

2011 Men's and Women's Soccer Policies and Procedures

I. CHAMPIONSHIP

A. Conference Champion

1. The team with the most standings points in the final Cal Pac Conference standings shall be the conference champion and represent the Cal Pac in the NAIA national qualifying match, or in the NAIA national tournament if the conference possesses an automatic bid. (8/11)
 - a. Each conference win is equal to two (2) points and each tie one (1) point.
 - b. If there is a tie in points, Co-Champions will be declared.

B. Tie Breaker

In the event two teams tie for the championship, the team which will advance to the NAIA championship tournament or qualifying match shall be determined via the following steps, in order:

1. Head-to-head results in conference contests between the tied teams.
2. If a tie still exists, goals allowed between the tied teams in their matches with each other.
3. If a tie still exists, goals allowed against other conference teams in descending order of finish.
4. If a tie still exists, goal differential between the tied teams in the contests with each other. [Note, a maximum differential of six goals per contest will be considered.]
5. If a tie still exists, the team with the higher total number of goals scored in conference away games. (8/11)
6. If a tie still exists, a one-game playoff will be held between the two teams at a neutral Cal Pac site determined by the commissioner.
 - a. All attempts will be made to secure a site that is geographically central to the competing institutions.
 - b. All costs for the match will be split between the two competing institutions.
 - c. The match will be played to completion following the overtime standards used by the NAIA in the national tournament, consisting of up to two ten-minute sudden victory periods, followed by penalty kicks.

- d. In women's soccer, the match will be played on the Tuesday preceding NAIA tournament selection.
 - e. In men's soccer, the match will be played on the Saturday preceding NAIA tournament selection.
 - i. If Pacific Union is involved in the match, the contest shall be played on Friday before sunset or on Saturday after sunset.
6. If more than two teams are tied for first place, the tie breaker procedure will be followed until one team rises above or falls below the others. In such a case, should steps one and two above not resolve the tie, the following additional steps shall be used,
- a. Head to head result against other conference opponents, in descending order of finish.
 - b. If a tie still exists, fewest goals allowed against conference opponents in conference matches in descending order of finish.
 - c. Once a team is removed from the tie, consideration shall revert to step one.

II. SPORTS COMMITTEE

- A. The men's and women's soccer coaches shall recommend policies and procedures as a joint body to the Cal Pac executive committee.
 - 1. Coaches shall meet twice annually as follows:
 - a. Cal Pac Convention in August
 - b. The first Monday following the conclusion of the regular season at a pre-determined site.
 - 2. The chair of men's soccer will preside over the meetings in odd years with the women's chair recording minutes. Responsibilities will be reversed in even years.
 - 3. The head coach of each institution's soccer teams shall attend the meeting. A designee may replace the head coach if assigned by the institution's athletics director in agreement with the soccer liaison and conference commissioner.

III. CONFERENCE SCHEDULE

- A. The conference schedule will be double round-robin and prepared by the Commissioner.
- B. When a men's and women's conference doubleheader is scheduled, the standard starting times shall be 1:00 p.m. and 3:00 p.m.
 - 1. The host institution shall determine in which order the contests shall be played.
 - 2. Weekday single matches at Pacific Union shall begin at 4:00 p.m.
 - 3. Opponents shall confirm the game time for any conference match the week prior to the contest.
- C. Teams shall be provided at least 30 minutes of warm-up time on the field prior to the match, with that timing to start after the field is deemed "cleared" by the host institution's game administrator.

IV. OFFICIALS

- A. All game officials will be assigned by WCISOA. In the event of one or more officials not showing up for a game, the following procedure will be followed:
 - 1. Officials on site will call WCISOA 30 minutes prior to the start of the game.
 - 2. Attempt to locate local certified officials.
 - 3. If unsuccessful with A or B above by 30 minutes past game time, the following will be followed:
 - a. If two certified officials are available, play the game using the dual system.
 - b. No club linesman will be used.
 - c. If only one certified official is available, the match shall be postponed and rescheduled.

