

University Athletic Association

SOFTBALL CODE OF CONDUCT

Statement on Sportsmanship

Each University Athletic Association member institution shall ensure that:

- **The conduct before, during, and after competition of all those representing participating institutions exemplifies the highest traditions of intercollegiate athletics.**
- **Competition is conducted in a non-discriminatory manner that encourages enthusiastic support within the confines of good sportsmanship and fosters a positive attitude among spectators and participants in support of their teams.**
- **Coaches and student-athletes are encouraged to abide by the letter and spirit of the playing rules and to be gracious in both victory and defeat.**

SECTION 1. Administrative Authority

Administrative authority shall be the Softball Sport Committee chaired by the primary athletic administrator designated by the Executive Committee. In the event the designated primary athletic administrator is unable to serve as chair of the committee, a UAA Delegate from one of the participating institutions shall serve as chair.

Appointment of Representatives The primary athletic administrator of each institution shall appoint individuals as appropriate to represent the interests of that institution at meetings of the sport committee. In the case of men's and women's sport committees that meet jointly, an institution may choose to appoint one individual to represent the interests of both its men's and women's programs. If an institution sends a single representative to a joint sport committee meeting, it shall be assumed that the individual representing the institution is authorized to cast votes on behalf of both the institution's men's and women's programs.

Replacement of Committee Chair In the event the institution designated to chair a sport committee chooses to designate its primary athletic administrator as its representative to that sport committee, another representative from that institution, who must be a member of the Delegates Committee, shall chair the sport committee in place of the primary athletic administrator.

Voting Lines The disposition of all issues considered jointly by sport committees meeting together shall be by joint vote of the committees. Results of all joint votes shall be reported by

listing the voting tallies of the respective men's and women's committees as well as the voting tally of the joint committee.

Proxy Voting There shall be no proxy voting. In the event a representative from an institution leaves a meeting of the sport committee prior to its conclusion, the vote of that individual shall not be transferred to another individual from that institution nor to any individual from another institution.

SECTION 2. Determination of Association Champions

The association champion shall be decided at an association tournament. In the event of a tie, co-champions shall be declared.

If tournament play is completed with teams having played unequal numbers of games, the champion shall be determined by best won-loss percentage. If fewer than three complete rounds of doubleheaders are played during the tournament, no champion shall be named.

SECTION 3. Game Management

Refer to Site Policies and Procedures and applicable sections of Policies Regarding Sportsmanship and Event Management.

Lightning and Health & Safety Emergency Policy – In conducting Association competition, the game management staff and game officials shall follow the NCAA Guideline on Lightning Safety as published in the NCAA Sports Medicine Handbook. All coaches, participants, and officials shall cooperate fully in this regard. Protocols and emergency plans shall be discussed with the coaches during the pre-competition meetings or conference calls as appropriate.

Game management staff and the head competition official shall monitor local weather conditions to the best of their ability. In the event of lightning, once a flash-to-bang count of 30 seconds (equivalent to six miles) is observed play shall be suspended and all personnel shall be directed to leave the field of play and take shelter in a safe structure. Play shall remain suspended until at least 30 minutes after the last flash of lightning or sound of thunder unless the head competition official can reasonably determine the threat of lightning has passed.

Each institution shall clearly designate the person or persons who shall have the ultimate authority and responsibility to stop or resume play in the event of lightning or other health and safety emergencies, and shall communicate this information to the competition officials and coaches prior to the contest. The game management responsibilities of the designated individual or individuals should be such that they are able to monitor such circumstances without distraction.

SECTION 4. Conduct of Sport

4.1 Site

Competition shall take place in Atlanta, Florida, or a comparable warm weather site at a location to be determined by the Executive Secretary and confirmed by the Athletic Administrators' Committee.

The Executive Secretary will perform the functions of a site director and coordinate arrangements as appropriate. An athletic administrator from one of the participating institutions shall serve as assistant site director with responsibility for game management operations of the competition site. The expenses for the conduct of the tournament will be shared equally by the competing institutions and will be billed to the respective institutions by the Executive Secretary.

4.2 Format

The tournament will be held in March during the common spring break period as determined by the Athletic Administrators Committee.

A tournament of suitable format shall be played to determine the UAA champion. The format shall be approved by the Athletic Administrators Committee.

