

**NEW ENGLAND COLLEGIATE CONFERENCE
BYLAWS**

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ARTICLE I: PURPOSE

These Bylaws are made pursuant to Article XII of the constitution of the New England Collegiate Conference for the purpose of regulating the conduct of its business and, in accordance with its authority, the conduct of athletic competition between its members.

ARTICLE II: COMMITTEES

Executive Committee

The Conference Executive Committee shall be comprised of:

1. Commissioner (non-voting)
2. Chair of the Council of Athletic Directors
3. Chair Elect of the Council of Athletic Directors
4. Senior Woman Administrator.

The Chair of the Council of Athletic Directors will oversee the Executive Committee. In the Commissioner's absence, the Chair will serve as the Commissioner. The Commissioner shall be a non-voting member of the Executive Committee and when present, shall preside over all meetings of the conference and the Council of Athletic Directors. The Commissioner will represent the conference at national and regional meetings and seminars; coordinate conference SAAC activities; act on all medical hardship requests; and oversee the NCAA Division III Grant distributions to conference members.

Eligibility Committee

1. A standing Eligibility Committee shall assist the Conference Commissioner with all matters relating to the eligibility of Conference student-athletes. In addition, this committee shall assist the Commissioner, when necessary, in answering questions and concerns of member institutions with regard to eligibility questions.
2. The members of this committee shall consist of three Conference Athletic Administrators, appointed by the Commissioner subject to approval by the membership at the annual meeting; the Commissioner shall serve as an ex-officio member.
3. Individuals or institutions may appeal the decision of the Eligibility Committee to the full Conference membership.
4. Should an issue come before this committee involving a student-athlete from an institution represented by one of the committee members, that member shall excuse himself/herself from the deliberations of that particular case. She/he shall be replaced by another Conference Athletic Administrator for that specific case.

Sport Committees

1. Sport Committees will be established for all sports sponsoring a conference championship. Each sport committee will have a chair. The Sport Committee Chair will be an athletic administrator who volunteered or was appointed by the Commissioner. An athletic administrator is defined as: Athletic Director, Associate Athletic Director, Assistant Athletic Director or Senior Woman Administrator (SWA). The Sport Chair cannot be a coach for the sport he/she chairs. The Sport Chair will serve a maximum term of no longer than three years.
2. The Sports Chair should pick a date in the beginning of the regular season and issue a memorandum to the coaches, Athletic Directors and the Conference Office, notifying them of the time of the Sports Committee teleconference. A second teleconference call must be held on the Sunday prior to the first championship date. On this second call, the season will be reviewed, the Sports Chair will ask for recommendations for change as well as discussing the upcoming conference championship.
3. The Chair is responsible for establishing an agenda for the coaches.
4. The Chair conducts the meeting and solicits information from coaches about their sport and Conference issues/concerns.
5. The Chair records information and submits a written report with recommendations to the Commissioner.
6. The Commissioner reviews the report and submits his/her recommendations to the Conference Athletic Directors at the next Conference meeting.

Other Committees

1. There shall be such other committees of the Conference, either standing or ad hoc, as the Conference may from time to time establish. Every such committee shall elect a chair and shall otherwise conduct its business in accordance with these By-Laws and the Constitution of the Conference.
2. At the regular meeting of the Conference held at the end of each academic year, the chair of every committee, whether standing or ad hoc shall submit a written report concerning the business it has conducted. Every committee shall make such other reports to the Conference as the Conference, its Executive Committee or the Commissioner may from time to time require.

ARTICLE III: FINANCES

Payment of Dues and Assessments

1. Annual dues shall be payable by each member on or before August 15 of each year. Any special assessment authorized to meet unanticipated expenditures of the Conference during any fiscal year shall be payable by each member within sixty (60) days following the date on which such assessment shall have been authorized.
2. Current full membership dues are \$6,750.00 for co-ed institutions, and \$5,600.00 for single-gender institutions.
3. Current associate membership dues are \$1,000.00 per team sport and \$500.00 for individual sports.

Audits

The accounts of the Conference shall be audited not less frequently than biannually.

Financial Transactions

Signature authority for Conference financial transactions shall be granted to both the Commissioner and the Treasurer.

ARTICLE IV: APPOINTMENT OF COMMISSIONER AND ASSISTANT COMMISSIONER-MEDIA RELATIONS

Search Committee

There shall be a Search Committee of the Conference whose responsibility it shall be to recommend to the membership candidates for appointment of the Commissioner and Assistant Commissioner-Media Relations (ACMR). The Commissioner Search Committee shall be a special committee of the Conference consisting of the Executive Committee. The membership of the Search Committee shall be established from time to time by the Conference.

Appointments

All appointments to the position of Commissioner and ACMR shall be made by the Conference; provided only that no person shall be appointed to serve in these positions unless such appointment shall have first been approved by a majority vote of membership's Athletic Directors and Presidents. The Commissioner shall report to the Executive Committee. The ACMR shall report to the Commissioner.

Terms of Office

The Commissioner and the ACMR serve at the discretion of the Conference.

