Arizona Community College Athletic Conference



Constitution and Bylaws

2025 - 2026

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PREAMBLE TO THE CONSTITUTION & BYLAWS

Mission

The mission of the Arizona Community College Athletic Conference (ACCAC) shall be the administration of intercollegiate athletics among its members and with other colleges. This is established through enforcement of procedures and regulations in conjunction with the ACCAC CONSTITUTION AND BYLAWS to maintain the following:

A. A balance between the athletic and the academic programs of the colleges,
B. Standards of academic performance;
C. Standards of amateurism as defined by the NJCAA;
D. Institutional control of athletics;
E. High ideals of sportsmanship;
F. Fair and equal competition among the member institutions;
G. An ongoing review of athletics policy and procedures to ensure continuous improvement.

Code of Conduct

The Code of Conduct applies to all contests and tournaments sponsored by the Arizona Community College Athletic Association (ACCAC).

The basic principles of the ACCAC stand for the highest ideals in sportsmanship. One of the primary objectives of competition is to develop and foster respect for fellow participants, coaches, officials and spectators. With this in mind, and since it is fundamental to the continuance of the activities sponsored by the ACCAC that the rights of the majority shall not be jeopardized by the actions of a few, this CODE OF CONDUCT has been adopted as follows:

A. Participants shall recognize the responsibility for appropriate conduct at any tournament, contest or event sponsored by the ACCAC or its member colleges.
B. Coaches shall recognize and assume responsibility for the actions of themselves and their team members.
C. The host of any activity sponsored by the ACCAC shall establish all procedures deemed necessary for the encouragement of appropriate conduct of the participants in the activity.
D. This shall include publicizing the Code of Conduct in advance of the sponsored activity so that the responsibilities of each participant shall be clearly understood before the event begins. Each coach who has participants competing in the event shall be responsible for informing each member of the Code of Conduct.

ACCAC CONSTITUTION

ARTICLE I: NAME

SEC 1: Name
The name of the conference shall be the Arizona Community College Athletic Conference (ACCAC).

ARTICLE II: AUTHORITY

SEC 1: Purpose
The purpose of the conference shall be to foster and promote wholesome athletic programs as an integral part of the total educational offerings of each member institution.

SEC 2: Authority
The ACCAC is authorized by and accountable to the Presidents of member colleges and operates in accordance with the rules and regulations of the NJCAA.

ARTICLE III: MEMBERSHIP

SEC 1: Membership
Division I
The ACCAC is open to all community colleges that have made application for membership to the conference in accordance with the bylaws.

Division II
The ACCAC is open to all Arizona community colleges that have made application for membership to the conference in accordance with the bylaws.

SEC 2: Members
The Division I members of the conference are*

Arizona Western College
Central Arizona College
Cochise College
College of Southern Nevada
Community Christian College
Eastern Arizona College
Mohave Community College
Yavapai College

The Division II members of the conference are*

Chandler-Gilbert Community College
Coconino Community College
Estrella Mountain Community College
GateWay Community College
Glendale Community College
Mesa Community College
Paradise Valley Community College
Phoenix College
Pima Community College
Scottsdale Community College
South Mountain Community College
Tohono O'odham Community College

*Institutions who host DI and DII sports are allowed to vote with that sport's divisional declaration.

SEC 3: Conditions

The members of this conference severally agree to:

A. Administer their athletic programs in accordance with the constitution, bylaws and other legislative acts of the conference;
B. Establish and maintain a high standard of ethics and fair play;
C. Pay the annual dues before the deadline as stipulated in the bylaws;
D. Have representation at each meeting.

ARTICLE IV: OFFICERS

SEC 1: Titles

The elected officers of the conference shall be the President, President-Elect, Secretary and Treasurer.

SEC 2: Elections

The officers will be elected and serve in accordance with the bylaws of the conference.

ARTICLE V: MEETINGS

SEC 1: Regular Meetings

There shall be four (4) meetings during each academic year. The location, date and time of each meeting will be scheduled by the conference at the last meeting of the preceding year.

SEC 2: Special Meetings

A special meeting of the conference may be held at any time on the call of the Executive Committee.

ARTICLE VI: STANDING COMMITTEES

SEC 1: Committees
The standing committees of the conference are:

A. Executive Committee
B. Rules and Ethics Committee
C. Officiating Committee
D. Service & Recognition Committee
E. Athletic Health and Safety Committee
F. Nominating Committee
G. Scheduling Committee
H. Communication Committee
I. Sport Committees

SEC 2: Purpose
The purpose and function of each committee is stipulated in the bylaws.

ARTICLE VII: FINANCES

All funds and property of the conference shall be held and administered in accordance with the bylaws of the conference.

ARTICLE VIII: REPRESENTATION

One voting representative shall represent each institution.

ARTICLE IX: AMENDMENTS

The constitution and bylaws of the conference may be amended by the procedures and stipulations set forth in the bylaws.

ARTICLE X: VIOLATIONS

Questions regarding alleged violations of the constitution and bylaws shall be administered in accordance with the procedures set forth in the bylaws.

BYLAWS

ARTICLE 1: NAME

SEC 2: Athletics Council
The ACCAC shall conduct its business through action by the Athletics Council. The Athletics Council is a group consisting of a maximum of two authorized representatives from each institution responsible for administering collegiate athletics. One voting representative shall represent each institution.

ARTICLE II: AUTHORITY

SEC 1: Authority
The ACCAC is authorized by and accountable to the Presidents of member colleges and operates in accordance with the rules and regulations of the NJCAA. ACCAC rules may be more restrictive than NJCAA Rules.

SEC 2: Eligibility
For a student-athlete to represent his/her college in intercollegiate competition, he/she must meet all current eligibility rules of the NJCAA. Individual institutional rules may be more restrictive than NJCAA or ACCAC rules.

SEC 3: Financial Assistance
An athletic grant-in-aid may be awarded to any student-athlete in recognition of his/her athletic ability in accordance with NJCAA rules and limitations. Individual institutional rules may be more restrictive than NJCAA or ACCAC rules.

ARTICLE III: MEMBERSHIP

SEC 1: Member
Division I
A member college is a community college which conducts an athletics program and has been approved for membership by the Division I Athletics Council.

Division II
A member college is an Arizona community college which conducts an athletics program and has been approved for membership by the Division II Athletics Council.

SEC 2: Application
A. A written application for membership in the conference shall be presented to the Athletics Council through the Secretary prior to the first quarterly meeting of the year prior to the first year of membership requested.

B. An applicant will become a member of the conference July 1 following approval by a 2/3 vote of the body of the Division I OR Division II Athletics Council during the preceding second quarterly meeting.

SEC 3: Resignations
A written letter of resignation as a member of the conference in a selected sport shall be submitted to the President of the ACCAC prior to the season of that sport.

SEC 4: Dues

A. Annual dues, as approved by the Athletics Council shall be paid by each member college by August 15 of each calendar year.
B. In the case where this requirement is not met, the college will be subject to a late fee of $250 per gender.
C. Failure to pay annual dues by the August 15 deadline may result in member institutions losing membership in the conference, if so determined by 2/3 vote of the Division I OR Division II Athletics Council body.
D. Dues Schedule will be determined by the ACCAC Treasurer and approved by the Executive Committee. The approved due schedule will be effective July 1 of each fiscal year:

MEN'S & WOMEN'S DUES

ACCAC Dues	$1,500 each
Webmaster Assessment	$200 each
Social Media Assessment	$200 each
Insurance Assessment	$275 each

COACHES ASSOCIATION DUES

Baseball	$75
Basketball	$25 each
Basketball Jamboree	$30 each
Cross Country	$25 each
Golf	$80 each
Golf Awards	$75 each

Soccer	$85 each
Softball	$55
Tennis	$25 each
Track & Field	$25 each
Trainer (one charge per college)	$25
Volleyball	$25
Volleyball Jamboree	$25

Sports Publicist/Web Maintenance

ACCAC Webmaster	$6,000
ACCAC Cross Country Web Maintenance	$435
ACCAC Track and Field Web Maintenance	$435
ACCAC Golf (M/W) Statistician Stipend	$1100
ACCAC Tennis (M/W) Statistician Stipend	$600
ACCAC Social Media Manager	$6,000

ARTICLE IV: OFFICERS

SEC 1: Officers
The elected officers of the conference shall be the President, President-Elect, Secretary and Treasurer.

SEC 2: Nominations
The nomination and election of officers shall occur during the fourth quarterly meetings of even numbered years. The slate of officers shall be presented to the Athletics Council in accordance with Article VI, Sec 6 of the bylaws.

SEC 3: Term of Office
Each officer of the conference shall serve a two-year term of office.

SEC 4: Succession
The President-Elect shall succeed the outgoing President at the conclusion of the last regularly scheduled meeting of the previous term.

SEC 5: Duties of Officers

A. The President shall:
   1. Preside at ACCAC meetings;
   2. Serve as chairperson of the Executive Committee;
   3. Prepare the agenda for the scheduled ACCAC meetings and deliver such to each Athletics Council member and the Supervisor of Officials for each sport at least one week prior to the scheduled meeting;
   4. Be responsible for all coin flips when deemed necessary according to the individual sport policies;
   5. Serve as liaison with the Presidents of member colleges;
   6. Send notification to all conference Athletics Directors whenever an ejection takes place in any ACCAC contest. The report should include the date of the ejection, the name(s) of any ejected player(s) or coach(es), and the team the player or coach represents. The Ejection report should be sent to Athletics Directors within 48 hours of the ejection;
   7. Send notification to all conference Athletics Directors whenever a forfeiture of any contests takes place before or during an ACCAC athletics season. The report should include the dates of the forfeiture(s), the school(s), sport(s) and contest(s) involved, as well as the conditions involved that led to the forfeiture(s). Report should be sent to Athletics Directors, Region I Officers and R&E Chair within 48 hours of the decision;
   8. Receive a stipend of $2,600 per year.

B. The President-Elect shall:
   1. Act in the absence of the President;
   2. Succeed to the office of President after the completion of the two-year term;
   3. Perform other duties as assigned by the President;
   4. Serve on the Executive Committee;
   5. Serve as Chair of the Nominating Committee.

C. The Secretary shall:
   1. Record the minutes of all ACCAC meetings;
   2. Provide written or electronic copies of all minutes to the ACCAC council representatives;
   3. Serve as a member of the Executive Committee;
   4. Carry on all general correspondence for the ACCAC;
   5. Maintain a file that includes the following:
      a. Minutes of all meetings,
      b. Copies of all correspondence,
      c. All reports from committee chairpersons,
      d. Other items of special significance or of a historical nature;

6. Request names of ACCAC representatives in writing from Athletic Directors of each college for that academic year prior to the first quarterly meeting;
7. Call the roll of the voting membership prior to the transaction of business at each regular meeting;
8. Receive a stipend of $2,100.00 per year.

D. The Treasurer shall:
1. Serve as a member of the Executive Committee;
2. Issue an annual invoice statement of dues to each member college;
3. Be responsible for making all financial transactions;
4. Be responsible for collecting all dues and fees;
5. Purchase and ensure presentation of all ACCAC awards;
6. Submit to the Athletics Council an annual Treasurer's report;
7. Receive a stipend of $1,600.00 per year.

E. The Arbiter Administrator shall:
1. Oversee the administration of officiating payment schedule for all conference sports that utilize the Arbiter online system;
2. Receive a stipend of $6,700.00 per year.

F. Elected officers not eligible for reimbursement by an ACCAC member college:
1. May submit a travel expense form for mileage, per diem and lodging, as allowed by AZ state rates, to attend ACCAC meetings. The form is to be submitted to the ACCAC Treasurer, with a copy sent to the ACCAC President, by June 1 for the prior fiscal year
   a. A receipt for lodging is required.
   b. Per diem may not be claimed when meals are provided.

ARTICLE V: MEETINGS

SEC 1: Regular Meetings

A. The four regularly scheduled meetings of the conference may be held during the months of August/September, November, February/March and May.

dates and sites for 2025-26 meetings:

August 26 & 27	**Host: Yavapai**
November 12 & 13	**Host: Paradise Valley**
March 25 & 26	**Host: Chandler-Gilbert**
May 5 & 6	**Host: Central Arizona**

B. Exceptions to the regularly scheduled meetings may be approved by a 2/3 vote of the Athletics Council quorum.

SEC 2: Quorum

A. In order for the Athletics Council to conduct business, a quorum must be present.
B. A quorum is defined as one more than one-half of the total number of official voting representatives of each member school.

SEC 3: Parliamentary Authority
A. The Athletics Council shall be governed by the latest edition of Robert's Rules of Order.

SEC 4: Voting of the Athletics Council
A. **One voting representative shall represent each institution.** ***(May 2024)***
B. In all matters requiring a vote a majority vote of the quorum is necessary.
C. A 2/3 vote is required in the matters of application for membership, and proposed changes of the Constitution and bylaws.
D. Rules and Ethics Committee decisions are based on one vote per institution and a majority of the quorum present is required to render a decision.

ARTICLE VI: STANDING COMMITTEES

All Standing and Sport Committee Chairs must be one of the two representatives from their college.

SEC 1: Executive Committee
A. Function
The Executive Committee shall be responsible for conducting the work of the conference during the time between the regularly scheduled meetings. The Executive Committee shall not make decisions in violation of the constitution and bylaws.
B. Membership
The members of the Executive Committee shall be as follows:
1. Conference President
2. President Elect
3. Secretary
4. Treasurer
5. Scheduling Committee Chair
6. Immediate Past President (Ex-Officio)

C. Duties
The duties of the Executive Committee shall be:
1. Review the agenda of the scheduled meetings;
2. Assign the chair and membership of the various committees, except membership to the Rules and Ethics Committee;
3. Exercise the powers of the Athletics Council between meetings in accordance with Article VI, Sec 1 A. This includes any and all protests not covered by the official rulebook/handbook for that sport. In the event the Executive Committee is deadlocked in a decision due to the makeup of the committee membership being an even number of members, the men's or

women's region directors, or the sport committee chair (in that order) would be allowed to participate in the decision depending on whether the issue involved a men's or women's team;

4. When possible, provide twenty-four (24) hour notice to all member Athletics Directors of a scheduled or emergency meeting with an agenda, outline and results of all action. If this is not possible, the action will be reported at the next scheduled meeting.

SEC 2: Rules and Ethics Committee

A. Function

The Rules and Ethics Committee is responsible for the investigation of alleged violations of the constitution and bylaws and/or any other questions of misconduct by member institutions, exclusive of questions of eligibility which fall under the purview of the NJCAA. In addition, the Rules and Ethics Committee is responsible for adjudication of all cases and awarding of appropriate sanctions as necessitated in accordance with Article X ("Violation") of these bylaws.

B. Membership

1. Each College is allowed one representative on the Rules & Ethics Committee. This representative MUST be an Athletics Director. The only exceptions will be the proxies designated to represent the Rules & Ethics Chair and the members of the Executive Committee.
2. Substitutions will be allowed, on a per meeting basis, if necessary. Substitutions must be requested by an institution's Athletics Director no later than 10 days prior to the affected meeting. That request is to be sent to the Rules & Ethics Committee Chair and the ACCAC President.
3. The Chair of Rules and Ethics Committee may not be designated as the voting representative.
4. No member of The Executive Committee may be designated as The Rules and Ethics voting representative.

