

FOOTBALL REGULATIONS

(Updated August 2010)

DAKOTA ATHLETIC CONFERENCE FOOTBALL REGULATIONS

Section 1. Conduct of Participants.

- (a) The highest standards of sportsmanship and conduct are expected of players, coaches, and others associated with the game.
- (b) It is the duty of the coach to be in control of his players at all times in order to prevent any unsportsmanlike act towards opponents, officials, or spectators.
- (c) Coaches are expected to comply wholeheartedly with the intent and spirit of the rules.
- (d) Coaches are to refrain from commenting to the media on the quality of the officiating.
- (e) Coaches are prohibited from calling, e-mailing or writing to a DAC referee prior to or during the sport season. Any communication between a coach and a referee is to be limited to the period of time when the officials are on the court or field just prior to the contest.

Section 2. Letters of Intent and Recruitment.

- (a) All incoming student athletes receiving aid as defined by the NAIA shall be required to sign the Dakota Athletic Conference Letter of Intent. Student athletes may be released from a Letter of Intent only by the institution's Athletic Director. A copy of the signed Letter of Intent shall be forwarded to the Conference Commissioner within 14 days after signing. September 1 is the first date an athlete may be signed to a letter for the next academic year.
- (b) This policy applies to all sports and to all athletes. All coaches are required to follow this policy.
- (c) A weekly list of Conference signee's will be distributed to all member Institutions.
- (d) Schools are responsible for releasing the names of their signees to the media. Schools are not to use the names or number of signees to other institutions in any publication or release to the media.
- (e) If, during the school year or summer vacation period, the Athletic Director, or Coach of a member institution is contacted or becomes aware of contact by an athlete who is enrolled or signed a letter of Intent at another institution, it shall become the responsibility of the contacted (Athletic Director) to notify in writing the institution where the athlete is enrolled or signed within 10 days following the first contact.
- (f) A coach or another representative of a member institution may respond to a contact by an athlete only after the enrolled athlete's institution (Athletic Director) has been notified.
- (g) A coach or another representative of a member institution shall not initiate contact with an athlete who has enrolled or signed a letter of Intent at another institution.
- (h) Violation of any part of the recruitment policy shall cause an immediate investigation by the National Conduct and Ethics Committee for appropriate action.

Section 3. Disciplinary Authority of the Commissioner.

- (a) The Commissioner shall have the authority to take disciplinary action, short of expulsion, against Conference members for violation of Conference or NAIA rules. Any appeal of a decision by the Commissioner shall be made to the Executive Committee of the Board of Directors.

Section 4. Sports Committees.

- (a) There shall be a committee for each sport which the Conference sponsors. The members of the committee shall be all the head coaches in each sport. For each such committee, the members shall elect a Chair, Vice Chair and a Secretary. Each officer shall be limited to two years in one position. After two years the Chair Elect Vice Chair will move up to the Chair position and the Secretary will move up to the Vice Chair and the Committee shall select a new Secretary. Effective fall of 2005. The Chairperson has the authority to call meetings providing two weeks notice is given. Notice of the meeting shall be given to the Athletic Director in

charge of the sports portfolio and the Commissioner. Each Athletic Director will be assigned a sports portfolio and will serve as the liaison between the sports committee and the Athletic Director's Council. The Chair or his designee may appear before the Athletic Director's Council to present the views of the committee on matters related to their sport and to make recommendations for change. The Secretary is charged with the responsibility of preparing and distributing the minutes of all meetings. Copies are to be sent to all committee members, the Athletic Director in charge of that portfolio and the Commissioner.

Section 5. Schedule.

- (a) The varsity playing schedule for member institutions shall be limited in any one year to a maximum of ten contests (games or scrimmages) with outside competition to be played during the traditional fall season.
- (b) Every Conference member shall compete with every other Conference member once each year in accordance with the schedule adopted by the Conference. The Conference member(s) responsible for failure to meet this requirement shall be declared ineligible for the Conference championship in football for the year in which the competition occurs.
- (c) Conference games shall be scheduled to start at 1:30 P.M. unless another time is agreed to by the Athletic Directors of competing institution.
- (d) The junior varsity or freshman squad playing schedule shall be limited in any one year to a maximum of five contests (games or scrimmages).
- (e) Junior Varsity competition in any required or optional sport may not be scheduled prior to the date of the first Varsity competition in that sport unless approval has been granted by the Commissioner.

Section 6. Post-Season Competition.

- (a) Member institutions may participate in post-season competition approved by the NAIA.

Section 7. NAIA Post-Season Representative Selection Procedure.

- (a) The Conference champion shall be automatically recommended as the representative of the Conference to advance to the NAIA play offs.
- (b) In the event of a tie, the following tie breaking procedure will be followed:

Two Way Tie

1. If only one team is ranked in top 20, that team will advance.
2. If both teams are ranked in top 20, the winner of the head to head competition will advance.