The tournament shall be a double round robin. Teams shall play two back-to-back, seven-inning games against two different teams each day of the tournament over five days. The order of games shall be as follows.

Game Time	Day 1	Day 2	Day 3	Day 4	Day 5
10:00 a.m.	1 vs. 2	4 vs. 3	5 vs. 3	5 vs. 1	5 vs. 4
	3 vs. 4	1 vs. 5	2 vs. 1	4 vs. 2	2 vs. 3
12:30 p.m.	5 vs. 2	2 vs. 4	4 vs. 5	1 vs. 3	4 vs. 1
	1 vs. 4	3 vs. 1	3 vs. 2	2 vs. 5	3 vs. 5

The days on which competition is scheduled (e.g., Friday-Tuesday) may be adjusted to accommodate academic calendars and minimize missed class time.

A maximum of 20 minutes shall be allowed between games. This time may be shortened by mutual agreement of both coaches. Teams wishing to take infield between games shall do so in the outfield or on an adjacent field to allow adequate preparation of the infield area.

The tiebreaker as described in the NCAA rule book shall be used.

In the event of inclement weather, poor field conditions, or other similar circumstances, decisions to play or to resume play and any resulting changes in scheduled game times shall be made by the site director and/or assistant site director in consultation with the head grounds keeper and umpire-in-chief.

The NCAA Halted Game Rule shall be used. Every attempt shall be made to complete a halted game or rained out game.

In the event games are halted or must be postponed, the site director and/or assistant site director shall meet with the Sport Committee to review the following priorities and determine the order in which the remaining games will be completed or played.

- 1) The integrity of the original schedule should be preserved to the greatest extent possible (i.e., the order of games, opponents, doubleheaders, single games).
- 2) Every attempt should be made to avoid a team playing more than two games in one day.

- 3) Every attempt should be made to complete all games even if it does require a team to play three games in one day.
- 4) No team shall play more than three games in one day.

4.3 Squad Size

There shall be no limit on competitive squad size for either team.

The size and composition of each member institution's travel party shall be determined by that respective institution.

4.4 Officials

Two qualified officials are to be provided for every game. Umpires' fees are determined by the site host and to be shared equally by the participating teams.

One umpire shall be designated as the umpire-in-chief for the tournament. The umpire-in-chief and the tournament director shall inspect each game field prior to competition each day of the tournament. Any deficiencies shall be brought to the attention of the grounds crew and addressed prior to the start of play.

The Executive Secretary shall arrange for distribution of umpire evaluation forms to be completed by coaches following each game. Results shall be forwarded to the umpire-in-chief and local officiating assignor.

4.5 Rules

NCAA softball rules shall govern all UAA tournament play.

The NCAA Halted Game Rule shall be used.

NCAA Tie-Breaker: If a game is tied at the completion of nine innings the following procedure shall be followed. Starting with the top of the tenth inning, and each half-inning thereafter, the offensive team shall begin its turn at bat with the player who is scheduled to bat ninth in that respective half-inning being placed on second base (e.g., if the number-5 batter is the lead off batter, the number-4 batter in the batting order will be placed on second base. A substitute may be inserted for the runner.)

Coaches may protest an erroneous rules interpretation or the misapplication of a rule or penalty as per NCAA rules with all such protests ruled upon immediately by the tournament Rules Interpretation Committee. The rulings of the Rules Interpretation Committee shall be final. No game protests shall be allowed.

The use of all tobacco products by players and all game personnel shall be prohibited during UAA tournament games and all pre-game activities. This rule shall be enforced by the umpires with penalties the same as those applied during NCAA championship play.

Ejection for Fighting — Notification Process In the event a player is ejected from a contest for fighting, all pertinent NCAA rules and sanctions shall apply, and the following notification protocol shall be used.

- 1) The ejection shall immediately be noted in the official scorebook as per NCAA rules.

- 2) The official scorer shall inform the tournament director or his/her designee if not available on site.
- 3) The ejection shall be noted on all box scores before they are distributed.
- 4) The tournament director, or his/her designee if not available on site, shall speak to the ejected player's coach at the conclusion of the game to confirm notification of the ejection for fighting.
- 5) The tournament director, or his/her designee if not available, shall forward notification of the ejection for fighting to the athletic director of the ejected player's institution.