C. Duties and Operating Procedures

1. For all matters of official adjudication by the Rules and Ethics Committee, a formal written or electronic complaint must first be forwarded directly to the President of the ACCAC. The ACCAC President will forward the complaint to the Rules and Ethics Chair.
2. Letters of complaint may be submitted by any individual voting member of the ACCAC.
3. The committee will review and investigate formal written complaints of any alleged violations, or infringement of policies, procedures, rules, misconduct and other infractions by member schools. The Chair must report the alleged violation & subsequent resolution to the Executive Committee & to the ACCAC membership at its next meeting (or sooner) to resolve the issue.

4. The Rules and Ethics Committee Chair will contact the Athletics Director of the accused institution regarding their response within 48 hours of the receipt of the complaint.
5. The Athletics Director has 10 calendar days to respond in writing to the Chair. If the adjudication of a complaint must be decided promptly, requiring a shorter response time, the Athletics Director from the accused institution will be notified by the Chair. The Executive Committee will decide the length of the shortened time period. Issues that require immediate resolution can be adjudicated electronically by the Rules & Ethics Committee. All decisions will be sent to all ACCAC members within five days of the decision.
6. At the discretion of the Chair, the committee need not be convened if preliminary discussion between all parties has resulted in satisfaction to the original plaintiff.
7. It is the responsibility of the Chair to gather a quorum of committee members to adjudicate the issue and impose any sanctions.
8. Failure to reach a decision within thirty (30) days will result in the matter being referred to the Executive Committee for approved extension of time for a final decision.
9. For alleged violations involving the Chairperson's institution, the Executive Committee will appoint a temporary chair from the committee membership to serve in his/her capacity.
10. The chair of the Rules and Ethics Committee shall have the right and the obligation to investigate any formal complaint to gather fact and documentation when necessary to assist the committee in rendering a decision.
11. The chair will provide a copy of the formal Rules and Ethics complaint and all appropriate supporting documentation to committee members prior to the meeting.
12. A roll call will be taken at the beginning of all Rules and Ethics meetings to determine a quorum.
13. A quorum must be established in order for the committee to conduct business. A quorum will be defined as one more than one-half of the total number of eligible voting representatives.
14. To avoid conflict of interest, the member school that the complaint is filed against and the school that filed the complaint will not be allowed to vote on the outcome of the hearing.
15. The Rules and Ethics Committee will hold a meeting open to all voting members and involved parties to discuss the complaint and gather fact. Persons other than Rules and Ethics representatives may speak at the discretion of the chair.
16. The Rules and Ethics Committee shall hold all deliberations in closed session. Only eligible Rules and Ethics voting representatives may attend and vote. Unless unable to attend due to conflict, the Athletics Director of

each school will be the designee to participate in the closed session.

17. A majority of the quorum present is necessary to impose any and all sanctions.
18. Sanctions rendered by the committee may be imposed during the current or following sports season at the discretion of the committee.
19. Committee decisions will be summarized and presented orally at regular ACCAC meetings or sent electronically to member institutions' athletics directors when necessary. In addition, written summaries will be submitted by the chair to the President of the ACCAC immediately following Rules and Ethics Committee action.
20. The President of the ACCAC will notify the President and Athletics Director of the sanctioned institution in writing of the Rules and Ethics Committee's decision within forty-eight (48) hours of receipt of the written summary.
21. The Rules and Ethics Committee's decision is not subject to the Athletics Council's review or approval.
22. The sanctioned institution may appeal the Rules and Ethics Committee's decision in accordance with stipulations in Article X, Section 3.

SEC 3: Officiating Committee

A. Function

The Officiating Committee shall oversee the activities of the Supervisor of Officials for the following sports:

Baseball
Basketball
Soccer
Softball
Volleyball

B. Membership

The Chair and the members of the Officiating Committee shall be appointed by the Executive Committee.

C. Duties

The Officiating Committee shall:

1. Recommend the duties, job description and pay rate for each Supervisor of Officials;
2. Recommend the hiring, retention or firing of the Supervisor of Officials;
3. Meet and confer with each Supervisor of Officials at the end of each sport season;
4. Report, in writing, the results of the meetings with each Supervisor of Officials;
5. Recommend pay rates for officials for each sport;
6. Recommend changes to the handbook relative to officiating.

SEC 4: Service & Recognition Committee

A. Function

The responsibility of the Service & Recognition Committee is to identify and recognize those individuals who have rendered outstanding service to athletics in the ACCAC.

B. Membership

The Chair and the members the Service & Recognition Committee shall be appointed by the Executive Committee.

C. Duties

The Service & Recognition Committee shall recommend, in writing, the names of individuals who have distinguished themselves in athletics in the ACCAC.

D. Awards

1. ACCAC Male & Female Student-Athlete of the Year Award
    - A Division I and a Division II Student-Athlete of the Year will be selected for both genders.
    - Any ACCAC student-athlete who participated in any NJCAA certified sport(s) can be nominated for this award by his/her athletics director.
    - The criteria for selection are listed on the nomination form in Article XVII of the handbook.
    - Nominations for all sports will be due by July 1 following the conclusion of that athletic season. All nominations for ACCAC

Student-Athlete of the Year are to be submitted on the nomination form included in Article XVII of the handbook.

2. ACCAC Athletic Trainer of the Year Award
    - A Division I and a Division II Athletic Trainer of the Year will be selected for both genders.
    - Any active ACCAC Athletic Trainer can be nominated for this award by his/her athletics director.
    - Nominations will be due by July 1. All nominations for ACCAC Athletic Trainer of the Year Award are to be submitted on the nomination form included in Article XVII of the handbook.
    - Criteria:
        - Must be an active member of the ACCAC Health & Safety Committee;
        - Must be in good standing with the Board of Certification and the Arizona Board of Athletic Training;
        - Must be employed at an ACCAC institution for a minimum of one year;
        - Nomination must include at least two letters of recommendation;
        - Include any other documentation supporting the nomination of the athletic trainer for the honor.
3. ACCAC Hall of Fame
    A. Nominations
        - Nominations for the ACCAC Hall of Fame are due to the Service & Recognition Committee Chair on February 1 of each year.
        - Nominations will be presented to the ACCAC body at the third quarterly meeting, then voted on at the fourth quarterly meeting.
        - Each class may be comprised of up to 16 inductees from any member college, max two (2) per school, per class
        - Nominees must have a minimum of 20 years of ACCAC service or be absent from service in the ACCAC for a minimum of three (3) years prior to being selected for induction.

    B. Selection Process
        - Selection to the ACCAC Hall of Fame requires a 2/3 vote of the quorum of voting representatives at the fourth quarterly meeting.

    C. Notification
        - Selected nominees, and their respective college Presidents/Athletics Directors, will be notified by the ACCAC President/Service and Recognition Chair upon completion of the fourth quarterly meeting.
        - The ACCAC Communications Committee Chair will post all of the information about the ACCAC Hall of Fame inductees on the ACCAC website and social media channels prior to the first quarterly meetings of the subsequent year.

- The Athletics Director at the honoree's institution will be supplied with an ACCAC Hall of Fame plaque (one for the honoree and one for the college, if purchased) after the first quarterly meetings of the subsequent year.
- Each institution is responsible for holding an official induction recognition, as they see fit, for their HOF inductees within the next academic year.

SEC 5: Athletic Health and Safety Committee

A. Function

The Athletic Health and Safety Committee shall serve as a vehicle to promote the communication of athletic health care issues and the improvement of athletic training services within the ACCAC.

B. Membership

The committee shall consist of one athletic director, at least one athletic trainer, and at least one member from the ACCAC ATC representatives.

C. Duties

The Athletic Health and Safety Committee shall:

1. Develop, recommend and implement ACCAC sports athletic training coverage standards;
2. Advise the ACCAC on all health care issues;
3. Identify athletic health care concerns within the ACCAC;
4. Work cooperatively with all ACCAC athletic trainers;
5. Promote cooperative working relations with the medical community serving ACCAC athletics.

SEC 6: Nominating

A. Function

The responsibility of the Nominating Chair is to identify and recommend candidates for the offices of the ACCAC during election years.

B. Membership

The President Elect will serve as Chair of Nominating

C. Duties

The Nominating chair shall:

1. Identify viable candidates for the offices of the ACCAC;
2. Present, a slate of candidates for consideration as officers to the Athletics Council at meetings;
3. Receive nominations from the floor prior to the final presentation of candidates.

SEC 7: Scheduling Committee

A. Function

Provides oversight of all ACCAC sport schedules to ensure they meet all conference guidelines and address any questions related to scheduling conflicts and/or issues.

Membership

The committee shall consist of a Chair appointed by the President; all members of the ACCAC Executive Committee; the Men's Region I Director and the Women's Region Director.

B. Duties

The Scheduling Committee shall:

1. Review of all proposed schedules;
2. Make recommendations concerning approval of master schedules to the body prior to the second quarterly meetings;
3. Distribute a master packet of approved ACCAC master schedules to each institution;
4. Approve changes to conference schedules after established deadline dates as outlined in the ACCAC Bylaws;
5. Address any questions related to scheduling conflicts and/or issues;

C. The Scheduling Committee Chair will receive a stipend of $2,100 per year.

SEC 8: Communications Committee

A. Function

The Communications Committee shall facilitate communication between institutions to promote competition, accomplishments, and historic records of conference participants through the ACCAC Website and social media channels.

B. Membership

1. The Chair of the Communications Committee shall be appointed by the Executive Committee;
2. The ACCAC Website Administrator and ACCAC Social Media Coordinator and respective conference school Sports Information Directors shall be guests of the Communications Committee;
3. Each institution should have one sports information contact to represent their institution on the Communications Committee

C. Duties

The Communications Committee shall:

1. Compile current and historic conference data including conference alumni reaching professional and career milestones for conference communications;
2. Assure that schedules, statistics, and results are communicated uniformly through the conference;
3. Assure that the ACCAC Website Administrator and ACCAC Social

Media Coordinator are receiving all scores, nominations, and awards from appropriate channels in timely matter;

4. Develop content and highlight student-athletes and member institutions for the ACCAC website and social media channels.

SEC 9: Sport Committees

A. Function

The sport committees are to serve as liaisons between representative coaching associations and the Athletics Council.

B. Membership

1. The Chair and membership of each sport committee will be appointed by the Executive Committee.
2. Any of the two representatives from each college is eligible for membership on a sport committee.
3. The current president of each coaches' association will serve as a member of a sport committee.
4. There will be a committee for each of the following sports:
    a. Baseball
    b. Basketball
    c. Beach Volleyball
    d. Cross Country
    e. Golf
    f. Soccer
    g. Softball
    h. Tennis
    i. Track & Field
    j. Volleyball

C. Duties

The respective Sport Committees shall:

1. Recommend the sport master schedule for the upcoming season;
2. Review and evaluate sport procedures for the purpose of making recommendations for appropriate changes;
3. Provide an end-of-season conference report inclusive of standings, champions, ACCAC All-Conference teams, and all other related matters;
4. Hold a mandatory post-season meeting involving the sports committee chair and all head coaches. This meeting is necessary to review the season, develop the schedule and select All- Conference teams and coaches to be honored in accordance with the provisions of Article XIII Awards.

ARTICLE VII: FINANCES

SEC 1: Fiscal Year
The fiscal year of the conference shall be from July 1 to June 30 of each year.

SEC 2: Dues

A. The ACCAC annual dues will be assessed to each member college, each year.

B. The Executive Committee will approve/deny the recommendation for membership dues from the treasurer..

SEC 3: Annual Report

A. The Treasurer shall publish an annual report.
B. The annual report shall include funds collected and expended during the fiscal year.
C. The annual report shall be distributed at the first quarterly meeting of the following year.

ARTICLE VIII: REPRESENTATION

SEC 1: Representatives
Each ACCAC member college shall be entitled to have two representatives, one of whom will serve as that institution's voting representative.

SEC 2: Appointment
The Athletics Director of each member institution shall designate the two representatives of his/her institution to the ACCAC President prior to the first quarterly meeting.

ARTICLE IX: AMENDMENTS

SEC 1: Amendments
Sport procedure amendments to the ACCAC Handbook may be made according to the following procedure:

A. Submit proposed amendment(s) to the ACCAC Secretary, on the designated form, 10 days prior to the start of an ACCAC quarterly meeting. (Any editing to handbook changes submitted by the deadline must be included in committee minutes at the conclusion of the quarterly meeting in which the proposed edit was introduced).
B. Read and discuss the proposed changes at the quarterly meeting in which the change was submitted.
C. Vote for acceptance, denial or modification at the proceeding quarterly meeting.
D. All approved handbook changes will become effective immediately following the

acceptance vote.

Constitutional amendments to the ACCAC Handbook may be made according to the following procedure:

A. Submit proposed amendment(s) to the ACCAC Secretary, on the designated form, by February 1. (Any editing to handbook changes submitted by the February deadline must be included in committee minutes at the conclusion of the third quarterly meeting).
B. Read and discuss the proposed changes at the third quarterly meeting.
C. Vote for acceptance, denial, or modification at the fourth quarterly meeting
D. All approved handbook changes will become effective immediately following the acceptance vote.

SEC 2: Ratification

A 2/3 vote of the Athletics Council quorum shall be necessary for an amendment to pass.

ARTICLE X: VIOLATIONS

SEC 1: General Violations

A. Number Violations

For a violation that involves a number (i.e. number of scrimmages, games, letter of intent, scholarship agreements) the following progressive series of sanctions shall be imposed:

1. First Offense
   - Two to one ratio/penalty in which next season's games (or other type of "numerical infractions") are reduced in direct proportion to the offense.
2. Second Offense
   - One-year probation for the sport in violation (see Article X, Section 2, B)
3. Third Offense
   - Suspension for the sport in violation (See Article X, 2, C)

B. Date Violations

For a violation that involves starting dates, ending dates, signing dates, etc.; the following sanctions will be imposed:

1. First Offense
   - Letter of warning (see Article X, Section 2, A)
2. Second Offense
   - One-year probation for the sport in violation (see Article X, Section 2, B)
3. Third Offense
   - Suspension for the sport in violation (see Article X, Section 2, C)

C. In the event of a member institution having to "forfeit" or have any games declared as "no contest", the following is required:

1. Notification sent to the ACCAC President about the violation (forfeit, no contest, non-collegial) including the cause of the violation.
2. List of colleges affected by the ruling and date(s) of the contest(s).
3. The ACCAC President will send the information to the Chair of the Rules & Ethics Committee for discussion at the next ACCAC meeting or for an Executive Committee decision if needed sooner.
4. The offending college(s) notification to the ACCAC President must be done immediately after the contest(s) are deemed forfeits or no contest. Failure to notify the ACCAC President could result in the offending college being sanctioned by future restrictions up to and including no participation in region play and not being able to win a conference championship.
5. Should an ACCAC sports team opt out of an ACCAC sports schedule game(s) or fail to complete the ACCAC sports schedule, they will be referred to the Rules & Ethics Committee by the ACCAC Executive Committee. The sanction for failure to complete or opting out of an ACCAC sports season is a ban from winning the current year sports conference championship and a referral to the Rules & Ethics Committee to address sanctions for the following year.

