

**MISSOURI VALLEY CONFERENCE
2009-2010 MEN'S BASKETBALL PROCEDURES**

1. Dates.

1.1 Regular Season. The Conference basketball schedule shall be a double-round robin drawn up by the Conference Office. Such schedule shall be presented to the Directors of Athletics for approval.

1.2 2010 Tournament. The 2010 State Farm Missouri Valley Conference Basketball Tournament dates are:

1 st Round	Thursday, March 4
Quarterfinals	Friday, March 5
Semifinals	Saturday, March 6
Final	Sunday, March 7

1.3 Future Tournaments.

March 3-6, 2011
March 1-4, 2012
March 7-10, 2013

2. Sites.

2.1 Regular Season. Member institutions shall play all Conference basketball games in arena or coliseum facilities conducive to promoting the sport of basketball.

2.1.1 Approved Facilities. The arenas in the following cities have been designated by the Conference as the only approved facilities in meeting the requirements for acceptability for Conference games.

Bradley: Carver Arena
Creighton: Qwest Center
Drake: Drake Knapp Center
Evansville: Roberts Stadium
Illinois State: Redbird Arena
Indiana State: Hulman Center
UNI: McLeod Center
Southern Illinois: SIU Arena
Missouri State: JQH Arena
Wichita State: Charles Koch Arena, **Intrust Bank Arena**

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- a. Management. The Conference Office shall be furnished with the name of the arena management contact and telephone number in the event that direct contact with the arena is necessary during the scheduling process.
 - b. Banners. Facilities shall hang tournament banners from the rafters of basketball venues.
- 2.1.2 Exceptions. Facilities other than these may be used only when the competing institutions mutually agree.
- 2.2 Tournament. The State Farm MVC Tournament shall be held at Scottrade Center in St. Louis, Missouri.
- 3. Team Selection. All ten teams shall participate in the conference tournament.
 - 3.1 Seeding. The results of double round-robin competition shall determine tournament seeding.
 - 3.2 Travel Squad. **There are no limits on the travel squad for regular season and tournament;** however, the team is limited to 15 players in uniform.
- 4. Conduct of Championship.
 - 4.1 Regular-Season Competition.
 - 4.1.1 Regular-Season Scheduling. The following guidelines shall govern the Missouri Valley Conference basketball scheduling process, subject to annual review of the head coaches and directors of athletics.
 - a. Start of Conference Season. Conference games may be scheduled before Christmas Day, depending upon the calendar, if there is majority agreement among the Directors of Athletics.
 - b. Reserved Dates. Directors of Athletics shall reserve home dates for Conference basketball scheduling by October 1 for games the following season (15 months in advance of Conference season). Directors shall attempt to reserve at least four home Saturday dates, including a minimum of two each in January and February. In addition, Directors shall reserve as many weekdays in January and February as possible.

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- c. Scheduling Priorities. The MVC staff shall schedule conference games with the understanding the Conference retains television rights for all home men's basketball games (non-conference and conference), with the following scheduling priorities.
 - (1) Identify games for telecast partners within the ordered priority and dates available as contractually required by MVC television agreements.
 - (2) Attempt to balance home weekend dates for member institutions.
 - (3) Attempt to avoid three consecutive MVC road games.
 - (4) Attempt to separate "mirror" games (same team match-ups) by at least 14 days and/or three games.
 - (5) Make every effort to bring balance and competitive equity to team schedules with consideration given to home/road sequencing and preparation time for teams over the course of the entire season.
 - (6) Geographical "swings" (team travel to consecutive road games) will not be scheduling priority. However, unique circumstances may lead to such opportunities.
- d. Missed Class Time. Scheduling shall be done with a strong commitment to limiting class time missed by student-athletes, and to balance schedules with academic priorities.
- e. Last Date of Competition. The Conference Office shall attempt to conclude the Conference basketball schedule on the same date for all institutions.
- f. Release of Schedule. The Conference Office shall release the Conference schedule in final form for publishing. Conference institutions must have approval from the Conference Office before the basketball schedules are released each year by the institution's sports publicity offices. Following the date of the release of schedules, the Commissioner shall be empowered to make scheduling changes as necessary to accommodate television or for any other reason. Member Directors of Athletics may

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make scheduling changes upon mutual consent only with the advance approval of the Commissioner. (12/88)

4.1.2 Non-Conference Scheduling.

a. Non-Conference Dates. By September 1 of each year, Directors of Athletics shall submit to the Conference copies of any game contracts for non-conference opponents which have been signed for the next year. Game contracts shall include details relative to the date of the scheduled game and any future dates in the series, officiating assignments, and television rights. As non-conference games are scheduled after September 1 for the following year, the Conference shall be furnished with copies of all game contracts.