Acting Appointments

The Conference shall, as promptly as practicable, appoint an Acting Commissioner whenever such office is vacant; provided only that such appointment shall first be approved by a majority vote of the membership's Athletic Directors.

Conditions of Appointment

The Conference shall from time to time adjust the compensation of the Commissioner and the other conditions of his/her appointment and shall prescribe the duties thereof; provided only that the Conference shall not fix the compensation of the Commissioner until the amount and form thereof shall have first been approved by a two-thirds majority vote of the membership's Athletic Directors and Presidents.

Evaluation of Commissioner and ACMR

The Commissioner shall be subject to an annual evaluation which is administered by the Executive Committee. The Committee shall make a report thereon to the membership's Athletic Directors and Presidents. The Commissioner will evaluate the ACMR and make a report to the Athletic Directors.

Conference Authority

The Commissioner and any other person employed by the Conference including any Acting Commissioner, shall hold their appointment solely at the discretion of the Conference, and nothing in the provisions of this Article shall otherwise construe.

ARTICLE V: CONFERENCE CHAMPIONSHIP

To establish a Conference championship, a minimum of five (5) member Institutions must declare and compete in the particular sport on the intercollegiate level. This declaration will be submitted to the Commissioner's office on or before the NCAA deadline. The membership will then determine if and when it will sponsor a Conference championship in that sport.

Administration

Games Committee

The Conference Office will name a games committee to assure the proper conduct of the playoff game(s). The committee will generally be comprised of, but not limited to, the host Athletic Director and/or Senior Woman Administrator, as well as representatives from the visiting team(s) and the Conference Office.

Officials

The Conference Office, in cooperation with the host institution, will secure officials for each game of the conference playoffs. The host institution is responsible for payment of the fee for each official.

Members of the coaching staff or other representatives of participating institutions shall not make public statements critical of officiating in any conference playoff game.

Incomplete Championship/Inclement Weather

1. If championships games are cancelled due to unforeseen circumstances, including inclement weather, the following procedures will be followed:
 - A. Baseball and Softball will follow NCAA Division III rules and regulations for cancelled games (see baseball and/or softball sport guidelines for detailed information).
 - B. If quarterfinal games are cancelled and not rescheduled by the scheduled semi-final dates, the highest seeds will advance to the semi-finals.
 - C. If quarterfinal and semi-final games are cancelled and not rescheduled before the championship date, the highest seeds will advance to the championship.
 - D. If all rounds of the championship are cancelled, the highest seed after the regular season will be named the Conference Champion and advance to the NCAA Division III National Championship.
 - E. The decision to postpone or cancel must be made by the host Athletic Director, visiting Athletic Director(s) and the Conference Commissioner.

Pre-Championship Conference Call

A mandatory teleconference call with head coaches, administrators of the teams advancing and a representative from the Conference office will be chaired by the Sports Committee Chair on the Sunday, prior to the start of the Conference championship. Information that will generally be reviewed is listed below:

1. Welcome and introductions.
2. Introduce Championship Committee and host Championship Director of Athletics or designee.
3. Review championship format, sites and game times.
4. Officials.
5. Uniform and bench assignments.
6. Locker room assignments.
7. Provisions for laundering uniforms.
8. Filming/videotaping requirements.
9. Sports Information.
10. Athletic Training.
11. Lodging and travel plans.
12. Cancellation/rescheduling information.
13. Awards ceremony.
14. Recommendations to be brought to the attention of the Athletic Directors.

Policies and Procedures

1. The higher seeds will have the opportunity to host.
2. If the higher seeds are unable to host, the next highest seed will have the opportunity to host.
3. After the initial seeding, there will be no re-seeding.
4. If hosting more than one championship, all game times must be approved by the visiting Athletic Director(s) and the Conference Commissioner.
5. Regular season competition in the sports of Baseball, Basketball, Field Hockey, Soccer, Softball and Women's Volleyball must be concluded by 6:00PM on the Sunday prior to the first round of the championship.

Seeding/Format

1. The Conference Commissioner, ACMR and the Sports Chair will seed the teams after the last regular season completion date.
2. A maximum of six (6) teams will be seeded per team championship with eight (8) or more sponsoring member institutions.
3. If seven (7) or less member institutions sponsor the sport, four (4) teams will be seeded for the team championship.
4. If there is a tie, the conference tie-break procedure will be used prior to seeding.
5. All sponsoring institutions will qualify for individual sport championships-cross-country, tennis and men's golf.

Tie-Break Procedure

1. Head to Head results (two-way tie).
2. Best record among tied teams (three-way or more ties). Will only examine conference records of tied teams in contest(s) with each other during this step.
3. Comparison of results against higher ranked teams starting with the highest ranked team and working down in descending order.
4. Comparison of results against non-conference common opponents.
5. Comparison of winning percentage versus opponents with .500 or better winning percentage.
6. Overall winning percentage.
7. Coin Toss.

Host Institution Responsibilities

The host institution is responsible for securing a facility and the personnel needed to ensure the best possible operation of the championship games.

