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INTRODUCTION AND PURPOSE

The Mississippi Association of Community and Junior Colleges (MACJC) represents the collective interests of Mississippi's fifteen public two-year colleges. This Association was chartered, in part, to provide a framework for the development and administration of policies and procedures related to the governance of student activities at the various institutions.

It is the belief of the MACJC membership that a well-rounded program of student activities greatly enhances the total development of the individual student and promotes the fulfillment of the purpose of the various institutions. The benefits of such activities prepare students through the development of discipline, teamwork, sportsmanship, fair play and other virtues essential to success in life.

The Association supports the wholesome benefits of inter-school competition in athletics and other student activities. Through this shared vision of the institutional and collective benefits of a progressive program of student activities, the MACJC seeks to offer competitive programs that are established and maintained based on a high standard of ethics and fair play.

To this end the Association has developed and approved the following policies and guidelines to insure fairness and equity to all students and institutions participating in activities sanctioned by the MACJC. The rules and regulations contained herein have been established as a guide for the administration of student activities sanctioned by the Association. Participating institutions shall be entitled to all privileges of membership granted through the constitution and by-laws of the Mississippi Association of Community and Junior Colleges (MACJC).

MISSION STATEMENT

It is the mission of the MACJC to foster a state program of intercollegiate activities in an environment that supports equitable opportunities consistent with the educational objectives of member colleges.

**OFFICERS
OF THE ASSOCIATION**

Dr. Mary Graham, Chairman
Mississippi Gulf Coast Community College

Dr. Steve Bishop, Vice-Chairman
Southwest Mississippi Community College

Dr. Billy Stewart, Secretary
East Central Community College

Mr. Jim Southward, Executive Secretary/Commissioner
Mississippi Community College Board

ATHLETIC COUNCIL

Dr. Adam Breerwood, Chairman
Pearl River Community College

Dr. Jim Haffey, Vice-Chairman
Holmes Community College

Dr. Jesse Smith
Jones County Junior College

Dr. Larry Nabors
Mississippi Delta Community College

Dr. Teresa Houston
East Central Community College

Mr. Gene Murphy
Hinds Community College

Mr. Steven Campbell
Mississippi Gulf Coast Community College

Mr. Bill Wallace
Southwest Mississippi Community College

ATHLETIC INFRACTIONS COMMITTEE

Mr. Ricky Ford, Chair
Northeast Mississippi Community College

Dr. Thomas Huebner
Meridian Community College

Dr. Valmadge Towner
Coahoma Community College

Dr. Randall Bradberry
East Mississippi Community College

Mr. Bubba Skelton
Northwest Mississippi Community College

Mr. Jim Southward
Mississippi Community College Board

**MISSISSIPPI ASSOCIATION OF COMMUNITY
AND JUNIOR COLLEGES**

ASSOCIATION MEMBERS

COLLEGE	PRESIDENT
Coahoma	Dr. Valmadge Towner
Copiah-Lincoln	Dr. Jane Hulon
East Central	Dr. Billy Stewart
East Mississippi	
Hinds	Dr. Clyde Muse
Holmes	Dr. Jim Haffey
Itawamba	Dr. Jay Allen
Jones	Dr. Jesse Smith
Meridian	Dr. Thomas Huebner
Mississippi Delta	Dr. Larry Nabors
Mississippi Gulf Coast	Dr. Mary Graham
Northeast	Mr. Ricky Ford
Northwest	Dr. Michael Heindl
Pearl River	Dr. Adam Breerwood
Southwest	Dr. Steve Bishop

Article I. ORGANIZATION

Section 1. Policies, Rules and Regulations

MACJC institutions are bound by NJCAA policies, rules and regulations. In the event there is a difference in policy of MACJC and the NJCAA, the more restrictive policy shall be followed.

In all cases, the MACJC Commissioner shall have the authority to monitor, investigate, report and impose penalties for violations of either MACJC or NJCAA policies, rules, or regulations. In addition to any NJCAA sanctions issued, MACJC will issue penalties in accordance with this Handbook. (See NJCAA handbook for corroborating statement of policy by the NJCAA). Article V, Sec. 1, e.

Participating colleges have agreed to respect institutional boundaries in the recruitment of students. These boundaries, originally established to provide local and regional financial support for the various colleges, serve as restrictive borders for institutional recruitment in athletics and other student activities as well as in the recruitment of general students.

Rules, regulations, or policies shall be effective thirty (30) days after adoption by vote of the MACJC presidents unless otherwise specified.

Hereafter the terms "Association" or the acronym "MACJC" will refer to the Mississippi Association of Community and Junior Colleges.

- a. The activities of the MACJC shall be administered by the Commissioner, the MACJC Athletic Directors' Association, the Athletic Council, the Executive Committee of the MACJC, and the Mississippi Association of Community and Junior Colleges (MACJC).
- b. Requirements for participation in MACJC athletic activities are (1) to endorse the code of sportsmanship, (2) active membership in the National Junior College Athletic Association, and (3) to abide by all rules of the Association.
- c. Acceptable conduct by participants in competitive sports is rightfully the concern of all who share in promoting athletics. However, the final responsibility for the conduct of coaches, players, and spectators is that of the president of each institution.
- d. Breaches of conduct by coaches, players, and spectators should be reported to the Commissioner, and action will be taken as deemed necessary under the established policies of the Association.

Section 2. Athletic Council

- a. The Athletic Council of the MACJC shall be appointed by the Chairman of the Association. It shall be composed of four (4) Presidents; one (1) Athletic Director; one (1) Chief Academic Officer; and one (1) Dean of Students divided between the north and south. The members representing the council will serve a two (2) year term on a rotating basis, with their term expiring in June. Rotation occurs when the MACJC Chairperson's term expires in June. **Amended 01/22/07**
- b. The duties of the Athletic Council shall be as follows:

- (1) To conduct hearings and investigations related to alleged violations of the rules and regulations, to impose penalties for violations and to adopt procedures for operation in keeping with rules and regulations of the Association while complying with the principles of due process.
 - (2) May make an exception to the written policy of the Association when based on an established precedence or hardship imposed by the Association.
 - (3) Such other duties as may be specifically designated to it by the Association.
- c. No member of the Athletic Council shall sit in judgment of a case where his or her own college is concerned. The chairman shall replace members of the committee when necessary.

Section 3. Athletic Infractions Committee

- a. The Athletic Infractions Committee shall be appointed by the Chairman of the Association. It shall be composed of two (2) Presidents and two (2) Athletic Directors. The members representing the committee will serve a two (2) year term on a rotating basis, with their term expiring in June. Rotation occurs when the MACJC Chairperson's term expires in June.
- b. The duties of the Athletic Infractions Committee shall be as follows:
 - (1) To assist the Commissioner in determining when rules and regulations involving MACJC activities have been violated.
 - (2) To assist the Commissioner in imposing penalties for violation of rules and regulations in accordance with MACJC policy
- c. No member of the Athletic Infractions Committee shall have voting power in a case in which his or her own college is involved. The chairman may replace a committee member if necessary.

Section 4. Athletic Directors Association

- a. **Purpose** - The purpose of the AD Association is to coordinate and develop policy for athletics so results will be consistent with the total educational program of all member institutions.
- b. **Officers** - The elective officers of the AD Association shall be a Chairman, Vice Chairman and a Secretary. The officers will be elected during the spring meeting each year.
- c. **Meetings** – The AD Association shall hold quarterly meetings each year. Special meetings shall be called by the Chairman, who shall designate the time and place of said meetings and shall send notice thereof to all members.
- d. **Voting** – Each member college shall be entitled to one vote. If an athletic director cannot attend a meeting, a representative may attend to represent the member college.

- e. **Scheduling** – The AD Association shall oversee scheduling of all sports.
- f. **Changes** – The AD Association shall study and recommend rules changes to the MACJC. **NOTE:** MACJC Athletic Directors will not consider rules recommendations from individual sports that do not have a majority of MACJC teams supporting changes.

Section 5. The Commissioner

The Commissioner shall exhibit the highest level of professionalism in carrying out his duties as described herein. This includes in his conduct of investigations of possible rule violations; in his interviews and/or discussions with coaches and other school officials whose programs are under investigation; and in his reporting and/or discussions of possible violations with members of the general public and the media.

The duties of the Commissioner shall be as follows:

1. To enforce rules, regulations and sanctions of the Association. This shall include the authority to investigate any report of a violation and/or any suspected violation.
2. To be responsible for the interpretation of policies, rules and regulations set forth in this Handbook and to be responsible for making exceptions to such policies, rules and regulations as may be necessary from time to time.
3. To keep a permanent record of all rulings and opinions of the Athletic Association, Athletic Council and the Association on questions appealed to those groups.
4. To set up standard procedures whereby official data may be collected from all member colleges for determining the eligibility of student athletes, and to furnish such data to the Association, or member colleges upon request.
5. To serve in the capacity of Recorder and attend the meetings of the Athletic Directors Association, the Athletic Council, and the Association. In the capacity as recorder, the Commissioner shall prepare and preserve a complete record of the minutes of meetings of these groups and shall mail a copy to each member immediately after each meeting.
6. To collect dues, make all disbursements, purchase suitable trophies for winners of contests, and be custodian of all funds of the Association.
7. To set up a system for securing reports from all officially recognized organizations or affiliated groups of the MACJC.
8. To advise all affiliated sub-organizations of the MACJC.
9. To assist and represent the Association in supervising and arranging all post-season activities or tournaments.
10. To assist the Athletic Directors and Athletic Council in carrying out the duties of those groups.
11. To make recommendations for the benefit of the Association.

NOTE: Written opinions or rulings are the only valid responses from the Commissioner's office or the NJCAA Region XXIII Men/Women's Directors that are binding. Oral opinions are not official, nor binding.

Article II. GENERAL REGULATIONS

Section 1 - Membership: Membership in the National Junior College Athletic Association (NJCAA), including certification of athletes, is required of all members of the Association in order to be eligible to participate in all MACJC athletic competition.

Section 2 - All teams shall be assigned a college **representative by the President**, and the representative shall travel with teams to all away contests. All colleges are encouraged to have a representative other than the coach at each school activity.

Section 3 - Any student who represents a member college in an athletic contest shall meet all the eligibility requirements of the Association and the National Junior College Athletic Association (NJCAA). Colleges that knowingly or not knowingly allow an ineligible player to participate shall forfeit all contests in which said player participated.

Section 4 – All MACJC Member Schools are encouraged to implement drug testing for athletes. Any athlete who has been signed to a National Letter of Intent and/or Certified who fails to comply with a MACJC Member College's drug policy, may not participate at another member's school for a period of two calendar years (during this period the athlete may participate at initial institution where suspended at that college's discretion) **(Amended 08/26/14)**.

Section 5 - Visitor's dressing area: Member colleges shall provide clean, lighted, climate controlled space for visiting teams with adequate space for taping and other activities related to the scheduled athletic activity.

Section 6 - MACJC Grandfather Clause: Students enrolled at a MACJC member college or students who have signed a grant-in-aid scholarship to attend a MACJC member college prior to rules changes are the only students eligible to be grandfathered. Scholarships must be on file in the state office showing the date prior to the adoption of rules by the MACJC. The signing date for prospects in all sports shall be the same as that fixed by the National Collegiate Athletic Association.

Section 7 - A college failing to appear as scheduled in all athletic contests shall forfeit the contest and pay \$150 to the host college. Exceptions may be made by the Commissioner on the following basis: 1) when proper notification has been made to the host college twenty-four hours prior to the scheduled contest, 2) acts of nature, and 3) mutual agreement by colleges involved.

Section 8 - Mississippi Association of Community and Junior College member colleges shall play no college that is not a member of the NJCAA without prior approval of the Commissioner. Membership in NJCAA will meet the requirements of this regulation.

Section 9 – Videotaping of athletic contests is authorized by member colleges for the purpose of scouting an opponent, providing such tapes and equipment are not used for instruction by either team during the contest. Colleges may video tape only those games in which their college participates.

Section 10 - Schedules shall be completed and due in the Commissioner's office by:

Football –May 1
Basketball--October 1

Baseball—August 1
Spring Sports--January 15
Soccer – May 1

The master schedule for all sports must be followed unless there is written notification from the Athletic Directors, of both schools, notifying the MACJC Office they have approved the change due to any reason. **(Adopted 03/20/14)**

Section 11 - Enrollment: All athletes must be enrolled and in attendance within fifteen (15) calendar (NJCAA Handbook) days from the beginning date of the term of participation, and must carry a minimum of twelve credit hours, or the equivalent vocational credit during the term of participation in all approved sports.