(1) January/February Non-Conference Dates. Directors of Athletics may schedule non-conference games in January and February of any year only with the advance approval of the Commissioner. Priority in contracting non-conference games in January or February shall be given only to those teams which are deemed to be "image" teams.

b. Non-Division I Opponents.

(1) Non-Division I Scheduling Policy. Institutions are prohibited from scheduling any non-Division I opponent without written consent of the Commissioner.

(2) Provisional Division I Scheduling Policy. Institutions are prohibited from scheduling provisional Division I members consistent with the waiver process for non-Division I teams.

Note: For purposes of determining if opponents are Division I, the team must be included in the NCAA Ratings Percentage Index for the season in which the team is scheduled.

(3) Waiver. Request for waivers of the non-Division I scheduling policy shall be considered by the **Commissioner** and approval must be received prior to signing any game contracts.

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- (a) Certified Event Waiver. Waivers shall be granted for participation of a Valley member in certified basketball events in Alaska, Hawaii or Puerto Rico which require a return visit by a non-Division I opponent to a member's campus.
 - c. Institutional Scheduling Objectives. Annually at the spring meeting, administrators will identify their contracted games and share their institutional men's basketball scheduling objectives.
- 4.1.3 Regular-Season Champions. The regular-season champion shall be the team with the best won-lost record in Conference games.
 - a. Ties. In the event that two or more teams involved are tied, co-champions shall be declared. Seeding for MVC Tournament will be determined by tie-breaking system.
- 4.1.4 Game Procedures.
 - a. Balls. The MVC official game ball is **to be determined**.
 - b. Bands/Cheerleaders/Mascots. Cheerleaders and mascots are prohibited from occupying space in the free throw lane extended during the shooting of free throws by a member of the opposing team.
 - (1) Visiting Bands. The home team may determine whether the visiting team may bring a band, **cheerleaders** and/or danceline. A request from the visiting team to the home team indicating a desire to bring one or more of these groups must be made two weeks prior to the scheduled game.
 - c. Complimentary Admissions. Fifty (50) complimentary admissions shall be issued to the visiting team; at least 25 seats must be located directly behind the visiting team bench.
 - (1) Officials and Observers. Two complimentary tickets and one parking pass will be available upon request to each official and observer working a game hosted by the MVC institution. Officials and observers are to make their requests for tickets at least one day before the game, with

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one week's notice preferred.

- d. Crowd Control.
 - (1) Noise During Free Throws. The playing of musical instruments, artificial noisemakers, air horns and electronic amplifiers shall be prohibited during the shooting of free throws at all regular-season basketball games hosted by a Conference member institution.
 - (2) Throwing of Objects. The throwing of objects or debris onto the basketball floor shall be strictly prohibited by member institutions and can result in a technical foul against the home institution.
- e. Emergency Policies. A doctor or EMT service shall be on site for all regular-season and tournament games.
- f. Media Guides. *All institutional and Conference media guides are to be completed and brought to the annual media day.*

Note: This policy will no longer apply, effective in fall 2009.

- g. Official Table Personnel. Official table personnel (scorer, timer, shot-clock operator, and time-out coordinator) shall be trained and experienced individuals and are required to view the NCAA officiating videotape prior to the season. All table personnel must meet with game officials a minimum of 45 minutes before game time. The 35-second clock rules must be posted at the scoring table.
- h. Practice. The host institution shall make every effort to block practice time for the visiting institution the day prior to a Conference game. **Equitable access to the court will be the guiding principle when assigning visiting team practices.** The host institution shall be responsible for contacting the visiting team for this purpose.
 - (1) Game Day. Each institution must provide one hour of shoot-around time on game day on the game floor during an appropriate time-frame (i.e. 11:00 a.m.-2 p.m. for 7 p.m. game) or a mutually agreeable time.

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i. Radio and Television.

- (1) Radio Rights. Radio rights belong to the home team. Contracts should also provide for the protection of the territory of the visiting team upon request.
- (2) Minimum Fee. A minimum fee of \$50.00 per game shall be charged to each originating commercial radio station.
- (3) Reciprocity. Member schools shall waive the rights fee charge to other visiting schools for one officially designated radio station of the institution.
- (4) Televised Games. All preliminary games must be scheduled to start at least 3 hours before a televised game to avoid TV conflicts. TV crews must have access to arenas where TV games are scheduled at least seven hours prior to the game.
- (5) Visiting Team Travel. MVC visiting teams are required to arrive the day prior to a scheduled MVC televised game.
- (6) Microphones in Team Huddles. No live microphones shall be allowed in or near team huddles for regular-season games, unless approved in advance by the respective coaches.
- (7) Media Timeouts. Media timeouts shall be called after the 16, 12, 8 and 4 minute marks of all Conference games, both televised and non-televised. The media timeout policy shall be used for non-conference games if the visiting head coach agrees in advance. The length of media timeouts for televised games shall be 2 minutes and 15 seconds.
- (8) Videostreamed Games. All games not part of the conference television package must be videostreamed.

j. Scouting.