SEC 2: Sanctions

Examples are not all inclusive. (If you have questions that affect your college, call the Rules and Ethics Chair about possible sanctions.)

A. Warning
   1. Shall be invoked when a violation has occurred but is not considered serious enough in and of itself to warrant more than a formal notification to the offender that it not be repeated.
   2. The penalty for receiving warning will be a formal letter by the ACCAC President in accordance with Article VI, Section 2, Paragraph C, 20 of these Bylaws.
   3. Example: A team played too many games; i.e., a number violation. A sanction was applied plus a letter of warning concerning a "numbers" violation was sent to the college.

B. Probation
   1. Shall be invoked when a violation has occurred that, in the judgment of the Rules and Ethics Committee, is serious enough to justify probation, or is an example of a continued series of violations.
   2. The penalty for receiving probation will be the loss of eligibility for the next conference championship and the loss of an opportunity to participate in postseason competition in the sport in which the violation occurred (See Article VI, Section 2, Paragraphs C, 6 and 7.)
   3. Example: A team fails to complete a season.

C. Suspension
   1. Shall be invoked when a violation has occurred that in the judgment of the Rules and Ethics Committee is serious enough to justify suspension or is an example of a continued series of serious violations.
   2. The penalty for receiving suspension will be the loss of the right to participate in the conference in that sport for the next full season. (See Article VI, Section 2, Paragraph C, 6 and 7.)
   3. Application for reinstatement of a suspended program must be in compliance with Article III, Section 2 of these Bylaws.
   4. Example: A team on probation fails to complete a season.

D. Loss of Membership
   1. Shall be invoked when, in the judgment of the Rules and Ethics Committee, the offending school has:
      a. Demonstrated a continued unwillingness to abide by the rules and regulations of the ACCAC;
      b. Failed to have representation at ACCAC quarterly meetings for two (2) consecutive sessions without adequate explanation;
      c. Failed to pay dues in a timely manner or has declined to join or renew membership in the NJCAA and Region I.
   2. Shall be executed, through a formal letter to the President and the Athletics Director of the offending school detailing the violation and stating the formal severance action.
   3. Application for reinstatement of membership must be in compliance with Article III, Section 2 of these Bylaws.

SEC 3: Appeals

Each member college will have the right to appeal any decision of the Rules and Ethics Committee if the institution deems the decision unfair or unjust.

A. Grounds for Appeal

   All appeals must be filed solely on the grounds of:
      1. New evidence;
      2. Misinterpretation of printed procedures;
      3. A deprival of due process procedures (as provided in Article VI, Section 1 and 2 of these Bylaws);
      4. Invidious discrimination;
      5. Denial of constitutional rights as provided for in the ACCAC Constitution and Bylaws;
      6. Clearly unreasonable, arbitrary or capricious action.

B. Procedures for Appeal
      1. The appeal must be in writing and made within fifteen (15) days after the President has mailed notice of the action by the Rules and Ethics Committee to the member institution.

2. The written appeal must be sent to the ACCAC President and the Rules & Ethics Committee Chair.
3. All appeals must be inclusive of:
    a. The names of the parties and/or member institutions involved;
    b. The grounds upon which the appeal is based;
    c. Supporting evidence or documentation upon which the appeal is based;
    d. A statement of the decision to be appealed.
4. The appeal will be placed on the agenda of the next Executive Committee meeting.
5. The Executive Committee will review the case, request official response to the appeal from the Rules and Ethics Committee Chair, and conduct further investigation at its discretion.
6. The Executive Committee will hold a hearing and render a decision regarding the appeal.
7. Within five (5) days after the decision is rendered, all parties affected will be notified by the President.
8. If an appeal involves a member of the Executive Committee's institution, that member will recuse him/herself.
9. If a majority of the Executive Committee is involved in the appeal, the decision of the Rules and Ethics Committee will stand.
10. Institutions wishing to appeal decisions rendered by the Executive Committee (exclusive of decisions initially involving Rules and Ethics) may submit said appeal directly to the Rules and Ethics Committee in accordance with all procedures and stipulations included in Article X, Section 3, and Items A-D.
11. The chair of the appropriate appeal body (i.e: Executive Committee) has the authority to initially reject an appeal predicated upon the institution's failure to meet the standards of appeal as delineated in this Section X of the Bylaws.

C. Double Jeopardy
1. Any institution, having been administered a sanction by the Rules and Ethics Committee and subsequently receiving an additional sanction by the NJCAA for the exact same offense, may appeal to the Executive Committee for relief on the grounds of double jeopardy.
2. If deemed reasonable and prudent by the appeals body, the sanction may be adjusted to reflect a singular and congruent sanction consistent with ACCAC Bylaws.

ARTICLE XI: SPORTSMANSHIP

SEC 1: Principles of Sportsmanship

A. The basic principles of the ACCAC stand for the highest ideals of sportsmanship. One of the primary objectives of competition is to develop and foster respect for fellow participants, coaches, officials and spectators.

B. The ACCAC stands for:
   - A: Accountability (Be responsible for one's actions)
   - C: Character (Live up to our own standards)
   - C: Consideration (Treat others with respect)
   - A: Action (Demonstrate integrity in every decision)
   - C: Courage (Do the right thing)

C. ACCAC Sportsmanship Policy
   1. The principal values of ACCAC competition and sportsmanship are:
      i. Demonstrating respect to everyone involved in competition
      ii. Promoting fair play and good sportsmanship at all times
   2. Unsportsmanlike behavior is defined as profanity, vulgar gestures, trash talking, taunting or abusive language directed at players, coaches, referees, game management personnel and/or spectators and/or vulgar language audible to the spectators. The use of tobacco or alcohol during NJCAA-sponsored events is prohibited within this rule.
      i. First offense is a warning to the offending team (i.e., yellow card, technical foul, dugout warning, etc).
      ii. Second offense for the offending team, any player or coach will be ejected from the contest.
   3. Violent behavior is defined as an act in which physical contact or an attempt to make physical contact occurs with the purpose to do damage, harm, intimidate, incite a fight or otherwise injure a player, coach, referee, spectator, game management personnel or damage property; or an act in which anyone other than the head coach leaves the bench area when a fight may break out or has broken out.
   4. Enforcement & Procedures
      i. Post-Ejection behavior:
         a. The Executive Committee will have discretionary authority to recommend additional sanctions for post-ejection behavior to the offending school(s') Athletics Director(s).
         b. Failure by the offending school(s) to comply with the recommendation from the Executive Committee may result in a complaint made to the Rules & Ethics Committee.
      ii. Procedures:

a. The Athletics Directors of the colleges involved will submit a written report to the ACCAC President within 48 hours of the incident in question, or by 12:00pm the next business day, whichever occurs sooner.
    1. The report should include a summary of the incident and the subsequent actions taken by the institution.
b. The Executive Committee will review the report and make a recommendation prior to the next game involving that institution.
    1. The Executive Committee's recommendation will be first given to the institution in question and then shared with all members of the conference.
c. If any college is dissatisfied with the recommendation, a complaint may be filed with the Rules & Ethics Committee for immediate review.

5. If any national rule governing an individual sport or any NJCAA policy imposes additional sanctions for any infraction or behavior, those rules and policies would take precedence.
6. Participants will recognize their responsibility for proper conduct before, during and after every contest.
7. Coaches and Athletics Directors will recognize and assume responsibility for themselves and members of their college's athletic teams.

SEC 2: Sanctions

The ACCAC will follow the current NJCAA rules related to sportsmanship, sanctions and reporting of misconduct. Any student-athlete or coach who is ejected from his/her final game of the season, including playoff competitions, will be automatically referred to the Rules and Ethics Committee for possible sanctions. End of season ejection sanctions will be determined by the severity of the offense and the number of team's players ejected. All sanctions will be sent to the offending colleges Athletics Director and President.

If the student-athlete or Head Coach is returning for the next season of play, they will serve the ejection penalty in the first game(s) of the new season.

If a student-athlete is not returning for the next season of play, the Head Coach will serve the ejection penalty. If there are multiple ejected athletes not returning, the Head Coach will only be sanctioned a two-game suspension for the next season with a letter of reprimand being sent to the college's president explaining the multiple ejections.

SEC 3: Public Statements
Administrators, coaches and student-athletes are discouraged from making any public statements related to the officiating or the performance of an opposing player or team. Statements critical of officials, host or visiting institutional representatives including administrators, coaches and student-athletes shall be considered inappropriate and subject to review by the Rules and Ethics Committee.

ARTICLE XII: SPORTS PROCEDURES

SEC 1: Sports authorized by the conference

A. The Constitution, Bylaws, and ACCAC handbook shall govern all intercollegiate play.

SEC 2: Management of Contests/Practices

A. All intercollegiate games shall be played under the management of the host college.
B. Officials for all ACCAC sponsored intercollegiate competition shall be assigned by the appropriate ACCAC Officials Supervisor.
C. The ACCAC is committed to the health and safety of its student-athletes, coaches, and staff. This commitment is demonstrated through the employment and utilization of licensed athletic trainers by its member institutions, which rely on their expertise, skill and judgment.
D. The ACCAC will closely follow all procedures in relation to safe playing environment, available safety items, medical emergency plans, lightning safety guidelines, appropriate medical coverage guidelines, concussion procedures, multiple event guidelines, dangerous location determinations, cardiovascular screenings, and CPR/AED Certification rules AS OUTLINED in the ACCAC/Region I Athletic Health & Safety Manual.
E. ACCAC member colleges are permitted to utilize live-streaming at their respective home athletic contests. If ACCAC member colleges have a desire to live-stream road contests, there must be agreement from Athletics Directors of both colleges.

SEC 3: Restrictions on Competition

A. Only one (1) team per sport is permitted to represent a member college in intercollegiate competition.
B. ACCAC teams shall not play games, either scrimmage or practice, with any Arizona Interscholastic Association (AIA) affiliated team.
C. Professional teams may be scheduled within the limits allowed by the NJCAA.
D. ACCAC teams may compete in NJCAA post-season play in addition to the regular schedule.
E. Any ACCAC member's team which competes in regular season and earns a berth in postseason play, and then decides not to participate in the postseason in order to enter an outside tournament or contest, shall be dropped from the ACCAC for a period of one year in that sport.
F. Invitational competition and/or all-star games, held after the close of regular season, shall have approval of the ACCAC and must receive approval from the NJCAA.
G. An individual student-athlete enrolled at a member college may not compete in ACCAC contests unless the college which that student represents has been approved to participate in that sport under existing conference rules.
H. Any student-athlete who is not certified by the NJCAA, or is entering any meet or event prior to or after the regular season as outlined in the bylaws, must participate unattached and without school funds or assistance.

SEC 4: Adding a New Sport

A. In order for a college to be included in the conference schedules and be eligible for a championship in a sport not previously participated in, the President of the college must notify the ACCAC, in writing, of their desire to participate in that sport at the first quarterly meeting of the year prior to the beginning of conference play. The request will be considered by the sport committee involved.
B. Sport Committees may make or deny recommendations based on, but not limited to, the following issues:
    1. impact on conference schedules
    2. travel issues
    3. quality and accessibility of playing facilities
C. A recommendation from the committee for acceptance or denial of the request will be forwarded to the ACCAC for approval at the second quarterly meeting.
D. A two-thirds (2/3) vote is required for approval from the representative division.

SEC 5: Configuration of Sport Schedules

A. Approval of master schedules
    1. Sport Committees must submit proposed future conference schedules to the body at the first quarterly meeting.

2. Scheduling Committee will review all proposed schedules and make recommendation to the body at the second quarterly meeting.
3. The body will approve conference block master schedules for each sport at the second quarterly meeting.
4. Scheduling Committee will distribute a master packet of all approved ACCAC master schedules to each member institution by January 1 following the second quarterly meeting.

B. Approval of individual college conference schedules

1. Each college shall submit a conference schedule to the Scheduling Committee chair in the approved format by the following deadlines:

June 1:	Fall sports
Aug 1:	Winter sports
Nov 1:	Spring sports
Dec 15:	Track & Field

2. Failure to submit a conference schedule by the deadlines above will result in a default use of the ACCAC approved block conference schedule without changes.
3. Scheduling Committee chair will compile and distribute master schedules to each member institution participating in that sport, the Supervisor of Officials and conference Treasurer following the deadlines above.
4. Supervisor of Officials will input all schedules into Arbiter, and notify all institutions to verify accuracy of Arbiter schedule information.
5. Changes to conference game times, dates or locations after the deadlines listed above require approval of the Scheduling Committee, and must follow the steps below:
    i. Respective Athletics Directors request the change.
    ii. Scheduling Committee chair verifies availability of officials with the Supervisor of Officials.
    iii. Scheduling Committee is polled for approval.
    iv. After approval, official change to master schedule is sent to the respective Athletics Directors, Supervisor of Officials and the conference Treasurer.
6. Additions (scrimmage(s) or official contest(s)) to the schedule for each sport must be made prior to the official NJCAA start date of the respective sport, per the NJCAA Sports Procedures Chart.
7. Once the season begins, any changes that occur due to weather or unforeseen circumstances shall be agreed upon by the participating schools' Athletics Directors within seven (7) days and follow the procedures of that particular sport. The home Athletics Director is

responsible for notifying the Supervisor of Officials and conference Treasurer of the changes.

SEC 6: Certification of Eligibility

For a student-athlete to represent his/her college in ACCAC sponsored competition, he/she must meet all current eligibility rules of the NJCAA.

SEC 7: Postponed or Suspended Contests

A. A date for the postponed or suspended contest must be rescheduled by the Athletics Directors within one (1) week of the postponement.
B. If a date cannot be agreed upon, the original schedule shall be upheld or petitioned to the Executive Committee for a ruling.
C. Failure to comply with the Executive Committee's decision will result in a forfeit.
D. See individual sport policies for further detail.

SEC 8: Season Cancellation//No Contest/Forfeit

A. An ACCAC member institution may cancel a season for a reason beyond the control of the institution after consultation with the ACCAC President and Executive Committee.
B. Failure to complete an ACCAC season or any games that result in a "'no contest'/forfeit" ruling will result in an automatic Rules and Ethics complaint. It is the responsibility of the Athletics Director of the offending school to notify the ACCAC President and the Rules & Ethics Committee chair of the offense.
C. Any ACCAC team that does not participate in a scheduled ACCAC contest, or, any ACCAC contest that is ruled a forfeit must be reported to the ACCAC President immediately.
D. The ACCAC President will consult the Executive Committee to determine what immediate sanctions (considering the time sensitive nature of schedules and seasons) will be imposed. The President will then refer the matter to the Rules and Ethics Committee for further consideration.

SEC 9: Method for Breaking Ties for seeding Region Tournament

A. Method for determining conference champions and for breaking ties for seeding Region tournaments:
    1. Division I and Division II Conference champions shall be determined by the best conference record based on winning percentage in any sport in which there is an unequal number of NJCAA Division I and Division II teams.
    2. In the event of a tie for conference champions, co/tri-conference champions will be named.

3. If there are co/tri-conference champions, the seeding for the region tournament will be decided by the ACCAC tie-breaking methods described below.

