

2011 DIVISION III MEN'S BASKETBALL CHAMPIONSHIP HANDBOOK

Updated: 2/22/11



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Introduction

During the 2010-11 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division II championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

How to Use This Publication. The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.

Division III Men's Basketball Championship Information

Important Dates

Thursday, October 14—Deadline for team schedules to be submitted through the NCAA statistics department.

Wednesday, November 10—NCAA national office sends championship information materials to institutions sponsoring men's basketball.

Wednesday, February 2, 2011—First of four regional rankings released.

Wednesday, February 9—Second regional ranking.

Wednesday, February 16—Third regional ranking.

Friday, February 18—Deadline for the online submission of proposed budget, key contact and facility evaluation to the NCAA national office for institutions interested in hosting preliminary rounds of the championships.

Wednesday, February 23 - Fourth and final regional ranking.

Sunday, February 27—Deadline for conference offices to submit 2010-11 automatic-qualifier form.

Sunday, February 27 or Monday, February 28 - Selection announcement of teams participating in championship. First- and second-round sites announced. Final ranking released.

Thursday, March 3—First-round games completed.

Saturday, March 5—Second-round games completed.

Friday/Saturday, March 4-5— First/second-round games completed.

Sunday, March 6—Sectional sites announcement online.

Friday-Saturday, March 11-12—Sectional games on campus.

Friday, March 18—National semifinals at Salem Civic Center, Salem, Virginia, 6 and 8 p.m. Eastern time.

Saturday, March 19—All-star (1 p.m.) and national championship (3:30 p.m.) games at Salem Civic Center, Salem, Virginia.

Future Tournament Dates

(Subject to change)

| Year | 1st Round | 2nd Round | 3-game 1st & 2nd Rds. (Fri-Sat.) | Sectionals (Fri-Sat.) | Semis & Finals |
|------|--------------|--------------|-------------------------------------|-----------------------|----------------|
| 2012 | March 1 | March 3 | March 2-3 | March 9-10 | March 16-17 |
| 2013 | Feb 28 | March 2 | March 1-2 | March 8-9 | March 15-16 |
| 2014 | March 6 | March 8 | March 7-8 | March 14-15 | March 21-22 |

General Administration

2011 Dates and Sites

[Reference: Bylaw 31.1.3 in the NCAA Division III Manual.]
First Round—Thursday, March 3, three games on campus
Second Round—Saturday, March 5, three games on campus
First-Second Round—Friday/Saturday, March 4 & 5, 39 games on campus
Sectionals—Friday-Saturday, March 11-12, on campus
Semifinals and Final—Friday and Saturday, March 18-19, Salem Civic Center, Salem,
Virginia

Site Selection

The Championships Committee has prioritized the following site-selection criteria for all championships:

- 1. Quality and availability of the facility and other necessary accommodations;
- Geographical location (which may include such factors as rotation of sites, weather, accessibility and transportation costs);
- 3. Seeding; and
- 4. Attendance history and revenue potential, which shall be considered necessary to assure fiscal responsibility.

In addition, the men's basketball committee requires each host to record all contests at its site, with the intent to make available to each team a copy of the contest in which it participated. The committee also prefers sites that will not host conflicting events during the championship practice and competition. Sites will also be evaluated as to the availability of appropriate practice times for all competing teams. To host first-round, second-round or sectional contests, a regulation court as defined in 2011 NCAA Men's and Women's Basketball Rules and Interpretations must be used. To host sectional competition, arena seating for at least 1,000 spectators is required.

An evaluation will be made of institutional facilities to determine if they are acceptable for championship play. Selection of host sites will be based partly upon the quality of the playing facility. A facility evaluation form must be completed online with a deadline of February 19. Instructions on accessing and completing the online facility evaluation will be mailed to the directors of athletics of all eligible Division III institutions sponsoring men's basketball. The facility evaluation is one of the tools used in determining site selection.

Joint Hosting Information. The NCAA Division III Championships Committee has approved a recommendation from the NCAA Division III Men's and Women's Basketball Committees to establish hosting guidelines for institutions whose men's and women's teams earn berths in their respective championships. The committees established these guidelines to eliminate potential conflicts created by the potential to host four-team events for both genders, to assist institutions in preparing for hosting opportunities and to ensure the opportunity of providing a quality championship experience for all teams involved in both championships.

Institutions with both men's and women's teams in the championships and with the opportunity to host four-team events for both genders will follow these hosting guidelines:

3-game 1st/2nd Rd Sectionals
Even Years Men host Women host
Odd Years Women host Men host

[Note: Doubleheaders involving single games for each gender are possible for firstand second-round sites, upon approval of the men's and women's committees. The committee will not approve proposals to host four-team, three-game first- and second or sectional rounds for both genders at the same site.]

If conflicts prevent another institution from hosting while following these guidelines, the combined men's and women's committees will determine which team will play first at the same site.

Sports Committee

[Reference: Administration and Management in the Division III General Section, and Bylaws 31.1.1 and 31.1.2 in the NCAA Division III Manual.]

The NCAA Division III Men's Basketball Championship is under the control, direction and supervision of the NCAA Men's Division III Basketball Committee. Current members of the committee are:

Atlantic Region

Terry Small Commissioner New Jersey Athletic Conference 528 Alcyon Boulevard Pitman, New Jersey 08071 Office: 856/582-3679 Fax: 856/582-5877

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Midwest Region

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South Region

Pat Cunningham Men's Basketball Coach Trinity University (Texas) One Trinity Place San Antonio, Texas 78212 Office: 210/999-8275 Fax: 210/999-8292

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Northeast Region

David Lindberg

Men's Basketball Coach/Assistant AD Worcester State College 486 Chandler Street

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West Region

Ken Schumann Director of Athletics Pacific University 2043 College Way

Forest Grove, Oregon 97116 Phone: 503/352-2180 Fax: 503/352-2209

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For additional information about the championship, contact:

John Williams Director of Championships

NCAA P.O. Box 6222

Indianapolis, Indiana 46222 Office: 317/917-6316 Fax: 317/917-6237

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e-mail: dmartin@misericordia.edu

Regional Advisory Committees

[Reference: Regional Advisory Committees in the Division III General Section, and Bylaws 21.5.1.4 and 21.6.1.6 in the NCAA Division III Manual.]

Conference commissioners appoint individuals to regional advisory committees which assist in the evaluation of teams during the selection of championship participants. Regional advisory committees do not have the authority to select teams and/or individuals. They strictly act in an advisory capacity. The final authority for appointments rests with the conference commissioners. Members of the national sports committees shall serve as chairs and oversee the conduct of the regional advisory committees.

The role of the regional advisory committee is to assist the Division III Men's Basketball Committee in the evaluation of teams throughout the season in regional rankings, the evaluation of potential regional sites and the selection of teams for the championship.

Members of the 2011 regional advisory committees are listed in Appendix D.

Annual Forms

Hosting Forms. Institutions interested in hosting first-, second- and/or sectional round(s) of championship competition should submit the online proposed budget, online key contact and online facility evaluation forms. **The deadline for all of these documents is Friday, February 18.** Prospective hosts need to submit a separate proposed budget for each round in which they are interested in hosting. These forms can be accessed on the NCAA Web site in the championships administration section (http://web1.ncaa.org/champs bid/).

Failure to follow the prescribed procedures and meet the proposed budgets deadline could eliminate your institution from consideration as host.

[Reference: Budgets in the Division III General Section.]

Online Proposed Budget Forms. The NCAA has implemented an online proposed budget and financial report process. Prospective hosts will no longer complete hard copies of the proposed budget for this championship. The online version of the proposed budget and financial report form may be accessed on the NCAA Web site at http://web1.ncaa.org/champs_bid/. Please note that the online form is password protected. Your institution's athletics director should have the necessary membership database username and password on file. Written instructions on how to complete the automated forms are located at the site and on each sport specific website in the Documents and Forms section. If you have any questions regarding the new process, please contact the appropriate NCAA sport liaison.

Online Key Contact Form. The online version of the key contact form may be accessed on the NCAA Web site at http://web1.ncaa.org/key_contact/exec/login.

Online Facility Evaluation Form. The online version of the facility evaluation form may be accessed on the NCAA Web site at http://web1.ncaa.org/ChampsForms/login.

Online Financial Report Form. The host for each championship round must complete a financial report form, which is incorporated as part of the online proposed budget form and located on the NCAA Web site (www.ncaa.org/champadmin). A separate financial report form must be submitted for each round of competition. Each form must be submitted to the NCAA not later than 60 days after the conclusion of the competition. Failure to submit the report within 60 days will result in financial penalties.

[Reference: Bylaw 31.4 in the NCAA Division III Manual.]