V. GAME MANAGEMENT

- A. A certified athletic trainer shall be present at all conference games and shall be available to provide treatment to the visiting athletes as well as those of the host institution at least one hour prior to game time. The visiting team will provide its own supplies (athletic tape, etc) to the host trainer.
- B. The host institution shall have both a game manager and a crowd control coordinator present at the site. These may not be the same person.
- C. Each game should be videotaped whenever possible. If the game is videotaped, a copy shall be provided to the visiting team.
- D. Teams shall warm up on their own half of the field.
- E. The host institution shall supply at least two ball persons for the match.
- F. Full game statistics will be available to the visiting team by the end of the day on which the game is played.
- G. Towels and water shall be available to the visiting team's bench.
- H. Shower towels need not be supplied.
- I. E-mail results to Conference SID and post the results on the conference website immediately.
- J. A full explanation of what services will and will not be available to visiting teams should be sent to all conference institutions prior to the start of the season.
- K. Staff representatives from both the home and visiting teams shall review the final statistics specifically to confirm that all red or yellow cards, goals and assists, and goalkeeper saves are correctly attributed.
- L. Whenever possible, the home team shall provide both half-time and final statistics immediately following the end of each half.

VI. STATISTICS

- A. Complete team statistics for the entire season and for the Cal Pac season shall be maintained immediately following each contest and posted with the NAIA and the Cal Pac websites.
- B. The Conference SID committee shall select the Player of the Week based upon nominations from each institution's SID or head coach before 12 Noon each Monday during the playing season.
 - 1. In addition to nominating players from their own team, each institution is encouraged to suggest a player from its opponents each week to assist the Conference SID in making the best decision. (8/11)

VII. ALL-CONFERENCE AWARDS

- A. An all-conference team shall be selected by the coaches immediately following the regular season by this process.

1. On the day immediately following the final regular season conference matches, each coach shall submit to the conference office a list of nominations from his or her own institution to be included on the conference ballot.
 1. The nominations must be submitted using the official conference spreadsheet and shall include updated statistics for Cal Pac contests only.
 2. Coaches shall rank their own players on the nomination form in descending order of preference by position. (8/11)
 3. In addition to the nomination form, coaches may submit a separate one-page document discussing the merits of the players they nominate. The document should be sent directly by the coaches to each Cal Pac institution. (8/11)
 4. Failure to meet the established deadline could result in players being excluded from the official ballot.
- B. The team shall consist of no more than 14 players as follows (8/11):
1. 2 Goalkeepers
 2. 4 Forwards
 3. 4 Midfielders
 4. 4 Defenders
- C. A Player of the Year, Offensive or Defensive Player of the Year, Newcomer of the Year and Freshman of the Year shall be selected as follows (8/11):
1. Coaches shall nominate any individuals from their own team at the same time as the all-conference nominations are submitted.
 2. Coaches are permitted to nominate both an Offensive and Defensive player of the year.
 1. Coaches shall designate one of those two players, from their own team, as their nominee for Player of the Year. (8/11)
 2. If the Player of the Year was nominated as a defensive player, there shall also be an Offensive player of the year award. (8/11)
 3. If the Player of the Year was nominated as an offensive player, there shall be a Defensive player of the year award.
 3. The official ballot shall be prepared by the conference office and returned to the coaches as soon as all coaches' nominations are received.
 4. Coaches shall complete the ballot and return it to the conference office electronically by 3:00 p.m. on the Tuesday following the conclusion of regular season.
 1. Coaches may not vote for themselves or for players from their own institutions.
 2. Coaches shall rank the players in descending order of preference. No ties in the rankings are permitted.
 - a. Coaches shall rank for two (2) players in descending order of preference for the Most Valuable, Defensive, Newcomer and Freshman of the Year awards. The second vote shall be used as a tie-breaker only.
 5. Once all ballots are returned, the conference office will tabulate the results and announce the all-conference teams.
 - a. Players receiving votes on at least two ballots, but not included on the first team shall receive honorable mention (8/11).
 6. The conference office will prepare individualized award certificates for all honored players.

7. The Coach and Player of the Year awards shall receive an additional award.

VIII. PLAYING RULES

- A. All games will be played by NCAA rules. The home team is responsible for having the playing field and facilities in compliance with NCAA regulations.
- B. The home team is to provide three soccer balls approved by FIFA and the opposing coach.
- C. The home team will wear white or light colored uniform. The visitors will wear dark or contrasting color. The color of the shirt and socks shall match.
- D. The status of all incomplete games shall be determined by the Commissioner. The Commissioner has the right to order the game replayed or to have the result stand. The Commissioner must be notified within 24 hours of a protested contest.

Approved: 5/9/00

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