1. Provide championship information packets to all participating institutions and the conference office minimally 48 hours prior to the start of the championship.
2. Ensure that the championship facility is available ninety (90) minutes prior to the start of the first game.
3. Provide a visible game clock.
4. Secure timers and scorers.

5. Provide an announcer when appropriate and ensure that the announcer remains neutral throughout the championship.
6. Provide ball persons, in sports where necessary.
7. Ensure proper playing conditions.
8. Secure statisticians and provide statistics for all games.
9. Provide adequate space at the scorer's table for the visiting team(s) representative.
10. Oversee security and crowd control (see below).
11. Provide appropriate championship programs (see below).
12. Provide on-site certified athletic trainer coverage (see below).
13. Read NECC/NCAA Sportsmanship Statement prior to the start of each contest (see below).
14. All expenses should be paid by the host institution.

Championship Programs

Championship programs should be provided for each game and should contain the following information:

1. Institutional names, logos and complete rosters of participating teams.
2. Rosters should include name, jersey number, position, height, hometown and class of all competing participants.
3. Championship Bracket
4. Synopsis of participating teams.
5. Previous NECC Champions.
6. NECC/NCAA sportsmanship expectations to include the Sportsmanship Statement (see below).

Crowd Control

The responsibility for crowd control rests with the Athletic Director of the host institution. Host institutions must provide adequate security and ushers for effective crowd management. The host Athletic Director or Championship Director shall be prepared to use the public address system at the first sign of unsportsmanlike crowd behavior and request cooperation in maintaining proper playing conditions. The NECC Sportsmanship statement should be read prior to the start of each game and as needed throughout the contest.

NECC Sportsmanship Statement

The New England Collegiate Conference promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site.

National Anthem

The National Anthem (Star-Spangled Banner) shall be played or sung before the first game of the championship each day.

Uniforms

The higher seed will be the home team during all games of conference tournament play and will wear their home uniforms. Uniform colors may change if mutually agreed upon by both Athletic Directors.

Announcing

NCAA Championship announcing protocols will be used for all rounds of the conference tournament. The Announcer will remain neutral throughout the championship.

Video Tapes

For men's and women's basketball games, the host institution should provide a VHS/DVD of the game to the visiting institution immediately following the conclusion of the game.

After the semi-final games of the conference tournament, the winning head coaches will exchange VHS/DVD's to be returned prior to the start of the championship game.

Statistics

The host Sports Information Director is responsible for contacting the following outlets with the score and submitting a copy of the official box score immediately following the contest: Conference Office, SID's at participating schools, appropriate newspapers, as well as all local and regional media.

Statistics in a stat-crew format should be provided to visiting institutions immediately following basketball and volleyball games. Statistics for all other NECC conference games or events should be emailed to the visiting institutions Sports Information Director, in a stat-crew format, within two hours of the conclusion of the event or by 9:00PM.

Media Arrangements

The host SID in cooperation with the Conference Office shall control the issuance of media credentials for each home tournament game. Media in attendance should be provided with the following:

1. Championship Program.
2. Statistics of competing teams.
3. The latest conference report.

Athletic Trainers

A certified on-site athletic trainer must be present ninety (90) minutes prior to the start of the first game each day until thirty (30) minutes after the conclusion of the final game.

1. Athletic training supplies are the responsibility of each participating team.
2. Emergency protocols must be in place.
3. Water, cups (no bottles), and ice will be provided by the host institution.

Locker Rooms

Every effort will be made to provide a secure space for each participant with a chalk or eraser board.

Tickets

Ticket sales are optional. If tickets are sold, prices should be set at \$5.00 for adults. Students with college ID's and children under 12 are free. If tickets are sold, all institutions involved in the championship must be notified in advance and complimentary tickets must be provided. The number of complimentary tickets will be two per roster player and coaching staff, plus four additional tickets for administration.

Protests

All protests will be handled by the Conference Commissioner in accordance with NCAA Division III and NECC rules and regulations.

Awards Presentation

Immediately following the championship game, the presentation of awards by a representative of the conference office will take place as follows:

1. All-Tournament and Tournament MVP Awards.
2. Runner-Up Plaque.
3. Championship Plaque.

Videotapes, Films and Still Photographs

Institutions are permitted to videotape championship competition by their teams for archival, coaching or instructional purposes. An institutional representative shall contact the event coordinator at the host site for camera space at the site.

ARTICLE VI: CHAMPIONSHIP AWARDS

1. There will be one championship and runner-up award in each Conference sport.
2. All awards shall be approved by the Executive Committee.
3. All-tournament awards will be distributed at each conference championship. At the conclusion of the semi-final contests, the losing head coach(es) are responsible for submitting the names of their All-Tournament selections to the host SID. At the conclusion of the championship contest, each head coach is responsible for submitting the names of their All-Tournament selections to the host SID.
 - A. Field Hockey and Soccer-3rd and 4th place teams get two selections each. Runner-up gets four selections. The Champion gets three selections plus the MVP.
 - B. Volleyball-3rd and 4th place teams get one selection each. Runner-up gets 2 selections. The Champion gets two selections plus the MVP.