- (1) In-person. In-person scouting shall be prohibited in accordance with NCAA rules.

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- (2) Video Exchange. The Conference shall administer a video exchange program, via the Internet using GameTapeXchange, for the purpose of intra-conference scouting. (See Video Guidelines, Appendix 2.)
- (3) Prohibition. Coaches shall not provide scouting information (verbal, written, or films) on other Conference schools to any institution, Conference or non-conference, except as provided in the MVC videotape exchange program.
- k. Starting Times - Doubleheaders. Two and one half hours must be scheduled between midweek conference doubleheaders, generally, and three hours if network television is involved.
- l. Statistics and Reports. The SID of the host institution shall be responsible for the statistics operation which shall provide print and broadcast media an NCAA-approved box score and running score in a timely manner.
- m. Team Handshake. Immediately following the National Anthem players shall remain standing at the free throw line extended and, as the sportsmanship statement is read, players and coaches shall approach center court and shake hands. Following the handshake, teams return to the benches for introductions.
- n. Team Huddles during Timeouts. Huddles during timeouts are limited to the area that is outside the three-point arc, but not past the center-court end of the coaching box.
- o. Team Introductions. The announcer shall introduce the starting players of the visiting team, followed by the starting players of the home team. The two head coaches then will be introduced (visiting coach first) and will shake hands in front of the official scorer's table.
 - (1) **Pre-game Video. Pre-game video accompanying introductions shall not exceed one minute.**
 - (2) Pre-game Timing Protocol for Senior Night. The conference office shall adopt a standard timing format for

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institutions conducting pre-game ceremonies recognizing seniors in their last home game.

- (3) National Anthems for Senior Night. It is permissible to play the national anthem(s) of International student-athletes on senior night with mutual consent of participating teams.
- p. Uniforms. Teams shall wear uniforms of contrasting colors, with the home team in light jerseys and the visiting team in dark jerseys.
- q. Video Exchange. (See video procedures and guidelines, Appendix 2. Also see Scouting 4.1.4 j.)
- (1) Video of all games shall be made available to all teams via Internet video exchange using GameTapeXchange.
 - (2) The home team shall provide a game video to the visiting team immediately following the game plus provide a person to tape the game using the visiting team's equipment. The home team is to provide the tape.

4.2 State Farm MVC Tournament

- 4.2.1 Team Selection. All ten teams shall participate in the Conference tournament. The results of double round-robin competition shall determine the tournament seeding.
- 4.2.2 Format. Bracket positions for the tournament shall be based on the final standings of regular-season Conference play. The team with the best won-lost percentage in Conference play shall be seeded No. 1, the team with the second best percentage shall be seeded No. 2 and so on. A traditional ten-team, single-elimination bracket shall be used.
- 4.2.3 Champion and NCAA Qualifier. Winner of the post-season tournament shall be named the Conference tournament champion and the automatic qualifier to the NCAA Tournament.
- 4.2.4 Ties. In the event of a tie for any position within the standings, ties shall be broken as follows:
- a. head-to-head competition

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- b. if three or more teams are tied, regular-season competition among the tied teams shall be pooled into a "mini round-robin." Teams shall be ranked according to their position in such a round robin.

For example; Teams A, B, and C have identical conference marks, Team A is 2-0 vs. Team B and 1-1 vs. Team C for a 3-1 composite record in the round-robin. Team B is 0-2 vs. Team A and 1-1 vs. Team C for a 1-3 composite record. Team C is 1-1 vs. Team A and 1-1 vs. Team B. In this scenario, Team A is the highest seed among the tied teams because of its 3-1 record in the round-robin among tied teams. Team C is the second highest seed among the tied teams because of its 2-2 composite round-robin record. Team B is the third seed because it finished 1-3 among the three tied teams.

- c. power-rating, using conference games:

	<u>League Win</u>	<u>on Road</u>	<u>at Home</u>
vs. 1st place-team		20 pts.	19 pts.
2nd		18	17
3rd		16	15
4th		14	13
5th		12	11
6th		10	9
7th		8	7
8th		6	5
9th		4	3
10th		2	1

Note: If there is a tie in the standings, a team's record against the combined tied teams is used (e.g. if Team A and Team B tie for first place, a road win against Team A OR Team B will be worth 19 points and a home win vs. Team A OR Team B will be worth 18 points.)

