2012-2013
COACHES MANUAL

August 2012

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Champions of Character Coaches Course

This interactive, online coaches education course provides a basic understanding of how to intentionally teach character in an athletic setting. All new NAIA coaches must complete the course within the first 60 days from the effective date of employment.

www.ChampionsofCharacter.org/coaches

NAIA Coaches Code

I believe in the power of athletics as a program for the training of youth for a strong and efficient democracy.

I believe in athletics for the building of good character and personality.

I believe in athletics as a significant part of a sound educational program.

I believe in athletics as a constructive force in the lives of millions of sports followers throughout our nation. Therefore, I will hold sportsmanship and fair play high above all other values to be gained through sports participation.

I consider the privilege of guiding youth through participation in sports as a sacred trust and not merely a means of livelihood.

I will always keep the best interests of each student athlete as my aim. I shall never be guilty of enhancing my professional progress by the use of a student's skill for my benefit.

I will ever keep before the students under my direction the high ideals, honesty, sincerity, and integrity which have made our nation great. I will not encourage, or ever tolerate, any form of trickery or evasion of rules in order to gain an advantage over an opponent.

I will do all in my power to instill in those under my direction a tolerance for all races and creeds, and I will stand out against intolerance wherever it may occur.

I will strive to instill in every youth great purposes and aims in living and will use the desire to play not as an end, but as a training ground for the student's highest development.

I will strive to teach each student to be humble in victory and gracious in defeat, to be above bragging or using alibis, and shall help develop inner strength and poise.

I will use only fair and honest means in my desire for personal achievement and shall count the goodwill of my peers far above any achievement unfairly gained.

I will not sacrifice the values to be gained through a wholesome enjoyment of challenging sports activity for institutional pride or commercial ends.

I will use only fair and honest means of securing talent for athletic teams and never stoop to trickery or insincere promises in influencing students in the selection of their educational experience.

I will use every means at my command to protect the moral, mental and physical health of the students under my guidance and will never be party to the use of athletics for the financial or political gain of any office or group.

I will encourage each student to avail himself/herself of the best experience to be gained in a well rounded education and to progress normally toward graduation. I will never encourage participation in athletics as an end in itself.

I will help each student under my guidance toward the development of honest habits of work and pride in work well done and I shall not practice or allow evasion in any obligation surrounding the athletics program.

I will shoulder my total responsibility as a leader through athletics and will not allow that responsibility to be transferred to any person or group outside the educational institution. I will not violate this sacred trust for financial support or political prestige.

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The Official Ball of NAIA Volleyball: NAIA Red, White and Navy TACHIKARA SV-5W
More information on NAIA Corporate Partners

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General Information

I. Important Dates

A. 2012-2013 SPORT CALENDAR

August 14	Preseason national rating - available by 5 pm (CDT) at www.naia.org
	All weekly statistical reports must be submitted via the Dakstats/Websync feature. Section VI.E.-Statistics has additional information.
September 3	First weekly nominations for NAIA Volleyball Weekly National Honors. Conference/ independent nominations are due to the NAIA National Office by 5pm (CDT) Mondays, winners will be announced on Tuesdays by 5 pm (CDT) at www.naia.org.
September 4	Weekly ratings begin for volleyball – available after 5pm (CDT) at www.naia.org.
	Subsequent dates: September 11, 18, 25 ,October 2, 9, 16, 23, 30, November 6, 11 (Sunday) and December 5 (Postseason).
November 1	DEADLINE for potential national championship Opening Round host institutions to submit bids to NAIA national office.
November 2	RECEIPT DEADLINE for submitting Buffalo Funds Five Star Champions of Character Team Award to NAIA National Office.
	RECEIPT DEADLINE for submitting official postseason team roster.
	RECEIPT DEADLINE for submitting Daktronics-NAIA Volleyball Scholar-Athlete Nomination
November 10	DEADLINE for completion of conference/A.I.I./unaffiliated tournaments.
November 11	RELEASE of National Championship qualifiers by 5 pm (CDT) at www.naia.org
November 12	RELEASE of national championship field and opening-round matchups.
November 14	DEADLINE for national office to receive All Conference/A.I.I./Unaffiliated group selections from the conference/independent commissioners.
November 15	RELEASE of All-Conference/Independent volleyball teams at www.naia.org by 5 pm (CDT).
November 17	33rd ANNUAL NAIA VOLLEYBALL NATIONAL CHAMPIONSHIP Opening Round – Various Campus Sites
November 19	DEADLINE for national office to receive AVCA-NAIA All Region Team selections from the AVCA-NAIA committee chairs.
Nov 27-Dec 1	33rd ANNUAL NAIA VOLLEYBALL NATIONAL CHAMPIONSHIP Final Site, Tyson Events Center, Sioux City, IA.
November 30	RELEASE of Daktronics-NAIA Volleyball Scholar-Athletes at www.naia.org.
December 1	RELEASE of NAIA National Tournament Coach of the Year, All-Tournament Teams, Tournament MVP by NAIA Department of Sports Information.
December 3	RELEASE of NAIA Volleyball All-America teams and Player of the Year by the NAIA Department of Sports Information.
December 12-16	AVCA Annual Convention, Louisville, Kentucky.
December 14	NAIA-VCA Annual Business Meeting during AVCA convention.
June 30, 2013	RECEIPT DEADLINE for Scholar Team nomination form.

