

GNAC SPORTS REGULATIONS

FOOTBALL

Updated August 2018



1. PARTICIPATION REQUIREMENT

- 1.1. All member institutions fielding teams in football shall agree to participate for the championship.

2. SCHEDULE

- 2.1 The schedule will be approved by the Management Council.
- 2.2 The following standard starting times shall be in effect for all conference contests: **Day Games** - 1 p.m. **Night Games** – 6 p.m. The home team shall determine whether the game will be a day or night game.
- 2.3 Any changes to the schedule, including the standard time, may be made by filing a **CHANGE OF SCHEDULE** form with the conference office, signed by both participating athletic directors. Starting times for non-conference contests shall be determined by the host institution.
- 2.4 All member institutions shall observe the NCAA starting date for pre-season practice.
- 2.5 The maximum number of games permitted in a single season shall not exceed the NCAA maximum number of allowable games.
- 2.6 Varsity contests shall be scheduled in accordance with the regulations as they appear in Article 17 of the Bylaws of the NCAA.
- 2.7 Conference members shall complete their conference-scheduled contests as assigned yearly by the conference office. 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 infraction occurs. No game shall be scheduled after the Saturday preceding the NCAA Division II national playoffs.

3. PRACTICE

- 3.1 Pre-season practice in the championship segment shall conform to the regulations outlined in the NCAA Bylaws (currently Bylaw 17.9.2)
- 3.2 Practice in the non-championship season (Spring Practice and Conditioning Activities) shall conform to the NCAA Bylaws.

4. TRAVEL SQUADS AND SCHOLARSHIPS

- 4.1 Travel squads for all conference games shall be a maximum of 54 players in uniform. (**Note:** Travel squad maximum waived for games held at Century Link Stadium in Seattle. Limit does not apply to non-conference games). (*Amended 08/13*)
- 4.2 Conference members will follow NCAA scholarship limits (currently set at an equivalency limit of 36). (*Amended 05/11*)

5. HOST INSTITUTION GUIDELINES

- 5.1 NCAA football rules shall govern all conference play.
- 5.2 The home team shall provide dressing facilities, halftime accommodations, officials to handle clock, game announcing, scoreboard, chain crew and ball persons. An official of the host institution shall greet the officials upon their arrival and show them to their locker room. Security should be provided to escort officials to and from the field. A key must be made available for officials to get into lockers at halftime and after the game. Host institutions are encouraged to provide lunch and/or refreshments to the officials. The playing field and facilities must be in compliance with NCAA regulations. All institutions must have 25 second clocks visibly displayed.
- 5.3 An official of the host institution shall greet the visiting team, show them the locker room and discuss locker room supervision. The host institution should provide hot water for showers, towels, ice for injury management, water and cups for field use, training table for taping, classroom size white board and dry eraser, programs, and schedule for pre-game, warm-up, leaving field, introductions, etc. *(Amended 8/13)*
- 5.4 The home team shall provide a kicking net for the visiting team.
- 5.5 The host institution shall provide a field microphone to the referee in order that he may provide clarifying information on penalties, enforcement spots or other information as a communications tool to the coaches, spectators and press box.
- 5.6 Host should provide communication in advance to visiting team regarding any special ceremonies (Senior Day, etc.) that affect standard pre-game routines.

6. GAME MANAGEMENT

- 6.1 The officials will inspect the field 90 minutes prior to the start of the game. The coaches will meet with the game officials 75 minutes before the start of the game and provide the officials with the numbers of their team captains. Each team will provide the head officials with a minimum of six game balls.
- 6.2 **Pre-Game Warm-up:** Prior to the 45-minute mark, each team has their end zone to the 35 and from the hash mark to the sideline closest to their bench and extending to the opponents' 35. 45 minutes to the start of the game each team has the end zone to its own 45-yard line.
- 6.3 The scoreboard timer in conjunction with the game officials shall display a 60-minute countdown to the start of the game on the official scoreboard clock. The head timer will meet with game officials 60 minutes prior to kickoff. Ball boys (2 per side and college age, if possible) and the chain crew will meet with game officials 20 minutes before the start of the game. Chain crew must be on opposite side of field from press box. It is recommended high school officials be used on the chain crew.
- 6.4 The national anthem will be played 10 minutes prior to kickoff. In games involving Simon Fraser, the Canadian national anthem will be played 10 minutes prior to kickoff followed by the United States national anthem (except in Canada where anthems are reversed). The visiting team starting lineups will be announced 15 minutes prior to kickoff. The introduction of the home team starting lineup will follow immediately after the national anthem. The coin toss is three minutes prior to kickoff.
- 6.5 The NCAA halftime is 20 minutes.

7. CONFERENCE CHAMPION

- 7.1 The conference champion will be the team with the best won-loss percentage in the conference schedule. In case of a tie, the tied teams will share the championship.

8. CONDUCT OF PARTICIPANTS

- 8.1. See GNAC Bylaw 10 (Appendix B).