Expense Reimbursement Form. Each institution selected to the Division III Men's Basketball Championship must submit an expense reimbursement form after the conclusion of its championship experience in order to receive the per diem and any applicable transportation costs from the NCAA. The form and instructions are available on the NCAA Web site in the championships administration section (http://www.ncaa.org/wps/ncaa?ContentID=621). Any questions concerning the reimbursement process should be directed to the NCAA travel department (Phone: 317/917-6757; e-mail: travel@ncaa.org.)

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[Reference: Official Traveling Party, Transportation, Expense Forms and Per Diem in the Division III General Section, and Bylaw 31.4.6 in the NCAA Division III Manual.]

Online Score Reporting Form. In an effort to streamline the score-reporting process for the 2011 Division III men's and women's basketball season, the championships committee has mandated online score-reporting for all institutions sponsoring Division III basketball.

Schedule Submission. Institution are required to submit to the NCAA statistics department its 2010-11 schedule by 5 p.m. local time, Thursday October 14, 2010. If you have questions concerning the submission of the schedule, please contact Sean Straziscar (phone: 317/917-6122 or e-mail: sstraziscar@ncaa.org). Please refer to submission instructions distributed by the NCAA statistics department.

Results Submission. Results will be updated automatically from reports sent from conference offices to the NCAA statistics office. Independent institutions submit reports directly to the statistics department. Weekly results are to be submitted by noon local time beginning January 3 and each Monday thereafter. Institutions do not need to enter the NCAA championships online site to submit results. The score reporting process for basketball is different than the process used for most other Division III championships; e.g., soccer, volleyball, etc. These other championships require the institutions to update the results. Basketball results are updated through the weekly report submitted by conference offices.

Determination of Competing Institutions

Division III Philosophy

The Division III championships philosophy is to field the most competitive teams possible while minimizing missed class time; to emphasize regional competition in regular-season scheduling; and to provide representation in NCAA championship competition by allocating berths to eligible conferences, independent institutions and a limited number of at-large teams, realizing that this may be done at the expense of leaving out some championship-caliber teams.

Championship Format

The Division III Championships Committee has approved a 61 team, single-elimination bracket for the Division III Men's Basketball Championship. Three teams will receive first-round byes. Three, two-team first-round matches will be played to determine the teams that advance to the second-round to play the three teams that received a first-round bye. Thirteen, four-team sites will conduct first- and second-round play the first weekend of the championship. The sixteen second-round winners will advance to the four, four-team sectionals. Four teams will advance from the sectionals to the semifinals. In addition, 42 conferences have been granted automatic qualification for the 2011 championship.

The three, two-team first-round games will be played the Thursday before the three, second-round games on the campus of the higher-seeded institution, depending on geographic proximity and review of the host bid and facility evaluation. The thirteen, four-team sites will conduct play Friday-Saturday, the initial weekend of the championship. The four, four-team sectionals will be conducted the Friday-Saturday of the second weekend of the championship. First, second-round and sectional competition will be conducted on the campuses of the participating institutions. The semifinals and finals will be conducted at the Salem Civic Center, Salem, Virginia.

First- and second-round sites will be announced on www.ncaa.com by the NCAA Division III Men's Basketball Committee along with the team selections Sunday, February 27 or Monday, February 28. Sectional sites will be announced Sunday, March 6.

If, due to unforeseen circumstances, it becomes impossible to play a game(s) during the championship, the committee is authorized to determine which team or teams advance in the bracket.

A championship bracket can be found in Appendix A. A summary of the automatic-qualifying conferences and their members, along with the Pool B candidates, is listed in Appendix C.

Championship Selection

[Reference: Bylaws 31.01.2, 31.01.3 and 31.3 in the NCAA Division III Manual.]

Teams shall be selected for the championship by the eight-member NCAA Division III Men's Basketball Committee. Each member of the committee serves as the chair of the advisory committee in his/her respective region. Regional advisory committees (RACs) assist the national committee by evaluating teams, sites and officials within their regions through a series of conference calls.

Conference calls will be conducted by the national committee to make the final determination of the participating teams. If possible, all selections will be made by March 1.

Allocation of Berths - Pools A, B and C

- 1. Pool A will be composed of the conference champions from each conference that meets the requirements for automatic qualification (NCAA Bylaw 31.3.4). Conferences that meet automatic-qualification requirements are guaranteed only one Pool A berth. After the determination of the automatic (Pool A) berths, the committee will determine the Pool B selections followed by the Pool C selections.
- 2. Pool B will be composed of independent institutions and institutions that are members of conferences that do not meet the requirements for automatic qualification.
- 3. Pool C will be reserved for institutions from automatic-qualifying conferences that are not their conference champion and the remaining teams in Pool B.
- 4. Berths from Pools B and C will be selected on a national basis, using regional selection criteria. There will be no predetermined regional allocations for Pools B and C.
- 5. There will be no maximum or minimum number of berths from one region.
- 6. No conference will receive more than one automatic berth.

The Championships Committee has clarified Bylaw 31.3.4 to reflect that institutions participating in conferences that meet the automatic-qualification requirements and are eligible to be selected to a championship via Pool A and/or Pool C, may not elect instead to be selected via Pool B as an independent institution.

2010-11 Division III Men's Basketball Sponsorship Data

Division III institutions sponsoring men's basketball: 413

Provisional institutions (not eligible for the championship): 8

Declared NAIA (not eligible for the NCAA championship): 0

Reclassifying Institution (not eligible for the NCAA championship): 3

Institutions eligible for NCAA championship: 402

Conferences meeting automatic qualifying requirements: 42

Eligible teams in automatic-qualifying conferences: 389

Pool B teams: 13

Access ratio (eligible teams in AQ conferences/# of AQ conferences:

1:9.3.

Based on the sponsorship data, the following allocations will be implemented for the 2011 championship:

| Pool A | 42 teams | |
|--------|----------|---|
| Pool B | 1 teams | # Pool B teams/Access ratio (final number rounded down) |
| Pool C | 18 teams | Field size - Pool A - Pool B |

Automatic-Qualifying Conferences

[Reference: Bylaws 31.3.4 and 31.3.5 in the NCAA Division III Manual.]

The 42 conferences that have been granted automatic qualification for the 2009 championships are:

Allegheny Mountain Collegiate Conference

American Southwest Conference

Capital Athletic Conference

Centennial Conference

City University of New York Athletic Conference

College Conference of Illinois and Wisconsin

Colonial States Athletic Conference

Commonwealth Conference

Commonwealth Coast Conference

Empire 8

Freedom Conference

Great Northeast Athletic Conference

Heartland Collegiate Athletic Conference

Iowa Intercollegiate Athletic Conference

Landmark Conference

Liberty League

Little East Conference

Massachusetts State Collegiate Athletic Conference

Michigan Intercollegiate Athletic Association

Midwest Conference

Minnesota Intercollegiate Athletic Conference

New England Collegiate Conference

New England Small College Athletic Conference

New England Women's and Men's Athletics Conference

New Jersey Athletic Conference

North Atlantic Conference

North Coast Athletic Conference

North Eastern Athletic Conference

Northern Athletics Conference

Northwest Conference

Ohio Athletic Conference

Old Dominion Athletic Conference

President's Athletic Conference

Skyline Conference

Southern California Intercollegiate Athletic Conference

Southern Collegiate Athletic Conference

St. Louis Intercollegiate Athletic Conference

State University of New York Athletic Conference

University Athletic Association Upper Midwest Athletic Conference USA South Athletic Conference

Wisconsin Intercollegiate Athletic Conference

Please refer to Appendix C for the membership of these conferences and regional assignments.

Countable Games

Only games listed on the institution's originally submitted schedule will be considered for tournament-selection purposes. The addition of games not listed on the institution's published schedule as an aid for selection shall not be considered.

In-Region Competition.

In region competition is defined as:

- 1. All competition within an institution's defined region.
- 2. All competition within a 200-mile radius from one institution to another.
- All competition within an institution's membership geographical region (Bylaw 4.12.1.1). The country is divided into four membership regions as listed below. For most institutions this should result in an expanded list of potential in-region opponents than in the past.

Region 1

Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, Rhode Island, Vermont

Region 2

New York, Pennsylvania

Region 3

Alabama, Arkansas, Florida, Georgia, Indiana, Kentucky, Louisiana, Michigan, Mississippi, North Carolina, Ohio, Puerto Rico, South Carolina, Tennessee, Virginia, West Virginia

Region 4

Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Iowa, Kansas, Minnesota, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wisconsin, Wyoming

- 4. All conference games.
- 5. The NCAA Travel Expense System mileage calculator will be used to confirm distances from campus to campus using the "shortest" distance option. This program can be accessed online at https://web1.ncaa.org/TES/exec/login.

Selection Requirements

To be considered during the at-large selection process (Pools B or C), an institution must play at least 50 percent of its competition against Division III in-region opponents, unless a waiver has been approved by the Division III Championships Committee.