Section 12 - In sanctioned activities that include men and women teams, each member institution shall have one vote on items related to competition.

Section 13 - The cost of meals for participants in sports shall be the responsibility of each institution. An exception may be made in the case of a home-and-home schedule arrangement whereby both contests are played during the same season. The host college shall charge visiting teams the same as regular enrolled students for meals in cafeteria.

Section 14 - Credit by Distance Learning (correspondence, on-line, and interactive Video) may be used to meet minimum academic requirements for participation providing the credit is received and is on file in the Registrar's Office at the institution prior to the term of participation. Credit by examination and credit earned through college level examination programs is not acceptable in meeting the above requirement.

Section 15 - The High School Equivalency Diploma is the only accepted equivalent to the regular High School Diploma for athletic participation. The High School Equivalency Diploma must be issued by the State of Mississippi Community College Board prior to participation.

Section 16 - The Commissioner shall review the facts in each case related to eligibility status of students from Mississippi who attend secondary boarding schools, and shall issue rulings suitable to the best interest of the student and of the Association.

Section 17 - Any disagreement of athletic matters between colleges that is not covered by these regulations shall be decided by the Commissioner. The decision of the Commissioner may be appealed to the Athletic Council. **(Amended: 01/22/07)**

Section 18 – International student athletes shall be counted the same as out-of-state student athletes under the current out-of-state limits for each MACJC sport. **(Adopted: 04/28/15)**

Section 19 – All athletes who are certified for participation in the MACJC must earn a standard high school diploma from the school where they participated in athletics or earn a High School Equivalency Diploma. An exception to the rule is a diploma from the New Summit Learning Academy which is an acceptable diploma for athletic participation in the MACJC **(Adopted 06/13/17)**. All high school diplomas must be awarded from a high school that is regionally accredited and/or a state governmental entity as recognized by the United States Department of Education. Home School graduates must be approved for participation by the MACJC Athletic Committee. No other diplomas will be accepted to be

certified to participate in athletics in the MACJC. This would be in effect for any athlete who participated in the fall of 2014 and for all future athletes. **(Adopted: 01/26/15)**

Section 20 - All MACJC member schools are encouraged to refrain from accepting a transfer student athlete who has been subject to official college/university or athletic department disciplinary action at any time during enrollment at any previous collegiate institution (excluding limited discipline applied by a sports team or temporary disciplinary action during an investigation) due to serious misconduct (as defined herein). For the purpose of this provision, serious misconduct is defined as sexual assault, domestic violence, or other forms of sexual or physical violence. **(Adopted 01/25/16)**

Article III. HEARING PROCEDURES

Section 1 Purpose

The MACJC attempts to maintain an environment to insure the equal protection of all members of the MACJC while they pursue their educational objectives and activities. It is important that each college become familiar with and abides by the regulations published in the MACJC Handbook. It is also important that MACJC member colleges be willing to confront violations by filing complaints. All complaints must be signed by the president of the college filing charges.

All colleges are expected to become familiar with the rules and conform to the standard of conduct contained in the document. Colleges who fail to observe these standards will be referred to the Commissioner or the appropriate hearing body for action.

Section 2 Authority

The MACJC is primarily responsible for the enforcement of rules and regulations. This authority is delegated to the Commissioner via the MACJC Presidents who have the ultimate authority. The MACJC Commissioner renders decisions and handles all appeals through the hearing process.

All rules and regulations set forth are applicable to all campuses, branches or centers operated by a MACJC member college.

All athletes should be informed of the current MACJC regulations. Changes in regulations will be distributed prior to enforcement of the new regulations.

Section 3 Investigation

The MACJC Commissioner serves as the primary investigator of the MACJC in matters requiring investigation. Staff members from any MACJC member college may be requested to assist the Commissioner's office when the situation merits, i.e., residential investigations or eligibility investigations.

Section 4 Hearing Procedures

- a. When a complaint is received, the college against which the complaint is filed will be notified by the MACJC Commissioner. The college may exercise one of the options listed below.
 - (1) Acknowledge and admit the violation and accept a ruling by the Commissioner.
 - (2) Appeal the action of the Commissioner to the MACJC Athletic Council.
(Amended: 01/22/07)
- b. Notification of Charges
A preliminary investigation of any reported violations will be made before formal charges are initiated.

Written notification to the affected college or colleges will specify:

- (1) That colleges may bring witnesses to testify on their behalf at the scheduled hearing.
- (2) That colleges have the right to have counsel of their choosing, but such counsel may not speak or participate unless properly recognized by the Chairman of the Hearing Committee.
- (3) A brief summary of the nature of the charges and evidence to be presented during the hearing.

c. Procedures during all Hearings

- (1) The hearing is not open to the public. Only colleges with charges pending or their representatives, the college's designated witnesses, the MACJC Commissioner, a secretary designated by the Commissioner to take minutes of the proceeding, the Commissioner's designated witnesses, and members of the appropriate appeal committee may attend hearings.
- (2) A written record of all hearings will be made by the Chairman or Secretary. All records will be filed in the Commissioner's office. Only colleges directly involved with a case may have access to the records pertaining to the case.
- (3) The hearing will be conducted in an orderly manner.
- (4) The accused college will have an opportunity to be heard in its own defense, either by oral testimony or written affidavit. If the college fails to attend the hearing, the hearing shall be held in its absence and sanctions shall be enacted. All findings of fact and recommendations shall be based upon proof of violation or policies, rules, and regulation.
- (5) The college accused will have the opportunity to hear and refute all testimony against them. Where the evidence is presented in writing, the college will have the right to see and refute such written testimony. The accused college may present evidence in its own behalf, may reply to charges in its own words, and may present witnesses on their own behalf.
- (6) If a witness elects not to appear, a written affidavit may be used.
- (7) The burden of proof will rest upon those bringing the charges, and all matters upon which the decision is based must be entered as evidence during the hearing. Formal rules of evidence will not be used.

d. Findings and Recommendations

At the conclusion of the hearing the Chairperson of the Committee will give an oral report of the findings and/or sanctions to the college being charged. The Committee will prepare or cause to be prepared, in writing its findings and recommendations. These findings and recommendations will be submitted to the Commissioner within forty-eight (48) hours after the completion of the hearing. This time limit may be extended under unusual or extenuating circumstances.

Section 5 Appeal Procedures

Rulings by the Commissioner may be appealed to the MACJC Athletic Council. **(Adopted: 01/22/07)** Institutions seeking an appeal must file a written request in the office of the Commissioner within ten (10) days of the original ruling. The request must clearly state the grounds of appeal. The appeal will be forwarded to the appropriate committee where it will be either accepted for consideration or denied. The institution requesting the appeal will be notified by the Commissioner within fifteen (15) working days as to the status of the appeal. The appeal procedures will be concluded within sixty (60) days. **(Adopted 04/24/01)** All decisions rendered by the Athletic Council are final. Only institutions and their employees holding membership in the Association are disciplined by the Association, and therefore have rights to the appeal procedure. A Coach, Athletic Director, and President of the College must sign all appeals.

Section 6 Confidentiality of Files

For every college referred to the office of the MACJC Commissioner, a file is established. This file contains the reports of the incident, and all correspondence. While the files may be used for administrative purposes, they are not released to other MACJC member colleges or outside agencies.

Information from the file may be released where the college has authorized such release in writing. Student records may not be released to a third party without written consent of the student.

A college may review its file with the Commissioner.

Article IV. PARTICIPATION / ELIGIBILITY / CERTIFICATION

Section 1 - Participation for all student athletes is defined as follows:

- a. Taking part in any regular season contest or post-season contest.

Section 2 - Eligibility

Colleges may establish rules that are more stringent than the MACJC or NJCAA. Student athletes must satisfy the Institutions, MACJC, and NJCAA rules to be eligible for athletic participation.

- a. All participants in MACJC athletics must be regular high school graduates or obtain a High School Equivalency Diploma.
- b. A student has a maximum of two seasons of eligibility in a particular sport under the rules as defined in Section I above. Exceptions to the policy are: (1) a hardship case declared by the National Junior College Athletic Association (NJCAA).
- c. Each college may keep a specified number of non-scholarship Mississippi resident athletes: football (5); basketball (5); baseball (5); soccer (5); softball (5) above the squad limit in each sport to practice during their first semester of college attendance excluding summer school (**AMENDED 02/23/16**) (second semester if sport begins in the spring) and not have that participation count against their eligibility. These players must meet all MACJC/NJCAA eligibility standards and names must be submitted on a separate NJCAA eligibility form at the time of certification for each sport with the Commissioner's office.
- d. Practice players may be certified and placed on the active roster to replace a player who may suffer a season-ending injury or who may experience a personal hardship which causes the player to no longer participate on the team. Personal hardships cases must be reviewed and approved by the Athletic Council. Practice players may be activated as a result of injury or personal hardship which occurs through game five of the football season. (If a player is injured or has a personal hardship after game 5, the player cannot be activated at that point). **FOOTBALL ONLY (Adopted 02/23/16)**

Section 3 – Certification Policy

- a. The Commissioner shall receive eligibility/certification forms in all sports recognized by the MACJC. One copy of the NJCAA eligibility form for all sports shall be submitted to the Commissioner prior to the first scheduled contest. The MACJC Financial Aid/Eligibility Form is to be completed by each member college and submitted to the Commissioner's office on a date designated by the Commissioner. (Presently 12th week of semester).
- b. MACJC Financial Aid/Eligibility forms will; 1) report the actual dollar amount of all financial aid to student athletes for all sports each semester, 2) include all players and team-related personnel (i.e., managers, trainers, film crew, maintenance, or any other person on scholarship who is working with the team after the season begins), 3) be randomly audited through the college business office during enrollment audits of the spring/fall terms.

- c. The primary responsibility for completing the NJCAA eligibility form shall be the head coach for the sport. Responsibility for the MACJC Financial Aid/Eligibility Form (FAE) lies with the Business Manager. The Coach & the Financial Aid Director are expected to cooperate and assist with the preparation of this form. The MACJC Financial Aid/Eligibility Form must be signed by the President, Business Manager, and Financial Aid Director of the college.

Responsibility of the Athletic Director:

- (1) To oversee the completion and submission of all eligibility forms, including eligibility certification (NJCAA Form) and Financial Aid eligibility (FAE form).

Responsibility of the Coach

- (1) To enter the name, social security/I.D. number and home address of all players and team related personnel who are being certified or are receiving institutional aid on NJCAA or MACJC forms.
- (2) To enter seasons of participation.
- (3) To secure signature of the Athletic Director, the Director of Admissions, the Business Manager, the Financial Aid Director and President of the college.
- (4) To transmit eligibility forms to the Commissioner and to the NJCAA.
- (5) To certify physical examination of each student.
- (6) To certify that any players with out-of-state transcripts who petition to be residents of Mississippi have met all requirements. See: Residential Visit Forms by head coach. Must be completed prior to first enrollment in college (State Law).
- (7) To enter name, social security/I. D. number and home address of all managers and team related personnel for a sport on the team roster.

Responsibility of the Business Manager and /or Financial Aid Director:

- (1) To enter actual amounts of monies received by the students in various categories on MACJC (FAE) forms.

Responsibility of the Registrar or Director of Admissions:

- (1) To enter enrollment date and terms of enrollment in appropriate spaces.
- (2) To certify the residence of the player and that of the player's parents (in-state or out-of-state). Be sure residential visits have been completed for all in-state students which have out-of-state transcripts.
- (3) To certify player eligibility under Association rules by affixing the seal of the college and the personal signature on form.

Deadlines to be met when certifying athletes:

- (1) A copy of the schedule, game roster, **alphabetical team roster of players and all team related personnel** in all intercollegiate sports must be completed and submitted to the Commissioner of the Mississippi Association of Community and Junior Colleges **prior to the first regular season contest**. All ineligible players must be included to the Team Roster. A copy of NJCAA eligibility forms must be attached.