- d. **Most recently available NCAA RPI ranking.**

4.2.5 State Farm MVC Tournament Procedures. All regular-season game procedures shall apply.

- a. Bands. At all tournament sessions, bands in attendance shall be limited to thirty (30) members. The band members shall be

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admitted by a gate list furnished by the institution. If none of the participating institutions has a designated band in attendance, the host institution shall be encouraged to have a band available to play the national anthem and entertain at halftime. Bands shall be seated in rows designated by the tournament manager for the institution's game only.

- (1) Electronic musical instruments may not be used without prior approval by the Conference Office.
 - (2) National Anthem. The national anthem shall be played before the first game of each session and prior to the championship game.
- b. Banners. No banners may be posted at any session of the championship other than MVC banners and approved sponsor banners.
- c. Cheerleaders. Cheerleaders, pom-pom squads, costumed mascot, and advisor will be admitted by a gate list furnished by the institution. A maximum of 12 cheerleaders and/or dance team members, plus a mascot, shall be allowed on the floor when the clock is stopped and their team is a participant. Additional members may purchase tickets and be allowed to perform before the game and at halftime only. Cheerleaders will be seated in a designated area on the apron of the playing court as designated by the host institution. The cheerleaders are allowed in this designated area only when their school is participating. All other cheerleaders must be seated in the stands.
- d. Facilities.
- (1) A minimum of four locker rooms must be available for the tournament.
 - (2) The nets should be in good condition.
 - (3) Backboards should be clean.
 - (4) Bottom of backboards must have protective padding.
 - (5) Separate locker room facility must be available for officials.

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- (6) Backup 35-second shot-clocks shall be available.
- e. Halftime. There shall be a 15-minute intermission between halves. Entertainment during halftime intermission shall be coordinated by the Conference Office.
- f. Hotels. The Conference Office shall assign institutions to tournament hotels. Teams assigned to hotels are required to headquarter at those respective properties. If an institution fails to make satisfactory arrangements with the hotel for use of the rooms or wishes not to stay at its assigned hotel, full charges for the rooms shall be deducted from that institution's year-end distribution.

Institutions are to provide each hotel with the following:

- (1) Approximate check-in,
 - (2) Rooming list,
 - (3) Schedule of team meals and special menu requests,
 - (4) Additional rooming needs and meeting room requests,
 - (5) Requests for use of hotel vans.
- g. Noisemakers. Artificial noisemakers, air horns, spirit sticks, etc. are not permissible.
 - h. Player Passes.
 - (1) Participating player passes and bench passes shall be distributed by the conference.
 - (2) Teams not playing may sit in assigned areas at the end of the playing floor.
 - i. Practice. Practice times shall be reserved for teams one day preceding each tournament session. These practice times shall be assigned by the Conference Office. Practices shall be assigned to try to accommodate travel plans. Semifinalists' practice times shall be assigned by game pairings. Finalists' practice times, if requested, shall not be assigned until completion of the semifinal games.

The conference office shall supply sites and contacts for alternate

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tournament practice facilities, leaving teams responsible for securing facilities for their use.

- j. Radio. The MVC retains exclusive radio rights for all tournament games.
 - (1) A charge shall be made for all commercial broadcasts. The broadcast rights shall be granted to the official stations or a network of a participating institution in the geographical boundaries it represented during the regular season. All other rights belong to the MVC.
 - (2) For broadcast rights, the originating station or agency shall be assessed \$250.00 for the tournament. A rights fee of \$250.00 must be paid in advance and sent to the MVC prior to the start of the tournament. For stations requesting ISDN, the tournament rights fee is \$350.
 - (3) Not more than one non-commercial student station may broadcast games of its own institution if that institution gives approval and provided space permits. Three spaces shall be allocated to the station (announcer, color analysts, engineer/statistician). No rights fee shall be assessed to the designated student station. Any additional non-commercial station shall be charged \$100.00 for the entire tournament.
- k. Scouting Seats. MVC teams shall be entitled to two (2) scouting tickets for the first- round sessions in which they are participants. For the semifinal sessions, the four semifinal teams shall also be entitled to two scouting tickets each for each semifinal session. Scouts from institutions other than those of the MVC shall not be provided scouting tickets. Only official members of the coaching staffs of the participating teams may occupy these scouting seats.
 - (1) Pro scouts shall be accommodated by the purchase of one all-session ticket.
- l. Staff. The game staff shall include official scorer, timer, 35-second clock operator, scoreboard operator, statistics crew, public address announcer, television coordinator (when appropriate), four (4) ball persons, a dressing room attendant, trainer and two tournament doctors.

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- (1) Scorer. The official scorer shall be dressed in an officials shirt.