Bylaw 31.3.3.1 – Countable Competition.

For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.2.4.4) of United States four-year,

degree-granting institution. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

In addition, only games listed on the institution's originally submitted schedule will be considered for tournament selection purposes. The addition of games not listed on the institution's published schedule as an aid for selection shall not be considered.

Selection Criteria.

Primary Criteria

The primary criteria emphasize regional competition (all contests leading up to NCAA championships); all criteria listed will be evaluated (not listed in priority order).

- Win-loss percentage against regional opponents.
- Strength-of-schedule (only contests versus regional competition).
 - Opponents' Average Winning Percentage (OWP).
 - Opponents' Opponents' Average Winning Percentage (OOWP).

[See Appendix B for explanation of OWP and OOWP calculations.]

- In-region head-to-head competition.
- In-region results versus common regional opponents.
- In-region results versus regionally ranked teams.

Note:

- Ranked opponents are defined as those teams ranked at any time of the rankings/ selection process.
- Conference postseason contests are included.
- Contests versus provisional and reclassifying members in their third and fourth years shall count in the primary criteria. Provisional and reclassifying members shall remain ineligible for rankings and selections.

Weighted Scale. For a minimum of two championship seasons (2009-10 and 2010-11), a weighted scale will apply. Once the OWP and OOWP are calculated, they are to be combined on a weighted scalre (e.g., 2/3 weight for OWP and 1/3 weight for OOWP) and this combined number becomes the strength of schedule.

Home/Away Multiplier. A multiplier of 1.4 shall be added to the OWP for those games played away from home. In addition, the same multiplier (1.4) shall be included for those games played on the road for the OOWP. A multiplier of 1/0 (no positive or negative effect) will be included in the OWP and OOWP for all neutral games. A multiplier of 0.6 shall be included in the OWP and OOWP for all home games.

Secondary Criteria

If the evaluation of the primary criteria does not result in a decision, the secondary criteria will be reviewed. All the criteria listed will be evaluated (not listed in priority order). The secondary criteria introduce results against out-of-region Division III and all other opponents including those contests versus opponents from other classifications (i.e., provisionals, NAIA, NCAA Divisions I and II).

- Out-of-region head-to-head competition.
- Overall Division III win-loss percentage.

- Results versus common non Division III opponents.
- Results versus all Division III ranked teams.
- Overall win-loss percentage.
- Results versus all common opponents.
- · Overall DIII strength of schedule.
- Should a committee find that evaluation of a team's win-loss percentage during 25 percent of the season is applicable, (i.e., end-of-seasn performance), it may adopt such criteria with approval from the championships committee.

Additionally, input is provided by regional advisory committees for consideration by the basketball committee.

Pairings and Site Selection

Once automatic qualifiers are identified and the Pools B and C teams are selected, the following guidelines should be followed:

- Teams will be grouped in clusters according to natural geographic proximity. Teams
 will then be paired according to geographic proximity. A team may be moved to
 numerically balance the bracket if geographic proximity is maintained. Teams should
 be paired and eligible sites should be selected according to geographic proximity
 (within 500 miles).
- Teams may be seeded on a regional basis using the regional selection criteria.
 However, geographic proximity takes precedence over seeding.
- Teams from the same conference do not have to play one another in the first round as long as geographic proximity is maintained.
- The highest-seeded team that meets all selection criteria (and after a review of the submitted host materials) will be selected as the host institution, provided geographic proximity is maintained.

It is the intent of the committee to create competition brackets with a maximum of eight teams competing in each bracket. Flights will be kept to a minimum. The higher-seeded team at the sectional sites will have the opportunity to select which game time it prefers.

The higher-ranked team will be listed at the top of the competition bracket. The top team on the bracket is the designated home team and will wear the light (white) colored jersey in contrast with the visiting team's dark uniform.

Regional Alignments

Each Division III men's basketball team is assigned to one of eight geographic "evaluation" regions.

Regional rankings. The men's basketball committee will release regional rankings on the following dates:

- Wednesday, February 2
- Wednesday, February 9
- Wednesday, February 16
- Wednesday, February 23
- Sunday, February 27

The committee will rank 6.5 percent (equivalent to the bracket size ratio) of teams in each region (or a minimum of four teams, whichever is greater), by applying the championships selection criteria. Based on 2010 sponsorship reports, the following number of teams will be ranked in each region:

| Region | # of Eligible Team/ Bracket Ratio | # of Ranked Teams |
|---------------------|--------------------------------------|----------------------|
| Atlantic Region | 32/6.5 | 5 |
| East Region | 37/6.5 | 6 |
| Great Lakes Region | 39/6.5 | 6 |
| Mid-Atlantic Region | 60/6.5 | 9 |
| Midwest Region | 50/6.5 | 8 |
| Northeast Region | 74/6.5 | 11 |
| South Region | 50/6.5 | 8 |
| West Region | 60/6.5 | 9 |

Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in the Division III general section and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Division III Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition. Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championships competition. For the Division III basketball championship, the championships liaison must be notified before March 2.

Religious/Commencement Conflicts Policies

The NCAA Division III Presidents Council has reaffirmed the following policies for the 2010-11 championships:

Religious Reasons. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA championships staff liaison in writing one week before the selection date for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution.

Commencement Reasons. If an institution's commencement conflicts with participation in the championship, it shall inform the NCAA championships staff liaison in writing one week before the selection date for the governing sports committee to accommodate a request to alter the championship schedule.

The following guidelines apply to commencement requests:

- · Policy applies to team sports only.
- The governing sports committee, in consultation with participating institutions, would
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reschedule the game on the nearest possible date if a participating school has a conflict.

· Policy does not apply to predetermined finals sites.

The governing sports committee shall make a good faith effort to accommodate participating institutions in non-predetermined preliminary-round contests with multiple teams participating at the same site.

The Presidents Council notes the importance of commencement for Division III and encourages greater flexibility of governing sports committees and the Division III Championships Committee.

Instructions to Participants

All-Tournament Team

An all-tournament team shall be selected at the site of the semi-finals and finals. The host shall establish an all-tournament team selection committee to select the five-player all-tournament team that shall include the most outstanding player. The host shall be responsible for releasing the all-tournament team and most outstanding player information upon completion of competition at its site. Media from the local area and host institutional personnel shall have a proportionate number of positions on the all-tournament team selection committee.

Attendance

Please note that in determining the attendance figures to announce for each session of the championship, this number should be derived based on paid attendance. The paid attendance figures are also what should be listed on the online proposed budget and the online final financial report. If no paid attendance is collected, the host institution/conference should provide an estimated attendance figure. The host institution/conference has the option to provide a "turnstile" count [e.g., 3,575 paid attendance (2,456 turnstile attendance)].

Audio Coverage (Radio and Internet)

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Awards

[Reference: Awards in the Division III General Section and Bylaw 31.1.10 in the NCAA Division III Manual.]

Official NCAA trophies and individual awards shall be presented to the final four teams in the championship. Each non-advancing semifinalist team will receive 20 individual awards (for the travel party) and one team trophy. The champion will each receive 20 watches and a team trophy. Each of the five players selected for the all-tournament team will receive an individual certificate.

Participation awards will be presented to all student-athletes competing or in uniform in the championship, with the exception of the student-athletes who receive trophies/individual awards at the site of the championship finals. Participation awards will be presented to each institution at the site where its championships competition concludes. Each team will receive 15 participant awards (squad size).

Banquet

A championship banquet for a minimum of 120 people will be arranged at the championship finals site by the host institution for the night before the semifinals. It is recommended that men wear a coat and tie. Preliminary-round banquets are not permitted.

Basketballs

A Wilson NCAA Solution basketball shall be used for all 2011 tournament games. The manufacturer will send the balls directly to the tournament managers.

Four-team sites will receive eight balls. Six balls will be sent to each two-team site. During warm-ups, each team should use at least two Wilson NCAA Solution balls provided for the championship. A game ball will be awarded to each competing team at the conclusion of sectional play and to the losing teams in first- and second-round games.

Additional practice balls, preferably the Wilson NCAA Solution, are to be furnished by the host institution.

Bench Area/Assignments

Bench personnel may not exceed a maximum of 15 players in uniform and eight non-uniformed personnel, for a total of 23 persons in the team bench area from the start of pregame warm-up through the entire game. Eighteen chairs or spaces are to be available at courtside for players and other members of the official party. A total of 23 credentials will be provided to participating institutions, including two designated for medical staff personnel. The sports information director from each institution is not considered part of the 23 credentials, but will receive a media credential.

The bench determination shall be decided by the host the Monday prior to the start of competition. The designated home team will wear the light-colored (white) jerseys.