Three Way Tie

1. If only one team is ranked in top 20, that team will advance.
2. If 2 of 3 teams are ranked in top 20, the winner of the head to head competition will advance.
3. If all 3 are ranked in the top 20
 - a. The winner of Head to Head competition will advance.
 - b. The highest ranked team will advance.

Section 8. Practice.

- (a) The first two days of practice shall be limited to non-contact (no pads) conditions. Players may wear helmets but no other protective pads. The day before official practice begins may be used for issuing equipment, administrative paper work, indoor team meetings, team pictures, strength testing, and time trials.
- (b) Practice is defined in the NAIA Bylaws, Article I, Section E6, as an activity organized and/or directed by an identified member of the coaching staff of that sport in which appropriate equipment is used or instruction and/or evaluation of the athlete takes place.
- (c) The starting IN-SEASON PRACTICE date for all fall sports will be the date established by the Council of Athletic Directors. The starting IN-SEASON PRACTICE date for all winter sports is October 1. The starting IN-SEASON PRACTICE date for all spring sports is February 1.

- (d) IN-SEASON PRACTICE and competition for all sports shall end on the last date of the NAIA competition for each sport.
- (e) Baseball and Softball will be allowed 25 out-of-season practice days. All other sports will be allowed 10 OUT-OF-SEASON PRACTICE DAYS. The term in which each sport may conduct out of season practices follows: (no scrimmage or games will be allowed)

<u>FALL</u>	<u>SPRING</u>	<u>SPRING OR FALL</u>
Baseball	Football	Basketball
Softball	Volleyball	Wrestling
Tennis	Soccer	
Track & Field (Indoor & Outdoor)	Golf	

Section 9. Traveling Squad.

- (a) The travelling squad is limited to 52 players. This applies to the complete schedule, non-conference and conference included. However, the support travel group will be determined by each institution.

Section 10. Tape Exchange Policy.

- (a) Game Tape Exchange will be the provider.
- (b) All games will be uploaded and available to all Coaches.
- (c) All home teams will provide an end zone and a wide sideline copy. If space allows and the visiting team chooses to tape their own copy from the end zone angle; arrangements will be made to accommodate the visiting team. Game management should be contacted prior to game day.

(d) Film Specifications

- 1) The game film should be of excellent quality. All cameras must be digitally formatted. All games are to be uploaded to the game exchange system by 9:00 pm local time of the home school on the date the game was played. Night games are to be uploaded by noon of the next day.
- 2) The wide sideline film must at the beginning of each play; shoot the scoreboard then the team coming to the line of scrimmage. The tape must include the heels of the deepest offensive back and the deepest defensive back in the film shot and will run long enough to determine routes and coverage (minimize space behind the deepest backs).
- 3) The end zone film must begin at the time the team is approaching the line of scrimmage and show only the interior line. On special teams filming the film must be tight during scrimmage kicks and wide on kickoff – kickoff return.
- 4) The film must show every play of the game. It is the coach's responsibility who is uploading the film to notify the conference coaches of missing plays and parts of the film.
- 5) The referee's final signal and enforcement of all penalties shall be included in the film.
- 6) The film should show the scoreboard after all scores.
- 7) During special teams play, the film should begin from the huddle to the end of the play and have a wide shot showing the kicking team and receiving team on kick-off returns.
- 8) The visiting team will film a wide sideline shot in the event of a malfunction with the home team camera. If a filmer is not available – then the home team game management must be notified so arrangements can be made for an additional camera. The visiting team must still furnish a camera.

(e) Loan of Tapes Outside Conference

No DAC school may loan, or otherwise make available to a non-conference school, a tape in which another DAC-10 school is playing or practicing, except by mutual agreement of the DAC coaches involved.

(f) Rosters

Numerical rosters, and two-deep rosters with identified starters must be emailed to upcoming opponent by 5:00 pm Sunday of game week (do not rely on websites for this).

(g) Violation of Policy

All complaints shall be forwarded to the DAC Commissioner in writing. The Commissioner will follow the disciplinary procedure as outlined in SECTION 11 of the Constitution. If the Commissioner takes disciplinary action, an appeal may be made to the Executive Committee of the Board of Directors.

Section 11. Equipment.

- (a) In all games the home team shall wear colored jerseys, and visiting team white jerseys. The numbering system provided by the NCAA rules shall be used.
- (b) Visiting teams are allowed to use their own NAIA approved balls (Rawling ST5). Each team is to present three marked balls to the officials prior to the game. The home management is to furnish two ball boys for each side of the field. Ball boys must be instructed to stay off the playing field. Ball boys should be mature individuals and capable of performing their important duties proficiently. On rainy days towels must be available to the officials on the side lines.
- (c) The home management shall provide the game officials with three (3) properly inflated footballs. If in the judgment of the referee the balls provided by the home management are not satisfactory, he may then elect to use balls taken from the visitor's ball bag.
- (d) The home administration is to provide field microphones for the officiating crew.

