An institution shall not, for statistical purposes, declare a forfeit for non-fulfillment of a contract. Such instances shall be considered a no contest.
- 13.7 **Removal from Competition:** If a coach removes his/her team off the court/field prior to the conclusion of the game, NCAA playing rules shall apply.
- 14.0 **SEVERE WEATHER:** The host institution Game Administrator and/or his designee (e.g., athletic trainer, sports information director) will monitor weather conditions to provide for the safety of participants, officials and spectators. Host sites will employ one of the following methods to determine the threat of lightning and or severe weather: 30-second flash-to-bang, hand-held monitor or a severe weather/lightning prediction/warning system. It is recommended each host site have access to local weather radar via the internet or other source.
- 14.1 Visiting teams, coaches and officials shall be informed of the method to be used in the event of severe weather either in advance of the contest or when meeting on-site with the game day administrator. Procedures for evacuation in the event of severe weather should be communicated to teams and officials.
- 14.2 Pregame public address announcements should include a statement of severe weather procedures. The public-address announcer should be prepared to direct persons to safe locations.
- 14.3 **Lightning Prediction System:** The Conference recommends each member institution secure a lightning prediction system by Sept. 1, 2005 to protect participants, spectators and officials during outdoor activities.
- 16.0 **PROCEDURES IN THE EVENT OF SPECTATOR DISRUPTION:** The game officials have the authority and the discretionary power, under the playing rules, to suspend play for any reason. In the event of a disturbance, which is of such character and proportions it disrupts the contest, the following action should be initiated. It is recommended member institutions annually review their spectator disruption procedures with campus and athletic staff.
- a. The game officials shall call a halt to the contest (officials' time out) and instruct each team captain to send his/her teammates to their respective benches. Coaches will make special efforts to see that players do not become involved in the disturbance by holding them in the team area, or upon instruction, take them to their locker rooms or a designated site away from the playing area but accessible by game officials and/or game administrators (e.g., team bus).
 - b. The game officials will make a note of the time, possession and other pertinent game information. The clock operator and/or official statistician will freeze the game clock /scoreboard, noting pertinent information. This being accomplished, the game officials will return to the sideline. The lead game official must make himself available to game management ("game management" is the host Director of Athletics or his/her designee), for further instruction.
 - c. Game management will assume responsibility immediately after team and game officials have cleared the playing area. Under no circumstances are players, coaches or officials to become involved in the disruptive action.
 - d. Should the disturbance be of such proportions that a long delay is imminent, or is such that it threatens the involvement and safety of the players, coaches or game officials, the teams and game officials will be instructed by game management to return to their respective dressing rooms or team areas.
 - e. Teams and game officials will remain in their respective areas until the disturbance has been brought under control.
 - f. Game management will notify the lead game official of the "all-clear" when order has been restored, making continuation of play possible.
 - g. Teams will return to the playing area, after which a five (5) minute warm-up period will be permitted. Following the warm-up period the contest will be resumed from the exact point at which it had been stopped.
 - h. Should the disturbance be of such proportions that further play would be impossible, the status of the contest will revert to the Directors of Athletics of the institutions involved.
- 17.0 **PET POLICY:** Pets, leashed or unleashed, are prohibited at all athletic events at ASC member institutions. An exception is granted for service animals that are properly certified and identified. (8/31/2015)

Additional Policies for FOOTBALL

- 1.0 GAME STAFF: The game administrator/coordinator shall annually review NCAA Football Rules and game procedures with all persons who will serve as sideline/game staff prior to the season. The Coordinator of ASC Football Officiating and/or the head coach may provide training in coordination with the game administrator.
- 1.1 Clock Operators: The game clock operator and play clock operator should report 45 minutes prior to game time to the football officials' locker room for a brief discussion on signals and coordination of their respective duties.
- 1.1.1 The game administrator shall review all NCAA Football Rules regarding clock procedures with all game and play-clock operators prior to the season and may seek assistance from the Coordinator of ASC Football Officiating and/or the head coach.
- 1.1.2 Students (high school, college) may not serve as game or play clock operators.
- 1.2 Chain/Clip Sideline Crew: The chain/clip sideline crew are to be at the team bench opposite the press box 30 minutes before kickoff for a conference with the head linesman and back judge.