B. NAIA VOLLEYBALL FIVE-YEAR CALENDAR

2012	
November 10	Conference/Independent Championship Deadline
November 17	National Championship Opening Round- Various Campus Sites
Nov. 27 – Dec. 1	National Championship Final Site- Sioux City, Iowa
2013	
November 16	Conference/Independent Championship Deadline
November 23	National Championship Opening Round- Various Campus Sites
December 3 – 7	National Championship Final Site- TBA
2014	
November 15	Conference/Independent Championship Deadline
November 22	National Championship Opening Round- Various Campus Sites
December 2-6	National Championship Final Site-TBA
2015	
November 14	Conference/Independent Championship Deadline
November 21	National Championship Opening Round- Various Campus Sites
December 1-5	National Championship Final Site-TBA
2016	
November 12	Conference/Independent Championship Deadline
November 19	National Championship Opening Round- Various Campus Sites
Nov. 29 – Dec. 3	National Championship Final Site- TBA

II. History

A. NAIA

The National Association of Intercollegiate Athletics (NAIA) is a completely autonomous association currently administering programs of intercollegiate athletics for approximately 300 fully accredited colleges and universities of moderate enrollment. The fundamental tenet of the NAIA is that intercollegiate athletics is an integral part of the total educational program of the institution. This belief is strongly reflected in the governing documents, activities and organizational structure of the Association

Established in 1940 as the National Association of Intercollegiate Basketball (NAIB), the Association expanded to include other programs in 1952. The NAIA became the first intercollegiate sports governing body to provide championship opportunities for both men and women when the women's program was established on August 1, 1980.

B. VOLLEYBALL PROGRAM

The NAIA volleyball championship begins at the conference/independent level following the conclusion of regular season competition. Thirty-six teams qualify for the National Championship, with 24 teams competing in 12 opening-round pairings. The top 11 seeds and final site host (or top 12 if no host) receive a bye in the national championship opening round. Opening-round winners join top 11 seeds and host at the final site for a 24-team pool play tournament.

The purpose of this manual is to provide policies and procedures to be used by coaches to ensure the democratic opportunity for member institutions to participate in volleyball. It is written to be comprehensive enough to cover the varied conditions that exist throughout the NAIA at the conference/independent and national level.