Cheerleaders, Mascots, Bands and Banners

Cheerleaders and/or spirit team members, not to exceed 12 in number, plus the mascot shall be admitted, if in uniform, via the gate list furnished to the host institution by the competing institution's director of athletics; all other institutional representatives will be admitted only upon presentation of a ticket. A maximum of 12 cheerleaders and/or spirit team members shall be allowed on the court during the progress of the game. The cheerleaders shall be seated on the apron of the playing area designated by the tournament manager.

Band members, not to exceed 25 in number, who are in uniform and performing at the championship will not be charged admission to the competition. Bands, or any component thereof, are allowed to play during timeouts, between games, and before and after the competition. Bands should be seated at the end of the courts if possible and closest to their teams.

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleading Coaches and Advisors (AACCA). This includes all guidelines and prohibitions pertaining to partner stunts in indoor facilities (see Appendix in the General Section of the Championships Handbook.) Neither the NCAA nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads, their activities, yells and stunts is solely the participating institution's responsibility. The participating institution shall ensure that the squad has

sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Tournament managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance. The use of trampolines, stunts more than two persons high, "basket tosses" and cheerleader flips is not permitted. Tournament managers must inform participants if the host facility has more stringent restrictions, which shall be applied. If necessary, the director of athletics at each institution shall be asked to apprise the appropriate individuals of this policy and ensure their cooperation.

The display of banners is subject to the approval of the games committee.

Conference Calls

First- and Second-Round Hosts

A conference call will be conducted at a time yet-to-be-determined, Monday, February 28, to review administration for the first and second rounds. All first- and second-round hosts are required to participate in the call.

Sectional Hosts

A conference call will be conducted at 11 a.m. Eastern time, Monday, March 7, to review administration for the sectional contests. All sectional hosts are required to participate in the call.

Semifinal Teams

A conference call will be conducted at 11 a.m. Eastern time Monday, March 14, to review the administration of the semifinals and final. The head coach and administrator from each of the four semifinal teams, the tournament director and additional staff, along with the men's basketball committee and NCAA championship manager will participate in the call.

Drug Testing

[Reference: Drug Testing in the General Section, and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division III Manual.]

Student-athletes who compete in this championship may be subjected to drug tests in accordance with NCAA Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for this championship; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Game Times (Preliminary Rounds)

All single-game sessions shall start at 7 p.m. All double-header sessions shall start at 5:30 p.m., with the second game starting at 7:30 p.m. If there is a split session, game times shall be 5 and 8 p.m. A host institution desiring to deviate from these times must request approval from the men's basketball committee. The home team will play the second game.

Lodging

Host institutions shall reserve 15 hotel rooms for each of the competing teams and advise them of the arrangements. The selection of a host institution may be dependent on availability and quality of rooms for participating institutions.

An institution is not obligated to stay at the designated property; however, it is responsible for confirming or canceling its reservations and then securing its own accommodations. If an institution prefers to stay in another hotel, it must:

- 1. Contact the host institution about its plans.
- 2. Obtain a release for the rooms from the hotel manager; or
- 3. Use the rooms for persons accompanying the official traveling party

The competing institution is responsible for the first night's room charges even if it fails to utilize those rooms. If an institution fails to make satisfactory arrangements for use of rooms with the hotel, full charges for the rooms will be billed to the institution.

Media Arrangements

[Reference: Publicity and Program Material in the Division III General Section.]

Media Credentials. The NCAA shall control the issuance of media credentials for each of its championships. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (1) campus media certified by the director of athletics and/or sports information director of each participating and host institution, (2) certified media from the immediate locale of the championship or the immediate locale of the competing teams, and (3) other certified media.

Credentials will not be issued to representatives of any organization that regularly publishes, broadcasts or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events. In addition, credentials will not be issued to representatives of telephone reporting services and professional sports organizations.

Other conditions for obtaining media credentials may be implemented, based on the circumstances at the championship site. These conditions must be approved before the competition by the respective national office staff liaison.

Microphones. The placement of microphones on a team coach or in team huddles and bench areas is prohibited at all NCAA championships.

Post competition Interviews. Immediately after a 10-minute cooling-off period (e.g., 10 minutes after a competing team enters its dressing room), an interview area will open to all certified members of the news media; any coach and student-athletes requested by the media will be available for interviews. The losing team shall be interviewd first. If a team or individual is participating in an awards ceremony, the cooling-off period will begin immediately after the presentation.

Regardless of regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the 10-minute cooling-off period. The coach cannot delay a post competition interview with the covering media to conduct a program for a single newspaper, radio or television reporter unless requested to remain for a short interview

(not to exceed four minutes) by the television entity that has been granted television rights by the NCAA.

Coaches cannot make themselves available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, open their dressing rooms and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship. Should a coach permit one media agency to enter the dressing room before the 10-minute cooling-off period has ended, the dressing room shall be opened to all other media representatives desiring access to the area. The NCAA championships have an "open locker room policy," which is administered by the media coordinator on site.

Meetings

[Reference: Misconduct in the Division III General Section, and Bylaws 31.02.3 and 31.1.8 in the NCAA Division III Manual.]

A mandatory meeting of coaches, athletics directors (or designated representatives) and other officials of competing teams, shall be held before each round of the tournament to review tournament operations and other pertinent matters. If the coach also serves as the athletics director, another administrative representative from the institution must be present at the meeting. Failure to meet these requirements will result in an institutional fine imposed by the Division III Men's Basketball Committee.

At the pregame meeting, the Division III Men's Basketball Committee representative shall acquaint the head coaches of the competing teams with the provisions of Bylaw 31.1.8 that prescribe the conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the competition for reasons of misconduct.

A separate meeting of the tournament director, the NCAA regional chair (or a representative) and game officials, shall be held at least $1\frac{1}{2}$ hours before the start of competition to coordinate assignment and officiating procedures.

Merchandise

Teams selected to participate in NCAA championships will be given the opportunity to pre-order first-round event merchandise online through the official NCAA souvenir merchandiser, Event 1, Inc. Upon selection, teams will be given the information to place orders. These team orders will be shipped directly to the institution the week after first-round competition. Questions regarding the online team ordering process may be directed to Kris Didion at Event 1 (913/693-3588.)

National Anthem

The United States of America's national anthem ("Star-Spangled Banner") shall be played before first- and second-round games, and before the first game of each session at the sectionals. For the finals, the anthem will be played before the first semifinal game and before both the third-place and championship games. The national anthem will be played before player introductions.

News, Media, Press Conferences and Satellite Feeds

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast."

Officials

Tournament managers of first-round, second-round, sectional and championship games will be advised by a member or representative of the Division III Men's Basketball Committee of the officials who are assigned to their competition. Officials, including the alternate official, are to be at the site of the competition $1\frac{1}{2}$ hours before the start of the game to which they are assigned for a meeting with the tournament manager and the NCAA representative.

Fees. The fee for all officials shall be:

First and Second Rounds: \$208 per official per game. An alternate official shall be assigned by the committee and shall receive a fee of \$78 per game.

Sectionals: \$260 per official per game. An alternate official shall be assigned by the committee and shall receive a fee of \$78 per game.

Semi-finals and Finals Site: \$312 per official per game. An alternate official shall be assigned by the committee and shall receive a fee of \$78 per game.

Injuries. In the event an official is injured during any round of the championship, the alternate or one of the other officials on hand shall replace that official. Both may receive a game fee upon approval of the NCAA representative in attendance.

Transportation Expenses. All officials will be reimbursed transportation expenses for first- and second-round, and sectional contests for ground transportation only at a rate of 50 cents per mile round trip, not including local transportation, if their round trip is greater than 50 miles. Officials are only to receive ground transportation reimbursement if they drive. If officials carpool together, only the driver receives ground transportation reimbursement. For the semifinal and championship rounds, nine of the 12 officials may be reimbursed for air travel at a rate not to exceed jet coach air fare.

Lodging. Hotel expenses (excluding incidentals) for officials required to stay overnight at the championship site shall be paid by the host institution and later reimbursed by the NCAA.

Per Diem. Officials, including the alternate official, will receive a \$45 per diem for meals and incidentals for each day of the championship, beginning with the day of arrival and ending with the day of departure. Officials not required to remain overnight at the site also shall receive a per diem of \$45.

Policies. A sports committee or games committee may not require membership in any specific officials' association as a prerequisite for selection to officiate in an NCAA meet or tournament. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

Officials patches will be sent to all host institutions and will be distributed to all officials. Each official is to wear this patch on the upper left front of the shirt. This is

the only patch or emblem permitted on the officials' uniforms (with the exception of the American flag patch).

Official Traveling Party

[Reference: Per Diem and Transportation in the Division III General Section.]

Transportation and per diem expenses will be provided for an official traveling party of a maximum of 20. Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at www.ncaa.org/financial/travelforms.html.

Player Introductions

The following procedures shall be used in all NCAA tournament games:

The announcer shall introduce the starting players in the following order, beginning with the designated visiting team:

forward, forward, center, guard, guard.