- (2) Players may be added to the initial roster to conform with MACJC policies. **Substitution of players will not be allowed after players are certified.** Exceptions: (Basketball) Each school may substitute in-state players in certification for second semester. This would allow teams to certify a squad of fifteen (15) players for second semester of the season. An in-state player may be certified to replace another in-state player lost to the team through institutional disciplinary action, becoming academically ineligible, or for validated medical reasons as approved by the Commissioner.
- (3) **Out-of-state players may not be certified or added to the initial roster after the date of the first game.**
- (4) Players in spring sports may be added to the initial rosters one (1) week prior to the end of the regular season.

Article V. CONDUCT GOVERNED - COACH, PLAYER, AND SPECTATOR

Section 1 – Presidential Responsibility

The President of each institution has the ultimate responsibility for the conduct of coaches, players, other employees and spectators at his/her institution. The President is expected to encourage (04/24/01) an acceptable level of decorum on and off the playing field at all times.

Section 2 - Code of Sportsmanship

This code is offered as a guide for colleges to use in promoting sportsmanship for students and other spectators. The purpose of such a code is to put the principle of good sportsmanship into operation on the athletic field.

- a. I will treat members of visiting teams and their fans as guests and will extend to them every consideration, which I would expect as a visiting fan.
- b. I will applaud excellence in performance exhibited by either team during the contest.
- c. I will consider the officials as the final authorities to make decisions, and I will accept decision without demonstration.
- d. I will support the team and coach regardless of the winning record of the team.
- e. I will take pride in promoting good sportsmanship among the spectators, players, and coaches.
- f. I will recognize that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players.
- g. I will remember that an athletic contest is only a game, not a matter of life or death for player, coach, school, official, fan, community, state, or nation.

Section 3 - Misconduct of Coaches and/or Players

- a. The head coach shall be responsible for the conduct of all assistants, coaches, players, managers or others directly associated with the team in their charge.
- b. The head coach has a direct impact on the tone of spectator behavior. He or she must do more than avoid improper conduct. The head coach must set an example worthy to be followed. The use of gestures to influence the fan's attitudes and verbal abuse of game officials by the head coach must not be tolerated by any member college will not be tolerated by the Association. Charges of misconduct on the part of the head coach or those in his/her charge shall be investigated when reported in writing to the Commissioner's office. Coaches committing such acts of misbehavior cited above shall be placed on probation.

Section 4 - Conduct of Fans and/or Spectators

- a. Each college is responsible for enforcing the code of sportsmanship specified in the Handbook. The code shall be disseminated throughout the student body and posted prominently in sports arenas.

- b. The crowd control is the direct responsibility of the host college.
- c. Each college is encouraged to have a person of administrative position other than the coach at all contests whether held on their campus or sponsored by the college off campus.
- d. The administrator shall ensure that there is no harassment of game officials by fans or spectators. All precautionary measures shall be taken to deal with anyone acting in an unnecessary or irresponsible manner.
- e. Presidents shall be required to identify the administrator by name and position and to report the same to the Commissioner's office prior to the first regular season contest each year.
- f. Colleges failing to handle unruly fans or spectators shall be placed on probation in the activity in which the violation occurs.

Section 5 - Protest

- a. Game officials are required to file a written report of flagrant misconduct on the part of coaches, players, or spectators. One copy shall be mailed to the Commissioner and one copy to the assigning Secretary of the Officials' Association.
- b. Flagrant misconduct by coaches includes, but is not restricted to, acts such as verbal abuse, (including profanity) aggressive physical contact with any game official, and actions or gestures which may incite spectators against game officials.
- c. The Commissioner, in consultation with the Chairman of the Athletic Council, shall determine if conditions merit an investigation. The colleges involved shall be notified of the investigation.

Section 6 - Security at Sponsored Contests

- a. The administrator of contests shall provide uniformed campus security at all contests. Local law enforcement personnel may be used but they must be dressed in the uniform of a police officer.
- b. Security officers shall be charged with the responsibility of protecting the safety of game officials and participants at all time during the contests.

ARTICLE VI. DISTRICTS

Section 1 - Policies

- a. Community/Junior Colleges shall not conduct or participate in recruitment events or other activities in another community/junior college district except for the **recruitment of athletes (Amended 11/15/11)**. This includes recruiting by mail. In reference to mail, an institution has the right to reply to any request from prospective students when they request information by mail. However, institutions shall not acquire mailing lists for students outside their recruiting district for general mass mailing or other means of solicitation.
- b. Invitations shall not be accepted for out-of-district high school visits, band performances, performing groups, or any other such activity that is not sponsored by the Association. Exception for these types of recruiting activities and regional/statewide events must have the written approval of the president in whose district the event or activity is to occur.

Section 2 – Districts Identified

- a. **Coahoma:** Coahoma, Bolivar*, Quitman*, Tallahatchie*, and Tunica*.
- b. **Copiah-Lincoln:** Adams, Copiah*, Franklin, Jefferson, Lawrence, Lincoln, and Simpson.
- c. **East Central:** Leake, Neshoba, Newton, Scott and Winston.
- d. **East Mississippi:** Clay, Kemper, Lauderdale*, Lowndes, Noxubee, and Oktibbeha.
- e. **Hinds:** Claiborne, Hinds, Rankin, Warren and Copiah*.
- f. **Holmes:** Attala, Carroll, Choctaw, Grenada, Holmes, Madison, Montgomery, Webster, and Yazoo.
- g. **Itawamba:** Chickasaw, Itawamba, Lee, Monroe, and Pontotoc.
- h. **Jones:** Clarke, Covington, Green, Jasper, Jones, Perry, Smith, and Wayne.
- i. **Mississippi Delta:** Bolivar*, Humphreys, Issaquena, Leflore, Sharkey, Sunflower, and Washington
- j. **Mississippi Gulf Coast:** George, Harrison, Jackson, and Stone.
- k. **Northeast:** Alcorn, Prentiss, Tippah, Tishomingo, and Union.
- l. **Northwest:** Benton, Calhoun, DeSoto, Lafayette, Marshall, Panola, Quitman*, Tallahatchie*, Tate, Tunica*, and Yalobusha.
- m. **Pearl River:** Forrest, Hancock, Jefferson Davis, Lamar, Pearl River, and Marion.
- n. **Southwest:** Amite, Pike, Walthall, and Wilkinson.

*Overlapping with one or more junior colleges. **(Amended 11/15/11)**

Section 3 - Request for investigation of Violation of District Policies

NOTE: The Commissioner can investigate without a complaint, but if there is a complaint, then the following items are applicable:

- a. All requests for investigation of possible violations of the district policies must be filed in writing with the Commissioner's office by the President of the institution making the request.
- b. The Commissioner shall investigate the alleged violation and shall assess penalties according to the guidelines in Section 4 of Article VI.
- c. The institution will have ten (10) days after the Commissioner's ruling to appeal to the Athletic Council.

Institutions that request an investigation will be responsible for all expenses involved unless the findings verify their allegations. In this case, the institutions in violation of the rules or policies will be billed for the cost of the investigation and all other expenses to the MACJC.

Section 4 - Penalties for Violation of District Policies

- a) If a member college of the MACJC violates any rule listed in Section 1 of Article VI of the MACJC Handbook, that college will be subject to the penalties listed below as deemed necessary by the Commissioner or the Athletic Council **(Adopted 01/22/07)**.
- b) **Penalties shall be as follows: (Adopted 04/24/01)**
 1. **First Offense** - Probation – this serves as an official notice that action is necessary to be in full compliance with MACJC rules and regulations.
 2. **Second Offense** - Restriction on participation in MACJC sponsored activities and /or the reduction of scholarships.
 3. **Third Offense** - Loss of voting privileges in the Association and other MACJC sponsored activities and / or reduction of funding which accrues to the institution as a result of the violation.
 4. **Fourth Offense** - Loss of participation privileges in MACJC sponsored activities. (A college may appeal for reinstatement after one year.)
- c) Out-of-district recruiting is a matter that should be discussed locally by the leadership of each individual institution.

NOTE: Penalties for first, second and third offenses are cumulative and are subject to a five-year limitation. Each new offense begins a five-year cycle. (04/24/01)

Article VII. OUT OF STATE QUOTA

The Out of State Quota for each sport is as follows: (Adopted 04/24/01)

Section 1 - Football: Each College participating in football may allocate a total of five (5) or six (6) full scholarships for up to, but not more than, eight (8) or ten (10) student athletes who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term.

Colleges with a two-season (regular season) win total of **8 wins or less** will receive 2 additional out-of-state football players for a total of 10 out-of-state players and one additional out-of-state scholarship for a total of 6 out-of-state scholarships. These colleges will have 2 less in-state players and one less in-state scholarship for a total of 45 in-state players and 22 in-state scholarships.

Colleges with a two-season (regular season) win total of **9 wins or more** will continue to receive 8 out-of-state players and 5 out-of-state scholarships, 47 in-state players and 23 in-state scholarships.

Football records from each college will be re-evaluated every two seasons. Out-of-state players will be allotted based upon the two-year (regular season) win totals of each college.

<u>2 Season Win Total</u>	<u>Out-of-state Players/Scholarships</u>	<u>In-State Players/Scholarships</u>
8 or less	10/6	45/22
9 or more	8/5	47/23

Adopted 07/08/16

[Two-season win total was amended from 8 to 6 in order for a college to be eligible for the 2 additional out-of-state football players beginning with the 2019 season. \(Amended 06/13/17\)](#)

Section 2 - Basketball: Each College participating in basketball may allocate a total of two (2) full scholarships for up to, but not more than, three (3) student athletes who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term.

Section 3 - Baseball: Each College participating in baseball may allocate a total of four (4) tuition scholarships to students who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term. **(Adopted 01/27/04) (Effective Fall 2005)**

Section 4 - Soccer: Each College participating in soccer may allocate four (4) tuition scholarships to students who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term. **(Amended 01/25/16)**

Section 5 - Women’s Fast Pitch Softball: Each College participating in fast pitch softball may allocate four (4) tuition scholarships to students who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships

may be awarded during a summer term.

Section 6 – Golf: Each College participating in Golf may allocate two (2) tuition scholarships to two (2) athletes who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term.

Section 7 – Tennis: Each College participating in Tennis may allocate two (2) tuition scholarships to two (2) athletes who reside outside the boundaries of Mississippi. These limits are effective during all terms of each school year. No scholarships may be awarded during a summer term.

Section 8 – The deadline for filling out-of-state quotas will be the date that eligibility forms are received and certified in the office of the Commissioner. **Substitution of players will not be allowed after players are certified.**

Section 9 - Once a student has been classified as an out-of-state student by the college or by the Commissioner, the classification cannot be changed during the length or progress of a season.

Section 10 - All out-of-state students who practice or participate after the first day of classes in a regular term must be allotted a fraction of an athletic grant as determined by the coach or college.

Section 11 - Out-of-state students who receive an athletic grant may participate in more than one sport; however, they must be charged against the quota of each major sport in which they participate for that year.

Article VIII. RESIDENCE RULE

Section 1 - Residence of an Athlete Defined:

- a. Students who are under 21 years of ages shall be deemed to live where parent(s) actually reside. Students over 21 years of age shall be deemed to live where parents actually reside unless said student shall have established separate and permanent residence in the community college district. All out-of-state students shall be considered to be out-of-state residents for the length of their participation unless their parents shall have a permanent residence, verified, in Mississippi. (I.e., Mississippi Tax receipts, auto tags, lease/purchase agreement of residence, utility receipts.) **All athletes with out-of-state transcripts will be considered out-of-state athletes with the exception of those athletes who reside with their parents in Mississippi prior to the athlete receiving a diploma from a bordering county or parish (adopted 01/23/06). The athlete must reside with their parents during their attendance at the out-of-state school (Amended 07/22/08).** Out-of-state students who are children of members of the armed services on extended active duty shall be deemed to be residents of the military parent's permanent home of record. **(Amended 01/27/04)**
- b. Each resident student presenting an out-of-state high school transcript for athletic participation in the Association shall be considered ineligible until investigated and approved by the Association. Participants in a spring sport not offered by their own district are exempt from this policy.
- c. Before resident students with out-of-state high school transcripts can participate in athletics, the head coach shall visit the residence of the student to determine if the student meets the resident requirements. The coach may then submit a request for further investigation by completing FORM 4 and submitting the same to the Commissioner. The form must be signed by both the Head Coach and the Athletic Director. **(Adopted 01/24/05)** Upon receipt of such request, the Commissioner shall notify two college Athletic Directors to do a residential investigation. Once assigned the follow up investigation must be completed within seven (7) working days and returned to the Commissioner's office. Any exception to this time frame must be approved by the Commissioner. **(Adopted 03/23/04)** Travel and other expenses incurred in the investigation shall become the obligation of the college requesting the investigation.
- d. **Investigation of Residency** - this rule applies to participants in all sports except soccer.
 1. A good faith effort should be made to submit residential investigations to the Commissioner's office thirty days prior to the beginning of the school term in that sport at that college, but no later than one week after the first practice in that sport at that college.
 2. A good faith effort will be made to complete Investigations prior to the first practice, but should be completed no later than the first contest in that sport at that college.
 3. Soccer: In the sport of soccer, if an athlete contacts the coach anytime during the first week of soccer practice for that college, and a residential investigation is needed, the **President** of the college must contact the Commissioner, in writing, to

request an investigation. This request must be received by the Commissioner or postmarked by the 10th calendar day from the first day of soccer practice at that college. **(Adopted 01/24/05)**

- e. Once resident students described in items b and c above are approved to participate, the student and his/her parents must continue to reside in the community college district until the student has used the two seasons of eligibility allowed. Independent students over 21 years of age who have graduated from an out-of-state high school, shall be declared to be an out-of-state student for the full length of participation. Independent out-of-state students cannot establish residence for the purpose of participating in athletics.
- f. Adoption or legal custody. Students having one or both natural parents alive may not use adoption or legal custody in order to circumvent the resident rules for athletic participants. "Natural Parent(s)" is considered to be a relation by blood. Students may claim the residence of either natural parent as long as they can present evidence that they reside there with the parents. (i.e., auto tag, state income tax returns.)