- C. Basketball-3rd and 4th place teams get one selection each. Runner-up gets 2 selections. The Champion gets one selection plus the MVP.
- D. Baseball and Softball-3rd and 4th place teams get two selections each. Runner-up gets three selections. The Champion gets two selections plus the MVP.
- E. Tennis-top six singles finishers and top three doubles teams in the flighted tournament.
- F. Cross-Country-a first team will consist of the first ten (10) finishers in the conference championship meet.
- G. Golf-a first and second team consisting of five (5) players each.

ARTICLE VII: CHAMPIONS CUP

Annually the conference will award a men's and women's Champions Cup to the institution which excels in overall athletic achievement. Points shall be awarded based on the placement of each school during the regular season and in conference championship play.

Scoring will be the following:

1. Final conference regular season standings decided by round-robin play shall earn 3-2-1 points.
2. Championships decided by a tournament or a meet shall earn 3-2-1 points.

The Champions Cup shall be awarded to the member institution which has the highest percentage of points earned in proportion to the number of points it is possible to earn. To be eligible to win the Champions Cup, a member institution must have programs which compete in a minimum of fifty percent (50%) of the conference championships.

When determining point totals for purposes of the Champions Cup, members of the Conference shall be deemed to have completed in every sport in respect of which it has declared itself as required irrespective of whether it shall have subsequently withdrawn from competition in any such sport. Following each season, the standings of the Champions Cup will be showcased on the conference web site.

ARTICLE VIII: INDIVIDUAL AWARDS

The following awards shall be given on a yearly basis and will be housed by conference member institutions.

1. All-Conference Teams.
2. All-Conference Academic Awards.
3. Conference Champion and Runner-Up Awards.
4. Special Recognition Awards.
5. Student-Athlete of the Year Awards.

All-Conference Voting Procedures

Nominations-a week before the conclusion of the regular season, each coach of a participating conference school should submit nominations of his/her student-athletes to be considered for All-Conference status. Half of a sport's starting team may be nominated per participating institution (i.e. basketball-starts five players. Coaches may nominate half of a starting team which equals 2.5 rounded up to the next whole number which is three. Only one student-athlete may be nominated for Player of the Year status. The ACMR will activate the conference on-line award system for the SID and head coach of each institution prior to the deadline.

Ballot-The conference office will assemble the All-Conference ballot and activate the conference on-line award system for each participating conference school's SID and head coach. The ballot should be received within forty-eight (48) hours of the last day of regular-season play. Only conference statistics will be included on the ballot. A Rookie is defined as any student-athlete playing the sport for the first time.

Voting Procedure-shortly after the conclusion of the regular season and prior to the start of the championship tournament, voting for All-Conference teams and major awards should be concluded. Coaches should rank vote the nominees for first and second teams ranked 1-15. Player of the Year, Rookie of the Year, Goalie of the Year, Pitcher of the Year, Defensive Player of the Year, Coach of the Year and Team Sportsmanship Awards should be ranked 1-4. Coaches cannot vote for his/her own student-athletes. The completed ballot should be returned by the SID via the on-line award system.

Determination of All-Conference, Player of the Year, Rookie of the Year, Goalie of the Year, Pitcher of the Year, Defensive Player of the Year, Coach of the Year and Team Sportsmanship-voting will be in rank order. Student-athletes with the most points will be named All-Conference. Every coach and team is eligible for the Coach of the Year and Team Sportsmanship Awards. The coach and team with the highest points shall be given the award. Ties will be broken by a re-vote. The awards shall be plaques similar to the team championship award.

Announcement of Team-the Conference Office will tabulate the voting and release the All-Conference team and major awards prior to the Championship game.

Conference Awards

Team Champion Awards-awards shall be made to the team champion in each sport where a champion is determined. The institution shall receive a permanent award.

Individual Champion Awards-in certain sports where an individual champion is determined by a single event (i.e. cross-country), awards will be presented to the first and second place team finishers. An engraved plaque will be presented to the Player of the Year and Rookie of the year, which will be the first place finisher. In sports where an individual champion is determined by a single competition (cross-country and golf), awards may be presented to the first team, as determined by the standard Conference procedure. An engraved plaque shall also be presented to the champion and runner-up.

Weekly Awards-An individualized certificate shall be presented to each recipient.

All-Conference Teams and Post-Season Awards

Baseball-a first team of eleven (11) players consisting of 2 pitchers, 1 catcher, 1 first-baseman, 1 second-baseman, 1 third-baseman, 1 shortstop, 3 outfielders and 1 designated hitter, and a five-player honorable mention team with no specific positions. Player of the Year, Rookie of the Year, Pitcher of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of six (6) student-athletes.

Basketball-a first and second team (five (5) players on each) plus a five-player honorable mention team. Player of the Year, Rookie of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of three (3) student-athletes.

Cross-Country- a first team will consist of the first ten (10) finishers in the conference championship meet. The first finisher will be named the Runner of the Year and the top rookie finisher will be named the Rookie of the Year. Other awards are Coach of the Year and Team Sportsmanship.

Field Hockey-a first team of eleven (11) players with 4 forwards, 3 mid-fielders, 3 defenders and 1 goalie will be named. Player of the Year, Rookie of the Year, Goalie of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of six (6) student-athletes.