B. All ties will be broken in the order in which they occur, from top to bottom, in the standings (Division I and Division II).
   1. When comparing tied teams against positions in the standing which are also tied, those positions shall be considered as a single position for the purpose of establishing the seeding in the Region I Tournament.
   2. Examples: Team A and Team B, who tied for second place, would compare against Team X and Team Y, who tied for sixth place as follows: Team A would compare its combined record against both X and Y against Team B's record against both X and Y.

C. Two Team Ties
   1. If two teams tied for a position and one team beat the other twice during the regular season, the team with the two wins receives the higher seed.
   2. If two teams split during the regular season, compare each team's record against the team occupying the highest position in the standings. If a tie still exists, continue through the standings until one team gains an advantage.

D. Multiple ties (3 or more teams)
   1. Compare the team's record against each other and use the records as a method for seeding.
   2. Example: Team A's record against B and C, Team B's record against A and C, Team C's record against A and B. Use these records to get a total: A's record is 3 -1, B's record is 2 -1, C's record is 1 -3 These totals are now used to seed the teams. Team A is seeded higher than B; B is seeded higher than C. If two teams are still tied after using the above method, then revert to a two- team tie break procedure.
   3. When multiple ties cannot be broken by the head-to-head records, those teams' records will be compared against the team occupying the highest position in the standings. If a tie still exists, continue through the standings until one team gains an advantage. Any ties that exist within the standings must be broken prior to comparing records.

E. Unbreakable Tie
   1. In the event that a tie for seeding purposes cannot be broken, the tie shall be broken by a coin flip per ACCAC policy. (Art IV, Section 5A4)
   2. If an unbreakable tie still exists for the last playoff spot, there shall be a play-in game. The playoff format shall be determined by the Executive Committee.

SEC 10: Statistical Procedures
An institution's failure to submit statistics more than two times during a season, by the stated NJCAA deadlines, will result in student-athletes from that college being ineligible for All-Conference and All-Region nominations.

Coaches who fail to report statistics on time more than twice a season will not be eligible to vote for All-Conference/All- Region teams, nor will they be able to receive Coach of the Year awards. *(July 2024)*

Please refer to the NJCAA Handbook for statistical reporting deadlines.

SEC 11: General Guidelines for All-Star Games & Preseason Jamborees

A. Purpose:
The purpose of ACCAC All-Star Games & Preseason Jamborees is to provide exposure for ACCAC student-athletes and to provide an opportunity for University/College recruiters to evaluate our student-athletes at one location. **Preseason Jamborees are not mandatory.** ***(August 2025)***

B. Site:
The All-Star Game or Preseason Jamboree should be played in a community that is serviced by a major airport. College recruiters' engagement is enhanced when there is easy access.

C. Date:
Preseason Jamborees should be played prior to the start of the regular season as a preseason scrimmage date. All-Star Games should be played following completion of ACCAC schedules, region and national championships. Baseball and Softball are exceptions.

D. Coaches:
Coaches shall be current coaches of ACCAC teams in that sport. They shall be selected by the ACCAC coaches' association of that sport.

E. Student-Athlete Selection:
The respective ACCAC coaches' association will establish a procedure for selection of student-athletes to an All-Star Game. Preseason Jamborees will involve the intact rosters of conference teams that attend.

F. All-Star Game Practice:
Practice shall be permitted only on All-Star Game day. Practice may not begin before 2:00pm on a school day. Practice shall not exceed one hour per team.

G. Hosting All-Star Games or Jamborees on or off-campus:
1. Check with ACCAC Treasurer concerning insurance coverage.
2. Determine what if any fees are associated with site usage.
3. Fill out NJCAA Event Questionnaire.
4. Determine what role the ACCAC plays in putting on the event.
5. Determine what Athletic Training coverage is needed.

6 Accounting: The President of the Coaches Association is responsible for providing a budget of anticipated income and expenses for All-Star games and Jamborees to the ACCAC Treasurer 30 days prior to the event.

7. Receive approval from the ACCAC Executive Committee.
8. Reconciliation: A financial report regarding each All-Star game or Jamboree shall be submitted to the ACCAC Treasurer immediately following the event.

H. Event management personnel may be volunteers. This includes ticket sellers/takers, timers, line judges, shot clock operators, athletic trainers, scorers, etc.

I. Athletic Trainers: An Athletic Trainer covering an ACCAC Jamboree or All-Star Game will be paid $30 per hour to include set-up and clean-up. The Athletic Trainer will provide services to all teams participating in the event. The materials used will be provided by the Athletic Trainer if participating teams do not have desired products.

J. Proceeds: Money generated from All-Star games may be used only for the benefit of the respective ACCAC coaches' association

K. Sponsors: A corporate sponsor may be recruited to underwrite expenses.

SEC 12: ACCAC Coaches' & Athletic Trainers' Associations

A. Coaches from each ACCAC sanctioned sport shall organize a coaches' association.

B. Each institution will be levied a coaches' association membership fee of $25 per academic year in addition to conference dues.

C. Coaches' Associations will meet no less than two (2) times per academic year.

D. During the final end of season meeting, officers will be elected for the following academic year. Officers will include President, Secretary and Treasurer.

E. All financial records and monies will be the responsibility of the ACCAC Treasurer in cooperation with the relative Coaches' Association Treasurer.

F. Coaches' Associations will be responsible for the following:

1. Selection of All-Conference teams, All-Region teams and All-American nominations following the guidelines set forth in the ACCAC and Region I handbooks.
2. Make recommendations to the appropriate sport committee chair of proposed ACCAC & Region 1 handbook changes.
3. Selection of a Coach of the Year.
4. Organize and fund ACCAC All-Star games.
5. Accounting: Refer to Article XII, Sports Procedures, SEC 11 General Guidelines for All-Star Games and Pre-season Jamborees.
6. Coaches' Associations will provide written recommendation of the Player of the Week process to their respective Sport Committee chair prior to the start of their season.

G. Athletic Trainers from each institution shall organize an Athletic Trainers' Association.
    1. Each institution will be levied a membership fee of $25 per academic year.
    2. The association will meet at the end of the spring sport seasons and other designated times as needed.
    3. All financial records will be the responsibility of the ACCAC Treasurer.

ARTICLE XIII: SPORT CODES

SEC 13: BASEBALL

DIVISION I BASEBALL

A. Start Times
    1. Single weekday games will have a start time of 3:00pm or 2:00pm. Doubleheaders and Saturday single games will have a start time of 11:00am or 12:00pm. The second game of a doubleheader should start within 25 minutes of the conclusion of the first game.
    2. With the agreement of the Athletic Directors from both institutions, alternative starting times may be used and doubleheaders may be scheduled as single games.

B. Scheduling Guidelines
    1.
        a. The conference schedule will consist of 36 games for Division I schools. Division I schools will play each other six (6) times.
        b. The Conference Champion will be determined by Conference winning percentage for both Division I and Division II.
    2. Conference games may be played either as single games or doubleheaders. All single games will be 9 innings in length and doubleheaders will consist of a 7-inning game followed by a 9-inning game. If the first game of a doubleheader goes into extra innings, the second game will be 7 innings.
    3. Halted, Rained out and Suspended games
        a. From the first inning until the completion of 5 full innings (or 4 1/2 innings if the home team is ahead), any game that is halted for any reason will be rescheduled and resume at the exact point it was stopped.
        b. Any game halted after the 5th inning shall be considered complete as long as the score is not tied at the end of the last complete inning played.

c. If each team has not had an equal number of innings in this situation, the score reverts to the previous complete inning.
d. A suspended tie game will be rescheduled and resume at the exact point it was suspended.
e. All-Conference rained out games must be completed on or before the Monday following the conclusion of the regular season.
f. Exception: games rained out after the last scheduled makeup date that do not affect conference standings need not be made up.
g. Conference make-up games that are to be played on regularly scheduled make-up dates will take precedence over any non-conference games that may have been scheduled for those dates.
h. Home athletic director is responsible for notifying the Supervisor of Officials and conference treasurer of any changes.

C. Conference Champion(s)
1. The top four Division I finishers in ACCAC play will qualify for the NJCAA Region I Division I tournament. For seeding purposes, the team with the best overall conference record will be the #1 seed, and seeds #2, #3, and #4 will be determined in the same manner. If teams have identical conference records, the winner of the conference series between the two teams will receive the higher seed. If head-to-head records are identical, conference tie-breaking procedures will be used.

D. Rules and Procedures
1. NCAA baseball rules will be used in all regular season, conference, and post-season games.
2. In ACCAC 9-inning games, a 10-run rule will be enforced after 7 innings. In ACCAC 7-inning games, a 10-run rule will be enforced after 5 innings.
3. A designated runner may not be used for both the catcher and a pitcher.
4. The Diamond Collegiate D1 Low Seam Baseball will be used in all conference games.
5. Any wood bat or a conference approved composite bat must be used in conference play.

DIVISION II BASEBALL

A. Start Times
1. Single weekday games will have a start time of 3:00pm or 2:00pm. Doubleheaders and Saturday single games will have a start time of 11:00am or 12:00pm. The second game of a doubleheader should start within 25 minutes of the conclusion of the first game.
2. With the agreement of the Athletic Directors from both institutions, alternative starting times may be used and doubleheaders may be scheduled as single games.

B. Scheduling Guidelines

1. The conference schedule will consist of 40 games for Division II schools. Division II schools will play each other five (5) times.
2. The Conference Champion will be determined by Conference winning percentage for both Division 1 and Division 2.
3. Conference games may be played either as single games or doubleheaders. All single games will be 9 innings in length and doubleheaders will consist of a 7-inning game followed by a 9-inning game. If the first game of a doubleheader goes into extra innings, the second game will be 7 innings.
4. Halted, Rain-Out and Suspended games
    a. From the first inning until the completion of 5 full innings (or 4 1/2 innings if the home team is ahead), any game that is halted for any reason will be rescheduled and resume at the exact point it was stopped.
    b. Any game halted after the 5th inning shall be considered complete as long as the score is not tied at the end of the last complete inning played.
    c. If each team has not had an equal number of innings in this situation, the score reverts to the previous complete inning.
    d. A suspended tie game will be rescheduled and resume at the exact point it was suspended.
    e. All conference rained out games must be completed on or before the Monday following the conclusion of the regular season.
    f. Exception: games rained out after the last scheduled makeup date that do not affect conference standings need not be made up.
    g. Conference make-up games that are to be played on regularly scheduled make-up dates will take precedence over any non-conference games that may have been scheduled for those dates.
    h. Home athletic director is responsible for notifying the Supervisor of Officials and conference treasurer of any changes.

C. Conference Champion(s)
    1. ***Starting in 2027. The top four teams in the ACCAC DII Conference play, will qualify for the NJCAA Region 1/DII Conference Tournament. For seeding purposes, the Division II team with the best conference record will be the #1 seed, and seeds #2, #3, #4 will be determined in the same manner. If teams with identical conference records, the winner of the series between the two teams will be used to determine the higher seed. If the head to head records are identical, the ACCAC tiebreaking procedure will be used. The higher seeded team will always be the home team in their first game and in the championship game the undefeated team will be the home team. If the "if necessary" game is needed (Game 7), the home team will be an alternate of Game #6. Otherwise, national rules will be in use to determine the home team. The Region I/DII Conference Tournament would begin during the immediate week***

following the end of the ACCAC conference season. (Nov 2025)

D. Rules and Procedures
   1. NCAA baseball rules will be used in all regular season, conference, and post-season games.
   2. In ACCAC 9-inning games, a 10-run rule will be enforced after 7 innings. In ACCAC 7-inning games, a 10-run rule will be enforced after 5 innings.
   3. A designated runner may not be used for both the catcher and a pitcher.
   4. The Diamond Collegiate D1 Low Seam Baseball will be used in all conference games.
   5. Any wood bat or a conference approved composite bat must be used in conference play.

SEC 14: BASKETBALL

DIVISION I BASKETBALL

A. Start Times
   1. Women will play the first game, Men will play the second game.
   2. Weekday games
      a. First game begins at 5:30pm
      b. Second game begins twenty minutes after the conclusion of the first game, but cannot start prior to 7:30pm without consent of both institutions.
      c. Colleges with only one team will begin home games at 7:30pm
   3. Saturday games:
      a. First game begins at 2:00pm
      b. Second game begins twenty minutes after the conclusion of the first game, but cannot start prior to 4:00pm without consent of both institutions.
      c. Colleges with only one team will begin home games at 4:00pm.
   4. Game times and dates may be adjusted by mutual consent of both Athletic Directors.

B. Scheduling Guidelines
   1. The ACCAC basic schedule is formulated on a Wednesday-Saturday basis.
   2. Triple round robin play

C. Rules and Procedures
   1. NCAA rules shall be used.
   2. The home team must provide stats at halftime and post-game for the visiting team.
   3. ***Media Timeouts (Following NJCAA Handbook) (Nov 2025)***
      a. ***D1 Men's Basketball (page 18)***
      b. ***D1 Women's Basketball (page 28)***

DIVISION II BASKETBALL

A. Start Times

1. **Women will play the first game. Men will play the second game.**
2. **Weekday games**
   a. First game begins at 5:30pm
   b. Second game begins twenty minutes after the conclusion of the first game, but cannot start prior to 7:30pm without consent of both institutions.
   c. Colleges with only one team will begin home games at 7:30pm
3. Saturday games in Maricopa, Pima and Pinal Counties.
   a. First game begins at 2:00pm
   b. Second game begins twenty minutes after the conclusion of the first game, but cannot start prior to 4:00pm without consent of both institutions.
   c. Game times may be altered to 12:00pm and 2:00pm based on agreement between the institution's athletic directors.
   d. Colleges with only one team will begin home games at 7:30pm
4. Game times and dates may be adjusted by mutual consent of both Athletic Directors.

B. Scheduling Guidelines

1. The ACCAC basic schedule is formulated on a Wednesday-Saturday basis.
2. Double Round Robin play within Division 1 and Division 2 structure.

C. Rules and Procedures

1. NCAA rules shall be used.
2. The home team must provide stats at halftime and post-game for the visiting team.
3. ***Media Timeouts (Following NJCAA Handbook) (Nov 2025)***
   a. ***D2 Men's Basketball (page 22)***
   b. ***D2 Women's Basketball (page 31)***

SEC 15: CROSS COUNTRY

DIVISION I & DIVISION II CROSS COUNTRY

A. Start Times

1. **All start times will be established by the host institution and approved by the Cross Country Committee at the time of course approval. The host school should take weather and participating schools travel into consideration when establishing a start time.**
   a. **A 45-minute window should be between the start of the first race and the start of the second race.**

b. **If extreme weather is in the forecast, the host institution may adjust the start times appropriately with the approval from the championship medical staff (i.e. Athletic Trainer) or the ACCAC Athletic Health and Safety Committee.** ***(May2025)***

c. All meets will be run on **Friday** ***(May 2025)*** or Saturday.

2. The order will follow the order of the National Championship meet.

B. Scheduling Guidelines

1. The ACCAC Cross Country Championship meet will coincide with the Region 1 championships as one race and scored out to establish a Division I and II ACCAC and Region I champion.

2. The meet will be held 10-14 days prior to the National Championship meet (not on a Sunday) at the discretion of the host school and approved by the Region Director.