The first player introduced shall proceed to the center circle at mid-court and remain there until the first player from the other team is introduced. These two student-athletes shall shake hands, then go to the free-throw line in front of their respective benches.

The second player introduced shall move to the center circle, and the same procedure will be observed until the final starter from the home team has been presented.

The two head coaches will be introduced (visiting coach first), and they will shake hands in front of the official scorers' table

Practice

Teams will be allowed to practice on the tournament floor only on the day or evening before the opening of the tournament for a maximum of 1½ hours, and for a maximum of one hour on the day of the game. The tournament manager will handle the scheduling of practices, with the approval of the NCAA regional chair.

When two games are played on the same day, teams participating in the second game cannot shoot during halftime of the first game.

Practices will be closed to the public and media unless otherwise designated by the Division III Men's Basketball Committee. All practice sessions must conclude at least two hours before the scheduled start of competition. Teams are not allowed on the competition court from the conclusion of the final practice until 60 minutes prior to the start of a single game or 30 minutes before the scheduled start of the first game of a doubleheader. An alternate pregame practice area can be used if all teams have equal access.

Necessary arrangements will be made to ensure complete and total privacy throughout the practice session. There should be no conflicting events (i.e., classes, practices, high-school tournaments, etc.) held during the practice session on or around the practice floor. NCAA practices should have priority over all events in the facility. After each practice session, the coaches and players will be available to the media in a designated interview area.

Programs

[Reference: Advertising in the Division I General Section and Bylaw 31.1.14.1 in the NCAA Manual.]

IMG College is responsible for all program production including layout and design, advertising, printing, vending and distribution to the championship sites. No competing publications, whether sold or free of charge, are permitted at NCAA events without prior permission of the NCAA and IMG College. The championship host should not include expenses or revenues for programs in the championship budget and/or financial report. All program contents are subject to NCAA approval.

Advertising

Each program will include NCAA corporate champion and partner advertising. Additionally, programs may include non-competing national ads as well as local ads. All ads must follow NCAA advertising guidelines and are subject to NCAA approval. If your school would like to sell advertising into the official program or you know of an individual who would like to serve as a local advertising representative, please contact Doug Iler (502/459-4346; doug.iler@imgworld.com) for information regarding rates, availability and deadlines.

Editorial

If you are interested in the specific content of the program you will receive, please contact Dan King (859/226-4588; dan.king@imgworld.com).

Generally, programs include the following:

- 1. Participant information IMG College will request information, including rosters, schedule/results, photos, school quick facts and logos. If your team is Eligible for postseason selection, please send all materials that are requested by the date requested. Programs print on the day selections for the championship are announced. If materials are not on file, your school's information will not be included. IMG College will attempt to provide proofs for SID approval when time permits. If you are not sure what/when materials are needed, please contact Ms. Stoess at IMG College.
- 2. Programs for predetermined sites will include information on the host institution, host city and/or host facility. In addition, some programs provide complimentary advertising space. IMG College will contact via e-mail the tournament manager and sports information contacts, as listed on the key contact sheets submitted to the NCAA, with the specifics of what items are needed and when those items are due. Host institution pages are subject to NCAA approval.
- 3. Event-specific historical information, including past champions, records, all-tournament teams and/or the previous year's recap.
- 4. Information on the NCAA, including the sport committee.
- Feature stories Not all programs include event/sport-specific features. However, if you have an idea for a feature story, please submit it to Ms. Stoess at IMG College.

Program Supplements and Update Sheets

Host institutions for single-day/session championship rounds may choose to supplement the program with additional information (e.g., updated statistics or updated game notes) pertaining to the event at its site that day. The cost of producing these supplements will be covered by the host institution and will not be expensed to the

NCAA or IMG College, the content must be approved by IMG College prior to the event and the supplements must be distributed inside and as a part of the program. The cost of the program cannot be raised as a result of the supplement. Once all programs have been sold, these supplements may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the supplements. If supplements are distributed, following the conclusion of the championship event please mail two samples of each supplement to Dan King (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Dan King).

For championships that have multiple sessions, matches, events or days, host institutions may choose or be required by the NCAA to produce update sheets (e.g., heat sheets, lane assignments, pairings). IMG College will contact hosts of those championships in advance of their events to discuss projected quantities and the paper on which update sheets should be printed. The cost of producing the update sheets will be covered by the host institution and not be expensed to the NCAA or IMG College. The first update sheet of the event should be distributed inside and as a part of the program. Subsequent update sheets complement the program and are to be redeemed only with a coupon from the program. The cost of the program cannot be raised as a result of the update sheet. Once all programs have been sold, update sheets may be given away or sold at the discretion of the host institution, with all potential revenue for such remaining with the host institution. No advertising of any kind may be sold or placed on the update sheets. If update sheets are distributed, following the conclusion of the championship event please mail two samples of each update sheet to Ms. Stoess (IMG College, 904 North Broadway, Lexington, KY 40505, ATTN: Dan King).

If a host institution would like to supplement the program with additional information, or has a question about the update sheets, please contact Matt Briggs at IMG College (859/226-4556; matthew.briggs@imgworld.com).

Program Sales

- Predetermined sites: Will be contacted at least two weeks prior to the event. If you
 have not been contacted within two weeks of your championship, please contact Matt
 Briggs (859/226-4556; matthew.briggs@imgworld.com). You will receive your vending
 agreement (contract) and settlement statement prior to the championship.
- Non-predetermined sites: Once sites are announced, IMG College determines how many programs will be sent to each site and will contact the site. Your vending agreement (contract) and settlement statement will be e-mailed within one day of your site being selected.
- Distribution of programs: Programs will be shipped to the host institution at least one day prior to the event when possible. If your shipping information is different than that on the contract please contact Mr. Briggs at IMG College immediately.
- 4. Display of programs: Any posters/banners included with the programs should be hung in a visible location to promote awareness for the programs without obstructing other championship signage.
- 5. Collections
 - a. Contracts
 - i. Upon site selections, all contracts are e-mailed to each site representative
 - ii. A dedicated fax number will be assigned for receiving all signed contracts back

- to IMG College (859/226-4575)
- iii. An IMG College representative will track the return of all signed vending contracts to IMG College
- b. Settlement Reports
 - Three days after the conclusion of the event, all settlement reports must be faxed to IMG College (859/226-4575)
 - ii. The vendor will have two weeks to submit payment to IMG College
 - iii. An IMG College representative will be assigned to track the receipt of all vending settlement reports and payments
 - iv. If payment and/or settlement have not been received within the two-week period, IMG College will include the site/ championship on its "No Pay" list sent to the NCAA
 - v. Do not combine settlement statements for separate rounds/events or combine program settlements with Event 1 merchandise
 - vi. Please include the event number on the check that is sent

Please contact Matt Briggs (859/226-4556; matthew.briggs@imgworld.com) at IMG College with any vending-related questions.

Publicity and Promotion

Championship Publicity. The Division III Men's Basketball Committee strongly emphasizes the necessity for competing institutions to cooperate fully in sending publicity and promotional materials to tournament managers as soon as possible after the selection announcement or the team's victory.

As soon as a team is selected, the sports information director of that institution shall rush (including overnight delivery) appropriate information to the sports information director of the host institution.

"Appropriate information" referred to in the preceding paragraph includes the following: brochures; rosters (including first and last names, position, jersey numbers on both sets of uniforms [if different], height, weight, class in school, number of varsity letters won and hometown); season record, including scores of all games in the order in which they were played; up-to-date regular-season statistics on each player and team totals; an assortment of head and posed actions shots of individual players; and a 200-word summary of the team's season.

Sectional winners must forward to Mr. James Nekoloff (see contact information below) as soon as possible after their victory and no later than 6 p.m. local time Sunday, March 16, general information about their institution, team and coaching staff; updated roster information; updated statistics; box scores from NCAA tournament play; notes of media interest and preliminary travel information.

Sports information directors of teams advancing to the championship site shall poll members of their local media to determine who will accompany the teams to the finals and shall provide a list of those individuals to Mr. Nekoloff by 6 p.m. local time on Sunday, March 16. Included in that information should be radio stations likely to need phone lines at the championship site.

Championship site media coordinator:

James Nekoloff Publicity Director Old Dominion Athletic Conference 402 B Idaho Street

Salem, VA 24153

e-mail: james@odaconline.com

Phone: 540/387-9073 Fax: 540/389-6196

Radio

[Reference: Advertising in the Division III General Section.]

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Reporting Results

During the championships and at the conclusion of the competition, the host sports information director, media coordinator or designee is responsible for reporting official results to the NCAA official Web site. Please e-mail a copy of results to neaa-content@turner.com. Please be sure to submit all information in the following manner:

- · Send the information to ncaa-content@turner.com.
- · Specify the sport (Division, Championship, Round) in the SUBJECT area.
- Paste the text directly into an e-mail or send e-mail as an attachment in an MS Word document or Windows Notepad text document.
- · Please convert photos to JPEG format and attach to the e-mail.