- 1.2.1 Two sets of chains shall be available at the game site in case of a breakdown.
- 1.2.2 All members of the chain/clip sideline crew shall wear ASC sideline crew vests.
- 1.2.3 The game administrator shall review all NCAA Football Rules regarding chain/clip sideline crew procedures with all individuals assigned to those duties prior to the season.
- 1.2.4 Experienced personnel should be used for the chain/clip crew with preference to certified high school or college football officials. Students (high school, college) may not serve on the chain/clip sideline crew.
- 1.3 Ball Persons: Ball persons are to be at the team bench opposite the press box 30 minutes before kickoff for a conference with the head linesman and back judge.
- 1.3.1 It is highly recommended that ball persons wear distinctive shirts or sideline vests to be easily recognizable to the game officials.
- 1.3.2 It is the responsibility of the game administrator to review duties of ball persons with all persons assigned to prior to the season and/or game.
- 1.3.2 It is preferred that area football officials or university students serve as ball persons. Members may use middle school-aged ball persons, if they are able to be attentive for the duration of a collegiate football game.
- 2.0 GAME EQUIPMENT AND FIELD MARKINGS:
- 2.1 Game Ball. The home and visiting teams are responsible for each providing a minimum three game balls. The balls will be provided to the referee for testing at least one hour prior to the game start. Either team may use a rubber ball when in possession. A team may not change from rubber to leather balls or from leather to rubber balls.
- 2.2 Ball Pressure Gauge. Home game management shall provide a pressure-measuring device to the referee.
- 2.3 Fan Limit Lines: ASC football fields will be marked with a Fan Limit Line in each end zone. The ASC Fan Limit Line shall be solid and drawn 6 yards behind the 12-foot limit line required by NCAA Football Rule 1.2.2. (8/1/2006.)
- 3.0 **GAME OFFICIALS**: *See Athletic Event Guidelines 4.0 Game Officials; ASC Football Operating Code 4.0 Game Officials.*
- 3.1 Assignment: Officials will be assigned to each game site by the ASC Coordinator of Football Officiating.
- 3.2 Dressing Room: The host institution, where physical conditions permit, will provide a dressing room separate from team/coaches' dressing rooms/showers. Coaches and sideline crew should not use the same dressing rooms. Coaches will not visit the officials' dressing room before, during or after the game, nor shall officials seek out coaches.
- 3.3 Security: Game officials shall be provided security escort when entering and leaving the playing field as well as departure from the stadium to personal vehicles. Security should be stationed outside the dressing room at the end of the game until all officials dress and leave the stadium. (Revised 7/1/19)
- 3.4 Game Activities: The host Director of Athletics or assigned game coordinator should notify the Coordinator of Football Officiating at least five (5) days in advance of the game and the game officials upon arrival of activities permitted on the field and timing of scheduled events.
- 3.5 Publicity: The names of the officiating crew shall not be printed in the game program. Crew names may be announced over the public-address system as part of pregame introductions and names may be printed on press box "flip cards."
- 3.6 Host: A college/university student may be assigned to host and assist the game officials.
- 3.7 Game Video: It is recommended the referee/crew chief receive a copy of the game video (DVD / sideline view) prior to departing the dressing room/game site.
- 3.8 Microphones: NCAA Football Rules require wireless microphones (lapel-type) on referees for penalty or other game announcements. The microphones must be controlled by the referee and may not be open at other times (FB Rule 1.13).
- 4.0 GAME FACILITY AND SERVICES.
- 4.1 Visiting Team Accommodations. The host site shall provide the visiting team adequate game accommodations for its use before, during and after contests. Accommodations include dressing facilities before and after a contest, and halftime meeting areas with proper covering, seating and restrooms. (8/1/2016)

FOOTBALL EVENTS (2)

- 4.2 Press Box. A minimum two seats will be provided for visiting coaches in the press box.
- 4.3 Sideline Communications. Each team will provide its own headphone or walkie-talkie for sideline to press box communication.