- m. Starting Times. Starting times shall be determined by the Conference Office.

- n. Statistics and Reports. A copy of the official box score and game statistics of each tournament game shall be provided to competing institutions and members of the press in the most expedient manner possible.

- o. Team Benches. Bench assignments shall be made by the Conference Office. Team benches (or chairs) shall be set for seventeen (17) individuals. The seven individuals not in uniform shall be issued special credentials to allow them on the team bench. Only the fifteen (15) players in uniform and the seven (7) individuals (or more if there are fewer than fifteen (15) players in uniform) with special credentials shall be permitted on the team bench. Directors of Athletics and faculty representatives are prohibited from sitting on team benches.

- p. Tickets. Ticket prices shall be determined by the Conference Office in consultation with athletic administrators.
 - (1) Institutional Representatives. All competing institutions' representatives (except uniformed band, cheerleaders, pom-pom squads and mascot) shall be admitted only upon presentation of a ticket.

 - (2) Non-participating Team Admission. Each team shall receive (22) participant passes which shall provide the official playing party with seating accommodations during the games in which they are not participants. These passes are strictly for the use of coaches, players, trainers and managers.

 - (3) Team Fan Seating. Tickets for the competing institutions shall be grouped together in the best locations available.

 - (4) VIP Seating. Each team shall have 100 seats assigned behind its bench for each session in which it participates, with the higher seeded team being assigned the lower seats;

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each team in the championship game shall have 200 seats assigned.

- (5) Media. There shall be no complimentary tickets for press, radio or television organizations or personnel except for tickets necessary to insure working space. Media representatives shall have the right to purchase tickets as long as tickets are available. Such tickets shall be sold on a first-request basis.
- q. Uniforms. The higher-seeded team shall wear the light-colored uniform and shall be the home team, and the lower seeded team shall wear the dark-colored uniform and shall be the visiting team.

Note: It is recommended that last names be placed on jerseys.

- r. Video. Each school is permitted to videotape its game(s). The team camera-person is only permitted to document the team's game(s). Upon completion of the game being video-taped, the camera-person is required to immediately depart the upper photography area in order for the other camera-persons to establish shooting positions.

4.2.6 State Farm MVC Tournament Media Procedures.

- a. Press Credentials. All media requests for working press credentials for the championship shall be made through the league's online credential application system. Subject to limitations, seats at the press tables shall be assigned to working press with the following priority:
- (1) certified working newspaper reporters from the immediate locale of the tournament or immediate locale of the competing teams,
 - (2) certified working newspaper reporters filing from the scene,
 - (3) other certified working newspaper reporters and certified television and radio reporters doing non play-by-play reports,

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- (4) one student newspaper correspondent per school, provided space is available,
 - (5) other press on a space available basis.
- b. Press Admission. A working credential must be presented to gain admittance to each session, and a working credential must be visible at all times during games.
 - c. Press Conferences. Press conferences shall be held for teams seeded 1 through 6 the day prior to its first game of the tournament.
 - d. Post-game Interviews. NCAA tournament post-game interview policies shall be followed. (See MVC Tournament Manual or NCAA Basketball Handbook.)
 - e. News Film and Mini-Cams. The Conference media coordinator shall require a television station, network, or cable system to restrict its usage of newsreel, or videotape footage to a maximum of two minutes on a sports news broadcast.

A television station is prohibited from selling, loaning or giving away tournament footage to any individual or agency for use on any non-sports news program produced or aired by the station.

5. Officials.

5.1 Regular Season.

- 5.1.1 Assignments. The Conference Office shall assign officials for all games, Conference, non-conference, and exhibition games.
 - a. Employees of member institutions shall not be assigned to officiate any conference or non-conference game unless approved by waiver on a case-by-case basis.
 - b. Institutions should apply for waiver not to assign FIBA officials for exhibition games.
- 5.1.2 Payment.

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- a. Equalization of Costs. Conference members shall share equally in all officiating costs for Conference games through an adjustment to the Conference's annual distribution.
- b. Expenses Advance. The Conference shall provide a \$25,000 advance to each institution to pay officiating expenses.
- c. Timing of Payment. The host institution shall pay officials at the game site or no later than five days after the game.
- d. ESPNU BracketBuster and Mountain West Challenge. The MVC Office shall assign and pay officials for all road games in the ESPNU BracketBuster and Mountain West/Missouri Valley Challenge series games.

5.1.3 Fees.

- a. Game fee. A tiered system shall determine the officiating game fee:

E-Tier - A, B, C \$2300 flat fee - contingent upon meeting
Bonus Groups minimum assignment requirements

E-Tier w/o Bonus \$1800/\$1600, Wed & Sat/other days
no minimum requirements

Level I \$1400 with minimum assignment requirements
\$1200 flat fee, without minimums

Level II \$1000 flat fee

Level III \$ 850 flat fee

See Appendix 1 for criteria for each level.