3. The host rotation will follow that of the Region 1 Championships which is established in the Region 1 Handbook. ***(May 2025)***

~~4. Designated host rotation for the ACCAC Cross Country Championship:~~

~~2024 Estrella Mountain~~
~~2025 Glendale~~
~~2026 Mesa~~
~~2027 Paradise Valley~~
~~2028 Central Arizona~~
~~2029 Coconino~~
~~2030 Estrella Mountain~~
~~2031 Glendale~~
~~2032 Mesa~~
~~2033 Mohave~~
~~2034 Paradise Valley~~
~~2035 Phoenix~~
~~2036 Pima~~
~~2037 Tohono (March 2023)~~

5. All ACCAC teams must attend the scheduled ACCAC meet.

6. Unattached competitors may not compete in the ACCAC cross country meet.

C. Conference Champion

1. Team champions, individual champions and final team standings are determined by finishes in the ACCAC Championship meet.

2. Conference Champion will be determined for both Division I and Division II.

3. The team with the lowest total is the conference champion.

4. The team with the second lowest total is the runner-up, etc

D. Rules and Procedures

1. NJCAA and NCAA rules will be used.
2. All courses shall be approximately 5,000 meters or 3 miles long for women and approximately 8,000 meters or 5 miles long for men.
3. Maps of the course must be sent to participating colleges one week prior to the scheduled meeting.
4. Courses must be well marked and monitored.
5. Team Scoring System
    a. Only the first seven runners on any one team may be used in team scoring.
    b. The total of the lowest five (5) runners of each team will comprise the score for each team (a team's 6th and 7th runners serve to increase the score of their opponents).
    c. Forfeit: a team that starts with less than five (5) runners will be indicated in the results as "forfeit."
    d. Any team which forfeits will be ineligible for the conference championship.
    e. Non-Scoring Team: A team that starts five (5) runners, but finishes with less than five (5) runners will be listed as "NS" (non-scoring) in the results.

E. Coach(es)/Athlete(s) of the year
1. Coaches will meet during the week after the NJCAA Cross Country Championships to select a Division I and Division II Male and Female Student-Athlete of the Year, a Division I and Division II Men's Coach of the Year,
and a Division I and Division II Women's Coach of the Year.
2. Coaches may nominate a male and/or female athlete from their school for consideration. A brief description of why they feel their athlete is deserving may also be submitted. By open ballot, each coach may vote for their 1st (3 points), 2nd (2 points), and 3rd choice (1 point) male and female athletes but may not vote for an athlete from their own school. The male and female athletes with the most points shall be selected as Athlete of the Year. In the event of a tie, votes will be recast, for only those tied, to determine the award winner.

F. Meet Expenses:
1. All cross country coaches will help put on the Conference Meet
2. All cross country schools will pay $100/gender, including the host school
3. The host school shall pay all expenses to administer the Conference Meet. A Certified Athletic Trainer must be on site. *(May 2024)*
4. Each host school for the Conference Meet shall budget and provide electronic chip devices for all cross country runners competing in the meets, along with a video camera device of choice at the finish line to assure accurate order of finish.
5. The host school is responsible for coordinating with the Treasurer to

ensure that conference awards are ordered on time and are readily available to present at the conclusion of the conference meet.

SEC 17: GOLF

DIVISION I & DIVISION II GOLF

A. Start Times
   1. Matches may be scheduled on any day of the week based on course availability.
   2. Start times are subject to course availability but shall be after 12 noon whenever possible.

B. Scheduling Guidelines

   1. In the event that the number of teams in the ACCAC exceeds 8, the golf committee may restructure ACCAC scheduling guidelines and conference scoring/standings procedures. Conference play shall consist of 36-hole tournaments played over consecutive days.
   2. Hosts of 36-hole tournaments will rotate such that no college is unfairly burdened by financial or personnel demands.

Men's host rotation

2025	PVCC	EMCC	GCC	SMCC	CGCC	EAC
2026	EMCC	GCC	SMCC	CGCC	MCC	EAC
2027	GCC	SMCC	CGCC	MCC	PVCC	EAC
2028	SMCC	CGCC	MCC	PVCC	EMCC	EAC

Women's host rotation

2025	EMCC	CGCC	SMCC	PVCC	MCC	EMCC
2026	CGCC	SMCC	PVCC	MCC	EMCC	CGCC
2027	SMCC	PVCC	MCC	EMCC	CGCC	SMCC
2028	PVCC	MCC	EMCC	CGCC	SMCC	PVCC

The women's team that hosts the first regular season tournament will also host the last regular

season tournament.

3. For each 36-hole tournament, each college, including the designated host, is responsible for entry fees up to $80 (greens fees, range fees and taxes) per player per day. Entry fees must be paid prior to participation in any tournament.
4. Each team will pay their own range fees.
5. Each host is required to send out tournament information two (2) weeks prior to the tournament.
6. Only one (1) team per school may enter ACCAC tournaments.
7. **Non ACCAC colleges, as well as four-year colleges, may not enter ACCAC tournaments unless the ACCAC Golf Committee has granted prior approval. 50% or greater vote required from ACCAC Golf schools for approval upon entering the tournament** ***(August 2025)***
8. In the event of rain or darkness:
   a. On the first day of a 36-hole tournament, groups that do not finish will be brought back to the course the next day to finish from where they left the course the previous day.

   b. On the second day, if any group(s) did not finish the tournament, it will then become a 27-hole tournament if all participants' finish 9 holes the second day.
   c. If all players cannot complete 9 holes on the second day, USGA rules will be enforced and the tournament will revert back to the 18 holes completed the day before.

C. Rules and Procedures

1. A college may play five (5) players and count four (4) scores each day.

2. **A college may play with less than 5 players, but if less than 4 play, no team points are awarded. (August 2025)** (For women only, more than one such tournament makes that team ineligible for the ACCAC championship.) Teams will be paired together for initial pairings. On the final day of a tournament, teams will be paired together according to tournament scores.
3. ACCAC play shall conform to the NJCAA Handbook (Golf – Section 5, R) regarding advice from coaches or players.
4. ACCAC play shall conform to NJCAA statement regarding range finders.
5. The use of all tobacco products by any coach, player, official or other individual involved in the administration of any ACCAC tournament is prohibited within the confines of the playing area. Any individual not in compliance shall be ejected from further participation in that contest. Note: ACCAC and NJCAA rules regarding ejection penalties shall apply.
6. No player will be permitted back on the tournament course after completing a round except during play-offs. The penalty for breaking this rule is two strokes added to the score posted that day by the player. There

is no penalty for congregating in the immediate vicinity of the 18th green.

7. Only one member from each school in a (3/4) some.
8. Rules Committee consists of the head professional of the golf course being played and his/her designee.
9. In the absence of an ACCAC rule/policy, NJCAA policy governs play in ACCAC Tournaments.
10. Host institution is responsible for Athletic Trainer onsite.

D. Division 1 and Division 2 Conference Champions
   1. Final conference standings will be determined by an accumulation of points by each team in conference tournaments.
   2. Men's 36-hole tournaments
      a. With throw-out
      b. In each tournament, the lowest team score receives 1 point; the next lowest team scores 2 points, etc.
      c. After all conference tournaments, the team that accumulates the fewest points is the conference champion.
   3. Women's 36-hole tournaments
      a. With throw-out
      b. In each tournament, the lowest team score receives 1 point; the next lowest team scores 2 points, etc. Each team may throw out one tournament finish.
      c. After all conference tournaments and after the throw out, the team that accumulates the fewest points is the conference champion.
      d. In the event of a tie for 1st place in the final conference standings, there will be co/tri- champions.

E. Tie Breaking Procedure
   1. Team tie-breaking procedure for conference tournament (in numerical order);
      a. 5th lowest score on the 2nd day
      b. total of 5th lowest score on both days
      c. 6th lowest score on the 2nd day
      d. total of 6th lowest score on both days
      e. in the event there is not a 5th or 6th score available, that team loses the tie-breaker
   2. Individual tie breaking procedures for conference tournaments:
      a. Use USGA tie breaking procedures using second day scorecards.
   3. Final team standings tie-breaking procedure to determine national qualification
      a. In numerical order
         1. total team strokes (including "throw out" tournament for women)
         2. add the 5th lowest score in each round, in All tournaments, to the team total (including "throw out" for women)
         3. add the 6th lowest score in each round, in All tournaments,

to the team total (including "throw out" for women)

4. if there is not a 5th or 6th lowest score to be used, that team is eliminated
5. a playoff determined by the executive committee to be played at the earliest possible date determine

b. In the event that tied teams are comprised of only 4 players, the tiebreaker shall be, in order:
   1. The 4th score on the 2nd day
   2. The 3rd score on the 2nd day
   3. The 2nd score on the 2nd day
   4. The 4th score on the 1st day
   5. The 3rd score on the 1st day
   6. The 2nd score on the 1st day

SEC 18: SOCCER

DIVISION I SOCCER

A. Start Times
   1. In even-numbered years, men's teams will play the first game. In odd-numbered years, women's teams will play the first game.
   2. When a single game will be played at a site, weekday games will begin at 3:00pm, weekend games will begin at 2:00pm and night games will begin at 6:00pm
   3. If there is a doubleheader to be played at the same site, weekday games will begin at 1:00pm and 3:30pm, and weekend games will begin at 12:00pm and 2:30pm.
   4. Night doubleheaders will begin at 4:30pm and 7:00pm. In even-numbered years, men's teams will play the first game, and in odd-numbered years, the women will play first.
   5. Game times may be adjusted by mutual consent of the Athletic Directors with the host school responsible for contacting the Official's Supervisor.
   6. In the event of the existence of an extreme heat advisory, the ACCAC advocates that any of the following options be implemented:
      a. Start times be changed:
         i. Earlier in the morning on Saturdays
         ii. Later in the afternoon/evening at facilities with lights
      b. Alternate game sites be reserved/utilized:
         i. MCCCD sites with lights be utilized
      c. Home-and-home matches be flipped
   7. Halftime shall be 10 minutes in length.
   8. A minimum of 20 minutes will be given between the women's and men's games to allow for adequate warmup for the student-athletes.

B. Scheduling Guidelines

1. Games are set on the master (2-year) schedule for Tuesdays and Saturdays with some Thursday dates. In the final week of the master schedule, games shall be played on Tuesday and Thursday.
2. Any change in this format must occur with the consent of both Athletic Directors with the host school notifying the Supervisor of Officials.
3. The last Thursday in the first half of the ACCAC master schedule and the Saturday following the last Thursday of the ACCAC master schedule shall be designated as make-up days. Both dates are to be left open in the schedules of all ACCAC member colleges. Any contests postponed in each respective half of the schedule shall be made up on or before the designated day.

C. Conference Champion
1. The Conference Champion shall be determined by double round robin play within Division I and Division II. Conference standings determine playoff seedings.
2. League standings determined by total points: Wins = 3 points, tie = 1 point, loss = 0 points.

D. Rules and Procedures
1. Follow NCAA Rules as the official ACCAC Rules with the following exceptions:
   a. unlimited substitution
   b. a two-minute water break timeout will be taken after the 23rd minute of each half before a throw-in near the halfway line of the field or before a goal kick. Substitutions are allowed for players and are not required to "be ready" prior to the water break timeout. Coaches may communicate with players during the water break timeout.
   c. The ACCAC will be governed by the NCAA rules and regulations applicable to overtime periods.
   d. Captains and officials meet 5 minutes prior to kickoff while teams clear the field, followed by introductions and national anthem.
2. Spectators must be seated on the side of the field opposite the teams or in an area behind the teams separated by a barrier.
3. Only those designated on the official's scorecard may be in the bench area.
4. A score table, home scorekeeper and sounding device must be set up at mid-field for all games.
5. It is recommended four ball runners be supplied by the home team and that they be of high school age or older.
6. Lineup cards will be exchanged no later than 15 minutes prior to start of contest. *(May 2024)*
7. The game ball shall be the approved NJCAA soccer ball. Member colleges shall have and use no less than five (5) specified balls in all ACCAC contests.

8. Game officials will settle disruptions promptly, issuing misconduct cards as necessary.
    a. After warning both teams, the officials will initiate a 5 minute "cooling off" period. The game will be re-started and completed.
    b. After the re-start, if a team continues to engage in violent conduct against their opponent or game officials, the match may be terminated. The terminated match shall be declared a forfeiture to the offended team.
    c. If, after the re-start, both teams engage in violent conduct against each other or game officials, the match may be terminated, and each team shall be charged with one (1) loss. If this occurs during tournament play, both teams shall be suspended from further tournament competition.
    d. The act of leaving the team bench area by a coach, non-playing contestants, or non- participating school personnel to engage in violent conduct will be grounds for immediate match termination. Termination will result in forfeiture to the offended team. If both teams are guilty of this infraction, a double loss will result.

DIVISION II SOCCER

A. Start Times
    1. In even-numbered years, men's teams will play the first game. In odd-numbered years, women's teams will play the first game.
    2. When a single game will be played at a site, weekday games will begin at 3:00pm, weekend games will begin at 2:00pm and night games will begin at 6:00pm
    3. If there is a doubleheader to be played at the same site, weekday games will begin at 1:00pm and 3:00pm, and weekend games will begin at 12:00pm and 2:00pm.
    4. Night doubleheaders will begin at 6:00pm and 8:00pm. In even-numbered years, men's teams will play the first game, and in odd-numbered years, the women will play first.
    5. Game times may be adjusted by mutual consent of the Athletic Directors with the host school responsible for contacting the Official's Supervisor.
    6. In the event of the existence of an extreme heat advisory, the ACCAC advocates that any of the following options be implemented:
        a. Start times be changed:
            i. Earlier in the morning on Saturdays
            ii. Later in the afternoon/evening at facilities with lights
        b. Alternate game sites be reserved/utilized:
            i. MCCCD sites with lights be utilized
        c. Home-and-home matches be flipped
    7. Halftime shall be 10 minutes in length.

8. A minimum of 20 minutes will be given between the women's and men's games to allow for adequate warmup for the student-athletes.

B. Scheduling Guidelines
   1. Games are set on the master (2-year) schedule for Tuesdays and Saturdays with some Thursday dates. In the final week of the master schedule, games shall be played on Tuesday and Thursday.
   2. Any change in this format must occur with the consent of both Athletic Directors with the host school notifying the Supervisor of Officials.
   3. The last Thursday in the first half of the ACCAC master schedule and the Saturday following the last Thursday of the ACCAC master schedule shall be designated as make-up days. Both dates are to be left open in the schedules of all ACCAC member colleges. Any contests postponed in each respective half of the schedule shall be made up on or before the designated day.

C. Conference Champion
   1. The Conference Champion shall be determined by double round robin play within Division I and Division II Conference standings determine playoff seedings.
   2. League standings determined by total points: Wins = 3 points, tie = 1 point, loss = 0 points.

D. Rules and Procedures
   1. Follow NCAA Rules as the official ACCAC Rules with the following exceptions:
      a. unlimited substitution
      b. a two-minute water break timeout will be taken after the 23rd minute of each half before a throw-in near the halfway line of the field or before a goal kick. Substitutions are allowed for players and are not required to "be ready" prior to the water break timeout. Coaches may communicate with players during the water break timeout.
      c. The ACCAC will be governed by the NCAA rules and regulations applicable to overtime periods.
      d. Captains and officials meet 5 minutes prior to kickoff while teams clear the field, followed by introductions and national anthem.
   2. Spectators must be seated on the side of the field opposite the teams or in an area behind the teams separated by a barrier.
   3. Only those designated on the official's scorecard may be in the bench area.
   4. A score table, home scorekeeper and sounding device must be set up at mid-field for all games.
   5. It is recommended four ball runners be supplied by the home team and that they be of high school age or older.
   6. Lineup cards will be exchanged no later than 15 minutes prior to start of contest.
   7. The game ball shall be the approved NJCAA soccer ball. Member colleges

shall have and use no less than five (5) specified balls in all ACCAC contests.