If parents are separated or divorced the student must claim the residence of the parent where the student actually resides.

- g. Residential eligibility shall be considered as of the date an athletic grant is signed and other measures of eligibility shall be effective on the beginning date of the college term as shown in the college catalog. The eligibility of persons submitted for certification who have not signed an athletic grant shall be effective on the beginning date of the college term.
- h. If any eligible student participates as a district player and subsequently his/her parents should move out of state or into another district, the student has the option of continuing his/her eligibility at the original college or if an inter-district move, at either college. This policy supersedes that which applies to the signing of a grant-in-aid contract.

Article IX. SCHOLARSHIP POLICY

Colleges are not bound by district lines or boundaries in the recruitment of athletes (Adopted 11/15/11). Participating colleges have agreed to respect institutional boundaries in the recruitment of students. These boundaries, originally established to provide local and regional financial support for the various colleges, serve as restrictive borders for institutional recruitment in student activities as well as in the recruitment of general students.

Section 1 – Athletic scholarships shall be awarded according to the following regulations:

- a. **Athletic scholarship defined:** Athletic scholarship (grant-in-aid) shall be defined as any financial assistance provided by the institution that is awarded to persons possessing and exhibiting special athletic skills. It may not include the cost of textbooks. Division I sports are allowed to give full scholarships (published cost of tuition and fees plus room and board). Division II sports are limited to (published cost of tuition and fees). (Adopted 03/23/04) Assistance to athletes above that specified as a full scholarship is limited to ½ (50%) or \$900.00 of the Pell Grant each year or whichever is greater per semester and must be based on a certified need (e.g., Pell Grant). This applies to all sports. **(Adopted 06/04/08) (Effective Fall 2008)** Any dual sport student athlete who participates in a MACJC Division II sport may receive a maximum of \$500 above the cost of tuition and fees to be used solely for the purchase of textbooks and textbook materials. This book fee is not contingent upon the Pell Grant nor does it affect the “Athletic Cap Policy”, which is in place for all MACJC student athletes. **(Adopted 02/23/10)**

- b. **Athletic grant-in-aid** (whole or fractional part) awarded to out-of-state athletes is authorized to include an amount equal to the cost of out-of-state tuition for the number of out-of-state scholarships allowed in the sport. (i.e., Football - five (5) or six (6); Basketball - two (2); Baseball – four (4); Soccer – four (4); Softball - four (4); tennis; two (2) and Golf; two (2) **(Amended 07/08/16)**

- c. Athletes receiving athletic aid in more than one sport must be a **participant** in those sports in order to receive athletic aid in those sports. **(Adopted 01/23/06)**

- d. **Scholarship limits:**
 - (1) Schools may not extend/issue more out-of-state NJCAA Letters of Intent than roster positions available on the opening day of signing.

 - (2) Schools may issue and sign above the roster limits for each sport by the numbers listed below. However, schools still must adhere to the scholarship limits and roster limits for each individual sport. All 1st year athletes count against the roster number until NJCAA release forms have been submitted on the NJCAA website. **(Adopted 09/26/17)**

FOOTBALL - 5 above the available in-state number – **practice players may be signed to a NJCAA Letter of Intent at the beginning of the spring semester and not count against the available numbers. (Adopted 06/08/18)**

- BASKETBALL – 3 above the available in-state number
- BASEBALL - 3 above the available in-state number
- SOFTBALL – 3 above the available in-state number
- SOCCER – 3 above the available in-state number
- TENNIS – 1 above the available in-state number
- GOLF – 1 above the available in-state number

- (3) **MACJC colleges may not exceed scholarship limits during any term of enrollment. No college may exceed squad limits after the first scheduled contest of the season.**
- (4) The following scholarship and squad limits are established by the MACJC. **(Amended 01/25/16)**

	<u>Scholarships</u>	<u>LOI</u>	<u>S/O</u>	<u>Squad Limit</u>
Football	28	55	5/8 6/10	55
Basketball - Men/Women	8	15	2/3	15
Baseball	24**	24	4/4/**	30*
Soccer	18**	18	4/4**	25
Women’s Fast pitch Softball	24**	24	4/4**	24
Golf Men/Women	8**	8	2/2**	12
Tennis Men/Women	8**	8	2/2**	12
Track		NJCAA Limit		NCJAA Limit

*Six (6) non-scholarship players
 **Tuition and Fees only

- e. MACJC athletic scholarships may be awarded to any student athlete within the established scholarship limits for sanctioned sports provided they are admitted and enrolled as full-time students at a member institution. Full athletic scholarships are limited to a maximum of tuition, room, and board. Athletes may not receive assistance in cash or in-kind which is not administered by the institution. Under no circumstances may assistance to each athlete exceed the student’s established need as calculated following the regulations of the U. S. Department of Education.
- f. No institutional aid in the form of grants-in-aid is to be allowed for athletes attending summer school.
- g. Student athletes may receive any financial aid entitlements available to the general student body. All monies administered by the college business office, with the exception of federal student loans, will be considered as part of the total financial aid package. **Student athlete’s total package may not exceed ½ (50%) of the Pell Grant or \$900.00 per semester above the amount designated as a full scholarship (based on “published” cost of tuition and fees, room and board) for their particular college. (The College Business Manager or Financial Aid Director shall be responsible for contacting the Commissioner each summer to determine the amount designated as a Full Scholarship)**
- h. Each college may award a maximum of twenty-eight (28) full scholarships in football; a maximum of eight (8) full scholarships in basketball for men/women; a maximum of twenty-four (24) tuition plus fees scholarships in baseball; a maximum of eighteen

(18) tuition plus fees scholarships in soccer; a maximum of twenty-four (24) tuition plus fees scholarships in softball. A maximum of eight (8) tuition plus fees scholarships in golf; a maximum of eight (8) tuition plus fees scholarships in tennis. Over signing of scholarship limits is illegal. Colleges may not exceed the maximum scholarship limits in or out of season.

- i. All athletic scholarships (District in-state and out-of-state residents) may be awarded in whole dollar amounts up to but not more than a full scholarship (unless tuition only applies). All out-of-state student athletes must be awarded at least a partial scholarship to participate. District students may participate without receiving scholarships.
- j. Coaches and other college personnel shall have the responsibility of informing all prospective signees of this policy before they allow a prospect to sign the grant-in-aid contract.
- k. No scholarship can be changed after the Financial Aid/Eligibility Forms are submitted except in the following cases:
 - (1) Player drops out of the sport or college
 - (2) Academic deficiencies.
 - (3) Disciplinary action.
 - (4) To prevent an over award
 - (5) To replace previously reported financial aid for which a student was determined ineligible.

All changes must be made by filing a supplemental FAE form. Injury is not a valid reason for changing the scholarship. Once a player is removed from the certified list, the player is not eligible to participate in the sport during the same season.

Article X. GRANT IN AID CONTRACT FORM

Section 1

- a. All NJCAA Grant-In-Aid Scholarship/Letter of Intent forms for all students must be submitted on the NJCAA web-site. **The college's athletic director is responsible in making sure these forms are submitted.** Colleges may not exceed scholarship limits/Letter of Intents established by the MACJC during any term. All players and team related student personnel (managers, etc.), receiving aid from a college, must be reported on eligibility forms.
- b. All students receiving an athletic grant-in-aid scholarship shall sign the NJCAA approved Athletic Grant-In-Aid contract form.
- c. Once a student signs the grant-in-aid contract, the student becomes ineligible at all other member colleges for that contracted year unless such student satisfies all of the following requirements:
 1. The student did not quit the team or fail to report to the team
 2. The student is not in violation of Article II, Section 4
 3. The student has a properly executed NJCAA release form

A student is eligible to participate at another MACJC college after first season if they are not offered a scholarship for a second season by the college where they participated their first year. **(AMENDED 01/22/08)**

- d. A conditional agreement or "make it contract" is not to be considered a part of the athletic grant-in-aid contract and such agreements are illegal under Association rules.
- e. Colleges found guilty of offering "make it" contracts shall be subject to sanctions.
- f. Colleges may not loan helmets, jerseys or any type of college equipment to student athletes during the time of signing for all sports. **(Adopted 02/06/14)**
- g. **Publicity:**

1. Presence of Media during Recruiting Contact. A member institution shall not invite a media entity to be present during any recruiting contact made by an institution's coaching staff member. Member institution photographers and athletic department staff are permitted.

2. Prospective Student-Athlete's Visit. A member institution shall not publicize (or arrange for publicity of) a prospective student-athlete's visit to the institution's campus. Further, a prospective student-athlete may not participate in team activities that would make the public or media aware of the prospective student-athlete's visit to the institution (e.g., running out of the tunnel with team, celebratory walks to or around the stadium/arena, on field pregame celebrations).

3. Intent to Enroll, Commit, or Accept. A member institution shall not publicize (or arrange for publicity of) a prospective student-athlete's intention to enroll at a member institution, commit to a member institution, or accept an offer of financial assistance made by a member institution.

4. Photograph of Prospective Student-Athlete. It is permissible for an institution to photograph a prospective student-athlete during a campus visit to be used in the institution's publicity and promotional activities (e.g., press release, media guide, commercials, social media), Photos may not be released via social media, to traditional media, or the student-athlete until after he or she has signed a National Letter of Intent. The prospective student-athlete is permitted to take photos while wearing or standing next to official member institution gear (e.g., jersey, helmet, gloves, cleats, other team issued clothing, etc.). It is also permissible for prospective student-athletes to take photos in and around member institution facilities, signage, and with coaches/other employees of the institution. Note: it is NOT permissible for member institutions to allow prospective student athletes to depart institutional property with official member institution gear (e.g., jersey, helmet, gloves, cleats, other team issued clothing, etc.).

5. Actions That Indicate Approval of Content on Social Media Platforms. An athletics department staff member and any institutional staff member may take actions (e.g., "like," "favorite," republish or "retweet," etc.) on social media platforms that indicate approval of content on social media platforms that was generated by users of the platforms other than member institution staff members or representatives of an institution's athletics interests. This includes a prospective student-athlete's social media post indicating his or her intention to enroll at a member institution, commit to a member institution, or accept an offer of financial assistance made by a member institution.

6. Publicity after Commitment. There are no restrictions on publicity related to a prospective student-athlete after he or she has signed a National Letter of Intent. **(Adopted 06/13/17)**

**Article XI. RECRUITING GUIDELINES
(New Section added June 12, 2013)**

Section 1 – Guidelines for all sports

- a. Student/athlete prospects are allowed only one official on-campus visit per college. An Official visit is when the student athlete's transportation, meals, lodging, etc. is provided in any way by the college.
- b. The recruitment of any student athlete on an opponent's campus is prohibited. No contact with player, player's coach, or guardian is allowed on an opponent's campus.
- c. Coaches or college personnel may not go to high school, home, or elsewhere to sign a player. Furthermore, coaches or college personnel may not appear in a picture where the player is signing or announcing the intention of playing for the college. (An exception will be if the player is the son or daughter of coach or college personnel)
- d. Coaches are not allowed to visit high schools during the time of state testing, mid-term examinations, or final examinations.
- e. No preferential gifts of any kind shall be provided for any student/athlete recruit.