For the Division III Men's Basketball Championships, the following information must be sent at the appropriate times:

- · Halftime scores at intermission
- End of regulation scores (even if the contest is headed to overtime)
- Final score with details of overtime(s), if applicable
- · Final box score
- · Game story
- · Photos, if possible

Any host that sends the appropriate information and discovers that the results are not posted on the NCAA Web site in a timely manner, should contact:

Kristen Jacob

NCAA Assistant Director of Online Properties and Media for Championships

E-mail: kjacob@ncaa.org Phone: 317/917-6584

In addition, after each tournament game, each host institution will e-mail JeffWilliams, NCAA assistant director of statistics (jswilliams@ncaa.org), the Stat Crew packed file from each NCAA tournament match. This information is required immediately at the national office for records, statistics, permanent files, etc. If you do not use Stat Crew,

please mail one set of complete results to Jeff Williams, National Collegiate Athletics Association, P.O. Box 6222, Indianapolis, Indiana 46206-6222.

Rules

[Reference: Bylaw 31.1.6 in the NCAA Division III Manual.]

Per NCAA Bylaw 17.33, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with the NCAA rules books, or those rules adopted by an outside organization.

The 2010 and 2011 NCAA Men's and Women's Basketball Rules and Interpretations shall be followed. Copies of the basketball rules book may be purchased by calling 888/388-9748.

Scorers' Table

The Division III Men's Basketball Committee requests that the scorers' table be covered. The official scorer and the alternate official shall be the only personnel wearing official's shirts. There shall be no ornamentation in front of the scorers' table other than that of the NCAA. The alternate official and NCAA representative shall have seats at the scorers' table.

Game public address announcers shall be impartial in their duties.

After each personal foul, the scorer shall indicate clearly the number of fouls on that particular player. The official NCAA Basketball Scorebook shall be used for all tournament games. Space shall be reserved at the scorers' table for a scorer from both teams.

Scouting (Live)

Live scouting of potential opponents is not permissible during any round, except for those teams competing at four-team sites.

Squad Size

[Reference: Bylaw 31.1.5 in the NCAA Division III Manual.]

Participating teams are limited to a maximum of 15 players in uniform. Only those 15 players may participate in pregame warm-ups. Replacements are permitted up to 10 minutes before the starting time of any game; after the game starts, no replacements shall be permitted for any reason. An institution that is advised it is in violation of this regulation and does not promptly conform to it automatically shall forfeit the competition. There shall be no inordinate delay of the competition to allow the institution to conform to the rule.

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses. Travel policies can be found online at www.ncaa.org/financial/

travelforms.html.

Strobe-Lights Policy

No strobe lights shall be installed in an arena without the expressed consent of the host institution. Request for installation of strobe lights must be approved by the appropriate sports committee, the host sports information director and the NCAA championships administrator.

A maximum of three sets of strobe lights may be installed at an arena for media agencies requiring immediate news coverage under the following priorities:

- The Associated Press, Reuters and the NCAA. If all agencies request strobe lighting, they shall pool one set.
- 2. Sports Illustrated.
- A single pool unit for all other media agencies, installed and administered by USA Today. If USA Today does not use a strobe, the event's media coordinator shall coordinate the activity.
- Should Sports Illustrated, AP, Reuters or USA Today not install strobes, the strobes shall be administered and pooled at the discretion of the event's media coordinator.

No single agency may install more than one set of strobes at a site, regardless of the number of units that will be used.

The pool strobe unit is not available to photographers who have been assigned feature profiles for current or future publications [e.g., a photograph(s) of a student-athlete, coach or fan; any book on the sport, the championship or player, coach or fan; or a magazine desiring photographs for the next season's preview].

In each instance, the strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt seconds. All strobes must flash at a duration less than 1/2,000 of a second.

All hanging or installed strobes must be placed as close to the playing surface as possible, depending upon the physical structure of the arena, near the corners of the playing surface. All strobes must be installed and tested, if necessary, at the site 24 hours before the first game during which the strobes will be used. The sports committee representative(s) will grant final approval relative to the installation of strobes.

If the physical structure of an arena prevents a media agency from meeting these specifications, the agency may petition the sports committee for an exception. This written request and explanation shall be submitted to the committee at least two weeks before the event.

No other strobes, including hand-carried units or flashes, are permitted in the arena, and no strobe or any other photography equipment may be placed on or be attached to, a backboard or goal standard.

Television

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaasports.com/broadcast.

Tickets

[Reference: Tickets in the Division III General Section and Bylaw 31.1.11 in the NCAA Division III Manual.]

Ticket prices will be determined by the tournament manager in consultation with a member of the Division III Men's Basketball Committee.

Minimum Ticket Prices

| First/Second Rounds | Sectional Rounds |
|---|---|
| \$6—reserved | \$7—reserved single session |
| \$6—general admission | \$7—general admission single session |
| \$3—senior citizens, students and children | \$4—senior citizens, students and children single session |

Children under two years of age will be admitted free of charge.

Tickets shall be for all sessions for a single day, unless the men's basketball committee approves a plan for split session tickets.

In addition, the committee recommends that hosts refrain from selling tickets until after the mandatory conference call for hosts on the Monday prior to the start of each round of competition.

Two-team Sites. The home team will receive two-thirds (2/3) of the facility seating capacity. The visiting institution is guaranteed a minimum of one-third (1/3) of the facility seating capacity using clearly identifiable tickets (separate color than home supporter or walk-up tickets) in suitable locations. Seating locations for the competing teams should be equally distributed by number and location. The visiting institution must notify the host institution in writing (via fax) of any of its ticket allotment it has not sold by:

- First-round contests: Wednesday, 5 p.m. local time of the host institution;
- · Second-round contests: Saturday, 2 p.m. local time of the host institution.
- If the host is not notified by the visiting team by the prescribed times, the visiting team shall be financially accountable for its total ticket allotment.

Four-team Sites: Day One-Two games

- Home team will receive one-half of available seating. The remaining half of available seating will be equally distributed in terms of number and location among the three visiting teams.
- 2. Each section should have its own clearly identifiable tickets (separate color than home supporters, other visiting supporters or walk-up tickets)
- 3. Visiting teams must notify the host institution in writing (via fax) of any of its ticket allotment it has not sold by:
 - First- and second-round sites: Thursday, March 5, noon (local time of the host institution);
 - Sectional sites: Thursday, March 12, noon (local time of the host institution);
 - If the host is not notified by the visiting team by the prescribed times, the visiting team shall be financially accountable for its total ticket allotment.

4. The host institutions must notify the other visiting teams by 3 p.m. of that same day, of their opportunity to purchase additional tickets (the "returned" tickets must be equally distributed among the remaining teams, based on requests by the visiting teams).

Example 1:

Host Team A receives one-half of the available tickets. Visiting teams B, C, and D are given equal portions of the remaining tickets. Teams A, B and C use their entire allotment. Team D returns 300 tickets. If teams A, B and C want all the tickets they can get, then each will receive 100 additional tickets.

Example 2:

Host Team A receives one-half of the available tickets. Visiting teams B, C, and D are given equal portions of the remaining tickets. Teams A, B and C use their entire allotment. Team D returns 300 tickets. Teams A and B want all the tickets they can get, but team C requests only 50 additional tickets. Therefore, team C gets 50 of the 300 remaining tickets, and teams A and B are given equal portions of the remaining allotment (125 each).

5. The host must be notified by 3 p.m. (local time of the host) on the first day of competition of the additionally offered tickets that will not be used by the visiting teams.

Four-team Sites: Day Two-One game

- 1. The home team will receive two-thirds (2/3) of the facility seating capacity. The visiting institution is guaranteed a minimum of one-third (1/3) of the facility seating capacity using clearly identifiable tickets (separate color than home supporter or walk-up tickets) in suitable locations. Seating locations for the competing teams should be equally distributed by number and location.
- 2. The host institution shall make available to first-round winning teams their ticket allotment after the completion of each institution's first-round contest. First round winning teams may distribute their tickets or allow the host institution to distribute the tickets. If the host is to distribute the tickets, they may set the distribution schedule.
- 3. Each section should have its own clearly identifiable tickets (separate color for each section and for walk-up tickets).
- The host must be notified by 2 p.m. (local time of the host) on the day of competition, of allotted tickets each team will not use.

NOTE: Experience has proven that it is best not to allow students of the host team immediately behind an opponent's bench. Hosts shall provide a buffer zone between such students and the opponent, either with adults or fans of the visiting team.

Uniforms

[Reference: Bylaw 12.5.5 in the NCAA Division III Manual.]