9. MEETINGS

- 9.1. A conference call will be conducted with the head football coaches prior to the selection of the all-conference team.

10. OFFICIALS

- 10.1. Officials for all games hosted by conference teams will be assigned by the GNAC Supervisor of Football Officials.
- 10.2. Each GNAC school will be billed for officiating and shared travel cost. The Referee (crew chief) will act as the spokesperson for all media questions.
- 10.3. Coaches are required to complete official game evaluations of the previous weekend's game no later than Tuesday morning at 9 a.m.

11. ROSTERS, TWO-DEEPS & GAME STATISTICS

- 11.1. Numerical rosters shall be provided to the conference office for distribution to member schools no later than two weeks prior to the first regularly scheduled contest.
- 11.2. For all conference football games, GNAC head football coaches shall provide to the opposing team (through their sports information directors) an accurate two-deep listing including Offense, Defense and all specialty positions, i.e., punters, kickers, punt returners, kickoff returners, holder and long snapper no later than 2 p.m. on Monday on the week of the game. The two-deep shall not include any player who will be unable to participate because of injury, illness or disciplinary action. *(Amended 08/2012)*
- 11.3. Any changes to the two-deeps that occur during the week shall be reported to both school's Sports Information Directors no later than Thursday at 5 p.m. so both schools and media outlets covering the contest have the most accurate and up-to-date information.
- 11.4. All members are required to use StatCrew software.
- 11.5. The StatCrew game file shall be e-mailed to the visiting team sports information director and to the conference office as soon as possible following the conclusion of the game. If requested, a box score and play-by-play should also be faxed to the visiting team SID.
- 11.6. Five copies of the game stats package (including play-by-play) should be provided to the visiting team.

12. VIDEO EXCHANGE AND SCOUTING REPORT POLICY (see Appendix A)

13. AWARDS

- 13.1. For guidelines in selection of All-Conference team, see Bylaws, Article 9.1. In addition:
 - 13.1.1. The football all-conference team shall include three wide receivers and four linebackers.
 - 13.1.2. The football all-conference team shall include up to three honorable mention selections per team as designated by the head coach.
- 13.2. For guidelines in selection of Academic All-Conference team, see Bylaws, Article 9.2.
- 13.3. For guidelines in selection of Conference Coach of the Year, see Bylaws, Article 9.3
- 13.4. An Offensive Player of the Year, Defensive Player of the Year, Offensive Lineman of the Year, Defensive Lineman of the Year, Newcomer of the Year and Freshman of the Year shall be selected.
- 13.5. An Offensive, Defensive and Specialty Player of the Week shall be selected.

Updated August 2018

Appendix A

Video Exchange Procedures

VIDEO EXCHANGE POLICY

- The host institution is responsible for filming the game and uploading it onto HUDL as soon as possible following the game. The host institution will upload the video no later than 6 a.m. PT on the Sunday following the game.
- The host institution will be **locked out of the HUDL** system until the required game or games from the previous week have been uploaded. The visiting school is not responsible for uploading the game and shall not be denied access to game film based on any failure to upload the game.
- Game films from the previous week shall be available on HUDL for download each Sunday at 6 a.m. PT.
- If the video uploaded by a home team is not complete or otherwise not in compliance, the team that noticed the error will contact the conference office AND the team that is not in compliance. The GNAC office will notify the host institution about the problem with the uploading procedure, the institution then shall be held responsible in correcting the problem to the extent possible by checking the original game film for errors and re-uploading the video. It may be necessary to burn DVD's and overnight them, with priority placed on sending them to host and visiting school's opponents for the upcoming week. When overnighing DVD's, please ensure that they arrive next day. **Do not use campus mail.**
- All games are required to be shared.

SHOOTING TECHNIQUE

- SIDELINE CAMERA: Ensure all 22 players are in visible in the frame.
- END ZONE CAMERA: Ensure frame shows tight end to tight end, or tackle to tackle
- Make sure to show a shot of scoreboard PRIOR to each play (scoreboard shot MUST show updated down/distance/score/time
Note: if offense is in "hurry up" use best judgment on scoreboard but ensure you get the full play
Note: first priority is to get the full play, extra time can always be cut out later
- CUT OUT dead time of video before it is uploaded to HUDL.

CUTUPS

- Ensure splicing of wide and tight before uploading.
- Provide offense, defense, and kicking.
- Each team is responsible for marking offense, defense and kicking in data along with Down and Distance.
- Scoreboard, sideline and end zone should be intercut before shared.

UPLOAD DEADLINE

- Deadline to upload game video by home team is 6 a.m. PT Sunday.

PROHIBITION OF SHARING OUTSIDE CONFERENCE

- Conference members may not provide game film to an external group or individual except for an officially (Conference Office Approved) recognized film exchange with a non-conference opponent.
- Dissemination of scouting information on member institutions to non-conference institutions is not permitted by any means (e.g., tape, phone, e-mail, written materials).
- All coaches are responsible to report any situation (i.e., game control, officiating) they wish to have reviewed to the conference office by 4 p.m. on the Monday immediately following the contest. Only situations from the previous week's contests will be accepted. The official's supervisor should also be provided with information regarding the nature of the situation and the time at which it occurred in the game in order to review the situation on the game film from HUDL. Submissions of this information will be limited to email only.
- The commissioner has the authority to issue appropriate disciplinary action (including fines) for violation of this policy.