- b. Per diem. Included in flat fee.
- c. Travel. Included in flat fee.
- d. Exhibition Game. \$350 flat fee.

5.1.4 Mechanics. The Conference shall have the right to adopt measures

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dealing with officiating mechanics, as approved by the Collegiate Commissioners Association and rules affecting general playing conditions.

- 5.1.5 Reduced Officiating Crews. If, for any reason, an official(s) is prevented from appearing at an assigned game (or fails to show up for the game 90 minutes in advance of the game), and the institution is unable to locate the official(s), the Conference Coordinator of Officials and Conference staff shall be notified; an attempt will be made to locate an official within the immediate vicinity of the host institution who is familiar with NCAA rules and on the MVC's list of qualified officials who might be utilized under emergency circumstances. If a qualified official cannot be located, the game may be played with not fewer than two officials. Game officials arriving late at a game site for any reason will be permitted to enter games at an appropriate deadball or media timeout after suitable warmup.
- 5.1.6 Notice of Assignment. The MVC office shall devise a system which will send reminders to game officials at two-week intervals to help reduce the possibility of officials being uninformed of changes in game times.
- 5.1.7 Tickets. Two complimentary admissions shall be provided to each official for all conference contests, when requested at least one week in advance.
- 5.1.8 Observers. The MVC shall utilize officials observers to assist the Coordinator of Officials in evaluating officials.
 - a. Fee. \$350 per season, access to two tickets per game, and a parking pass to be paid/provided by each institution.
- 5.2 State Farm MVC Tournament.
 - 5.2.1 Game fee. \$2300 or respective regular-season fee.
 - 5.2.2. Standby Fees. \$200; \$1500 for championship game.
 - 5.2.3 Assignment. A minimum of 12 officials will be assigned to the tournament by the Conference's supervisor of officials.
 - 5.2.4 Selection. Tournament officials shall be selected by the Conference

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Office.

- a. Championship game. Game officials for the championship game shall be chosen from the officials working the semifinal games.

5.3 Non-Conference Assignments. Payment made to officials for non-conference men's basketball games shall be based on the rates of the assigning agency or conference listed in the game contract. The source of the payments made to the game officials shall be specified in the game contract. To support effective implementation of this CCA mandated policy, the following procedures shall be implemented.

5.3.1 Institutions shall be required to send copies of their men's non-conference game contracts to the conference office for review.

5.3.2 The conference office shall review existing non-conference game contracts to verify the assigning agency and payment policies.

5.3.3 Write future contracts consistent with the CCA policy by requiring the assigning agency to pay officials regardless of whether the game is home or road for the team of the assigning agency.

6. Awards.

6.1 Team Trophies. Team Trophies shall be awarded to the following:

6.1.1 Regular-season champion

6.1.2 First-place tournament team

6.1.3 Second-place tournament team

6.2 First-Place Individuals. Watches shall be awarded to members of the first place team in the conference tournament and the regular season conference champion. [Duplicate watches shall not be provided if the same team wins both titles.]

6.3 All-Conference Team and Players of the Year. The Conference shall annually announce an All-Conference Team; including Player, Freshman, Newcomer and Defensive Player of the Year, and Sixth Man as selected by balloting by members of the media and head coaches.

6.3.1 Procedures.

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- a. The Conference Office will communicate procedures to each member of the voting panel.
- b. Four individuals from each institution will cast his/her ballot: head coach, sports information director, newspaper beat writer and radio play-by-play.
- c. Votes will be weighted as follows: coaches' votes (40%), SIDs (20%), newspaper beat writers (20%) and radio play-by-play announcers (20%).
- d. Each individual will vote for five student-athletes for the first team and five student-athletes for the second team. The top five vote getters will be named to the first team. The next five will be named to the second team.
- e. The next five (plus ties) shall be named honorable mention.
- f. Each individual will vote for an All-Newcomer Team and Player of the Year, Newcomer of the Year, Outstanding Freshman and Coach of the Year. The top vote getter in each category will be named the winner of the respective award
 - (1) Each individual will vote, in rank order, for his/her top three choices for Coach of the Year and Player of the Year.
 - (2) The Player of the Year will be named the Larry Bird Player of the Year Award.
- g. All shall vote for athletes from teams other than their own. SIDs and media shall vote for athletes other than those they promote or cover on a daily basis.
- h. The Conference Office will communicate voting deadlines to the voting panel.
- i. The Coach of the Year will be announced at the Coach of the Year Luncheon which is scheduled for the day before the tournament begins.