Logos. During its April 1994 meeting, the NCAA Council used the provisions of Constitution 5.3.1.1.1 (non-controversial amendment) to amend the provisions of Bylaw 12.5.4-(b) to indicate that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, swim caps and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2½ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar

to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2½ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes any practice, pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance shall be forwarded to the NCAA enforcement staff.

Video (DVD) Exchange

Institutions are required to send to first-round opponents and to both potential second-round opponents, via overnight priority guaranteed delivery, a new DVD and accompanying statistics sheet of the institution's most recent game played before the start of NCAA championship competition. Opponents must receive these DVDs by **noon Tuesday, March 1**, a deadline that will require "priority" overnight shipping.

Second-round winners must send each institution competing in its sectional-round competition a new DVD of their last-played second-round game to be received by **noon Tuesday, March 8**.

Sectional winners must send each team participating in the national semifinals a new DVD of the NCAA championship quarterfinal game to be received by **noon Tuesday, March 15.**

It is recommended that each team send the delivery company's overnight receipt to the receiving institution as soon as pickup is completed. In every case, DVDs sent to competing teams must be:

- 1. On a new, unused DVD;
- 2. Of sufficient visual quality;
- 3. Of sufficient natural sound quality (no play-by-play).
- 4. If last game is of poor quality, the most recent quality game must be sent.

During the championship, the host will be responsible for recording on DVD each game in its facility, with the intent to make available to each team a copy of the contest in which it participated. The losing team will get a copy of their game only. The winning team will get a copy of both games. Arrangements for visiting teams to record their contests may be made through the host institution by the participating team if an institution needs assistance. Other than the host, teams may record only the contests in which they participate. The sectional host team, if it advances, is not to use the DVD of its next opponent for scouting purposes. Both advancing teams will receive a copy of their games.

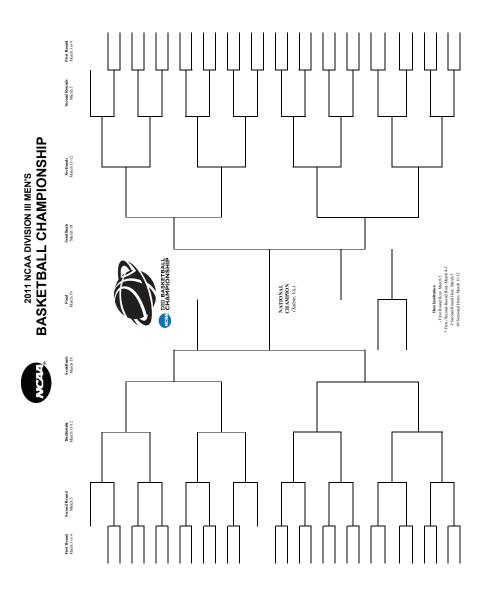
Failure to adhere to DVD-exchange policies will result in a fine of not less than \$300 and not more than withholding per diem and travel for the entire team for that round of competition

Videotapes, Films and Still Photographs

[Reference: Bylaw 31.6.4.3 in the NCAA Division III Manual.]

Institutions are permitted to videotape championship competition of their teams or individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site. The host will designate the area for institutional video cameras. Personal video cameras will not be permitted at any championship site.

Appendix A



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Appendix B

Opponents' Average Winning Percentage (OWP) and Opponents' Opponents' Average Winning Percentage (OOWP) Calculation Explanation

Opponents' Average Winning Percentage (OWP). Take each opponent's won-lost percentage against other Division III teams (excluding the results against the team in question) and average the percentages.

| Tο | calculate | · Team A | Sche | dule | is as | follows: |
|----|-----------|-------------|------|------|-------|----------|
| 10 | Calculate | . I Calli P | | duic | 15 45 | IOHOWS. |

| Opponent | Overall Record | vs Team A | Revised Record | Revised W-L Percentage |
|----------|-----------------------|-----------|-----------------------|---------------------------|
| Team B | 21-7 | 0-1 | 21-6 | .7778 |
| Team C | 11-15 | 0-1 | 11-14 | .4400 |
| Team D | 7-20 | 0-1 | 7-19 | .2692 |
| Team E | 13-13 | 0-1 | 13-12 | .5200 |
| Team F | 23-6 | 1-0 | 22-6 | .7857 |
| Total | 75-61 (.5514) | | 74-56 (. 5692) | .5585 (OWP) |

Team A's Opponents' Average Winning Percentage = .5585

Opponents' Opponents' Average Winning Percentage (OOWP). The strength of each opponents' schedule is measured by computing each of their opponents' winning percentages, then averaging the percentages. This recognizes the fact that two opponents with similar won-lost records may have played far different schedules (in terms of strength of opponents).

To calculate: Take Team B, C, D, E and F schedules and perform the same calculation as above (OWP). It is important to note that the OOWP will support the OWP (i.e., if Teams A and B have the same OWP of .5692; Team A has a OOWP of .6125 and Team B has a OOWP of .4567; it would indicate team A has the stronger strength of schedule).

Weighted Scale. For a minimum of two championship seasons (2009-10 and 2010-11), a weighted scale will apply for the following team spots: baseball, men's and women's basketball, field hockey, men's and women's ice hockey, men's and women's lacrosse, men's and women's soccer, softball and volleyball. Once the OWP and the OOWP are calculated, they are to be combined on a weighted scale (e.g., 2/3 weight for OWP and 1/3 weight for OOWP). This combined number becomes the strength of schedule.

Appendix C

Automatic-Qualifying Conferences and Pool B

Total Eligible Institutions (403)

(Number in parentheses denotes number of eligible teams in each region) *Provisional institution (not eligible for NCAA championship - total 8) #Declared NAIA or NCCAA championship (not eliqible for NCAA championship - total 0) %Reclassifying institution (not eligible for NCAA championship - total 3)

Atlantic Evaluation Region (32)

City University of New York Athletic Conference (10)

Baruch College Lehman College Brooklyn College Medgar Evers College

New York City College of Technology City College of New York

Hunter College College of Staten Island John Jay College of Criminal Justice York College (New York)

New Jersey Athletic Conference (10)

Kean College Rutgers, The State University of New

Montclair State University Jersey, Camden

New Jersey City University Rutgers, The State University of New

The College of New Jersey Jersey, Newark

Ramapo College William Paterson University of New

Richard Stockton College of New Jersey Jersev

Rowan University

Skyline Conference (11)

Bard College College of Mount St. Vincent

State University of New York at State University College at Old Westbury

Farmingdale Polytechnic University (New York)

State University of New York Maritime Purchase College

College St. Joseph's College (Long Island)

Mount St. Mary College (New York) The Sages Colleges

Yeshiva University

Landmark Conference (1)

U.S. Merchant Marine Academy

Pool B (1)

* St. Joseph's College (Brooklyn)

East Evaluation Region (37)

Allegheny Mountain Collegiate Conference (3)

D'Youville College Medaille College

Hilbert College

Empire 8 (9)

Alfred University Rochester Institute of Technology

Elmira College St. John Fisher College

Hartwick College Stevens Institute of Technology

Ithaca College Utica College

Nazareth College

Liberty League (8)

Clarkson University St. Lawrence University Hamilton College Skidmore College Hobart College Union College (New York)

Rensselaer Polytechnic Institute Vasser College

State University of New York Athletic Conference (10)

State University College at Brockport State University College at New Paltz State University College at Buffalo State University College at Oneonta State University College at Cortland State University of New York at Oswego State University College at Fredonia Plattsburgh State University of New York State University College at Potsdam State University College at Geneseo

University Athletic Association (2)

New York University University of Rochester

North Eastern Athletic Conference (5)

Cazenovia College * State University of New York at

Keuka College Cobleskill Morrisvlle State College Wells College

State University of New York Institute of

Technology at Utica/Rome

Pool B (0)

Great Lakes Evaluation Region (39)

Allegheny Mountain Collegiate Conference (2)

University of Pittsburgh, Greensburg

* Franciscan University of Steubenville Pennsylvania State University Erie, the

Behrend College

Michigan Intercollegiate Athletic Association (8)

Hope College Adrian College Albion College Kalamazoo College Alma College Olivet College Calvin College Trine University

North Coast Athletic Conference (9)

Allegheny College Ohio Wesleyan University Denison University Wabash College Hiram College Wittenberg University Kenyon College College of Wooster Oberlin College

Ohio Athletic Conference (10)

Baldwin-Wallace College Mount Union College Capital University Muskingum College Heidelberg College Ohio Northern University John Carroll University Otterbein College

Marietta College Wilmington College (Ohio)

University Athletic Association (2)

Carnegie Mellon University Case Western Reserve University

President's Athletic Conference (8)

Bethany College (West Virginia) Thomas More College

* Geneva College Washington and Jefferson College

Grove City College Waynesburg College

Saint Vincent College Westminster College (Pennsylvania)

Thiel College

Pool B Institutions (0)