8. Game officials will settle disruptions promptly, issuing misconduct cards as necessary.
    a. After warning both teams, the officials will initiate a 5 minute "cooling off" period. The game will be re-started and completed.
    b. After the re-start, if a team continues to engage in violent conduct against their opponent or game officials, the match may be terminated. The terminated match shall be declared a forfeiture to the offended team.
    c. If, after the re-start, both teams engage in violent conduct against each other or game officials, the match may be terminated, and each team shall be charged with one (1) loss. If this occurs during tournament play, both teams shall be suspended from further tournament competition.
    d. The act of leaving the team bench area by a coach, non-playing contestants, or non- participating school personnel to engage in violent conduct will be grounds for immediate match termination. Termination will result in forfeiture to the offended team. If both teams are guilty of this infraction, a double loss will result.

9. If, after the 70th minute of the match, one team is leading by 8 or more goals, the game shall be declared official and will end immediately. If a team reaches an 8-goal lead after the 70th minute, the game will be called at the moment the 8th goal is scored, bringing the match to an immediate conclusion. ***(March 2025)***

SEC 19: SOFTBALL

DIVISION I SOFTBALL

A. Start Times
    1. All games (weekdays and weekends) for doubleheaders will start at 12:00pm. There will be a 25-minute break between games.
    2. Saturday games – doubleheaders: 12:00pm with a 25-minute break between games.
    3. Night games - may be played if lights are available and both coaches agree with playing a night doubleheader, these games will begin at 6:00pm

B. Scheduling Guidelines
    1. Teams will play a double round robin schedule within Division 1 and Division 2 structure. Format will be doubleheaders consisting of two 7-inning games.
    2. Halted, rained out, and suspended games
        i. From the first inning until the completion of 5 full innings (or 4 ½ innings if the home team is ahead), any game that is halted for any

reason will be rescheduled and resume at the exact point it was stopped.

ii. Any game halted after the 5th inning shall be considered complete as long as the score is not tied at the end of the last complete inning played.

iii. If each team has not had an equal number of innings in this situation, the score reverts to the previous complete inning.

iv. A suspended tie game will be rescheduled and resume at the exact point it was suspended.

v. All conference rained out games must be completed on or before the Monday following the conclusion of the regular season.

vi. Exception: games rained out after the last scheduled makeup date that do not affect conference standings need not be made up.

vii. Conference make-up games that are to be played on regularly scheduled make-up dates will take precedence over any non-conference that may have been scheduled for those dates.

viii. Home athletic director is responsible for notifying the Supervisor of Officials and conference treasure of any changes.

C. Rules and Procedures

1. Each home team shall provide game balls.
2. NCAA Rules shall be used.
3. NJCAA approved softball shall be used as the game ball.
4. International tie breaker will be used after the completion of seven (7) innings of play.
5. Between games of a doubleheader, the infield playing surface must be dragged and raked. The field should also be watered, if needed.
6. Cages and bullpens will be made available to the visiting team one hour prior to the start of the game. The visiting team will be allowed to take pre-game warmup on the game field. Each team will have only up to 10 minutes to take pregame warm-ups-regardless of whether the other team takes it or not-before the game. Each team (home or visitor) may decline pre-game warmup. This procedure pertains only to ACCAC games (see Region I Handbook for region play guideline).
7. It is required that base coaches wear a helmet. Play will not continue until compliance with this rule is met. It is recommended that the helmet meet NOCSAE standards.

DIVISION II SOFTBALL

A. Start Times
   1. All games (weekdays and weekends) for doubleheaders will start at 12:00pm. There will be a 25-minute break between games.
   2. Saturday games – doubleheaders: 12:00pm. There will be a 25-minute break between games.
   3. Night games - may be played if lights are available and both coaches agree with playing a night doubleheader, these games will begin at 6:00 p.m.

B. Scheduling Guidelines
   1. Teams will play a double round robin schedule within Division 1 and Division 2 structure. Format will be doubleheaders consisting of two 7-inning games.
   2. Halted, rained out, and suspended games
      i. From the first inning until the completion of 5 full innings (or 4 ½ innings if the home team is ahead), any game that is halted for any reason will be rescheduled and resume at the exact point it was stopped.
      ii. Any game halted after the 5th inning shall be considered complete as long as the score is not tied at the end of the last complete inning played.
      iii. If each team has not had an equal number of innings in this situation, the score reverts to the previous complete inning.
      iv. A suspended tie game will be rescheduled and resume at the exact point it was suspended.
      v. All conference rained out games must be completed on or before the Monday following the conclusion of the regular season.
      vi. Exception: games rained out after the last scheduled makeup date that do not affect conference standings need not be made up.
      vii. Conference make-up games that are to be played on regularly scheduled make-up dates will take precedence over any non-conference that may have been scheduled for those dates.
      viii. Home athletic director is responsible for notifying the Supervisor of Officials and conference treasure of any changes.

C. Rules and Procedures
   1. Each home team shall provide game balls.
   2. NCAA Rules shall be used.
   3. NJCAA approved softball shall be used as the game ball.
   4. International tie breaker will be used after the completion of seven (7) innings of play.
   5. Between games of a doubleheader, the infield playing surface must be dragged and raked. The field should also be watered, if needed.
   6. Cages and bullpens will be made available to the visiting team one hour prior to the start of the game. The visiting team will be allowed to take pre-game warmup on the game field. Each team will have only up to 10

minutes to take pregame warm-ups-regardless of whether the other team takes it or not-before the game. Each team (home or visitor) may decline pre-game warmup. This procedure pertains only to ACCAC games (see Region I Handbook for region play guideline).

7. It is required that base coaches wear a helmet. Play will not continue until compliance with this rule is met. It is recommended that the helmet meet NOCSAE standards.

SEC 20: TENNIS

DIVISION I & II TENNIS

A. Start Times
   1. Match times and sites will be determined by the Tennis Committee.

B. Scheduling Guidelines
   1. All-Conference teams shall play no less than a triple round robin on a rotating home and away basis. Based on the number of teams, the ACCAC Tennis Committee may restructure ACCAC scheduling guidelines.
   2. Postponed matches shall be rescheduled by Athletic Directors.
   3. In the event of expected inclement weather, the host coach shall notify the opponent and discuss a date for rescheduling.
   4. The rain out shall be played at the original site. If the rain out occurs during the first round of play, then it shall be rescheduled before the last week of the round. If it occurs during the second round, then it shall be rescheduled by Thursday of the week following conference play.
   5. In the event that a match is not able to start at the scheduled time, but may be played later in the day, teams will be committed to wait up to two (2) hours to start the match unless mutually agreed upon by the coaches to reschedule.
   6. A match will have officially started when team line-ups are exchanged. If the match is then suspended, the line-ups will be set as exchanged when the match is replayed.

C. Conference Champion
   1. The ACCAC Team Champion shall be determined by conference play only, based on the season conference win/loss record.
   2. If a tie occurs, co/tri-championships will be named and plaques will be awarded.

D. Rules and Procedures
   1. Teams, matches shall consist of six (6) singles and (3) doubles matches. Both the women's and men's matches will be played at the same site. Any site changes will be between Athletic Director and Athletic Director.
   2. In accordance with ITA regulations Part 6, Section II, K.5, the minimum number of players for a dual-meet match is four physically able players.

3. A team consisting of less than the minimum may play at the opposing team's discretion. Results from the singles and doubles matches will be recorded as wins or losses for the single and doubles matches played.
4. Coaches of teams with less than four eligible players must notify opposing team's coach a minimum of 24 hours prior to team travel time.
5. The singles match shall consist of best-of-three sets with doubles consisting of one eight game pro set. A third-set super tiebreaker may be placed in lieu of a third set in singles competition if the outcome of the match has already been determined and the coaches agree prior to the match and announce the decision during introductions.
6. ITA and United States Tennis Association (USTA) shall govern play except when such rules may be modified for dual match play as described herein. No advantage scoring will be used in either the women's and men's singles and doubles matches.
7. The 12-point tie-breaker system shall be used when the set score is 6-all in singles. The tie break shall be used when the score is 8-all in doubles.
8. Coaches shall exchange both singles and doubles line-ups before matches begin, with the order of play being doubles followed by singles.
9. Conference line-ups:
    i. Players shall be ranked in order of ability, with the best player on the team playing at the number one position, the second best at number two and so on through all the positions. This rule shall also apply to doubles play with the strongest combination listed at number one doubles, and so on.
    ii. During conference play, a team that has less than six players shall default matches at the bottom of their line-up. All other players shall move up according to ability.
    iii. Additions to the team roster will follow the NJCAA rule.
10. The home coach shall serve as referee. He or she shall:
    i. Assign courts
    ii. Provide the balls
    iii. Provide dressing and showering facilities
    iv. Begin all matches promptly at the designated time
    v. Default players not ready for play by 15 minutes after starting time
    vi. Requires players to be ready to start their doubles within 15 minutes of the completion of a single
11. Either coach may request a foot fault judge or a court monitor.
12. A coach may coach a player any time during the match as long as he/she does not interfere with play. A coach must sit (or stand if the facilities dictate) near the net post. A coach may change courts when his/her movement does not interrupt play. Coaching is permitted outside the fence perimeter. On an empty adjacent court, the coach may stand at the doubles sideline on the same side as his/her own player. On the opponent's die,

he/she must remain at midcourt.
Coaches may coach within the lines of the court only during a changeover or set break.

13. At the beginning of each match, the home coach shall announce the NJCAA Code of Conduct, and at this time the USTA warning will be issued to all players.
14. Disputes arising during a match that cannot be resolved by the coaches shall be forwarded in writing (within 24 hrs.) to the respective Athletic Directors for resolution.
15. Coaches will meet twice a year. The fall (October) meeting will be used solely for the discussion of changes and making recommendations to the Tennis Committee for their consideration at the November ACCAC meeting. The spring (pre-Region I Tournament) coaches meeting will be used solely for matters related to the Region I tournament (presentation of All-Conference team, seeding, or any other area connected to the tournament.

SEC 21: TRACK & FIELD

DIVISION I & II TRACK & FIELD

A. Start Times
   1. The conference meet shall be either Friday or Saturday will have start times no earlier than 10:00am, and that meet would be held the first weekend in April annually. Day and time will be determined when the conference schedule is approved during the November ACCAC Meetings.
   2. The steeple-chase will be the first event, to be followed by the 4 x 100 relay. The 4x100 relay will start 30 minutes after the start time of the steeple-chase

B. Scheduling Guidelines
   1. There shall be 1 ACCAC meet each year. That meet will be held the first weekend of April, with consideration of some flexibility in schedule to a week before the first weekend of April, or the week following the first weekend of April. Host rotation will be supplied at the September ACCAC Meetings.
   2. All ACCAC teams will compete in each meet
   3. ACCAC meets shall be held on one day
   4. Host college shall choose Friday or Saturday. Saturday is recommended for ACCAC meets.
   5. Meet information must be sent to each college participating ten (10) days prior to the meet.
   6. All scoring meets will run the M/W 5K. The option to run this event separate or combined for men and women is at the discretion of the host school.

7. The 10K will not be run at conference meets.
8. No entries shall be made once an ACCAC meet has begun.
9. Unattached competitors will not be allowed to participate in conference track meets.
10. Conference meets shall be seeded by times & marks from results of the current year.
11. All field events with at least one fair mark in the first 3 attempts will get another 3 attempts. All horizontal jumpers and throwers shall receive 4 attempts in conference meets.
12. Directathletics.com shall be the official reporting website for all ACCAC meets.
13. Each track and field college will pay ACCAC Conference meet fees, $150.00 per gender team, not to exceed $350. This fee is to include both men's and women's teams.
14. The conference host school is responsible for coordinating with the Treasurer to ensure that conference awards are ordered on time and are readily available to present at the conclusion of the conference meet.
15. Host rotation:
    2021 Pima
    2022 Central Arizona
    2023 Glendale
    2024 Paradise Valley
    2025 Mesa

C. Division 1 and Division 2 Conference Champions
   1. All conference meets shall be scored as dual meets between participating teams.
   2. The teams with the best overall dual record is the ACCAC Champion

D. Rules and Procedures
   1. All ACCAC designated scoring meets will follow the official NCAA track and field rules and regulations.
   2. Individual scoring in each event:
      a. First Place = 5 Points
      b. Second Place = 3 Points
      c. Third Place = 2 points
      d. Fourth place = 1 point

E. Each host school for either the Conference meet or the Region meet shall budget and provide electronic chip devices for all Cross-Country runners competing in the meets, along with a video camera devise of choice at the finish line to assure accurate order of finish.

F. Tie Breaker – In the event of a tie at the top of the conference standings, there shall be co-tri champions.

SEC 22 VOLLEYBALL

DIVISION I VOLLEYBALL

A. Start Times
   1. Weekday matches shall be played at 7:00pm
   2. Matches will be scheduled on Wednesday, Friday, and Saturday whenever possible.
   3. Saturday matches will begin at 1:00pm
   4. Changes to start times must be by mutual consent of both Athletic Directors.

B. Scheduling and Guidelines
   1. League play will consist of 15 matches. Each team will play each other three times. The Conference winner for Division I will be determined by winning percentage.
   2. Schedules shall be drawn up at the end-of-season meeting for the following year.
   3. Teams will randomly draw for position in the master schedule. The master schedule will flip home and away every two seasons. Each third season teams will rotate one place in the master schedule. If a new master schedule is adopted, teams will randomly draw for place to begin a new cycle.

C. Rules and Procedures
   1. The official ball shall be the same as the ball approved by the NJCAA for National Tournament play.
   2. The gym must be made available to the visiting team one hour and thirty minutes prior to the game time. The net must also be available one hour and thirty minutes prior to the game time.
   3. The period-from one hour and thirty minutes until one hour prior to the match start time-will be reserved for the visiting team (for example: 5:30-6:00pm for a 7:00pm match). At one hour prior to match start, NCAA warm-up procedures will be followed.
   4. When teams decide to use an "intermission" during a match, visiting teams will receive prior notification. The intermission will follow all guidelines stated in the NCAA rules and will not exceed the maximum allowable time.
   5. Each ACCAC school will use certified line judges who can be certified in one of three ways:
      i. By attending the pre-season volleyball jamboree
      ii. Local training through the use of a training film provided by the supervisor of officials
      iii. **AIA or SNOA certification *(August 2025)***
      iv. A red cloth will be used by line judges.

DIVISION II VOLLEYBALL

A. Start Times
   1. Weekday matches shall be played at 7:00pm
   2. Matches will be scheduled on Wednesday, Friday, and Saturday whenever possible.
   3. Saturday matches will begin at 7:00pm
   4. Changes to start times must be by mutual consent of both Athletic Directors.