Golf-a first and second team consisting of five (5) players each. Top five finishers at the conference championship meet are first team and the next five are second team. Ties will be broken by matching cards to determine placing of finishes. Lowest gross score will be the Player of the Year and the lowest rookie gross score will be the Rookie of the Year. Coach of the Year and Team Sportsmanship will be selected.

Soccer-a first and second team consisting of eleven (11) players with 3 forwards, 3 mid-fielders, 3 backs, 1 at large and 1 goalkeeper, plus a five (5) person honorable mention team with no specific positions. Player of the Year, Rookie of the Year, Goalie of the Year, Coach of the Year and Team Sportsmanship will be selected. A coach can nominate a maximum of six (6) student-athletes.

Softball-a first and second team of eleven (11) players consisting of 2 pitchers, 1 catcher, 1 first-baseman, 1 second-baseman, 1 third-baseman, 1 shortstop, 3 outfielders and 1 designated player, plus a five player honorable mention team with no specific positions. Player of the Year, Rookie of the Year, Pitcher of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of six (6) student-athletes.

Tennis-a first team consisting of six (6) singles players and three (3) doubles teams plus an honorable mention team consisting of three (3) singles players and one (1) doubles team will be named. Player of the Year, Rookie of the Year, Coach of the Year and Team Sportsmanship will be selected.

Men's Volleyball- a first team consisting of six (6) players and a five (5) person honorable mention team will be named. Player of the Year, Rookie of the Year, Defensive Player of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of three (3) student-athletes.

Women's Volleyball-a first and second team consisting of six (6) players, plus a five (5) player honorable mention team will be named. Player of the Year, Rookie of the Year, Defensive Player of the Year, Coach of the Year and Team Sportsmanship will be selected. Coaches can nominate a maximum of four (4) student-athletes.

Academic All-Conference

1. Academic All-Conference teams will be named in January (Fall Sports) and in May (Winter/Spring Sports)
2. To be nominated for the Academic All-Conference team, a student-athlete must meet the following criteria:
 - A. The student-athlete must be a member of the team.
 - B. Must be a junior or higher in class standing.
 - C. Must have a cumulative GPA of 3.40 or higher (or its equivalent as determined by the institution) based on a 4.0 scale. The GPA must be at least 3.40, not 3.39 and rounded to the nearest tenth of a point.
3. Any student-athlete meeting this criteria and being nominated by the institution will be named to the Academic All-Conference Team.
4. Two weeks before the conclusion of the semester, a representative of each institution (AD, SWA, SID, and Coach) should submit nominations for the Academic All-Conference team. There is no limit to the number of nominations from each team for the Academic All-Conference team.
5. A nomination form will be sent to each institution prior to the deadline.
 - A. Fall Deadline-January
 - B. Winter/Spring Deadline-May.
6. The nomination form should include name, year, position, major, cumulative GPA, hometown and high school.
7. The Conference Office will compile all nominations and release the Academic All-Conference Team to the institutions and media outlets.

ARTICLE IX: CONDUCT OF CONFERENCE COMPETITION

All competition shall be conducted according to NCAA Division III and Conference rules. The following bylaws shall be subject to institutional control.

Sportsmanship

For intercollegiate athletics to promote the character development of participants; to enhance the integrity of higher education; and, to promote civility in society. Student-athletes, coaches, and all others associated with these athletics programs and events should adhere to such fundamental values as respect, fairness, civility, honesty, and responsibility. These values should be manifest not only in athletics participation, but also in the broad spectrum of activities affecting the athletics programs on member campuses. It is the responsibility of each institution to:

1. Establish policies for sportsmanship and ethical conduct in intercollegiate athletics consistent with the educational mission and goals of the institution.
2. Educate, on a continuing basis, all constituencies about the above policies.
3. The follow statement should be placed in game programs and, if possible, read over the public address system prior to the start of Conference competitions:

“The New England Collegiate Conference promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site.”

Ethics

1. Individuals employed by, or associated with, a member institution to administer, conduct, or coach intercollegiate athletics and all participating student-athletes shall deport themselves with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institution, and they, as individuals, shall recognize high standards associated with wholesome competitive sports.
2. Coaches must report to their Athletic Directors immediately after the contest (if possible, but no later than twenty-four (24) hours after the contest) if any incident involving unethical, unsportsmanlike or detrimental conduct has taken place.
3. Any incident involving unethical or unsportsmanlike conduct by coaches, student-athletes, or other institutional personnel of a conference member must be reported to the Commissioner by the institution(s) involved within twenty-four (24) hours (by telephone) and followed with a written report within two (2) days after notification by the coach of the incident.