42

Middle Atlantic Evaluation Region (60)

Allegheny Mountain Collegiate Conference (4)

La Roche College Pennsylvania State University Altoona Mount Aloysius College University of Pittsburgh, Bradford

Capital Athletic Conference (9)

Frostburg State University Salisbury University Hood College Stevenson University University of Mary Washington Wesley College

Marymount University (Virginia) York College (Pennsylvania)

St. Mary's College of Maryland

Centennial Conference (10)

Dickinson College McDaniel College Franklin & Marshall College Muhlenberg College Gettysburg College Swarthmore College Haverford College Ursinus College

Johns Hopkins University Washington College (Maryland)

Commonwealth Conference (8)

Albright College Lebanon Valley College Alvernia University Lycoming College Arcadia University Messiah College Elizabethtown College Widener University

Freedom Conference (8)

Delaware Valley College King's College (Pennsylvania) **DeSales University** Manhattanville College Eastern University Misericordia University Fairleigh Dickinson University, Florham Wilkes University

Colonial States Athletic Conference (10)

43

Baptist Bible College Keystone College Cabrini College Marvwood University Centenary College (New Jersey) Neumann College

Gwynedd-Mercy College Philadelphia Biblical University

Immaculata University Rosemont College

Landmark Conference (7)

Catholic University Moravian College
Drew University University of Scranton
Goucher College Susquehanna University

Juniata College

North Eastern Athletic Conference (3)

Gallaudet University Penn State University, Harrisburg

* Pennsylvania State University, Abington Pennsylvania State Berks College

Pool B Institutions (1)

Lancaster Bible College

Midwest Evaluation Region (50)

College Conference of Illinois and Wisconsin (8)

Augustana College (Illinois)
Carthage College
Elmhurst College
Elmhurst College
Illinois Wesleyan University
Wheaton College (Illinois)

Heartland Collegiate Athletic Conference (10)

Anderson University (Indiana) Hanover College
Bluffton College Manchester College

Defiance College College of Mount St. Joseph
Earlham College Rose-Hulman Institute of Technology

Franklin College Transylvania University

Midwest Conference (10)

Beloit College
Carroll College (Wisconsin)
Grinnell College
Monmouth College (Illinois)

Illinois College Ripon College
Knox College St. Norbert College

St. Louis Intercollegiate Athletic Conference (8)

44

Blackburn College
Eureka College
Fontbonne University

MacMurray College
Principia College
Webster University

Greenville College (Missouri)

University Athletic Association (2)

University of Chicago Washington University in St. Louis

Northern Athletics Conference (12)

Aurora University Lakeland College

Benedictine University (Illinois)
Concordia University Chicago
Concordia University (Wisconsin)
Concordia University (Wisconsin)

Deministra University (Illinois)

Maranatha Baptist Bible College
Marian College (Wisconsin)

Milwaukee School of Engineering

Dominican University (Illinois) Rockford College

Edgewood College Wisconsin Lutheran College

Pool B (0)

% Maryville University of St. Louis

Northeast Evaluation Region (74)

Commonwealth Coast Conference (14)

Anna Maria College
Colby-Sawyer College
New England College
Nichols College

Curry College Regis College (Massachusetts)
Eastern Nazarene College Roger Williams University
Endicott College Salve Regina University

Gordon College Wentworth Institute of Technology University of New England Western New England College

Great Northeast Athletic Conference (10)

Albertus Magnus College
Emerson College
Emmanuel College (Massachusetts)

Mount Ida College
Norwich University
Rivier College

Johnson and Wales University St. Joseph's College (Maine)

Lasell College Suffolk University

Little East Athletic Conference (8)

45

Eastern Connecticut State University

Keene State College

University of Massachusetts, Boston

University of Massachusetts, Dartmouth

Plymouth State College Rhode Island College

University of Southern Maine

Western Connecticut State University

Massachusetts State Collegiate Athletic Conference (7)

Bridgewater State College
Fitchburg State College
Framingham State College
Westfield State College
Worcester State College

Massachusetts College of Liberal Arts

New England Small College Athletic Conference (10)

Amherst College Middlebury College

Bates College (Connecticut)

Bowdoin College Tufts University

Colby College Wesleyan University (Connecticut)

Connecticut College Williams College

New England Women's and Men's Athletics Conference (7)

Babson College U.S. Coast Guard Academy
Clark University (Massachusetts) Wheaton College (Massachusetts)
Massachusetts Institute of Technology Worcester Polytechnic Institute

Springfield College

North Atlantic Conference (8)

Castleton State College
Green Mountain College
Husson College
University of Maine, Farmington

Johnson State College Thomas College

University Athletic Association (1)

Brandeis University

New England Collegiate Conference (8)

Becker College Mitchell College
Daniel Webster College Newbury College

Elms College Southern Vermont College

Lesley University Wheelock College

Pool B Institutions (1)

46

University of Maine, Presque Isle

South Evaluation Region (50)

American Southwest Conference (15)

Concordia University Texas Mississippi College

East Texas Baptist University University of the Ozarks (Arkansas)

Hardin-Simmons University
Howard Payne University
LeTourneau University
Louisiana College
University of Mary Hardin-Baylor

Schreiner University
Sul Ross State University
Texas Lutheran University
University of Texas at Dallas
University of Texas at Tyler

McMurry University

Old Dominion Athletic Conference (11)

Bridgewater College (Virginia)

Eastern Mennonite University

Emory and Henry College

Roanoke College

Roanoke College

Guilford College
Hampden-Sydney College
Washington and Lee University

Lynchburg College

St. Louis Intercollegiate Atheltic Conference

* Spalding University

Southern Collegiate Athletic Conference (10)

Austin College

%Birmingham Southern University
Centre College
University of the South

DePauw University Southwestern University (Texas)

Hendrix College Trinity University (Texas)

Millsaps College

University Athletic Association (1)

Emory University

USA South Athletic Conference (7)

Averett University Methodist College

Christopher Newport University North Carolina Wesleyan College

Ferrum College Shenandoah University

Greensboro College

Pool B Institutions (6)

47

* Berry College Maryville College (Tennessee)

* Covenant College Piedmont College University of Dallas Pust College

Huntingdon College LaGrange College

West Evaluation Region (60)

Iowa Intercollegiate Athletic Conference (9)

Buena Vista College Loras College Central College (Iowa) Luther College Simpson College Coe College Cornell College Wartburg College

University of Dubuque

Minnesota Intercollegiate Athletic Conference (11)

Augsburg College Macalester College

Bethel College (Minnesota) St. John's University (Minnesota) Carleton College St. Mary's University of Minnesota

Concordia College, Moorhead St. Olaf College

Gustavus Adolphus College University of St. Thomas (Minnesota)

Hamline University

Northwest Conference (9)

University of Puget Sound George Fox University Lewis & Clark College Whitman College

Linfield College Whitworth College Pacific Lutheran University Willamette University

Pacific University (Oregon)

Southern California Intercollegiate Athletic Conference (8)

Occidental College California Institute of Technology Pomona-Pitzer Colleges California Lutheran University Claremont McKenna-Harvey Mudd-University of Redlands Scripps Colleges Whittier College

University of La Verne

Wisconsin Intercollegiate Athletic Conference (9)

University of Wisconsin, Eau Claire University of Wisconsin, Stevens Point University of Wisconsin, La Crosse University of Wisconsin, Stout University of Wisconsin, Oshkosh University of Wisconsin, Superior University of Wisconsin, Platteville University of Wisconsin, Whitewater University of Wisconsin, River Falls

Southern Collegiate Athletic Conference (1)

Colorado College

Upper Midwest Athletic Conference (8)

Bethany Lutheran College Crown College (Minnesota) Martin Luther College

University of Minnesota-Morris

Northland College Northwestern College Presentation College College of St. Scholastica

Pool B Institutions (5)

% California State University. East Bay University of California, Santa Cruz Chapman University

Findlandia University Nebraska Wesleyan University North Central University

Appendix D

Regional Advisory Committees

Atlantic

Terry Small, New Jersey Athletic Conference, chair Chuck Breen, Ramapo College Don Lizak, St. Joseph's College (Long Island) Ronald St. John, York College (New York)

Mike Griffin, Rensselaer Polytechnic Institute

East

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Great Lakes

Mlke DeWitt, Ohio Wesleyan University, chair Steve Fleming, Hiram College Lee Hood, Mount Union College Tim Loomis, Thiel College David Niland, Pennsylvania State University Erie, the Behrend College Rob Passage, Kalamazoo College

Middle Atlantic

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Richard Reed, University of La Verne
Pat Jucken, Coe College
Jeff Gard, University of Wisconsin, Platteville
Tim Grosz, Northwestern College (Minnesota)
Jim Hayford, Whitworth University
Nelson Whitmore, Hamline University
Cam Schuknecht, Nebraska Wesleyan University