Appendix B

ARTICLE 10 CONDUCT AND SANCTIONS

Section 10.1. **Sportsmanlike Conduct.**

10.1.1. GNAC Code of Behavior

In upholding and acting upon the principles, traditions and responsibilities enunciated in the Great Northwest Athletic Conference Statement of Philosophy, the Conference expects, and will insist upon, maintenance of commendably respectable standards of decorum and personal deportment of all players, coaches, officials and spectators at Conference contests. In this regard, Referees are recognized as fully in charge of such events, with full and undeniable authority to sustain such standards and take whatever enforcement or disciplinary actions, including declaration of game forfeiture, as are necessary and appropriate. Specifically; threatening, disruptive, unsportsmanlike, disrespectful, violent, harassing, and/or seriously distracting behavior will not be tolerated. In implementing this policy, the senior game official should, at the beginning of each game, clearly outline with the team captains and coaches the standards of behavior and decorum that will be upheld and enforced.

As a matter of Conference policy, all Referees have the full support of the Conference Commissioner's authority, as authorized by the Management Council and the CEO Board.

The Great Northwest Athletic Conference wishes to exemplify behavior of a kind that will deserve and command the respect and support of the public and campus communities which they represent and with which they relate, as well as the NCAA at large.

10.1.2. It shall be the responsibility of each institution to ensure that all individuals employed by or directly associated with the athletic programs of that institution conduct themselves in a sportsmanlike manner when representing their institution, especially at intercollegiate athletic contests.

10.1.3. Unsportsmanlike conduct shall subject the individual to disciplinary action. The institution with which the offending individual is associated may also be subject to disciplinary action if it is found that the institution's policies, action, or failure to act substantially contributed to the individual's misconduct.

10.1.4. Acts of Unsportsmanlike Conduct and Individual Penalties.

10.1.4.1. Acts of unsportsmanlike conduct shall include, but not be limited to: any person who strikes or physically abuses an official, opposing coach, player, or spectator. This person may be ejected from the contest and may be suspended for additional contests, as the Commissioner deems appropriate.

10.1.4.2. The following actions shall be subject to a public reprimand for the first offense and a suspension for one contest for an additional offense (a flagrant offense is subject to suspension on the first offense):

- a) Intentionally inciting participants or spectators to violent or abusive action.
- b) Using obscene gestures or profane or unduly provocative language or action toward officials, opponents, or spectators.
- c) Publicly criticizing any game official, Conference personnel, another institution or its personnel.

d) Acts of unsportsmanlike conduct not specifically described herein.

10.1.4.3. Any person who engages in negative recruiting by making statements to a prospective student-athlete, his/her parents, high school coach, or other persons interested in the prospective athlete which are derogatory of another member institution, its personnel, or its athletic program shall be subject to a public reprimand for the first offense, and to the suspension of the privilege of recruiting for one season for an additional offense.

10.1.5. Penalty Imposition and Appeal Procedures.

10.1.5.1. Whenever the Commissioner concludes that there has been a violation of this regulation, he/she shall impose the penalty prescribed above or, where he/she is given discretion as to penalty, he/she shall impose a penalty that he/she deems appropriate.

10.1.5.2. Whenever the Commissioner decides to impose a penalty, he/she shall first give notice of the decision to the individual and the institution involved. **(Revised 10/06)**

10.1.5.3. In the event that the individual or the institution feels that the penalty is inappropriate because the violation did not occur or because the penalty is excessive, there shall be the right to appeal the matter to the Appeals Committee. An intent to appeal must be filed in writing to the Commissioner's office within one working day of receipt of notice of the penalty imposed. Once notice of intent to appeal has been filed, the official, written appeal documents and supporting information must be received in writing by the Commissioner's office within two working days of receipt of notice of the penalty imposed. **[Revised 5/13]**

10.1.5.4. The Appeals Committee shall conduct a prompt hearing, giving the individual or institution opportunity to be heard. The Committee may reaffirm, set aside, or increase the penalty as is deemed appropriate, giving the individual or institution written notice of its decision and its reasons.

10.1.5.5. The Appeals Committee shall stay the penalty imposed by the Commissioner pending the decision. No public announcement of the penalty shall be made until the individual or institution fails to give notice of the desire to appeal within the time period specified in 10.1.5.3.

10.1.5.6. Whenever a penalty of suspension is imposed at or near the end of a season of competition, the penalty may be carried over into the next season of competition.

10.1.5.7. Definition of terms used in this bylaw.

- a) Suspension in the case of a player means that the player cannot participate in the designated number of contests but may practice.
- b) In the case of a coach, suspension means that the coach cannot be present in the playing arena for the designated number of contests but may conduct practice sessions.