4.6 Rules Interpretation Committee

The Rules Interpretation Committee shall comprise the UAA Tournament Director, the umpire in chief, and the "off" umpire of the game in which the protest has been lodged. All protests shall be ruled upon immediately.

4.7 Equipment

The Softball Sport Committee may designate an official UAA ball. The ball designated as the official NCAA championship ball shall be the official softball of the UAA.

4.8 Pairings

Pairings for all rounds shall be determined by a random draw conducted by the Executive Secretary.

Early games on the first day should be scheduled with regard to the travel constraints of competing teams. Teams that will be in the area prior to the start of the tournament should be scheduled for the earlier games if possible.

4.9 Facilities

A minimum of two fields shall be available for play. The fields should be in close proximity to each other to allow for movement of teams from one field to another when more than one round is played on the same day. It is strongly preferred that facilities be available to allow for batting practice prior to all single round games and prior to first round games on days when two rounds are played. Game fields should be available for pre-game infield/outfield practice.

SECTION 5. General Guidelines

5.1 Uniforms

According to NCAA rules and regulations. During the pre-tournament conference call the schedule will be reviewed and opponents will be polled to determine the colors of their light and dark jerseys to ensure sufficient contrast between light and dark jerseys.

5.2 Scheduling

To be determined by the Executive Secretary and approved by the Administrative Authority of the Sport Committee.

5.3 Scouting

Scouting is not permitted except during the Association tournament and at sites in the general metropolitan area of the Association tournament site when the two teams involved are playing at the same venue on the same day.

5.4 Statistics

Refer to Site Policies and Procedures and applicable sections of Policies Regarding Sportsmanship and Event Management.

A non-uniformed, non-participant shall be designated as official scorer for each game. In addition, an individual other than the official scorer shall be designated as the scoreboard operator/public address announcer for each game. The Executive Secretary shall coordinate the compilation of cumulative stats and prepare a summary immediately following completion of the tournament for use by the coaches in selecting an All-Association team.

5.5 Organizational Meetings

A pre-tournament conference call shall be conducted at 10:00 a.m. Eastern time on the Wednesday of the week prior to the start of the tournament. The annual meeting of the Softball Sport Committee shall be held during the tournament.

During the pre-tournament conference call the schedule will be reviewed and opponents will be polled to determine the colors of their light and dark jerseys to ensure sufficient contrast between light and dark jerseys.

SECTION 6. Awards

6.1 Team Champion

Trophy to be awarded to the team champion.

Individual certificates to be awarded to the members of the championship team.

6.2 All-Tournament and All-Association Teams

Each head coach shall submit a watch list of up to six players to the UAA Office with their pre-tournament roster. The UAA Office shall compile the watch lists and distribute them to the head coaches prior to the start of the tournament.

All-Tournament Team — Following completion of the Association championship tournament, each coach may nominate up to 6 players from his squad for All-Tournament consideration. Coaches shall vote for 13 players (5 infielders, 4 outfielders, 1 catcher, 2 pitchers, and 1 unallocated position) from other UAA institutions. The eleven players receiving the most votes in their respective categories (4 infielders, 3 outfielders, 1 catcher, 2 pitchers, plus the player with the next highest vote total) shall comprise the All-Tournament Team.

All-Association Team — At the conclusion of the regular season, each coach may nominate up to 6 players from his squad for All-Association consideration. Coaches shall vote for 13 players (5 infielders, 4 outfielders, 1 catcher, 2 pitchers, and 1 unallocated position) from other UAA

institutions. The eleven players receiving the most votes in their respective categories (4 infielders, 3 outfielders, 1 catcher, 2 pitchers, plus the player with the next highest vote total) shall comprise the All Association First Team, and the eleven players receiving the next highest respective totals shall comprise the Second Team.

In the event the distribution of votes results in an incomplete second team, the executive secretary shall consult with the Sport Committee chair to determine whether a supplemental ballot shall be distributed to facilitate selection of a full complement of players to the second team. A mechanism appropriate to the situation and consistent with established selection procedures shall be determined by the executive secretary in consultation with the Sport Committee chair.