4. If a major incident occurs resulting in unfavorable publicity to the institution and/or the Conference, the Commissioner shall call for a fact-finding meeting of the Ethics Committee within a week of the incident.
5. Coaching staff and support personnel ejected from contests (all sports) for fighting, unsportsmanlike behavior, or other detrimental conduct may have additional sanctions imposed on them by the Conference Executive Committee and/or their institution

Student-Athlete

1. Every student who participates in intercollegiate athletics becomes, thereby, a member of a team. By accepting this privilege of team membership, the student-athlete is responsible for conducting himself/herself so as to bring credit to his/her teammates, the institution, the Department of Athletics, the Conference and themselves.
2. Players ejected from contests (all sports) for fighting, unsportsmanlike behavior, or other detrimental conduct may have additional sanctions imposed on them by the Conference Executive Committee and/or their institution.

Gag Rule

Information about other Conference member's teams may not be shared with teams outside the Conference, but internal information sharing is acceptable. Coaches may not send film, scouting reports or verbal scouts to any non-conference member about a conference member team.

Student-Athlete Eligibility-NCAA Rules

1. The Conference is governed by NCAA Division III Rules, and its own rules adopted at annual Conference Meetings.
2. The Conference may develop further rules relating to intercollegiate athletics within the Conference, including, but not limited to the following: conduct of athletic coaches, officials, and spectators; eligibility standards for participation; recruitment of prospective student-athletes; athletic scheduling; and, staffing.

Minimum Amount of Participation (NCAA Bylaw 14.2.4.1)

A season of intercollegiate participation shall be counted when a student-athlete participates (practices or competes) during or after the first contest following the student-athlete's initial participation at that institution. A season of participation shall not be counted when a student-athlete participates in a preseason scrimmage or preseason exhibition conducted prior to the first regular season contest. This provision is applicable to intercollegiate athletics competition conducted by a Division III collegiate institution at the varsity, junior varsity or freshman level. (Revised 1/10/04)

Hardship Waiver (NCAA Bylaw 14.2.5)

A student-athlete may be granted an additional year of competition by the Conference or the NCAA Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from an injury or illness that has occurred under all of the following conditions.

1. The injury or illness occurs before the completion of the first half of the traditional playing season in that sport for the season being waived (measured by the number of completed or scheduled (not to exceed the maximum limitations in each sport as set forth in NCAA Bylaw 17 as set prior to the first scheduled contest or date of competition) contests or dates of competition and results in incapacity to compete for the remainder of the traditional playing season, and
2. The injury or illness occurs when the student-athlete has not competed in more than three contests or dates of competition (whichever is applicable to that sport) or one-third (whichever number is greater) of the institution's completed or scheduled (not exceeding the maximum limitations in each sport as set forth in NCAA Bylaw 17 as set prior to the first scheduled contest or date of competition) contests or dates of competition in his/her sport. Only competition (excluding preseason scrimmages and exhibition contests but including scrimmages and exhibitions after the first regularly scheduled contest) against outside participants during the traditional playing season, or, if so designated, during the official NCAA championship playing season in that sport (e.g., spring baseball, fall soccer), shall be countable under this limitation in calculating both the number of contests or dates of competition in which the student-athlete has competed and the number of completed or scheduled contests or dates of competition during that season in that sport.

Criteria for Administration of Hardship Waiver (NCAA Bylaw 14.2.5.2)

1. Nature of Injury/Illness-it is not necessary for the incapacitating injury or illness to be the direct result of the student-athletes participation in the institution's organized practice or game competition. The student-athlete may qualify for the hardship waiver as a result of any incapacitating injury or illness occurring after the individual becomes a student-athlete by reporting on call for regular squad practice or after attending the first day of classes as a full-time student at a member institution.
2. Medical Documentation-contemporaneous or other appropriate medical documentation from a physician (i.e., a medical doctor) that establishes the student-athlete's inability to compete as a result of that injury or illness shall be submitted with any hardship-waiver request. In cases involving a psychological or mental illness, such documentation may be provided by an individual who is qualified and licensed to diagnose and treat the particular illness (e.g., psychiatrist, psychologist).
3. First Half of Season Calculation-in determining if an injury or illness occurs in the first half of the traditional season in a sport with an odd number of contests or dates of competition, the injury or illness must have occurred before the beginning of the varsity contest or date of competition that starts the second half of the traditional season (e.g., an injury or illness occurring at any time after the beginning of the fifth game of a none-game football schedule would be considered to be after the first half of the institution's season and would not qualify the student-athlete for a hardship waiver.

4. Injury in Second Half of Season-a student-athlete who suffers an injury in the first half of the traditional season, attempts to return to competition during the second half of the traditional season and then is unable to participate further as a result of aggravating the original injury does not qualify for the hardship waiver.
5. calculation under this waiver provision:
 - A. Denominator in Percent Calculation-the denominator in the institution's percent calculation shall be based on the institution's number of completed or scheduled varsity contests or dates of competition (see Bylaw 14.2.5-(b)) as computed for playing and practice season purposes in Bylaw 17 for the applicable sport.
 - B. Fraction in Percent Computation-any computation of the percent limitation that results in a fractional portion of a contest or date of competition shall be rounded to the next whole number (e.g., 33 percent of a 25-game basketball schedule is 8.3 games which shall be considered 9 games).
 - C. Conference Championships-a conference championship shall be counted as one contest or date of competition in determining the institution's completed or scheduled contests or dates of competition in that sport, regardless of the number of days or games involved in the championship. However, for purposes of this regulation, the calculation of completed or scheduled contests or dates of competition in a particular season does not include postseason competition conducted after the completion of the institution/s regular-season schedule and conference tournament.