6.4 All-Newcomer Team. An All-Newcomer Team shall be named.

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- 6.4.1 Criteria. Athlete may be a transfer, "true" freshman, redshirt/medical hardship freshman.
- 6.4.2 Procedures.
 - a. Each voter will select five student-athletes.
 - b. All head coaches shall vote for athletes from teams other than their own. Media and SIDs shall vote for athletes other than those they promote or cover on a daily basis.
- 6.5 Freshman of the Year. A Freshman of the Year shall be named.
 - 6.5.1 Criteria. Athlete must be a "true" freshman (i.e. first year of collegiate enrollment).
 - 6.5.2 Procedures.
 - a. Each voter will select a student-athlete.
 - b. All head coaches shall vote for an athlete from a team other than their own. Media and SIDs shall vote for athletes other than those they promote or cover on a daily basis.
- 6.6 Newcomer of the Year. A Newcomer of the Year shall be named.
 - 6.6.1 Criteria. Athlete may be a transfer, "true" freshman, redshirt/medical hardship competitor.
 - 6.6.2 Procedures.
 - a. Each voter will select a student-athlete.
 - b. All head coaches shall vote for an athlete from a team other than their own. Media and SIDs shall vote for athletes other than those they promote or cover on a daily basis.
- 6.7 Defensive Player of the Year/All-Defense Team. The head coaches will select an all-defense team and a Defensive Player of the Year.
 - 6.7.1 Each coach shall select a Defensive Player of the Year and a five-

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member all-defense team.

6.7.2 All head coaches shall vote for athletes from teams other than their own.

6.8 Top Sixth Man. A Top Sixth Man shall be named.

6.8.1 Each coach shall select a student-athlete. Media are not eligible to vote.

6.8.2 Head coaches shall vote for a student-athlete from a team other than their own.

6.9 Scholar-Athlete Team. Student-athletes shall be named to the MVC scholar-athlete team using the following all-academic criteria and procedures.

6.9.1 **3.2** cumulative GPA

6.9.2 At least a sophomore in athletic and academic standing

6.9.3 Participation in MVC Championship or 75% of regular-season

6.9.4 Voted upon by sports information staff after the championship

6.9.5 Receipt of at least two votes to be named honorable mention

7. Coaches' Meeting. The coaches shall meet annually in St. Louis prior to the Joint Committee's spring meetings. **The 2010 meeting is tentatively scheduled Thursday, May 6.**

8. Finances.

8.1 Ticket Commitment. Member institutions are required to purchase the minimum ticket allotments assessed according to seed.

8.1.1 Each institution shall be required to purchase 100 all-session tickets.

8.1.2 Institutions are not permitted to sell their tickets to any other institution.

8.2 Travel Expenses and Per Diem. Member institutions traveling to the site of the tournament shall be reimbursed at a rate of \$65 per day for an official traveling party of 25 people. The \$65 per person per day rate is to cover meals, lodging and miscellaneous expenses.

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- 8.2.1 Determination of Team Per Diem. The number of days per diem to be paid or pro-rated shall be determined as follows:
- a. One-half day prior to the first day of competition or practice at tournament site.
 - b. One full day for each day in which a team competes, or (if applicable) a day in which championship game participants are idle the day before the finals.
 - c. One-half day for the day of departure from the site.
 - d. If hosted by a member institution, the host team shall not be eligible for per diem.
- 8.2.2 Team Travel. Teams are responsible for making their own travel arrangements. **Teams that fly shall be reimbursed the cost of charter or standard coach fare, whichever is less.** Expenses approved in advance shall be paid by the Conference Office.
- 8.2.3 Expense Reports. All member institutions shall submit expense reports (including receipts) to the Conference Office within two weeks following the championship game.
- 8.2.4 Cheerleaders. Cheerleaders traveling to the site of the tournament shall be reimbursed at a rate of 50 cents per mile to and from the tournament site and the institution and a per diem rate of \$35 per day per person for a maximum of 12 cheerleaders in uniform plus the regular costumed mascot.

The \$35 per person day rate is to cover meals, lodging and miscellaneous expenses. The number of days per diem to be paid or prorated shall be determined in accordance with 8.2.1.

**MVC Men's Basketball Officiating
Fee Policies**

E-Tier Bonus Groups

Group A \$2300 game/bonus fee; minimum of 12 conference games with at least two (2) Saturdays and two (2) Wednesdays or three (3) Saturdays and one (1) Wednesday; 15 total regular season games;

Group B \$2300 games/bonus fee; minimum of six (6) conference games with at least three (3) Wednesday/Saturday (any combination); 10 regular season games;

Group C \$2300 game/bonus fee; minimum of five (5) regular season and/or tournament games

Qualifications Determined annually by the MVC Officiating Committee.