6.3 Most Valuable Player and Player of the Year

The UAA Tournament Most Valuable Player and the UAA Player of the Year shall be selected by ballot of the coaches. The Tournament Most Valuable Player shall be selected at the conclusion of the Association championship tournament, and the Player of the Year shall be selected at the conclusion of the regular season. The same procedure shall be used for both selections. Each coach shall submit the names of three players listed in rank order. Coaches may vote for members of their own teams in the balloting. The player with the highest total points from the rank order ballots shall be declared the honoree.

6.4 Rookie of the Year

The Rookie of the Year shall be selected by ballot of the coaches at the end of the regular season. Only traditional, first-year student-athletes shall be eligible. Each coach shall submit the names of three players listed in rank order. Coaches may vote for members of their own teams in the balloting for the Rookie of the Year. The player with the highest total points from the rank order ballots shall be declared the Rookie of the Year and shall receive a certificate in recognition of selection.

6.5 Coaching Staff of the Year

The Coaching Staff of the Year shall be determined by ballot of the head coaches. Awards shall be made to all members of the selected coaching staff.

SECTION 7. Miscellaneous

7.1 Compliance with Deadlines

Coaches and other responsible individuals shall comply with all deadlines for the exchange or submission of materials and information as specified in the Code of Conduct. In the event of a missed deadline, the designated recipient shall notify the Association Office immediately. The Executive Secretary shall then notify the primary athletic administrator of the institutions involved, and that primary athletic administrator shall take action to ensure compliance with the specifications of the deadline.

7.2 Pre-Game Practice & Suggested Starting Times

Games should be scheduled at 2½--hour intervals.

Pre-game batting practice for both teams should be available in close proximity to, though not necessarily on, the game field prior to each game. It shall be permissible for members of competing teams who are not directly participating in the game their teams are playing to take batting practice in a batting tunnel or similar facility located at the playing site while their teams are playing.

The Home Team shall occupy the third-base dugout for all games.

Each team is permitted ten minutes of infield/outfield practice on the game field prior to every game.

Pre-game practice schedule (times prior to game time):

60 minutes	Home team batting practice/soft toss and warmup on game field Visiting team batting practice/soft toss and warmup on adjacent field
30 minutes	Home team takes infield/outfield
20 minutes	Visiting team takes infield/outfield
10 minutes	Meet with umpires at home plate

The following protocol shall be used to keep coaches informed of the pre-game time schedule and to coordinate pre-game practice, the umpires' meeting, and the playing of the national anthem prior to the first round of games each day.

9:25	Announce on all FOUR fields.....	“Five minutes remaining to pre-game infield/outfield”
9:29	Announce on BOTH game fields.....	“XXXX will take the field in one minute”
9:30	Announce	“XXXX shall take the field at this time”
9:39	Announce on BOTH game fields.....	“One minute remaining — XXXX will take the field in one minute”
9:40	Announce	“XXXX shall take the field at this time”
9:49	Announce on BOTH game fields.....	“One minute remaining in pre-game warm-up”
9:58	Check to be sure BOTH fields are done with the pre-game umpires-coaches meeting On BOTH fields.....	“Good morning Ladies and Gentlemen. Welcome to Day XX of the University Athletic Association Softball Championship Tournament.”
		Read the UAA Sportsmanship statement — “Ladies and Gentlemen....”

[As the announcer completes the UAA Sportsmanship statement both teams line up along their respective foul lines facing the main flagpole with hats held over the heart.]

On BOTH fields:.....“Ladies and Gentlemen, as the teams move to their respective foul lines, we ask that you please rise for the playing of our National Anthem.”

Protocol Between Games

The site director shall consult with the grounds crew upon completion of both morning games and determine how much time is needed to prepare the fields for the afternoon games. The site director shall then meet with both coaches to determine which team(s) want to take infield and/or outfield practice on the game field prior to the respective afternoon game. Starting times shall be determined according to the following

Both teams taking infield/outfield30 minutes from the time field prep is completed

One team taking infield/outfield20 minutes from the time field prep is completed

Neither team taking infield/outfield.....15 minutes from the time field prep is completed

In any case the start times shall not be any earlier than 12:30 p.m.

Teams may use the outfield area and perimeter of the infield area for individual or small group practice separate from taking a full infield and/or outfield session.