Infraction of Conference Rules

If the Executive Committee of the Conference determines that an individual or an institution has violated Conference rules or policies, disciplinary sanctions may be levied against that individual or institution. Sanctions issued against any individual or institution must be reported to the Athletic Director within twenty-four (24) hours. The report must include the following: the reason, the duration, and the effect on the individual or team(s) in question.

Procedure for Appealing Suspension

1. Academic Suspensions-if the institution alleges a violation of a student-athletes rights in an academic matter, the student-athlete may seek redress under the procedure set forth in the general policy for student-athlete academic appeals.
2. Athletic Suspensions-individuals or institutions may appeal sanctions imposed by the Executive Committee to the full Conference membership.
3. An individual or institution shall have ten (10) school days to appeal a decision of the Executive Committee.
4. Within ten (10) school days of receiving notice of appeal, the Commissioner shall schedule a formal hearing of the member institutions not involved with the incident to hear the appeal.
5. The hearing shall be open unless the membership decides that it is in the best interest of the individual or institution to conduct a closed hearing. At the hearing, the individual or institution may offer such witnesses or other evidence as it desires.

6. The Commissioner shall notify the individual and/or institution of the membership's decision within five (5) school days after the conclusion of the hearing. This decision shall be reported to the membership in writing and shall be final.

Supervision

A coach or institutional designee must accompany all varsity teams to, and be present at, all scheduled athletic contests.

Officials

College Board or rate officials must be used in all Conference contests.

Participation

Conference members must participate in all championship events. Failure to participate may result in the member being banned from the next annual championship in that sport.

Postponements

In case of a Conference contest postponement caused by inclement weather or other reasons beyond the control of the institutions, the following procedures and regulations will govern:

- A. All postponed games must be played unless extenuating circumstances warrant cancellation. The decision will be made Athletic Director to Athletic Director. The host Athletic Director will notify the Commissioner.
- B. If the preceding paragraph (a) does not apply, then both Athletic Directors must, within seventy-two (72) hours of the original starting time, establish the time, date and site of the make-up contests. The host Athletic Director will notify the Conference Office of the new information.
- C. If the Athletic Directors are unable to reach a mutual agreement, both must notify the Conference Commissioner within twenty-four (24) hours of the stalemate. The Commissioner must contact the Executive Committee immediately and arrange a teleconference call in order to establish a resolution.
- D. In all cases, the Commissioner must be kept fully informed about postponements and make-up plans. The Commissioner must be kept advised about any local policies which might affect adherence to any of the above.
- E. Conference games take priority over non-conference games.

Promotion

The sale of any conference items at Conference Championships is prohibited unless authorized in writing by the Executive Committee.

Medical Coverage

The Conference requires athletic training coverage at all home contests per NCAA and NATA rules and regulations.

Notice of Suspended Games

The Commissioner must be notified of all suspended games within twenty-four (24) hours of such occurrence by a representative of the home team.

ARTICLE X: CONFERENCE COMPETITION

Sport Sponsorship

Conference competition will occur in all sports where five or more institutions sponsor the sport.

Scheduling

The Conference was founded on the principle that the institutions “agree to establish an all-sports conference in the spirit of rationalizing our competition by controlling travel, schedule and costs. Within an atmosphere of integrity and mutual trust, the member institutions pledge their commitment to the purpose and mission of the conference.” As members of the NCAA Division III, the Conference members place special importance on the impact of athletics on the participants rather than on the general public and its entertainment needs. Membership in the Conference has its rewards and its responsibilities. The Conference was established in a setting of mutual respect and confidence among the members of the Conference as institutions having a common dedication to the purpose and principles of higher education. The Conference enables member institutions to control athletic priorities through cooperation on athletic travel, schedules and costs. As each member institution provides its students the resources and opportunities to excel in the classroom, so do they wish to provide student-athletes with the resources and opportunities to excel and compete on a Conference and national level. The members ought to look primarily within the Conference for standards of competitive excellence and, for most sports, ought to measure success or failure in competition with each other.

The Conference encourages the following standards for Conference master scheduling:

1. The Conference master schedules are drafted by the Commissioner, pending approval from the Council of Athletic Directors.
2. Conference regular-season competition should be scheduled in the latter portion of the schedule.
3. Conference competition will take precedence over non-conference competition.
4. Conference contests may not be scheduled during examination periods.
5. Mid-week contests, while classes are in session, should be local in nature so as to interfere as little as possible with class and lab time.
6. Any changes in the schedule must go through the institution’s Athletic Director. While head coaches are welcome to make recommendations, all changes must be agreed on by the Athletic Directors. All changes or cancellations must be confirmed in writing among the parties involved.
7. Changes to the master schedule either one day earlier or one day later may be made if mutually agreed upon by the Athletic Directors. Changes that involve more than one day either way, must receive the Commissioner’s approval.