Section 2 – Basketball and Football Guidelines

- a. Each year the sports of Men's and Women's Basketball and Football will adhere to a Recruiting Calendar which is specific to their sport. The calendar will begin on August 1st and end on July 31st. These guidelines apply to both the recruitment of in-state and out-of-state student athletes. The definition for each recruiting period is listed below: **(Amended 08/26/14)**
 1. **Contact Period** – Coaches may recruit and evaluate off of the college campus. In-person contact is allowed. During this period, only one contact is allowed per school, per week. Any face-to-face contact constitutes the one single contact for that high school for that week. A week officially spans from Sunday at midnight through the next Sunday at midnight.
 2. **Quiet Period** – Coaches are not allowed to leave college campus to recruit or evaluate. Coaches are allowed to attend clinics and a college may host a clinic. Telephone and electronic communication is allowed. High school students are allowed to make on-campus visits. **(Amended 08/26/14)**
 3. **Dead Period** – No contact with athlete or legal guardians, relatives, or any individual affiliated with the prospective athlete, on or off campus. No official or unofficial visits are allowed. Telephone or electronic communication is allowed. **(Amended 08/26/14) FOOTBALL ONLY – (Adopted 06/13/17)**
 4. **In-District Period** – Coaches or any college representative shall recruit in-district student-athletes only (within his own Community College's tax-supporting district) beginning August 1 through the Monday following the MACJC State Championship game (mid-November). No contact (including electronic) shall be made with prospective high school athletes, coaches,

family members, or any other representative of the prospective athlete during this time. Out-of-state recruiting is allowed during this time. **Out-of-state schools may hold pre-season team camps on the college campus beginning August 1st and concluding no later than the day prior to the college football reporting date. FOOTBALL ONLY (Amended 06/08/18)**

- b. A maximum of 2 coaches (representatives) for the sports of men's and women's basketball are allowed to recruit off-campus at the same time. The head coach is included in the maximum number.
- c. A maximum of 4 coaches (representatives) for the sport of football are allowed to recruit off-campus at the same time. The head coach is included in the maximum number.

Article XII. PENALTY FOR VIOLATIONS

Section 1 - Request for Investigation of Violation

- a. All requests for investigation of possible violations must be filed in writing with the Commissioner's office by the president of the institution making the request.
- b. The Commissioner shall investigate the alleged violation and shall assess penalties according to the guidelines in Section 2 of Article XI.
- c. The institution will have ten (10) days after the Commissioner's ruling to appeal to the Athletic Council. **(Amended 01/24/05)**

Institutions that request an investigation will be responsible for all expenses involved unless the findings verify their allegations. In those cases, the institutions in violation of the rules or policies will be billed for the cost of investigation and all other expenses to the MACJC.

Section 2- Penalties Imposed

If a member college of the MACJC violates any rule or policy listed in either the MACJC Handbook or the NJCAA Handbook, that college will be subject to the penalties listed below as deemed necessary by the Commissioner, with appeals to the Athletic Council of the MACJC or the MACJC acting as a full body. **(Amended 01/24/05)**

a. Penalties:

- (1) **Probation.** (Probation does not restrict the activities of a college or Individual. It does serve as an official notice that action is necessary to redirect behavior toward a more acceptable level)
- (2) **Restriction on participation** in MACJC sponsored activities.
- (3) **Loss of voting privileges** in the Association, in athletics and other MACJC sponsored activities.
- (4) **Loss of participation privileges** in athletics and other MACJC sponsored activities.
- (5) **Forfeiture** of games won.
- (6) **Reduction of scholarships** and/or quotas.

Article XIII. MAJOR SPORTS

All MACJC colleges compete in and award grant-in-aid scholarships for the following major sports: football, basketball (men and women), and baseball, soccer (men and women), and women's fast pitch softball. Golf, track, and tennis are spring sports. Men and women may compete in golf, track, or tennis.

Section 1 – Football

- a. Fall practice will be limited to twenty-two (22) practice opportunities (prior to the first game. NJCAA practice rules will be utilized. Under no circumstances shall fall football practice begin prior to the NJCAA official starting date. **(Amended 01/24/05)**
- b. All teams must have a minimum of ten (10) practice days prior to a game or scrimmage with another team. The first three (3) days of these seven (7) shall be non-contact. These three days are to be a conditioning period with no contact between players, and the players will be allowed to wear only T-shirts, shorts, shoes, shoulder pads and helmets. **(NJCAA rule)**
- c. Each college may play a maximum of nine (9) regular season football games within the MACJC conference. No regular season games may be scheduled with non-MACJC teams **(04/24/01)**. College officials are encouraged to play all games on Thursday nights.
- d. The Mississippi Association of Community and Junior Colleges shall have a North and South Division (shown below). Each team will play all other teams in the division. A champion for of each division will be determined based on the percentage of games won in division play. One thousand percent will be used as a basis in determining percentage points.

NORTH: Coahoma; East Mississippi; Holmes; Itawamba; Mississippi Delta; Northeast; Northwest.

SOUTH: Copiah-Lincoln; East Central; Hinds; Jones; Mississippi Gulf Coast; Pearl River; Southwest.

- e. Division Standings shall be determined by the following criteria:
 - (1) Division record of the team
 - (2) Head-to-head competition during the season by the teams (i.e. winner of the regular season game).
 - (3) Overall record of the team (conference) in the case of a three (3) team or a four (4) team tie, the overall record will be used to determine the champion and the runner up. Once the tie has been broken, it will move back to head to head competition. **(Adopted 01/23/12)**
 - (4) Point spread versus common opponents played during the season.
- f. The MACJC state championship will be determined by a two (2) round playoff. (North and South division winners would play runner-up in the opposite division in

first round games. The first round winners would then vie for the MACJC state championship in the second round). No playoff games will begin any earlier than 2:00 p.m. Saturday.

- g. The site of the state championship game will alternate between divisions. The location is to be within the district of the host college. South - even numbered years, North - odd numbered years.
- h. The host college shall set the time of the game. No Thursday state championship game will be permitted. In the event the score is tied after a regulation game has been played for the championship, the National Collegiate Athletic Associations' tiebreaker system shall be administered by the game officials. Play shall continue until a winner has been declared.
- i. The host college will handle the tickets to the championship game and be responsible for the accounting of the gate proceeds. MACJC passes issued by the Commissioner's office shall be the only pass to admit persons to the championship game. All media and press associates should be admitted without charge.
- j. Proceeds from the overall state championship game in football shall be divided in the following manner:
 - (1) Game expenses for officials, lighting, and field shall be paid. (Field expenses to be deducted only if facilities other than the host college facilities are used).
 - (2) The next \$1,000 (\$500 each) shall be distributed to the participating teams.
 - (3) The next \$500 will be paid to the MACJC Association.
 - (4) The remainder of gate receipts will be divided equally between the participating colleges.
 - (5) The host college shall be responsible for the concession stands and shall receive all proceeds derived from the sale of concessions.
 - (6) The admission fee for the regular season as well as playoff games shall be set at the discretion of each individual college. **(Adopted 03/23/04)**
- k. Teams may use any game ball of their choice as long as it is an NCAA sanctioned football.
- l. Visiting teams are expected to observe rules and regulations of the college visited. Coaches or administrators in charge are responsible for carrying out this section of the regulations.
- m. The total squad in football is limited to 55 players.
- n. Pre-season practice: NJCAA governs all rules regarding pre-season practice. **(Adopted 02/23/10)**. Only one (1) scrimmage is allowable within a 100 mile radius of the school unless it is a jamboree and then the travel restriction is waived **(06/08/11)**.

- o. All football games postponed due to inclement weather must be made up within forty-eight hours. (I.e. Football games scheduled for Saturday have to be played by Monday and games scheduled for Thursday's have to be played by Saturday). If a game is postponed from Saturday till Monday, the school that is affected has the option to move a Thursday game to Saturday. **(Adopted 02/23/10)**
- p. The following policies shall govern spring training in football:
 - (1) Participation is limited to full-time students enrolled in course of study except for "prospects" as defined below.
 - (2) Prospects in football may try out at any MACJC member college between January 1st and August 1st. Tryouts must be held on the community and junior college campuses. Each college is limited to two days during the spring semester when protective pads may be used for tryouts. However; they shall be prohibited from competing against anyone above the high school level prior to the graduation date of their high school class. (See MS High School Activities Association.)
 - (3) The head football coach may designate any 20 days within a period of six (6) consecutive weeks during the spring semester to conduct football drills. These designated practice days must be reported to MACJC Commissioner's office prior to beginning spring practice. **(Adopted 4/24/01 – EFFECTIVE 7/1/01)**
 - (4) Each school shall be allowed up to eight (8) out-of-state players to participate in spring practice. This number includes returning scholarship freshmen, new signees replacing mid-year transfers and walk-on players equal to the number of scholarship out-of-state sophomores returning for the spring semester. These walk-on players may receive only Federal PELL and SEOG monies, student loans and federal work-study. Article VII. Section 1 and Article IX. Section 1 b and d (1) and (2), mandating the number of out-of-state players receiving athletic aid per semester, still applies.
- q. MACJC colleges participating in a football game shall be permitted to video the game; however, the video shall not be loaned to any college or person who are not members of the MACJC.
- r. The half-time intermission shall be 26 minutes. Each band will be allowed 12 minutes to enter the field, perform, and exit. The game clock will be set at twelve (12) minutes to show time for each band. When only one (1) band performs the clock should be set to show twenty (20) minutes. Exceptions to this policy may be made to allow for homecoming ceremonies.
- s. MACJC member colleges shall not use excessive noisemakers.
- t. All games shall begin at a time designated by the home college.
- u. If only one 25 second clock is operating, let it remain on for the entire game.
- v. All member colleges shall use video football games and exchange for scouting purposes.

- (1) Only wide-angle lens can be used for videotaping of MACJC football games. **(Adopted 04/24/01 – EFFECTIVE 07/1/01)**
- (2) MACJC teams shall exchange videos with their next scheduled opponent for scouting.
- (3) Video Exchange Policy: All schools must download all films to the MACJC pool through the use of Hudl. This will include both a wide-copy and an end-zone copy with intercuts. Films should be downloaded no later than Friday noon following a Thursday contest and no later than Monday at noon following a Saturday contest. **(Adopted 02/06/14)**

NOTE: The wide-copy should include all 22 players on the field. Zoom in so numbers are visible, making sure the play is filmed completely. Include the scoreboard visibly at the end of each series.

- w. Encourage all colleges to provide an ambulance service, doctor and certified trainer at all home games.
- x. Encourage that all colleges have a certified athletic trainer employed or contracted on a daily basis.
- y. MERCY RULE – The Mercy Rule requires a running clock during the second half of play if a football team is trailing by 38 points or more. The clock will only stop for called time outs and injury time outs. If the lead is reduced to less than 38 points the clock will run as normal. **(Adopted 08/26/14)**

Section 2 – Basketball

- a. Total regular season games played will be limited to no more than twenty-three (23). **(Amended 02/23/10)** All regular season plus tournament games, and State playoff games will count as one contest each. **(Adopted 06/09/02 - EFFECTIVE 07/1/02)**
- b. Colleges are allowed two (2) scrimmage dates within a 100 mile radius of the school unless it is a jamboree and then the travel restriction is waived **(06/08/11)**.
- c. Fall practice shall begin on October 1. Regular season play begins after the first Monday in November. (See NJCAA sports procedure schedule.)
- d. Each college will play each member in their respective division on a home and home basis each year. The Athletic Director of the visiting team shall make arrangements for housing and meals with the Athletic Director of the host college. No conference games shall be played on any National Holidays that is observed by all schools. **(Adopted 01/23/12)**
- e. Any division game which has been cancelled must be made up in the order of the original schedule and must be played on the first available date. Schools will not be forced to play on consecutive days and non-conference games would have to be cancelled if it conflicted with a division game. **(Adopted 06/11/14)**
- f. During a basketball contest noisemakers, such as horns, bells, band instruments, whistles, etc., shall be prohibited. Pep squads and bands may perform prior to a

contest and at half time or official timeouts during the contest. It will be the responsibility of the host college to insure that instruments and noisemakers are not used at any other time during the contest.