Section 12. Facilities.

- (a) Spectators should not be closer to the playing area than the stands.
- (b) Temporary stands shall be placed a reasonable and safe distance from the playing field.
- (c) Ice shall be provided to the visiting team for use in care of injuries.
- (d) Drinking water shall be placed in suitable containers at the bench of the visiting team.
- (e) The field shall be marked as prescribed by the NCAA Football Rules and as diagrammed in the NCAA Official Football Rule Book.
- (f) Each team is responsible for providing their own telephones.
- (g) Arrangements for visiting coaches in the press box must also be comparable to what is used by the home team.

Section 13. Playing Rules.

- (a) The rules and regulations of the NCAA Football Rules Committee shall govern the playing of Conference games, unless exceptions are specifically stated in this manual. Head coaches are required to attend the Football Rules Clinic and it is recommended that all assistant coaches attend.

Section 14. Game Officials.

- (a) Six officials will be used in Conference games (change to seven officials in 2011).
- (b) The Supervisor of football officials shall assign officials for all varsity games played at member institutions.
- (c) The Supervisor of Officials may change any officiating assignment at any time.
- (d) No official may be assigned to more than four games in which a member institution competes in the same

season.

- (e) Football officials shall be paid the standard fee and mileage as approved by the Athletic Directors. The home management is to furnish clock operators who are to report to the officials for instructions before the game.
- (f) The home management is to provide one down-indicator operator, and two chainmen. All three are to be dressed alike and in contrasting color to either players or game officials. All three men are to report to the linesman for instruction 20 minutes prior to game time on the field.
- (g) The home management is to provide two individuals to act as ball retrievers with one to be located each side of the field. These individuals are to report to the game officials for instructions 20 minutes prior to game time on the field.
- (h) The Supervisor of Officials shall maintain a list of officials with the authority to delete from this roster at his discretion with the understanding that the athletic officers of any member institution may feel free to advance comments to the Supervisor on the quality of the work of those men assigned to their contests. In addition, the Football coaches will be requested to rate all crews.
- (i) No employee of a member institution may be on the approved list of football game officials.
- (j) The home management shall provide a private dressing room for game officials. Someone from the home management should be available to direct the officials to their dressing room, and it is recommended that towels, and refreshments be provided. Officials' checks should be delivered to the officials prior to their leaving for the game field.
- (k) Officials are not to work any games prior to a DAC assignment on any given day unless approved by the Supervisor of Officials.
- (l) The Supervisors shall arrange an annual clinic for game officials and coaches prior to the first allowable practice. Attendance by Head Coaches is mandatory and highly recommended for Assistant Coaches.

Section 15. Game Procedures.

- (a) The scoreboard clock is the official time.
- (b) Games shall start on time.
- (c) Game time procedure.
 1. 60 minutes prior to game time -- Referee and Umpire initiate pre-game duties.
 2. 60 minutes prior to game time -- Field open for team practice.
 3. 30 minutes prior to game time -- Officials report to playing field.
 4. 30 minutes prior to game time -- Clock starts (alerts coaches of remaining practice time).
 5. 15 minutes prior to game time -- Teams off field.
 6. 6 minutes prior to game time -- Captain reports to respective sidelines and teams must be on the field.
 7. 5 minutes prior to game time -- Star Spangled Banner.
 8. 3 minutes prior to game time -- Coin toss on the field.
 9. 0 minutes prior to game time -- great importance attached to a prompt start.
- (d) Half time
 1. 20 minutes prior to second half -- clock immediately starts.
 2. 5 minutes prior to second half -- Half-time activity leaves field.
 3. 5 minutes prior to second half -- Notify each head coach.
 4. 4 minutes prior to second half -- Team captains report to respective sidelines and teams must be returning to field.
 5. 0 minutes prior to second half -- A prompt start (mandatory).

The clock should never be stopped during the 20 minute half. Although half time shows are important, the number one priority must be the football game. Coaches, players, and spectators are geared to a 20 minute

break in action and this must be carefully observed.

- (e) At the end of each period, the referee will blow the ball dead and, as a signal will face the press-box and raise the ball above his head. A gun will not be used.
- (f) Television or video tape apparatus capable of reproducing games or portions of games prior to the completion of a game, shall not be utilized by either of the competing teams for coaching purposes.
- (g) Starting line-up may be introduced but players are not to run on the field. This is done to prevent starting the game late.

Section 16. Awards.