B. Scheduling and Guidelines
   1. Conference play will consist of 18 matches. Teams will play each other three times. The Conference winner for Division II will be determined by winning percentage.
   2. Schedules shall be drawn up at the end-of-season meeting for the following year.
   3. Teams will randomly draw for position in the master schedule beginning with the '24 season. The master schedule will flip home and away every two seasons. Each third season teams will rotate one place in the master schedule. If a new master schedule is adopted, teams will randomly draw for place to begin the cycle new.

C. Rules and Procedures
   1. The official ball shall be the same as the ball approved by the NJCAA for National Tournament play.
   2. The gym must be made available to the visiting team one hour and thirty minutes prior to the game time. The net must also be available one hour and thirty minutes prior to the game time.
   3. The period-from one hour and thirty minutes until one hour prior to the match start time-will be reserved for the visiting team (for example: 5:30-6:00pm for a 7:00pm match). At one hour prior to match start, NCAA warm-up procedures will be followed.
   4. When teams decide to use an "intermission" during a match, visiting teams will receive prior notification. The intermission will follow all guidelines stated in the NCAA rules and will not exceed the maximum allowable time.
   5. Each ACCAC school will use certified line judges who can be certified in one of three ways:
      i. By attending the pre-season volleyball jamboree
      ii. Local training through the use of a training film provided by the supervisor of officials
      iii. AIA certification
      iv. A red cloth will be used by line judges.

SEC 24: BEACH VOLLEYBALL

A. Start Times
   1. Weekday matches shall be played at 12:00pm
   2. Matches will be scheduled on Fridays whenever possible.
   3. Changes to start times must be by mutual consent of both Athletic Directors.

B. Scheduling and Guidelines
   1. League play will consist of a minimum of three competitions with each conference member if the number of participating institutions is three or below.
   2. Schedules shall be drawn up at the end-of-season meeting for the following year.
   3. A rotation sequence shall be determined by the volleyball chairperson.
   4. The rotation sequence will be used for two years.
   5. The master schedule for the following year will be presented to the Athletics Council at the second quarterly meeting.

C. Rules and Procedures
   1. The official ball shall be the same as the ball approved by the NJCAA for National Tournament play.
   2. The designated home team is responsible for securing a competition venue that meets NJCAA standards. The venue must be made available visiting team one hour and thirty minutes prior to the game time. The net must also be available one hour and thirty minutes prior to the game time.
   3. The period-from one hour and thirty minutes until one hour prior to the match start time-will be reserved for the visiting team. At one hour prior to match start, NCAA warm-up procedures will be followed.
   4. Each ACCAC school will use certified officials who can be certified in one of three ways:
      i. By attending the pre-season beach volleyball jamboree
      ii. Local training through the use of a training film provided by the supervisor of officials, or an official assignor for beach volleyball.
      iii. AIA certification
      iv. A red cloth will be used by line judges.

ARTICLE XIV: OFFICIATING

SEC 1: Supervisor of Officials

A. The Supervisor of Officials for the ACCAC shall report directly and be responsible to the ACCAC Officiating Committee.

B. Duties of the Supervisor:

1. Recruitment of Officials
    a. Organize and administer clinics for officials in each sport for which assignments are made.
    b. Each member institution's Athletics Director shall assist the supervisor in determining the need for clinics.
2. Eligibility of Officials
    a. The Supervisor of Officials is given full and complete charge to assemble rosters for officials for sports under his/her discretion. All ACCAC officials who are assigned to ACCAC contests must sign the ACCAC Independent Contractors (ICON) form to qualify for consideration of assignments within the ACCAC, and return the form to the Supervisor of Officials for distribution to the ACCAC President and ACCAC Athletic Directors.
    b. Member institutions may recommend names for addition and deletion.
    c. All officials within the state of Arizona with three (3) or more years of high school experience or the equivalent shall have the opportunity to attend a clinic for consideration. Applicants who have attended the clinic for three (3) consecutive years and have not placed on the roster, at the supervisor's discretion, may be denied application to the clinic. Supervisors are to include tryout rosters and actions taken in their postseason reports.
    d. Officials shall exhibit competency through testing of equivalencies as determined by the supervisors.
3. Training Officials
    a. All conference officials must attend in-service officials' meetings. These meetings will be called by the supervisor not to exceed three (3) in any given sports season.
    b. Evaluation of officials shall be assigned by the supervisor for scheduled ACCAC contests.
4. All officials shall be assigned by the supervisor for scheduled ACCAC contests and Region I playoff contests.
    a. At least three (3) weeks prior to the close of the regular season, the supervisor will request each conference coach submit up to five (5) names from a list of available officials

that merit playoff consideration.

b. All sports supervisors shall notify officials for assignments for Region I tournaments two (2) weeks prior to that tournament.

c. Supervisors retain the sole discretion in assigning officials for Region I playoffs. Playoff assignments are to be approved by the Region Director. The input of the coaches will also be given consideration.

5. Persons working for or affiliated with an ACCAC member institution are permitted to officiate ACCAC contests except those in which their institution is involved.

6. Dismissal of Officials

   a. The dismissal of officials from the approved list shall be made at the discretion of the supervisor.

7. An end of year report shall be submitted, in the format below, to the Officiating Committee at the end of each season to discuss conference play, officiating and/or supervisor's concerns.

   1. Title page
   2. Status of program
   3. Present roster of officials plus future officials
   4. Problems and recommended solutions
   5. Game report analysis
   6. Summary of season
   7. Recommendations (do not include pay increases)
   8. Expense record with explanation if over Allotted amount
   9. Recommendations for salary increase

   8. The Supervisor or designee shall meet with coaches at the preseason and/or end of season meeting for the purpose of reviewing league play, officiating problems, rule changes and the evaluation of officials.

   9. Each supervisor will meet with the chair of the Officiating Committee and the Executive Committee during the preseason (July-August) to discuss ACCAC expectations for the current season.

   10. Each supervisor must be able to navigate the Arbiter and Refpay systems, and will be expected to input all schedules into the system for each institution to check for accuracy.

   11. Supervisor's salary per sport shall be amended per ACCAC rules (see ACCAC Officials Fee Schedule)

   12. $500 in expenses for all officials' supervisors shall be allowed. Expenses in excess of this amount must be reported to the Officials Committee and then approved by the Executive Committee

13. The Supervisor of Officials is allowed to officiate ACCAC contests in the sport that he/she supervises.
14. Supervisor will be required to attend the supervisors' pre-season meeting in July/August.
15. Supervisor will be required to use Arbiter for their scheduling of officials.
16. Supervisor will be required to provide the process for determining officials' assignments for postseason play. This process will be communicated to the sport's Athletics Directors in writing and presented either at or before (electronically) the postseason coaches' meeting.

SEC 2: Official's Fees

A. All issues pertaining to pay and number of officials shall be reviewed on an annual basis.
   1. Officials' pay rates shall be discussed each March, one year ahead of the actual increase, to be presented to the conference and voted on at the fourth quarterly meeting.

B. Colleges must use the approved pay rate for officials and may not deviate from the set amount.

C. Mileage and Per diem
   1. Fees paid to each official will be a flat fee per the Officials' Fee Schedule, will include all charges, will be calculated per institution, and will be inclusive of all costs.

D. Show Up Fee
   1. Officials assigned to the contest must contact host Athletics Director or coach two (2) hours prior to game time for information on scheduled games when play is doubtful.
   2. If the officials are present at game site and that aforementioned procedure is followed, a single game fee will be paid to the officials.
   3. Assigned officials are responsible for contacting the host Athletics Director or coach prior to the game regarding cancellation.
   4. The host Athletics Director or coach may also initiate a call to assigned officials regarding cancellation.

E. ACCAC Preseason Volleyball Tournament: Reduction of $10 per contest.

F. Suspended pay for Baseball and Softball
   1. Umpire fees for the suspended game will be $40.00 for the first inning and $7.00 for every inning thereafter with a maximum of a game fee.
   2. Fees will be paid to each official by the home team.
   3. If mileage is involved, the driver will be the one paid.

G. Officials will be paid through the RefPay system utilized in conjunction with Arbiter.
   1. Colleges will pay the conference a lump sum at the beginning of each sport season to cover the per game cost paid through RefPay.

SEC 3: Fee Schedules

2025-26 ACCAC Official's Fee Schedule

Baseball

				Scrimmage fee
Supervisor's	Fee	$2,853		
Game Fee		DH	Single	
^	Maricopa/Pima/Central AZ/CCC-CSN	$243	$138	$243
^*	Arizona Western	$402	$292	$402
^	Central Arizona	$348	$254	$348
*	Cochise	$418	$305	$418
*	Eastern Arizona	$384	$279	$384
^*	Pima (non-local)	$372	$274	$372
^*	Yavapai	$372	$276	$372
^#	CCC-CSN	$418	$305	$418

^ ***Maricopa rates used when local umpires are assigned***
* ***Hotel Fee $150 per umpire***
\# ***School will provide three hotel rooms***

Suspended Game Fees:	$40 1st Inning; $7 each inning after up to game fee

Softball

Supervisor's Fee		$2,853		
Game Fee		DH	Single	
^	Maricopa/Pima	$241	$125	$241
^	Arizona Western	$388	$252	$388
^	Central Arizona	$296	$254	$296
	Eastern Arizona	$348	$245	$348
^	Yavapai	$296	$254	$296
	CCC-CSN	$301	$150	$301
^	***Maricopa rates used when local umpires are assigned***			

Suspended Game Fees:	$40 1st Inning; $7 each inning after up to game fee

Volleyball

Supervisor's Fee		$3,069	Includes linesman assignments for MCCD	
Match Fees (each official)				
	Maricopa/Pima	$142	(x2)	$142
	Arizona Western	$243	(x2)	$243
	Eastern Arizona	$216	(x2)	$216
	Yavapai	$190	(x2)	$190
	Central Arizona	$173	(x2)	$173
	CCC-CSN	$157	(x2)	$157
	Line Judges	***$66***	***(x2)***	

Soccer (Men & Women)

Supervisor's Fee		$2,644		
Match Fees	Maricopa/Pima	Center Ref	Line Refs	
	Arizona Western	$133	$117 x 2	$133
	Cochise	$204	$182 x 2	$204
	Yavapai	$162	$143 x 2	$162
	Eastern Arizona College	$155	$133 x 2	$155
	Moh-CCC-CSN	$204	$182 x 2	$204
		$206	$169 x 2	$206

Basketball (Men & Women)

		$2,702		
Supervisor's Fee				
Game Fees	Maricopa/Pima	$141	(x3)	$141
	Arizona Western	$227	(x3)	$227
	Central Arizona	$163	(x3)	$163
	Cochise	$193	(x3)	$193
	Eastern Arizona	$197	(x3)	$197
	Yavapai College	$175	(x3)	$175
	CCC-CSN	$251	(X3)	$251

All rates include metro mileage or per diem

Updated July 31, 2025

ARTICLE XV: SPORTS INFORMATION / COMMUNICATIONS

SEC 1: ACCAC Webmaster

A. ACCAC Webmaster will maintain the ACCAC website on a daily/weekly basis to ensure that the following departments are kept up to date:
    a. Standings/stats for each sport;
    b. Twitter/Facebook entries from the ACCAC Twitter & Facebook pages;
    c. Scoreboard and schedule portion on the front page of the site (and on each individual sport page);

B. ACCAC Webmaster will request updated information from the ACCAC President prior to the start of the fall season annually for the "Schools and Contact" tabs on the ACCAC website and update them accordingly. He/she will also periodically check to make sure that those links and information are accurate throughout the academic year.

C. ACCAC Webmaster will request electronic copies (preferably in PDF form) of the ACCAC Handbook, NJCAA Region I Handbook, after they are published on August 1 of each year, and update the corresponding links on the "Resources" page of the ACCAC website prior to the start of the fall athletic seasons.

D. ACCAC Webmaster shall receive information from ACCAC Coaches' Association for Player of the Week nominees and/or recipients each week during the regular season and publish them in a weekly entry (per sport) on the ACCAC website. The ACCAC Webmaster will submit the ACCAC Player of the Week recipients to the NJCAA for consideration as NJCAA Player of the Week for respective sports.

E. Procedure for all sports ACCAC Player of the Week nominations.
    1. All nomination forms will use the same Google Form template with the nominations sent directly to the coaches' rep for selection. Coaches' representative will send out form to coaches to complete every week. The

results of the form will be tallied into a spreadsheet for more organized selection process.

F. ACCAC Webmaster shall receive end-of-season information-including final standings, All-ACCAC & All- Region I postseason honors, playoff schedules and results, All-American recipients, NJCAA Academic Achievement Award recipients, and national tournament information, and will publish that information in a timely manner as stories/entries on the ACCAC Website.

G. Present all final statistical information, as well as All-Region and All-Conference teams to the ACCAC for its archives.

The ACCAC Webmaster will be paid an annual stipend of $6,000.

SEC 3: ACCAC Social Media Coordinator

A. Assist in maintaining and growing the conference social media presence by creating, posting, sharing and tracking original, relevant and regular athletics related content.

B. Develop story ideas related to conference initiatives and strategic goals, and work with various conference and college departments and personnel to complete those assignments.

C. Work with conference personnel to help plan and execute unique promotional campaigns and programs - both paid and organic - designed to target cross-generational populations for awareness, event attendance, athlete and program promotion, and other conference-related purposes.

D. Work with ACCAC Webmaster to ensure content is posted and removed in a timely manner.

E. Keep abreast of the latest changes and developments in social media, and recommend level of involvement in each platform

F. Assist members of the media, including fielding inquires, researching and providing information, and building relationships.

The ACCAC Social Media Coordinator will be paid an annual stipend of $6,000.

ARTICLE XVI: AWARDS

SEC 1: Championship Teams

A. A conference award shall be given to the first-place team in Division I and Division II in each sport where applicable.

B. Should two teams tie, they shall be declared co-champions and two (2) awards shall be given.

C. First place winners in each sport are determined at a conference meet, tournament, their season record, or winning percentage according to the guidelines outlined in Article XIII.

SEC 2: Head Coach of the Year & Assistant Coach of the Year

A. A Head Coach of the Year award shall be awarded to a Division I and Division II coach in each respective sport, where applicable. If there is only one Division, only one Head Coach of the Year award shall be awarded.
   1. The representative coaches' association will make the selection by open ballot and selection will require 50% or greater vote on the first ballot.
   2. If a 50% vote does not exist on the first ballot, the top two nominees will be voted on with a second ballot.
   3. If a tie exists on the second ballot, a tie shall be declared and two (2) Head Coach of the Year awards will be given.
   4. The plaques for Head Coach of the Year will be provided by the representative coaches' association.

B. An Assistant Coach of the Year award can be awarded to a Division I and Division II coach in each respective sport, where applicable. If there is only one Division, only one Assistant Coach of the Year award shall be awarded.
   1. The representative coaches' association will make the selection by open ballot and selection will require 50% or greater vote on the first ballot.
   2. If a 50% vote does not exist on the first ballot, the top two nominees will be voted on with a second ballot.
   3. If a tie exists on the second ballot, a tie shall be declared and two (2) Assistant Coach of the Year awards will be given.
   4. The certificate for Assistant Coach of the Year will be provided by the representative coaches' association.