**E-Tier
(no bonus)** \$1800/\$1600 base, no minimums

Qualifications Determined annually by the MVC Officiating Committee.

Tier I

Payment \$1400/\$1200; minimum of 12 assignments, must work at least two (2) Saturdays and two (2) Wednesdays and seven (7) total league games; with the threshold, bonus to \$1400 for all games worked

Qualifications Must meet four out of six constraints

1. Minimum of five years of service to the MVC.
2. Minimum MVC conference-game schedule of ten games for upcoming season.
3. Selected to MVC Tournament the previous year.
4. Selected to the NCAA Division I Tournament the previous year.
5. Be assigned as lead official in a minimum of eight MVC assignments for the upcoming season.
6. Selected to the NCAA Division I Final Four

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Tier II

Payment \$1000 flat fee

Qualifications Must meet three out of five constraints

1. Minimum of five years of service to the MVC.
2. Minimum MVC conference-game schedule of five games for the upcoming season.
3. Selected to MVC Tournament the previous year.
4. Selected to the NCAA Division I Tournament the previous year.
5. Used as a lead official in a minimum of five games in MVC assignments for the upcoming season.

Tier III

Payment \$850 flat fee

1. Those officials that do not meet the requirements of Tier I or Tier II.

Missouri Valley Conference Men's Basketball Game Tape Exchange Policy

The following rules and regulations will be used to monitor the game tape exchange program. The MVC Director for Operations, will monitor the program. Each school is expected to comply fully with the policies and procedures. If you have any questions regarding the game tape exchange process you may contact Dwayne Richard at Game Tape Exchange (GTX) at dwayne@gametapeexchange.com or contact the MVC staff.

1. You do not need to request games to exchange from MVC opponents this year.
2. Only the home MVC schools will be required to upload games from conference play.
3. The visiting MVC schools will not be responsible for any uploads of conference games.
4. MVC schools will be responsible for the uploading all their exhibition and non-conference games regardless of home or away status.
5. **Each school will have the ability to download as many exhibition, non-conference and conference games against future opponents as it wishes.**
6. Required games should be captured and uploaded using the following procedures:
 - a. For road non-conference games, MVC teams are required to upload the contest(s) within 24 hours of returning to campus.
 - b. For home exhibition and non-conference games, MVC teams are required to upload the contest(s) by 11 a.m. the day following the game.
 - c. For home MVC games, home teams are required to upload the contest(s) by 11 a.m. the day following the game.
EXAMPLE: If Bradley hosts Creighton on Friday night - it is Bradley's responsibility to have the game uploaded by 11 a.m. on Saturday. This does not mean you should start uploading the game at 10:59 a.m., the game must be completed and available for download by 11 a.m. the day following.
 - d. If a school does not meet the deadline, it will not be able to access any games from the database.

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- e. You will not have to send box scores. Updated box scores can be found at the MVC Website by clicking www.mvc.org – then clicking “men's basketball” under the sports column – and finally by clicking “schedule” on the men's basketball home page.
 - f. If you are directly inputting the video into your computer during the game and do not have the ability to give the visiting school a DVD or VHS tape, send out a letter to them explaining that you are using Game Tape Exchange and if they want a copy they should bring a flash drive. *As in the past – if you still have the ability – please supply the visiting team with a hard copy of the game tape.*
 - g. **For non-conference tape exchange:** You will still need to request tapes for non-conference games in the manner of which you did in 2006-07; unless the school you are requesting a tape from uses GTX. In this case, the school will have to provide in writing (email) to GTX the game you are wishing to receive. Once that communication is received, GTX will give you access to download that game. You have the ability to send requests in the same manner even if a school does not use GTX.
EXAMPLE: If Western Michigan requests a game from Bradley. Bradley can communicate in writing (email) to GTX that it wishes to give access to Western Michigan for a single-game download. This would allow Bradley to exchange games without sending tapes or DVDs (Fed Ex., etc).
7. In addition to timely uploading, the quality and length of the games must be in the required format outlined and communicated by Dwayne Richard and www.gametapeexchange.com
 8. In the case of *catastrophic circumstances* in which equipment is damaged, or completely unable to be used in the procedure the school will not be penalized but will have to provide in writing a description of the problem, in addition to a solution for the issue. This document **MUST** be signed by the athletic director and submitted to Conference Office. **NOTE:** If a problem such as this occurs the first person the school must contact is Dwayne Richard who may be able to assist you and solve the issue for your school.
 9. Lack of time or knowledge about the equipment or process are not acceptable excuses for failure to comply with the videotape exchange.
 10. The general public will not have access to the videos; each school will have its own username and password.

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