- g. The squads for men and women teams during regular season games and tournament games shall be limited to fifteen (15) players plus coaches, managers, and bus driver.
- h. Admission prices for basketball games shall be set at the discretion of the individual colleges. Students must present ID cards in order to be admitted on student rates when visiting other campuses.
- i. The public address system shall be limited to play results, announcements, introductions, and half-time statistics.
- j. All colleges hosting the state tournament must provide the following:
 - (1) An assistant to the official scorer. The assistant scorer shall not keep a separate score book, but shall help identify players committing personal fouls and players making point in the contest.
 - (2) An official rulebook on the premises but not on the scorer's table.
- k. In case of a tie for first place in the division both teams will be named Co-Champions. The tie-breaker will be used to determine the seeding in the State Tournament. **(Adopted 06/12/13)**
 - a. Division record
 - b. Head-to-head competition
 - c. Record against highest seeded teams in division
 - d. Point spread between the teams involved (12 point maximum)
 - e. Overall team record, conference only
 - f. Toss of coin **(Amended 06/11/14)**
- l. State Tournament Format: EFFECTIVE 2001-2002 SEASON
 - (1) The site for the state tournament has been fixed in the following manner:
2017-18.....North Men's Champion
2018-19.....South Women's Champion
2019-20.....North Women's Champion
2020-21.....South Men's Champion
 - (2) The tournament will include top four (4) men and women teams from the North and South divisions.
 - (3) Each participating school will pay a \$250.00 fee for both men's and women's MACJC State Tournament. **(Adopted 01/22/07)**
 - (4) The tournament will be single elimination. Men's and Women's first round games will alternate on the first two (2) days of the tournament. (Men's games on the first day even years.) **(01/23/02)**
 - (5) First round games will match number one teams vs number four teams and number

two teams vs number three teams from opposite divisions.

- (6) Men's and Women's semi-final games will be played on the third day. (Alternate with women playing first game.)
- (7) Only coaches of teams participating in the State Tournament will take part in selecting the officials for the tournament. The assigning secretary will be required to furnish to each coach a list of available officials from which the selection will be made. **(01/23/02)**
- m. Cheerleaders are prohibited from occupying the twelve-foot horizontal space under the home and visitor's basket while the game is in progress. Mascots or other college representative may not run up and down side lines during the contests.
- n. Intermission:
 - (1) The half-time intermission for men and women games shall be limited to ten minutes.
 - (2) The intermission between games for men and women shall be limited to twenty minutes.
- o. The host college shall assume all financial obligations for promoting and conducting tournaments.
- p. All MACJC teams will play with the basketball designated by the NJCAA as the official ball for the national championship game. **(Adopted 01/22/01 – EFFECTIVE Fall 2001)**
- q. **Basketball Officials will be paid a regular game fee for officiating the MACJC All-Star Games. (Adopted 06/08/18)**

Section 3 - Baseball

***All MACJC Member Schools will participate as Division II, effective for the 2005-2006 Season.**

- a. The Association shall be governed by the National Collegiate Athletic Association game rules except as those rules may be altered by the National Junior College Athletic Association or by the Mississippi Association of Community and Junior Colleges. Baseball games that are called before five complete innings (4 1/2) innings if the home team is ahead) are considered "halted games" and will be continued, from the point at which the game is called, on a later date. Games called after 5 innings (4 1/2 if the home team is ahead) will be considered "regulation" games.
- b. Squad size is limited to thirty (30) players, including no more than four (4) out-of-state players. The travel squad may be thirty (30) players.
- c. The regular season baseball schedule will be limited to a maximum of twenty-three (23) playing dates (46 games). **(Amended 02/23/10)**
- d. The fall season will be limited to six (6) consecutive weeks during the fall term,

ending no later than November 1st. Schools are limited to 8 hours practice per week prior to and / or following traditional fall practice but within the NJCAA practice period dates of August 10th and November 15th. **(Amended 08/05/09)** Each college must turn in a “Fall practice” schedule before August 1st.

- e. Colleges are allowed four (4) scrimmage dates within a 100 mile radius of the school unless it is a jamboree and then the travel restriction is waived **(Amended 06/11/14)**.
- f. It is recommended that all colleges play their baseball games at night or on weekends when possible to reduce the number of classes missed by the baseball players). **Mid-week games cannot begin later than 3:00 p.m., unless mutually agreed by both schools. (Adopted 06/08/18)**
- g. The MACJC conference schedule shall comply with NJCAA sports procedures policy; however, no games shall be played during examination week.
- h. Each college will schedule a doubleheader (nine inning game followed by a seven inning game) with all colleges within the state and one of these shall be scheduled on a weekend **(Amended 01/26/15)**. Sites rotate each year. All games rescheduled due to inclement weather must be made up. **The first pitch of a double header must be 25 minutes or earlier from the conclusion of the first game.**
- i. The MACJC State Champion will be the team with the highest winning percentage during the twenty-eight (28) game conference schedule. The MACJC State Champion will receive an automatic berth to the Region 23 Tournament. The MACJC Champion may play one (1) additional date following the regular season against a non-member college **(Adopted 06/13/17)**. The next eight (8) teams with the best winning percentage from the conference schedule will advance to the Region 23 playoffs. The best 2 of 3 series will be hosted by the top seeded teams based on winning percentages in the conference schedule **(Amended 04/26/16)**.

Seedings:

- #2 hosts #9
- #3 hosts #8
- #4 hosts #7
- #5 hosts #6

Ties will be broken in the following manner:

- 1. Two team tie:
 - a. Won/lost record of head to head competition of the two tied teams.
 - b. If a tie remains, the won/lost percentage of the two tied teams vs the team with the highest winning percentage (and proceeding downward, if necessary)
 - c. If the tie persists, it will be broken by a flip of a coin conducted by the commissioner.
- 2. Three team tie (or more): The following procedure will be used in the following order until the tie is broken. (Note: if the three teams have three different records against

each other, they shall be seeded in best-percentage order). Otherwise, once the tie has been reduced to two teams, the two-team tiebreaker procedure will be used.

- a. Since all three teams will be common opponents, the tie will be broken based on won/lost percentage of games played among the tied teams.
 - b. If a tie continues, the won/lost percentage of the tied teams vs the #1 seed and proceeding through the #8 seed if necessary.
 - c. If three or more teams are still tied, commissioner will conduct a draw.
- j. A master schedule of division games will be arranged with games to be played on Tuesday or Wednesday and Saturday of each week. Division games postponed due to weather must be made up at the original site on the first available Thursday or sooner if by mutual consent. The Commissioner must be notified and in the case of non-agreement arbitrate a make-up date. Non-division games scheduled on Thursday must be rescheduled in order for division games to be made up. On Easter weekend, the Saturday game will be moved to Friday.
- k. The state/region playoff series shall have three umpires with the cost of fees and travel expenses for umpires to be shared equally among participating colleges. The costs for baseballs, preparation of grounds, and providing an official scorekeeper shall be the responsibility of the host college. Officials for the championship series in baseball shall be appointed by the baseball assigner.
- l. **Baseball Region 23 Tournament Format:**
- (1) The tournament shall include six (6) teams compressed of the MACJC Champion, the four best of three winners, and the Louisiana representative
 - (2) The tournament will be a five-day double-elimination tournament
 - (3) Region 23 tournament rotation:
2017- MACJC Champion
2018 - Louisiana representative
2019, 2020, 2021 - MACJC Champion
2022 - Louisiana representative
 - (4) Each participating team will pay an entry fee (\$300)
- m. All playoff games will be nine (9) inning games; (NJCAA tournament rules apply). The host college may set the time for the games.
- n. All conference games will begin at a time designated by the home team.
- o. In any conference doubleheader, a team that has a 10-run lead at the end of the fifth inning in the first game shall be declared the winner.
- p. Batting practice shall be limited to a 30-minute period (15 minutes per team) prior to the first game. No batting practice will be permitted between games of a doubleheader.

- q. The intentional walk will be automatic in lieu of the four ball pitch-out situation. The coach will notify the home plate umpire who shall place the batter on first base.
- r. It is the responsibility of the host college to insure that the playing field is properly "marked or lined" prior to all games.

Section 4 – Soccer

- a. Home teams will provide three officials per game with at least one (1) being a NISOA official.
- b. Colleges may declare participation in either NJCAA Division I or III. (Division I preferably)
- c. Players will be allowed to report on the same day as football team for their particular college. Season games would begin on NJCAA starting date but no earlier than the last week in August.
- d. Matches will be played according to NJCAA match rules. Only school representatives or non-soccer players may operate the scoreboard **(Adopted 01/23/17)**.
- e. Each college may schedule a maximum of eighteen (18) games and/or scrimmages during the fall semester. **(Adopted 04/24/01 - EFFECTIVE 07/1/01)**
- f. The Head Soccer Coach may designate twenty (20) practice dates in a period of six (6) consecutive weeks during the spring semester to conduct soccer drills. Colleges are allowed **three (3) scrimmage dates** within a 100 mile radius of the school unless it is a jamboree then the travel restriction is waived **(Amended 01/23/18)**. Prior to or after the 6 weeks practice the 8 hour rule will be in effect. **(Amended 08/05/09)** Practice dates must be submitted to the MACJC Commissioners Office prior to the date of the first practice. **(Adopted 01/22/08)**
- g. Master schedule will assign matches to be played on Tuesdays or Wednesdays, and Saturdays. Once the master schedule is set, adjustments may be made in home and away games to allow for football games and other conflicts.
- h. Squad limit to be set at twenty-five (25) players with two (2) of those being an out-of-state athletes.
- i. Format for competition will be according to North and South divisions. Teams will play all other division teams on a home and away basis. A point system (win=3, tie=1 and loss=0) of matches vs division opponents will be used to determine order of division finish. **(Adopted 01/22/01 – EFFECTIVE Fall 2001)**. If both colleges' field men and women teams, doubleheaders may be played on all playing dates. The tie breaker to determine the standings in the division will be 1) head to head competition; 2) goal differential between the two teams; 3) amount of away goals scored between the two teams; 4) goal differential within the division; 5) goals allowed in the division; 6) play in game between the two teams with coin flip for host site. **(Amended 02/06/14)**
- j. The MACJC State Tournament/Region XXII Tournament will be a six (6) team tournament with the quarter finals being played on Tuesday prior to the tournament which will be on Saturday and Sunday. The tournament format will include the top three teams (Men's and Women's) from the North and South Divisions. Men's

teams and women's teams will play consecutively (**Amended 02/06/14**). Each team will be charged an entry fee of \$250.