C. PAST CHAMPIONS

Year	Site	Champion	Runner-up
1980	Pittsburgh State (Kan.)	Azusa Pacific (Calif.)	East Texas State
1981	Concord (W. Va.)	Hawaii-Hilo	Southwestern (Texas)
1982	Regis (Colo.)	Hawaii-Hilo	Texas Wesleyan
1983	Winthrop (S.C.)	Hawaii-Hilo	St. Mary's (Calif.)
1984	Missouri Western	Hawaii-Hilo	Brigham Young-Hawaii
1985	Wisconsin-Milwaukee	St. Mary's (Calif.)	Biola (Calif.)
1986	Texas Wesleyan	Brigham Young-Hawaii	Puget Sound (Wash.)
1987	Wisconsin-Milwaukee	Brigham Young-Hawaii	Western Oregon State
1988	Washburn (Kan.)	Hawaii-Hilo	Western Oregon State
1989	Brigham Young-Hawaii	Fresno Pacific (Calif.)	Hawaii Pacific
1990	Brigham Young-Hawaii	Hawaii Pacific	Texas Wesleyan
1991	Fort Hays State (Kan.)	Brigham Young-Hawaii	IUPU-Indianapolis
1992	Point Loma Nazarene (Calif.)	Brigham Young-Hawaii	California Baptist
1993	Point Loma Nazarene (Calif.)	Puget Sound (Wash.)	Hawaii-Hilo
1994	Chattanooga, (Tenn.)	Brigham Young-Hawaii	Western Oregon State
1995	Point Loma Nazarene (Calif.)	Brigham Young-Hawaii	Puget Sound (Wash.)
1996	Point Loma Nazarene (Calif.)	Brigham Young-Hawaii	Point Loma Nazarene (Calif.)
1997	Olivet Nazarene (Ill.)	Brigham Young-Hawaii	Biola (Calif.)
1998	Olivet Nazarene (Ill.)	Columbia College (Mo.)	Northwest Nazarene (Idaho)
1999	Fresno Pacific (Calif.)	Columbia College (Mo.)	Fresno Pacific (Calif.)
2000	West Palm Beach (Fla.)	Dickinson State (ND)	Columbia College (Mo.)
2001	West Palm Beach (Fla.)	Columbia College (Mo.)	National American (S.D)
2002	Point Loma Nazarene (Calif.)	National American (S.D.)	Houston Baptist (Texas)
2003	Point Loma Nazarene (Calif.)	Fresno Pacific (Calif.)	Columbia College (Mo.)
2004	Point Loma Nazarene (Calif.)	California Baptist	Concordia University (Calif.)
2005	Point Loma Nazarene (Calif.)	California Baptist	Columbia College (Mo.)
2006	Columbia (Mo.)	National American (S.D.)	Fresno Pacific (Calif.)
2007	Columbia, (Mo.)	Fresno Pacific (Calif.)	California Baptist
2008	Sioux City (Iowa)	Fresno Pacific (Calif.)	Concordia (Calif.)
2009	Sioux City (Iowa)	Fresno Pacific (Calif.)	Georgetown (Ky.)
2010	Sioux City (Iowa)	Fresno Pacific (Calif.)	Columbia College (Mo.)
2011	Sioux City (Iowa)	Texas Brownsville	Concordia (Calif.)

D. COACH OF THE YEAR

National Championship Coach

1980 Alane LaGrande, Azusa Pacific (Calif.)	1996 Barbara Wnek Point Loma Nazarene (Calif.)
1981 Sharon Peterson, Hawaii-Hilo	1997 Wil Navalta, Brigham Young-Hawaii
1982 Sharon Peterson, Hawaii-Hilo	1998 Susan & Wayne Kreklow, Columbia (Mo.)
1983 Sharon Peterson, Hawaii-Hilo	1999 Susan & Wayne Kreklow, Columbia (Mo.)
1984 Sharon Peterson, Hawaii-Hilo	2000 Dave Moody, Dickinson State (ND)
1985 Joan Tamblin, St. Mary's (Calif.)	2001 Melinda Wrye-Washington, Columbia (Mo.)
1986 Wil Navalta, Brigham Young-Hawaii	2002 Kaddie Platt, Houston Baptist (Texas)
1987 Wil Navalta, Brigham Young-Hawaii	2003 Dennis Janzen, Fresno Pacific (Calif.)
1988 Judy Lovre, Western Oregon	2004 Ryan McGuyre, California Baptist University
1989 Dennis Janzen, Fresno Pacific (Calif.)	2005 Ryan McGuyre, California Baptist University
1990 Nahaku Brown, Hawaii Pacific	2006 Todd Lowery, National American University
1991 Tom Pingle, IUPU-Indianapolis	2007 Dennis Janzen, Fresno Pacific University (Calif.)
1992 Wil Navalta, Brigham Young-Hawaii	2008 Paula Weishoff, Concordia University (Calif.)
1993 Robert Kim, Puget Sound (Wash.)	2009 Dennis Janzen, Fresno Pacific University (Calif.)
1994 Wil Navalta, Brigham Young-Hawaii	2010 Dennis Janzen, Fresno Pacific University (Calif.)
1995 Wil Navalta, Brigham Young-Hawaii	2011 Todd Lowrey, Texas Brownsville