- (a) Individual and team awards shall be given only when at least one-half or more of the Conference institutions participate in a sport.
- (b) The Conference coaches shall select the following individual awards at the end of the season. Each selection will receive a DAC Recognitions plaques.
 1. Most Valuable Senior
 2. Most Valuable Athlete
 3. Coach of the Year
- (c) All-Conference team shall be selected by the Conference coaches at the end of Conference competition. The number selected is to be consistent with the number allowed by the NAIA. Each athlete selected will be awarded a DAC-10 recognition certificate. Honorable mentions will not be recognized in any sport.
- (d) A defensive and offensive "Player of the Week" shall be selected each week of competition. The Conference coaches are to submit nominations for this honor at the time the weekly statistics are reported. Each athlete honored will be awarded a DAC certificate and will be recognized through a press release to the media.
- (e) Athletes with high academic achievement are honored at the end of each term as DAC Academic Honor Scholars. Individual certificates are awarded to each athletes who qualifies (See Appendix G in the DAC manual for the qualification policy for this award.)
- (f) Selection Policy on DAC Most Valuable Graduating Senior Award and Most Valuable Player.
 1. The athletes should have contributed greatly to the success of his or her own team and served as a role model for other squad members.
 2. The Sports Chair of each sport is responsible for conducting the selection process.
 3. Only one athlete is to be selected for each award.
 4. Each school should be given the opportunity to nominate an athlete for each award. The most valuable graduating senior athlete must be in his or her final year of eligibility. The most valuable player does not have to be a senior.
 5. All Coaches should be given the opportunity to vote by ranking all those nominated in order of preference. The points for each athlete nominated will then be calculated by using the following method:

#1 rank	10 points
#2 rank	9 points
#3 rank	8 points
#4 rank	7 points
#5 rank	6 points
#6 rank	5 points
#7 rank	4 points
#8 rank	3 points
#9 rank	2 points
#10 rank	1 point

Total the points from all ballots to determine the Most Valuable Graduating Senior and the Most Valuable Player.

Section 17. Conveying Information to Non-Conference Opponents.

- (a) Staff of member institutions shall not provide or exchange information in any form with representatives of non-conference opponents if such information could be used for scouting purposes or in some other way to the disadvantage of any member institution's athletic teams.

Section 18. Pregame Information.

- (a) It is the responsibility of the Athletic Director or designee of the director at the host institution to provide information to the coach of the visiting team regarding access to the facilities, dressing room accommodations, starting time, officials assigned, and any special arrangements such as pregame or half-time ceremonies or other information important to the planning of the visiting team. This information shall be made available on arrival of the visiting team.

Section 19. Trainer and Training Room Services.

- (a) A certified Athletic Trainer must accompany each team at all home and away games and the training room facilities of host institutions shall be made available to visiting team. A physician is to be on duty at all games and is to assist both teams.

Section 20. Conference Publicity and Statistics.

- (a) The Conference shall maintain a Conference Sports Information Director and all releases regarding official business of the Conference shall be released at the direction of the Commissioner. For each Intra Conference contest, host institutions shall have the responsibility to file statistical reports; for each contest with non-conference opponents, the member institution shall file the reports. All reports shall be filed immediately following each contest.

Section 21. DAC Policy on Delaying, Postponing and Rescheduling Contests.

- (a) Delay or Termination of Conference Events. The Dakota Athletic Conference recognizes four legitimate reasons for delay or termination of a contest:
1. Obstruction of any type that cannot be removed from the playing facility.
 2. Failure of electrical power or other services necessary to continue a contest.
 3. Weather conditions that make it impossible to play or continue to play
 4. Misconduct, by any persons, that jeopardizes the safety of persons playing or spectating. If the apparent cause is 1, 2 or 3 above, the referee or chief official shall determine when a contest is to be delayed, terminated, or resumed. For cause 4, the Athletic Director of the host institution, or the director's appointed representative, shall determine whether the contest is to be delayed, terminated, or resumed. Whenever a contest is delayed or terminated, a written report to the Commissioner explaining the circumstances shall be filed by the host Athletic Director immediately after the event. Rescheduling, if appropriate, shall be accomplished as soon as possible by the Athletic Director's of the involved institutions and the Commissioner
- (b) Weather Postponements. The Athletic Director of the traveling institution is to determine if weather and/or oad conditions require a postponement of a scheduled contest. Rescheduling, if appropriate, shall be accomplished as soon as possible by the Athletic Directors of the involved institutions and the Commissioner.

Section 22. Alcohol and Tobacco Products.

The use of alcohol, tobacco or tobacco products is not permitted by participants, coaches, cheerleaders, trainers, game administrators, or officials in the playing areas during DAC or NAIA competition and practices for such competition. The coaching staff and the Athletic Director shall enforce this policy during practice sessions. The game administrator and/or the Umpire shall enforce this policy during competition. Enforcement of this policy shall follow the following steps: On the first offense, the individual(s) and team shall receive an official warning. A second offense will cause expulsion from practice or game.