**Number 3 verses number 2 (Men and Women) at higher seed site on Tuesday prior to tournament. Winners advance to tournament to face number 1 seeds. **
(**Adopted 06/12/13**)

- k. The host of the tournament will rotate as follows:
 - In 2017 – North Women
 - In 2018 – South Women
 - In 2019 – North Men
 - In 2020 – South Men
- l. Each college may award eighteen (18) tuition scholarships per term for men and women teams. (**Adopted: 01/24/05**)
- m. A Tom Shepherd Award (Sportsmanship) will be given to each men and women's teams based upon the least amount of points recorded. Point system as follows: 1.) 1 point for a yellow card; 2.) 2 points for a red card; 3.) 3 points for a violent red card (**Amended 02/06/14**)
- n. A cup will be awarded to the winner of each division which will remain at the school until a new division champion is crowned. (**Adopted: 01/26/15**)
- o. Each college will pay \$100 dollar fee per program to participate in the MACJC Sophomore Showcase. (**Amended: 01/23/17**)

Section 5 - Women's Fast pitch Softball

- a. NCAA fast pitch softball rules will apply. The official ball of the MACJC will be the Yellow Dudley NJCAA Core .47. (**Adopted 01/22/01 – EFFECTIVE Spring 2001**)
- b. All playing fields must be properly marked according to NJCAA rules prior to play. If not properly marked, play can be made under protest. (**Adopted 01/22/07**)
- c. All schools must purchase a bat testing device and all bats must be tested prior to all MACJC games (**Adopted 01/23/17**). **Use of an illegal bat will constitute a one (1) game suspension for the player as defined by NCAA rule (Adopted 06/08/18).**
- d. Softball games that are called before five complete innings (4 ½ innings if the home team is ahead) are considered "halted games" and will be continued, from the point at which the game is called, on a later date. Games called after 5 innings (4 ½ if the home team is ahead) will be considered "regulation" games. (**Adopted: 06/17/15**)
- e. Squad size is limited to twenty-four (24) players, including no more than four (4) out-of-state players. (**Amended 01/23/06**)
- f. The regular season softball schedule will be limited to a maximum of twenty-three (23) playing dates. (**Amended 02/23/10**)
- g. Each college will be allowed to conduct six (6) consecutive weeks of fall practice at any time between August 10th and November 15th prior to or following the fall team

practice period the 8 hour rule will be in effect. **(Amended 08/05/09)** Each college will be required to submit a fall practice schedule before August 1st. **(Adopted 01/22/01 – EFFECTIVE Fall 2001)**

- h. Colleges are allowed four (4) scrimmage dates within a 100 mile radius of the school unless it is a jamboree and then the travel restriction is waived **(Amended 06/11/14)**.
- i. It is recommended that all colleges play their softball games at night or on weekends when possible to reduce the number of classes missed by the players. It is the responsibility of the host college to insure that the playing field is properly “marked or lined” prior to all games.
- j. A sophomore showcase will be held during the fall semester with open registration for both in-state and out-of-state athletes. The cost will be \$30 per athlete. **(Adopted 01/23/17)**
- k. The MACJC conference schedule shall comply with NJCAA sports procedures policy; however, no games shall be played during examination week. The MACJC master schedule must be followed unless prior approval is given from the state office. Failure to obtain approval would result in both teams forfeiting that game. **(Adopted 01/22/07)**
- l. Each college will schedule a doubleheader (two seven inning games) with all the colleges within the state and one of these shall be scheduled on a weekend. All games rescheduled due to inclement weather must be made up. **(The first pitch of a double header must be 25 minutes or earlier from the conclusion of the first game.)** The top 8 teams will advance to the playoffs.

The conference standings shall be determined by the following: **(Adopted 01/22/13)**

- (1) Conference record
 - (2) Head to head competition
 - (3) Record against highest ranked teams in the division (descending order if necessary)
 - (4) Run spread between teams involved in tie (8 run rule max)
 - (5) Coin toss
- m. A master schedule of conference games will be arranged with games to be played on Tuesday/Friday one week and rotate to a Wednesday/Saturday the next week. **Amended 06/12/13)** Conference games postponed due to weather must be made up at the original site on the first available date on or before the following Sunday. Coaches must allow one (1) day between conference games. The Commissioner must be notified of agreed upon arrangements. In the case of non-agreement arbitrate a make-up date. On Easter week, games will be played on Monday/Wednesday. **(Amended 06/11/14)**

n. **Softball State Tournament Format:**

- (1) The tournament shall include **eight (8) teams**.
- (2) The tournament will be double-elimination.
- (3) The tournament is to be played at a site with lights available if possible.

The MACJC State Tournament will be held at the site of the highest seeded team. (Adopted 06/08/18)

- (4) Each participating team in the MACJC state tournament will pay an entry fee of \$400 and furnish one (1) dozen balls. The host college shall arrange for tournament officials from outside the host district. **(Amended 06/11/14)**
- (5) The state tournament shall be played the weekend preceding the Region XXIII tournament.

o. In playoff games NJCAA tournament rules apply. The host college may set the time for the games.

p. All conference games will begin at a time designated by the home team.

q. The Chairman and representatives of the Softball Coaches' Association will be elected at the annual meeting. The duties of the Chairman will be:

- (1) To secure won/loss record to seed teams for state bracket.
- (2) To make brackets for state tournament.
- (3) To act as liaison with the Commissioner's office.

Article XIV. SPRING SPORTS

Spring sports participants must meet the same eligibility requirements as participants in all other MACJC sanctioned sports.

All colleges must declare the sports they will participate in during the following year. A copy of NJCAA dues will be accepted. Reports should be submitted to the Commissioner’s office by July 1st of each year.

Dates of spring sports finals will be set by the Commissioner and each Coach’s Association at the annual fall meeting.

Section 1 – Golf

- a. The MACJC State Golf Tournament will be hosted on a rotating basis by teams as follows with the site to be determined by the host team. If a team or teams declines, the rotation would be followed until a team accepts.

<u>MACJC Tournament Rotation:</u>		<u>Region 23/District D Tournament</u>	
2005-06	Northeast	2009	East MS
	Co-Lin		Hinds
	East Central		Pearl River
	Northwest		Itawamba
	Hinds		Northeast
	Holmes		East Central
	Itawamba		Meridian
	Jones		Co-Lin
	Meridian		MS Delta
	Gulf Coast		Coahoma
	Pearl River		Jones County
	Southwest		Holmes
	East MS		Southwest
			MS Gulf Coast

- b. The MACJC state tournament will be a 36-hole event with 18 holes played each day.
- c. A "team" will consist of at least four and no more than five players. The team score will be computed by adding the four low scores of the team members each day. A returning All-American may play in the MACJC State and Regional Tournament as an individual if he did not make the starting five (5) on his team. **(Adopted 01/23/06)**
- d. Colleges may enter less than four contestants and compete for the "medalist" trophy. **(Amended 01/24/05)**
- e. A team must have participated in a minimum of 50% of MACJC tournaments to be eligible to participate in the MACJC State Tournament. **(Amended 01/24/05)**
- f. A state championship trophy will be presented to the winning team. In the event of a tie, teams will have a playoff to determine the state championship. Dual medallist will be declared when individuals tie with low scores **(Adopted 01/22/01 – EFFECTIVE Spring 2001)**

- g. In the event of a tie in all MACJC events, the USGA Condition 11 “How to Decide Ties” (Stroke Play) (c) under Part C of Appendix I will be used to break said tie. If there is a tie, the four (4) scores used for the day that the tie occurs will be used to break the tie. **(Adopted 01/24/05)**
- h. A player of the year award, the Hubert Tucker Award, will be presented to the MACJC Golfer with the “lowest stroke average” each season. All-State selections in golf will consist of the next five (5) players with the lowest scoring average from the entire MACJC season’s schedule, and these five (5) players and ties for the fifth spot will receive plaques. The next five (5) players and ties for the fifth spot with the lowest scoring average will receive certificates. The winner of the Hubert Tucker Award and any First or Second Team All-American from the previous year’s national tournament (must also finish in the Top 20 of the MACJC State Scoring Averages of the current year) will represent the MACJC at the National Championship as long as he is in good standing with his institution and competes in the MACJC State and Region XXIII Championship. **(Amended 01/22/13)** All award winners are allowed to miss only two play dates on the schedule, but the average will reflect all scores. No scores will be dropped. **(Amended 01/22/08)**
- i. Each school is responsible for its own green fee, equipment, housing, and meals during tournament play.
- j. Each team must have coach present on each day of the tournament.
- k. Each school is required to pay \$15.00 per player per day to the host school during the State and Regional Tournaments to help defray the cost of the tournament. This will include players and coaches or assistant coaches. **(Amended 01/22/08)**

Section 2 - Track

- a. MACJC sanctions Men and Women’s teams in track.
- b. Two coaches from each team entering state meet will serve as judges.
- c. No college shall be allowed to enter the state track meet unless they have participated in at least two inter-college warm-up meets. Colleges are limited to one (1) participant per event in the state meet.
- d. The NJCAA order of events shall be followed in all track meets.
- e. Scoring shall follow the NJCAA policies. When six or more teams or individuals are competing in the same event, the scoring shall be 10, 8, 6, 4, 2, 1.

MEET SCORING: Coaches must submit times, marks, and entries to the state meet director for lane assignments and for seeding one week prior to the state meet or the last meeting prior to the state meet.

Score in meets shall be recorded as follows:

(NJCAA rules)		
No. Of Teams	Field Events	Relay Events
2	5 3 1	5 0
3	5 3 2 1	5 3 0

4	5 3 2 1	5 3 2 0
5	6 4 3 2 1	6 4 3 2 0
6	10 8 6 4 2 1	10 8 6 4 2 0
7 or more	10 8 6 4 2 1	10 8 6 4 2 1

- f. Track Meet Directors shall observe a five-minute intermission between all events during the State Track and Field Meet.
- g. All participants in track and field events shall wear matching uniforms throughout the season.

Appropriate uniforms defined: Each participant must wear the same type of uniform regardless of the particular event in which he/she may be competing during the State Track and Field Meets. The top or jersey, trunks, and sweat clothes must all be the same color as worn by the entire team. No hats, headbands, jewelry, or other attire shall be worn by the contestants.

- h. Any MACJC track and field record that may be set during preliminaries shall count as a new record for the State Track and Field Meet.
- i. The Olympic start shall be used in all running events (i.e. players are disqualified on the first false start).
- j. The MACJC State Meet and Region XXIII shall be held as separate events.
- k. Six attempts shall be allowed in the long jump, shot put, discus, and triple jump for division and state competition.
- l. All records compiled in the MACJC State Track and Field Meet shall be administered and recorded in meters or fractions thereof.

Section 3 – Tennis

- a. The Intercollegiate Tennis Association Rules shall govern regular season and tournament competition.
- b. There will be a meeting of coaches on the Sunday or Monday evening preceding the state/region tournament for the purpose of seeding players and related tournament business.
- c. There will be an Executive Board of the Tennis Coaches' Association composed of four coaches and the chairman of the Coaches' Association. This board shall be elected by the coaches at the annual meeting in even numbered years.
Duties of the Tennis Coaches' Executive Board:
 - (1) All coaches will serve on seeding committee. Tournament director to chair the meeting.
 - (2) Liaison between MACJC coaches, the tournament director, and the Commissioner's office.
 - (3) Settle disputes, protests and appeals.

- (4) To act as a sounding board for all tennis coaches.
- d. The MACJC State/Region 23 Championship will be determined by a **three-day** tournament. The entry fees for the Tournament shall be **\$175.00 per team. (Amended 1/23/18)** At least one paid, certified head official must be provided at each State Tournament. The tournament will rotate from south to north to central starting in 2017 **(Amended 01/23/17)**.

In accordance with national rules, teams shall consist of #1 through #6 singles and #1 through #3 doubles, for both men and women. If a college does not have a complete team, the #1 position must be filled before a #2 entry may be made. This policy applies to all regular season matches and tournament play. In the event that a player(s) fails to show up for the state or regional tournaments, all other players on the team are moved up in the brackets and a forfeit shall be applied to the lowest position (should no extra players be available to fill the lowest bracket).

- e. Seeding:
 - 1. ITA rules are to be followed with the exception that the #1 and #4 seeds are in the same half of each flight and the #2 and #3 seeds are in the other half.
 - a. State record (winning %)
 - b. Head to head between players with last match priority
 - c. Common opponents
 - d. Strength of schedule
 - e. National ranking
 - f. Regional ranking
 - g. UTR ranking
 - h. Majority vote of coaches
 - i. Coin toss
 - 2. TDM system will be used to set the rest of the seeds.
 - 3. **Must play 50% of matches with a minimum of seven (7) matches to be seeded at that position.**
 - 4. **Will seed four (4) players at the state/region tournament.**
 - 5. **Substitutions may be made if doubles play has not started and the injury occurs during singles play. (Adopted 01/23/18)**

Stacking:

Lineup is to be set according to strength with the best player playing #1, next best #2, next best #3 etc.