- 4.4 Halftime Targeting Review. A secure location for officials' halftime review of first half targeting fouls will be provided by the host team. *See 7.0 Halftime Video Review for specifications.*
- 4.5 Sports Information Services/Statistics: It is the responsibility of the home team to provide complete play-by-play and statistical packages immediately following the game. The visiting team should request adequate copies for its coaches and SID before the start of the game. *See the Sports Information Directors Operating Code.*
- 5.0 BANDS: *See All Sports Event Management Guidelines.* Play during live action is not allowed by any band or components thereof. This policy extends to the playing of taped music and sound effects. It is the responsibility of the Director of Athletics and game administrator to inform persons in charge of bands (home and visiting) of the policy and to enforce the live action prohibition.
- 6.0 PREGAME TIME FORMAT: It is understood this pregame timing schedule may be modified to accommodate television or special activities associated with the game. Visiting coaches and the Director of Athletics, the Coordinator of Football Officials and the referee are to be informed of the pregame schedule no later than five (5) days before the contest. *(Revised 8/1/2015; 7/1/19)*
- | <u>Minutes Before Kickoff</u> | <u>Action</u> <i>(Based on NCAA Football Championship protocol)</i> |
|-------------------------------|--|
| 120:00 | Field Available |
| 90:00 | L-Shape Field in front of own team bench |
| 60:00 | Officials meeting with timer, ball persons and chain gang |
| 45:00 | 45-45 allowing 10-yard buffer for officials and game representatives |
| 20:00 | Teams leave field |
| | Pregame on-field activities begin, including bands, ASC Sportsmanship Statement, |
| | general announcements, introductions |
| 10:00 | Teams return to field and go directly to their own sideline |
| 5:00 | National Anthem, followed by (optional) Invocation |
| 2:00 | Coin Toss |
| 0:00 | Kickoff |
- 7.0 HALFTIME VIDEO REVIEW, TARGETING PENALTY: The following protocol will be used at all games at ASC game sites, conference and non-conference to review targeting fouls. *See ASC Football Operating Code 2.6. (Effective 8/1/18)*
- Each institution will designate one individual as the "ASC Video Official" who is in charge of providing video for halftime review of targeting penalties. The "ASC Video Official" will be introduced to the Head Referee during a pregame meeting and to each head coach during pregame meeting with the Referee. Designation of the individual serving as the "ASC Video Official" shall be left to the host institution Athletic Director and designated no later than two hours prior to kickoff.
 - Only coach's video -- both the wide-angle sideline shot and tight end-zone shot -- of all targeting penalties will be used for halftime reviews. The host institution will provide a compatible viewing device (e.g., a larger screen laptop, monitor or iPad) in the officials' locker room.
 - When a targeting penalty is called during the first half, the "ASC Video Official" will mark the actual time (e.g., 3:42 p.m.) and game time (e.g., 08:33, 2nd Quarter) of the penalty.
 - The "ASC Video Official" will deliver the video to the officials' locker room at halftime for the review. The "ASC Video Official" must exit the officials' locker room while the video is being viewed.
 - The Head Referee will conduct the review under the fundamental assumption of Instant Replay: The ruling on the field is correct and may be reversed only on the basis of indisputable video evidence. The decision of the Head Referee is final and may not be appealed.
 - Upon arriving at a decision, the Head Referee will inform each head coach of the outcome of the review. Prior to the second-half kickoff, the Head Referee will announce to the stadium the outcome of the review.
 - Halftime will be automatically extended to 25 minutes to allow for video review of targeting penalties. The extension will be communicated to both head coaches and the press box staff (game clock, sports information) prior to officials leaving the field at halftime.
 - When a targeting penalty is called during the second half, the "ASC Video Official" will mark the actual time (e.g., 3:42 p.m.) and game time (e.g., 08:33, 2nd Quarter) of the penalty. The video will be sent directly to the ASC Coordinator of Officials for review per NCAA Football Rules protocol for second half targeting fouls.
 - If non-conference teams are involved in the game (held at an ASC site or away), both teams must arrive at a shared agreement for halftime review of targeting penalty per NCAA rules. The video review agreement is recommended for inclusion in the game contact or agreed in writing between the football head coaches and Directors of Athletics of the institutions no later than 14 days before the game.
 - The ASC Coordinator of Officials will review all targeting fouls which occur in games vs. a non-ASC opponent.