AVCA-NAIA National Coaches of the Year

1988 Judy Lovre, Western Oregon State	2000 Paul Gieselman, College of St. Mary (Neb.)
1989 Dennis Janzen, Fresno Pacific (Calif.)	2001 Barb Wnek, Point Loma Nazarene (Calif.)
1990 Nahaku Brown, Hawaii Pacific	2002 Kaddie Platt, Houston Baptist (Texas)
1991 Tom Pingel, IUPUI Indianapolis	2003 Tom Van Den Bosch, Dordt College (Iowa)
1992 Steve Holman, Carroll (Mont.)	2004 Melinda Wrye-Washington, Columbia College (Mo.)
1993 Judy Green, Montevallo (Ala.)	2005 Jerry Abraham, Madonna University (Mich.)
1994 Dennis Janzen, Fresno Pacific (Calif.)	2006 Todd Lowery, National American University (S.D.)
1995 Wil Navalta, Brigham Young-Hawaii	2007 Dennis Janzen, Fresno Pacific University (Calif.)
1996 Wil Navalta, Brigham Young-Hawaii	2008 Paula Weishoff, Concordia University (Calif.)
1997 Susan & Wayne Kreklow, Columbia (Mo.)	2009 Dennis Janzen, Fresno Pacific (Calif.)
1998 Susan & Wayne Kreklow Columbia (Mo.)	2010 Ryan McGuyre, California Baptist University
1999 Donna Hawkins, Georgetown (Ky.)	2011 Dan Fisher, Concordia (Calif.)

E. VOLLEYBALL HALL OF FAME

ATHLETES

1988 Edie Mei Manzano-Frazier, Hawaii-Hilo	1998 Ann Deen, St. Francis, (Ill.)
1989 Carla Carpenter-Kablais, Hawaii-Hilo	2000 Denise Cook, Texas Lutheran University
1990 Glennie Adams, Hawaii-Hilo	2003 Tracy Schulte, Fresno Pacific University (Calif.)
1991 Willa Gipson, Texas Wesleyan	2007 Neslihan Yilmaz, Dickinson State University (N.D.)
1991 Dianne Urey, Texas Wesleyan	2008 Fernanda Vivancos, National American (S.D)
1994 Patty Dowdell, Texas Lutheran	2009 Funda Aliskan-Sinani, Dickinson State (N.D.)
1994 Laurie Flachmeier-Corbelli, Texas Lutheran	2011 Natalie Crane, Taylor (Ind.)
1994 Alofa Tagataese, Hawaii-Hilo	

COACHES

1988	Rosella Meier, Kearney State (Neb.)	1996	Rich Luenemann, College of St. Francis, (Ill.)
1988	Sharon Roberts Peterson, Hawaii-Hilo	2000	Donna Hawkins, Georgetown College, (Ky.)
1989	Rhesa Sumrell, Missouri Western	2003	Dennis Janzen, Fresno Pacific University (Calif.)
1990	Glada Munt, Southwestern (Texas)	2004	Jerry Abraham, Madonna University (Mich.)
1991	Nancy Detwiler, Eastern Nazarene (Mass.)	2005	Barb Wnek, Point Loma Nazarene University (Calif.)
1994	Susan Duke, Texas Lutheran	2008	Paul Swanson, Mount Vernon Nazarene (Ohio)
1994	Wilfred Navalta, Brigham Young-Hawaii	2010	David Moody, Dickinson State University (N.D.)
1996	Stew McDole, Graceland (Iowa)		

MERITORIOUS SERVICE

1995	Rod Schall, Sportistics, Inc.

F. NAIA-AVCA PLAYER OF THE YEAR

1990	Ann Deen, St. Francis (Ill.)	2001	Fernanda Vivancos Miranda, National American (S.D.)
1991	Lenee Hill, Fresno Pacific (Calif.)	2002	Elele Ekadeli, Houston Baptist (Texas)
1992	Amy Schutt, Northwestern (Iowa)	2003	Fernanda Vivancos Nelson, National American (S.D.)
1993	Tanya Fuamatu, Hawaii-Hilo	2004	Raquel Ferreira, Concordia University (Calif.)
1994	Amy Schutt, Northwestern (Iowa)	2005	Verania Willis, California Baptist University
1995	Anik Valiengo, Brigham Young-Hawaii	2006	Ana Mercado, Missouri Baptist University
1996	Tracy Ainger, Fresno Pacific (Calif.)	2007	Shu Liu, Fresno Pacific University (Calif.)
1997	Yang Zhe, Columbia (Mo.)	2008	Shu Liu, Fresno Pacific University (Calif.)
1998	Yang Zhe, Columbia (Mo.)	2009	Jill Baker, Azusa Pacific University (Calif.)
1999	Deng Yeng, Columbia (Mo.)	2010	Paula Ferreira, Columbia College (Mo.)
2000	Neslihan Yilmaz, Dickinson State (ND)	2011	Brooke Marino, Concordia (Calif.)