8. All master schedule changes must be sent to the Conference office within 24 hours.
9. A scheduling conflict between two Conference members regarding date and/or time that has not been resolved in a reasonable time by the two schools Athletic Directors (or their designees) will be presented to the Commissioner for review and a decision. The Commissioner will solicit information from all parties and render a decision, which will be communicated to the parties in writing (if time allows) and will be final.
10. If two contests are scheduled in a sport in which only one contest counts in the Conference standings, the contest on the master schedule shall count as the Conference contest.

Playing Games NCAA Division III Rules and Regulations shall govern play unless otherwise stated.

ARTICLE XI: PLAYING SEASON REGULATIONS

See NCAA Manual, starting on page 127.

Required Days Off-NCAA Bylaw 17.1.6

1. All Sports-during the playing season, all athletically related activities shall be prohibited during one calendar day per week in the sports of football, basketball and during the traditional and non-traditional segment in all other sports, except during participation in NCAA Championships.
2. Athletically Related Activities between Terms-limitations on athletically related activities occurring during the academic year do not apply in periods between academic terms when classes are not in session or during the institution's preseason practice that occurs prior to the first day of classes.

General Regulations for Computing Playing Seasons-NCAA Bylaw 17.1.8

1. Practice or competition during any part of a week shall be counted as a full week. A week shall be defined as any consecutive seven-day period, regardless of the day on which the seven-day period begins (i.e., nine full weeks and one day shall be counted as 10 weeks.).
2. In traditional and nontraditional segments, any practice or competition during published vacation, holiday and final-examination periods during the academic year shall be counted as part of the playing season. If practice or competition is not scheduled during any full week (seven consecutive days) that includes a vacation, final-examination or holiday period, it neither shall be counted as part of the playing season nor constitute a break in a segment.

ARTICLE XII: NCAA Investigations

NCAA Rules

The Conference is governed by the rules of the NCAA Division III, and its own rules adopted at Annual Conference Meetings. The Conference may develop further rules relating to intercollegiate athletics within the Conference, including, but not limited to the following: conduct of student-athletes, coaches, officials, and spectators; eligibility for participation; recruitment of prospective student-athletes; scheduling; and, staffing. Within an atmosphere of integrity and mutual trust, the member institutions pledge their commitment to the purpose and mission of the Conference.

Types of NCAA Violations

1. Secondary-a secondary violation is one that provides only a limited recruiting or competitive advantage and that is isolated or inadvertent in nature. Repeated secondary violations by a member institution also may be identified by the NCAA Assistant Executive Director as a major violation. If the Committee on Infractions determines that repeated secondary violations have occurred and that the institution is not taking appropriate action to prevent such violations, a penalty appropriate for a major violation may be imposed.
2. Major-all violations other than secondary violations are major violation, specifically including those that provide an extensive recruiting or competitive advantage.

Violation Procedures

1. Notification-when a member institution is informed by the NCAA that it is under investigation for a violation, the institution should inform the Commissioner of the notice within seven (7) days.
2. Written Response-if the member institution chooses to provide a written response to answer charges of a violation, a copy of the response should also be sent to the Commissioner.
3. Finding-when the NCAA announces its finding in the case, the member institution should immediately inform the Commissioner, who will in turn, inform the Executive Committee.
4. Appeal-if the NCAA finds a member institution in violation of NCAA regulations, the member institution has the right to give written notice of appeal of actions taken by the association. Should the institution choose to appeal, the Commissioner should be notified.
5. Intervention by the Conference-the Commissioner, in consultation with the member institution, may intervene to recommend a disciplinary measure at any time. Subsequent to the NCAA's action, such a disciplinary measure may be considered as "newly discovered evidence" by the NCAA (Bylaw 19.6.2.8.1.2)

Notification of Appeal

When a member institution is informed by the NCAA of the outcome of its appeals, the institution should notify the Commissioner, who will in turn notify the Executive Committee.

Executive Committee Review

After the outcome of the appeal has been released, the Executive Committee shall meet to discuss the situation and determine if further sanctions are warranted.

Possible Conference Sanctions

The Conference Office will normally accept the findings of the NCAA and abide by its rulings, except in extraordinary circumstances where the Executive Committee finds an appeal is necessary. The Conference reserves the right to add additional sanctions, including, but not limited to:

1. No Action-the Conference's Executive Committee may choose to take no further action.
2. Private Reprimand-the Conference's Executive Committee will issue a reprimand to the chief executive officer (CEO) of the institution in violation of NCAA and NECC Conference regulations. This reprimand will state the circumstances of the case to the entire President's Council.
3. Public Reprimand-the Conference Executive Committee will issue a reprimand to the chief executive officer of the institution in violation of NCAA and Conference regulations. This reprimand will state the circumstances of the case to the entire President's Council and will become a matter of public record.
4. Additional Suspension of Student-Athlete-the Conference's Executive Committee may deny eligibility to a student-athlete who participated in Conference events while in violation of NCAA or Conference regulations.
5. Individual or Team Awards Returned to Conference-the Conference's Executive Committee may require that an institution in violation of NCAA and Conference regulations vacate Conference championships, Player of the Year honors and All-Conference honors.