SEC 3: Student-Athlete of the Year

A. A Student-Athlete of the Year award shall be awarded to a Division I and Division II student-athlete in each respective sport, where applicable. If there is only one Division, only one Student-Athlete of the Year award shall be awarded.
B. The recipients will be the number one vote getter on the All-Conference teams.
C. The Student-Athlete of the Year awardees will receive plaques from the ACCAC.
D. For specific Student-Athlete/Pitcher of the Year selections for baseball and softball, see the individual sport sections in Section 5.

SEC 4: All-Conference Team Selection Procedures

For all ACCAC sports, Division I and Division II All-Conference teams shall be determined according to the following procedures:

A. Baseball
   1. **Division I & Division II**
      A first and second team of 18 players each with the following designations: Four (4) outfielders, Five (5) infielders, Three (3) Starting Pitchers Two (2) relief

pitchers, Two (2) catchers, One (1) designated hitter and One (1) utility player shall be named. ***(August 2025)***

2. Each coach shall nominate and provide stats on players from their own team. Minimum at bats would be two per game scheduled.
3. Voting for first team only shall be on the first ballot.
4. The vote shall be written, open ballot with each coach casting a vote for each position.
5. No coach may vote for a student-athlete from his college.
6. When the tabulation of votes is completed, the player with the most votes in that position is first team.
7. Voting for second team shall be a repeat of the process above.
8. In case of ties, both players will be named to that respective team. However, this will result in fewer players on the second team.
9. Student-Athlete/Pitcher of the Year:
    a. Student-Athlete/Player of the Year will be the number one vote getter among the utility, infield, catcher and outfielder categories.
    b. The Player of the Year cannot be a pitcher.
    c. Pitcher of the Year recipient will be the number one vote getter among the pitchers.

B. Basketball

1. Division I & Division II
   Six (6) first-team and six (6) second-team student-athletes shall be named to All-Conference teams for both Division I and Division II.
2. Coaches may nominate the players from their respective teams that they believe to be worthy of consideration (number not specified). These names are written so all present may see them.
3. The coach may present statistics and any other information which is pertinent to the player being nominated.
4. By open ballot, each coach (one per college) must vote for 12 players. The #1 player on a coach's ballot will receive fifteen points, 2nd will receive fourteen, etc. Refusal to cast 12 votes on a ballot will result in the withdrawal of the college's nomination and ballot.
5. No college/coach may vote for its own athletes.
6. Once balloting is completed, each vote is read aloud; then the numerical value is recorded on the board beside the proper nominee's name.
7. When all votes are recorded, each nominee's total points are tabulated.
8. When the tabulation of votes is completed, the top six (6) players are named ACCAC 1st Team - the top person being named Player of the Year.
9. Players seven through twelve are ACCAC 2nd team.

10. In case of ties for the last position on a team (i.e., fifth on the 1st Team) both players will be included on that team. However, this will result in one fewer person being on the 2nd team - only 12 players may be selected.
11. To be selected, a player must appear on at least two ballots.

C. Cross Country:
1. Seven (7) first team, seven (7) second team, and seven (7) honorable mention runners shall be named to the All-Conference teams for both Division I and Division II.
2. First team - top seven individuals (1-7) in ACCAC Championship meet
3. Second team – next seven individuals (8-14) in ACCAC Championship meet.
4. Honorable Mention- next seven individuals (15-21) in ACCAC Championship meet.

D. Golf
1. The All-Conference Team shall be six (6) first team and six (6) second team plus ties.
2. Scores in ACCAC regular season tournaments will determine the All-Conference teams.
3. For each individual, the two highest scores will be dropped before calculating the final All- Conference ranking.
4. First team All-ACCAC: 1-6 low gross (plus ties)
5. Second team All-ACCAC: 7-12 low gross (plus ties)
6. In the event of a tie for 6th place, the 2nd team will be reduced so as not to exceed a total of 12. In the event of a tie for 12th place, all those tied are to be included on the 2nd team.

E. Soccer
1. The All-Conference team in soccer shall consist of a first team and a second team comprised of 11 players with at least one goalie, two forwards, two midfielders and two defenders for each team, with the remaining spots coming from any position. Seven additional players will be named Honorable Mention; these will be the next seven highest vote getters after the first two teams have been selected.
2. Coaches may nominate the players from their respective teams that they believe to be worthy of consideration (number not specified). These names are written so all present may see them. All nominations will be submitted electronically by 12:00pm the day after the last scheduled regular season game.
3. The coach may present statistics and any other information which is pertinent to the player being nominated.
4. By open ballot, each coach (one per college) must vote for eleven players. The #1 player on a coach's ballot will receive eleven points; number two will receive ten, etc. Refusal to cast eleven votes on a ballot will result in

the withdrawal of the college's nomination(s) and ballot. Ballot will be filled out electronically.

5. No college/coach may vote for its own athletes.
6. Once balloting is completed, the votes will be tabulated, and the scores will be added up for each player based on the points received. (May 2023) each vote is read aloud, then the numerical value is recorded on the board beside the proper nominee's name. When all votes are recorded, each nominee's total points are tabulated.
7. To be selected, a player must appear on at least two ballots.
8. When the tabulation of votes is completed, the top eleven players, including at least one goalie are the top scoring Goalkeeper and the top two scoring Forwards, Midfielders and Defenders, along with the next 4 top scoring players will be (May 2023) named ACCAC 1st Team; the top point getter being named "Player of the Year." Players 12 through 22 are ACCAC 2nd Team (includes at least one goalie), with the 7 additional top vote getters named Honorable Mention.

   The ACCAC 2nd team be determined for the remaining eligible players based on total scores. The 2nd team will consist of the top scoring Goalkeeper and the top two scoring Forwards, Midfielders and Defenders, along with the next 4 top scoring players.

   The next seven (7) eligible players on the ballot will be named Honorable Mention, regardless of position.
9. In the case of ties for the last position of one team (i.e., eleventh on the 1st team), both players will be included on that team.
10. If twenty-four two players each are not named on two ballots, another vote shall be taken. Those players who were nominated but did not receive two votes shall be eligible to be selected. The top vote getters shall fill out the second team.

F. Softball

1. Division I & Division II
   Twelve (12) first team and twelve (12) second team shall be named. All-Conference teams are defined as: Four (4) battery (pitchers and/or catchers), Four (4) infielders, Three (3) outfielders and One (1) utility player.
2. The utility player category would be flexible yearly based upon the number of nominees (minimum of two). If not a designated hitter, this nomination would then be placed as an infielder.
3. Coaches may nominate the players from his/her team believed to be worthy of consideration (number not specified). These names are written so that all may see.

4. The coach may present statistics and any other information which is pertinent to the player being nominated.
5. By open ballot, by labeling ranking sheet with school name, each coach (one per college) must rank.
6. No college/coach may vote for his/her own players.
7. Once balloting is completed, the numerical value is recorded on the board beside the proper nominee's name. When all votes are recorded, each nominee's total points are tabulated.
8. To be selected, a player must be ranked on at least two ballots.
9. Once the tabulation is completed, the top (players with the highest point total) in each category:
10. In case of ties for the last position on a team, both players will be included on that team. However, this will result in one fewer player being on the third team - 31 total players.
11. Student-Athlete/Pitcher of the Year:
    a. Student-Athlete (Player) of the Year will be the number one vote getter among the utility, infield, catcher and outfielder categories.
    b. The Student-Athlete (Player) of the Year cannot be a pitcher.
    c. Pitcher of the Year recipient will be the number one vote getter among the pitchers.

G. Tennis
1. The All-Conference first team shall be the student-athlete with the best record at that flight. Flight 1-6 singles and flight 1-3 doubles student-athlete with the best record at those flights.
2. The All-Conference second team shall be the student-athlete with the 2nd best record at that flight. Flight 1-6 singles and flight 1-3 doubles student-athlete with the 2nd best record at those flights.

H. Track
1. The All-Conference teams in track shall consist of a first team and a second team in each event in designated ACCAC scoring meets for both Division I and Division II.
2. The First Team All-Conference shall be determined by the best mark/time in each event, including relay teams in the ACCAC meets.
3. The Second Team All-Conference shall be determined by the second best mark/time, in each event, including relay teams, in the ACCAC meets.
4. Division I and Division II Student-Athlete of the Year (Male and Female). Nomination and selection will take place at the Region I Championships scratch meeting. Coaches may nominate student- athletes they feel worthy of consideration. By open ballot, each college shall vote for one student-athlete. Colleges may not vote for their own nominee. Selection will require a 50% or greater vote on the first ballot. If a 50% vote does not

exist on the first ballot, the top two vote getters (including ties for 2nd) will be voted upon with a 2nd ballot.
The top vote getter on the 2nd ballot is the Student-Athlete of the Year. If there is a tie among the top vote getters after the 2nd ballot, Student-Athlete of the Year Awards will be given to those tied.

5. Division I and Division II Coach of the Year (Men and Women). Selection will take place at the Region I Championships scratch meeting. By open ballot, each college shall vote for 1 coach. Selection will require a 50% or greater vote on the 1st ballot. The top two vote getters (including ties for 2nd) will be voted upon with a 2nd ballot. The top vote getter on the 2nd ballot is the Coach of the Year. If there is a tie for the most votes on the 2nd ballot, Coach of the Year Awards will be given to those tied.

I. Volleyball

1. Six first team, Six second team and Eight third team players shall be named to the All-Region teams for both Division I and Division II. ***(August 2025)***

2. Using the provided nomination form, Coaches may nominate the players from their respective teams that they believe to be worthy of consideration (number not specified). These names are written so all present may see them. The nomination will include a headshot, overall and conference statistics and any other information which is pertinent to the player being nominated. ***Only statistics from NJCAA Matches will count for All Conference/All Region voting. (Nov '25)***
3. By open ballot, each coach (one per college) must vote for 25 players. The #1 player on a coach's ballot will receive 25 points, 2nd will receive 24, etc. Refusal to cast 25 votes on a ballot will result in the withdrawal of the college's nomination and ballot.
4. No coach may vote for his/her own athletes.
5. A coach or designee approved by the school's athletic director must be present at the voting for their school's nominees to be considered.
6. Once balloting is completed, each vote is tallied on a visible spreadsheet, and then the numerical value is recorded on the board beside the proper nominee's name. When all votes are recorded, each nominee's total points are tabulated.
7. When the tabulation of votes is completed, the top 7 players are named ACCAC 1st Team. Players 8 through 14 are ACCAC 2nd Team. The top vote getter is named the Player of the Year.
8. In case of ties for the last position on a team (i.e., 7th on the 1st team) both players will be included on that team. However, this will result in one fewer player named to the next team below - only 21 total players may be

selected.

9. The top Setter and Libero vote getters will be named “Setter of the Year” and “Libero of the Year”. If a Setter or Libero is not voted onto the All-Conference team, the top setter or top libero will be a separate vote by the coaches. Unless voted to the All-Conference Teams, the “Setter of the Year and “Libero of the Year” will not be added to the All-Conference Teams.
10. Each member will vote for a “coach of the year”. In the case of a tie, co-coach of the year will be awarded.
12. The process of voting for All-Conference teams (#’s 2-11 in the above section) will be carried out separately for Division I and Division II. Division I coaches will only vote on Division I players and Division II coaches will only vote on Division II players.

ARTICLE XVII: FORMS

ACCAC/REGION I STUDENT-ATHLETE/PLAYER OF THE YEAR

NAME _____ COLLEGE _____

SPORT _____

CHECK ALL THAT APPLY

GPA

- ☐ 4.0
- ☐ 3.5 - 3.99
- ☐ 3.0 - 3.4
- ☐ Below 3.0

ATHLETIC HONORS (including Western States Football League)

- ☐ Conference Player of the Year
- ☐ All-Conference First Team
- ☐ All-Conference Second Team
- ☐ All-Conference Honorable Mention

- ☐ Region Player of the Year
- ☐ All-Region
- ☐ All-Region Second Team (for applicable sports)

- ☐ National Player of the Year
- ☐ All-American First Team
- ☐ All-American Second Team

ACADEMIC HONORS

- ☐ NJCAA Pinnacle Award for Academic Excellence
- ☐ NJCAA Award for Superior Academic Achievement
- ☐ NJCAA Award for Exemplary Academic Achievement

LEADERSHIP/COMMUNITY INVOLVEMENT

- ☐ Captain of team
- ☐ Community volunteer

OTHER (this category would be exceptional circumstances to break a tie) examples:

- ☐ Full time job to support his/her family
- ☐ Overcoming a serious childhood illness/injury or a significant setback/obstacle

Comments/Other

ACCAC/REGION I ATHLETIC TRAINER OF THE YEAR

Name:_____ Credentials:_____

Phone:_____ E-Mail:_____

Address:_____

AZ Athletic Training License #:_____ BOC #:_____

Years in ACCAC:_____ Years of Experience:_____

Employer:_____ Phone: _____

Address:_____

Supporting Activity Involvement or Accomplishments:

_____

_____

_____

_____

_____

_____

_____

_____

_____

ARIZONA COMMUNITY COLLEGE ATHLETICS ASSOCIATION

Coach/Administrator Hall of Fame Nomination Application

(Attach any additional information needed for either category coach or administrator)

1. Head Coach/Administrator's name (circle one or both)

_____

2. Nominated by: (person and college affiliation)

_____

3. Sport (coaches)/Position (administration)

_____

4. College employment (college/# of years/position)

_____

Important Coaching Information:

a. Overall record_____

b. ACCAC/Region/National Coach of the Year Award_____

_____

c. ACCAC playoff appearances (Team/Years) _____

_____

d. ACCAC championships (Team/Years) _____

_____

e. Region runner-up/championship (Team/Years) _____

_____

f. National Tournament appearance/ finishes (Team/Years) _____

(Football national champions/end of year rankings) _____

g. Other relevant accolades (ex. Olympic coach, NJCAA team coach, etc.) _____

Important Administrator Information:

a. ACCAC positions held _____

b. Region positions held _____

c. National positions held _____

d. Campus positions held _____

e. Campus Awards _____

f. Other areas of impact _____



Intercollegiate Athletics Contract

Please Indicate (one): Official Contest_____Scrimmage_____Exhibition_____

I. This agreement made this _____day of "MONTH" 20_, between Community College A and Community College B stipulates the following:
   (A) Sport: _____
   (B) Date: _____
   (C) Home Team: _____
   (D) Visiting Team: _____
   (E) Location: _____
   (F) Start Time: _____
   (G) The home team will be responsible for all game management expenses, including officials and game balls.
      1. Exceptions: _____

II. This contest will be governed in all respects, including the eligibility of participants therein, by the rules and regulations of the National Junior College Athletic Association or any conference or association to which either or both parties may belong.

III. Financial considerations:(lodging, meals, etc.) _____
_____

IV. In case either institution fails to participate in the contest mentioned above, in accordance with this agreement the at-fault institution shall pay the not at fault institution ___, as a forfeit fee. The forfeit fee amount is to be paid within one week of the forfeit. (This clause is to be void in case of an Act of God).

V. Other arrangements include:

VI. Please sign to accept the terms of the contract, return via email or fax.

Home Team:
Athletic Director: _____
Signature: _____
Date: _____

Visiting Team:
Athletic Director: _____
Signature: _____
Date: _____