1. Grievance committee consisting of 5 coaches from member schools will be used (2 north, 2 south, and president) Coach may not rule on his or her school and will be replaced on the committee for that particular issue.
 2. The grievance must be filed in written form with the appropriate region director by April 1 and the committee must take action on the grievance within seven (7) days of the filing. **(Adopted 01/23/17)**
- f. One point shall be awarded for each match win throughout the tournament bracket.
 - g. There shall be championship matches for the men and women's divisions. MACJC conference teams which compile the most points in tournament play will be recognized as the state champions.
 - h. In the case of a tie (points) for the state championship, the winner would be decided by the number of courts won during the finals (singles and doubles); next would be number of finalists; then number of semi-finalists, then number of quarter finalists.
 - i. Scoring for dual match play will be as follows:
 - j. First 2 sets will be regular scoring with a 12 point tie break (first player to 7 ahead by 2).
 - k. If first 2 sets split, a 10-point tiebreak will be played for the 3rd set (first player to 10 points ad ahead by 2. **(Adopted 01/22/01 – EFFECTIVE Spring 2001)**)
 - l. Lineups (#1 through #6 singles and #1 through #3 doubles) may not be changed after April 1st. In case of an injury or players withdrawing, another eligible player may be substituted. If there is no eligible substitute, all players must move up, leaving any lower positions to default. **(Adopted 01/22/01 – EFFECTIVE Spring 2001)**
 - m. Regular season's doubles play shall follow a pro set format in dual matches. In the event of a tie in a pro set, a 12 point tiebreaker at a score of 8-8 in order to save time. **(Adopted 01-26-09)** Tournament play will follow a two out of three set format in doubles.
 - n. Matching team shirts or blouses are recommended for tournament play.
 - o. Team rosters shall be exchanged before each match play begins.
 - p. The starting date for tennis will be as is stated in the NJCAA Handbook.
 - q. Teams should adhere to the following guidelines of "match etiquette":
 1. Teams should make every effort to be on time for matches. If there is an emergency that constitutes a team being late, the coach should call the home team as soon as possible. If a team is thirty (30) minutes late without prior notification, the team shall default the doubles matches.
 2. The home team shall have water readily accessible to the courts.

3. If lighting is not available, teams should discuss this when scheduling and schedule matches accordingly. If courts are lighted and will be needed, lights should be operable.
4. Championship balls, not practice should be used for all matches.
5. The home coach shall be the umpire. **The home coach should notify the visiting coach of a request for a line judge and allow them the opportunity to be present of the court with the home coach. (Adopted 01/23/18)**
6. If a coach, home or visitor, does not have a full team, please call the other coach ahead of time so that he/she will not take his/her players out of class without reason.
7. All cell phones should be turned off at matches.
8. Coaches should exchange complete line-ups before the match begins.
9. ITA rules apply for dual matches.

Article XV. AWARDS AND TROPHIES

Section 1 - Trophies shall be awarded to state champions, state runners-up and division champions (when applicable) in sanctioned sports.

Section 2 - All State plaques shall be awarded to first place winners in individual sports. All-State selections will be made by coaches in team sports.

Article XVI. ALL-STAR GAMES

All-Star games shall be played in basketball and baseball. Sponsors of All-Star games shall bid bi-annually to host contests. Participants in All-Star games shall be selected by the Coaches. **(Amended 01/25/16)**

Article XVII. OFFICIALS

Section 1 - Officials shall be certified by an official's association and shall not be a member of the staff or student body of either college participating in games they officiate.

Section 2 – Football, basketball, baseball, and softball officials associations shall elect a secretary to make game assignments, games reports, and hold Rules Clinics annually. The MACJC must approve the selection of the secretary. **(Amended 01/26/09)**

Section 3 – All assigning officials will be required to use Arbiter software to assign officials for MACJC contests. The MACJC will absorb 50% of the Arbiter software costs. **(Adopted 01/25/11)**

Section 4 - Officials shall be paid as follows during the regular season:

Football - seven (7) man crew per game **(\$225 per official)**. \$25.00 for side line recorder **(Amended 01/25/16)**

Basketball - three (3) officials per game (\$150 per official). **(Adopted 06/12/13)**

Baseball – two (2) officials per game (\$250 per 7 inning double header) and (\$270 for one 9 inning and one 7 inning double header). **(Amended 01/23/17)**

Softball – two (2) officials per game **(\$180 per 7inning double header) and (\$90 for a single game)**. **(Amended 01/23/18)**

Section 5 - The Officials Executive Committee shall meet annually with the Coaches Executive Committee to review current practices and approve officials.

Section 6 - All members of the Officials Executive Committee shall receive a per diem of \$40.00 for attending the annual meeting to evaluate officials.

Section 7 - The host college shall pay to the officials an amount equal to one half the game fee for any game that is canceled within thirty minutes of scheduled starting time. If more than thirty minutes have passed before the cancellation then the full game fee shall be paid to the officials. **(Amended 02/23/10)**

Article XVIII. POLICY ON SANCTIONING NEW ACTIVITIES

Section 1 - Rules governing the sanction of new proposed activities are as follows:

- a. The request to approve new athletic activities shall be considered by the MACJC.
- b. A minimum of eight participating schools must exhibit a willingness to support the proposed activities by making a schedule and giving financial support to the teams.
- c. A specific set of rules and regulations applicable to the activity such as tournaments, officials, etc., must be brought to the Athletic Directors prior to presenting same to the Association.
- d. The final step is approval by the MACJC.

Article XIX. FINANCIAL AID / ELIGIBILITY REPORT

Section 1 - All member colleges shall be required to report all athletic and non-athletic aid awarded to individual student athletes each semester. All institutional scholarships will be submitted to the Commissioner's office during the summer prior to the academic year along with the criteria for all institutional scholarships. All Institutional scholarships must be merit based. **(Adopted 11/15/11)**

The following guidelines will help the Institutions in determining scholarship criteria:

1. All student aid must be reported and considered part of the cap.
2. Pell Grants must be applied prior to any other financial aid.
3. All aid awarded beyond athletic scholarships must be merit based. Pell recipients must fall under the maximum caps recommended above.
4. All aid/scholarships must be awarded based on a colleges pre-established scholarship committee recommendations. Scholarship committees must have and follow a published policy for issuing all student aid. Awarded scholarships must adhere to pre-established merit based criteria.
5. Discretionary scholarships defined as scholarships/aid awarded to an athlete at the discretion of one individual without pre-established eligibility criteria and not available to all students, are disallowed.
6. Where outside aid causes a student athlete to exceed the established refund, athletic aid must be adjusted down or withheld to remain within the established cap.
7. Merit based scholarships must have clearly defined criteria, be available to the general student population, and should not allow athletes to receive priority consideration. All merit based scholarships are subject to review and audit by the MACJC Athletics Commissioner. Infractions as determined by the MACJC Athletic Commissioner shall be submitted to the MACJC President's Athletic committee for

further review. Criteria for all merit based aid must be submitted to the MACJC Athletic Commissioner in conjunction with the MACJC Athletic Financial Aid/Eligibility Report, which must be on a standardized form.

Section 2 - The Financial Aid/Eligibility Report (FAE) shall contain the name, social security number/student I. D. number, source and total amount of aid a student athlete received during the reporting period. All Institutions will be responsible for inputting financial aid/eligibility data electronically through the Mississippi Community College Board (MCCB) web-site. **(Adopted 11/15/11)**

Section 3 - The President, Financial Aid Director and Business Manager shall sign the Financial Aid/Eligibility Report certifying that it is a true and accurate account of all financial aid a student athlete receives from all athletic and non-athletic sources.

Article XX. ALL-STATE

Section 1-The following criteria shall be used in the selection of All-State players:

- a. Sophomores and freshmen may be selected on all-state teams.
- b. The first team from each division shall be chosen by position. These players shall receive plaques. A second all-state team shall be chosen in the same manner described above.
- c. Coaches of each division will meet separately to select players by ballot.
- d. All players nominated, but not selected, will automatically be named honorable mention.

Article XXI. ACADEMIC ALL STATE

Section 1- The following criteria shall be used in the selection of Individual Academic All-State players:

Following grade point averages must be met:

- a. Distinguished Academic All-State must have a 3.8 or higher on a 4.0 scale for a minimum of 24 cumulative hours based on current Academic Year.
- b. Academic All-State must have a 3.25 - 3.79 on a 4.0 scale for a minimum of 24 cumulative hours based on current Academic Year.
- c. Submitted form must be signed by the college registrar and the athletic director. It must contain the college seal.
- d. Nominee can be a freshman or sophomore with a minimum of 24 cumulative hours. **(Amended 06/15/16)**
- e. Nominee must have competed in at least one season of a varsity sport.
- f. Nomination must be made during academic year in which participation occurred.

- g. When computing the final grade point average, **all** course hours must be included with the exception of remedial/developmental course work, which **cannot** be used to meet the requirements for this award.
- h. Do not round up when computing the grade point average.
- i. Deadline date for all nominee forms to the MACJC office is June 15th.

Section 2- The following criteria shall be used in the selection of Academic Team of the Year:

- a. The nominating form must be signed by the college registrar and the athletic director. The form must also contain the college seal.
- b. Each student-athlete listed on the eligibility form that finishes the season with the team will be used to figure the team's overall grade point average.
- c. When computing the final grade point average, **all** course hours attempted must be included with the exception of remedial/developmental course work, which **cannot** be used to meet the requirements for this award.
- d. Transfers get computed, including hours earned at previous college.
- e. All hours need to be computed, including F's.
- f. All nominating forms are due to the MACJC office by June 15th for all sports.

NOTE: Nomination Forms can be found on the MCCB web-site.

Article XXII. FORFEITS

"Intentional forfeiture" of games by a college, as determined by the MACJC Commissioner, (e.g. no desire to play on holidays or weekends, lacking an adequate number of players for a contest or not making a valid effort to reschedule canceled games) shall be applied equally to all teams contending for the MACJC championship. In cases involving the participation of an ineligible player(s), a team shall forfeit those games in which the ineligible player(s) took part.

Article XXIII. COACH OF THE YEAR

Recipients of "Coach of the Year" awards for each sport shall be selected by the respective coaching association.

Article XXIV. ANNUAL BUSINESS MEETING

The Commissioner and Athletic Directors shall schedule an annual business meeting of all coaches prior to state tournaments to make schedules, review recommendations for rules changes, and revise current practices.

Article XXV. HALBROOK AWARD

MACJC colleges compete annually for the David M. HalBrook Award, an award for academic achievement. The winner is determined based on the number of athletes who graduate or complete at the college during the year.

Article XXVI. MEETING TO CONSIDER ATHLETIC MATTERS

The MACJC will meet only once a year for the purpose of considering athletic recommendations. The annual meeting shall be held on the day before the regularly scheduled January monthly meeting and devoted solely to athletic matters. All changes or revisions of rules will require a majority vote of the Association. Athletic matters will not be considered at any other time during the year unless approved by the MACJC Executive Committee and the Association.

The Executive Committee will only consider a request for this exception received by the Commissioner in writing at least seven (7) working days prior to the next regularly scheduled Association meeting. Consideration for an exception to the limitation to the annual meeting may be given only if the following criteria are met.

- a. Such request for a matter(s) to be heard at a time other than the officially designated annual meeting shall comply with the following stipulations:
 1. A specific reason must be given as to why the matter proposed for consideration could not be taken up at the designated meeting time.
 2. The request must be signed by the athletic director and president of the college making the request.
- b. A matter(s) will be taken up by the Association when:
 1. The Executive Committee, by majority vote recommends to the Association that the matter under consideration be placed on the agenda.
 2. The Association by majority vote endorses the recommendation of the Executive Committee.

All matters approved by the Association become effective the following school year unless specified as "effective immediately". MACJC Athletic Directors will not consider rule recommendations from individual sports that do not have a majority of MACJC colleges supporting changes.

The present grandfather clause as stated in Article II. Section 4, would cover any teams/players adversely affected by rule changes.

(NOTE: An item/recommendation that has been tabled may be brought up in subsequent meetings without meeting the stipulations of this policy.)

Article XXVII. ALL SPORTS CHAIRPERSONS 2015-2016

Football	Chad Huff, MGCCC
Basketball	Jamilah Andrews, Holmes CC
Baseball	Mark Carson, Northwest CC
Tennis	Wanda McPhail, Meridian CC
Women's Softball	Shea Johnson, SWMCC
Golf	Tommy Snell, MGCCC
Soccer	Doug Williams, Hinds CC
Track	Reggie Dillon, Hinds CC
Athletic Directors	Chris Harris, ECCC

Sports Chairpersons are responsible for:

1. Reporting rules and regulation recommendations to Athletic Directors.
2. Ensuring a record of attendance and minutes for each meeting held by their coaches group.
3. Serving as a liaison between coaches and Athletic Directors' Association.

Athletic Directors' Chairperson is responsible for:

1. Providing won-loss records of all teams to the Commissioner.
2. Provide a current list of names, addresses, and phone numbers of head coaches to the Commissioner.
3. Serve as Chairman of Athletic Directors' Executive Committee.
4. Serving as a liaison between the coaches and the MACJC.
5. Reporting rules and regulation recommendations to MACJC.
6. Ensuring a record of attendance and minutes for each meeting held by their coaches group.
7. All other duties that may be assigned by MACJC.

Mr. Jim Southward, MACJC Commissioner
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