G. NAIA NATIONAL TOURNAMENT MVP

1980	Stephanie Alphenia, Azusa Pacific (Cal.)	1996	Darci Hess, Point Loma Nazarene (Calif.)
1981	Edie Manzano, Hawaii-Hilo	1997	Vanessa Valansi, Brigham Young-Hawaii
1982	Edie Manzano, Hawaii-Hilo	1998	Mariuska Hamilton, Columbia (Mo.)
1983	Alofa Tagataese, Hawaii-Hilo	1999	Deng Yang, Columbia (Mo.)
1984	Maureen Pitroff, Wisconsin-Milwaukee	2000	Neslihan Yilmaz, Dickinson State (ND)
1985	Becky Miller, Biola (Calif.)	2001	Kenny Moreno, Columbia (Mo.)
1986	Cathy Flick, Puget Sound (Wash.)	2002	Elele Ekadeli, Houston Baptist (Texas)
1987	Cathy Flick, Puget Sound (Wash.)	2003	Lin Gao, Fresno Pacific (Calif.)
1988	Flo Alo, Hawaii-Hilo	2004	Raquel Ferreira, Concordia (Calif.)
1989	Jessica Bennett, Fresno Pacific (Calif.)	2005	Yudelka Bonilla, California Baptist University
1990	Gabriela Artigas, Hawaii Pacific	2006	Leslie DaSilva, National American University (S.D.)
1991	Irae Utu, Brigham Young – Hawaii	2007	Shu Liu, Fresno Pacific University (Calif.)
1992	Lei Finau, Brigham Young-Hawaii	2008	Thais Julio, Fresno Pacific University (Calif.)
1993	Andrea Egans, Puget Sound (Wash.)	2009	Martina Gregusova, Fresno Pacific University (Calif.)
1994	Daniela Carneiro, Brigham Young-Hawaii	2010	Martina Gregusova, Fresno Pacific University (Calif.)
1995	Anik Valiengo, Brigham Young-Hawaii	2011	Danica Markovic, Texas Brownsville

III. Coaches Association

A. NAIA-VOLLEYBALL COACHES ASSOCIATION

The NAIA-VCA is an association comprised of volleyball coaches whose institutions are members in good standing. The NAIA-VCA is charged with the responsibility of carrying out programs beneficial to the sport of volleyball and the members of the NAIA-VCA. The NAIA-VCA elects officers (president, first vice president, second vice president and secretary) who serve one-year terms and provide the leadership for the Association.

The NAIA-VCA annual business meeting is held in conjunction with the American Volleyball Coaches Association (AVCA) Annual Convention. The 2012 AVCA Annual Convention is December 12-16 in Louisville, Kentucky. Agenda items may be submitted by any NAIA coach and should be sent to the NAIA-VCA current president at least two weeks prior to the annual business meeting.

B. PAST PRESIDENTS

1981-82 Margie Haller, Regis (Colo.)	1998-99 Debbie Williamson, St. Edwards (Texas)
1982-83 Donna Tavener, East Texas State	1999-01 Sue Gasperec, Trinity Christian (Ill.)
1983-84 Lynn Simpson-Adams, Greenville (Ill.)	2001-03 Stew McDole, Graceland (Iowa)
1984-86 Rich Luenemann, St. Francis (Ill.)	2003-04 Dave Moody, Dickinson State (N.D.)
1986-87 Rhesa Sumrell, Missouri Western	2004-05 Kaddie Platt, Houston Baptist (Texas)
1987-88 Glada Munt, Southwestern (Texas)	2005-06 Mike Gibson, Michigan-Dearborn
1988-89 Mark Britner, Franklin (Ind.)	2006-07 Dennis Janzen, Fresno Pacific (Calif.)
1989-90 Becky Hughes, Texas Wesleyan	2007-08 Candace Moats, Indiana Wesleyan
1990-91 Deb Johnson, Bethany (Kan.)	2008-09 Brenda Williams, Olivet Nazarene (Ill.)
1991-92 Deb Denbeck, Southwest State (Minn.)	2009-10 Tom Van Den Bosch, Dordt (Iowa)
1992-94 Judy Green, Montevallo (Ala.)	2010-11 Christy Clawson, Texas Wesleyan
1994-96 Stew McDole, Graceland (Iowa)	2011-12 Trish Seidlik, Bellevue (Neb.)
1996-98 Sue Gasperec, Trinity Christian (Ill.)	

C. AMERICAN VOLLEYBALL COACHES ASSOCIATION

The American Volleyball Coaches Association (AVCA) is committed to the development and advancement of volleyball throughout the nation. The Association has unified coaches at every level by increasing the professionalism of its members. Increasing knowledge and awareness is just one of the AVCA's commitments to coaches. The official AVCA technical journal, Coaching Volleyball, and the Association's newsletter, American Volleyball, will keep coaches abreast of volleyball techniques and activities. In addition, the AVCA annually recognizes hundreds of coaches and student-athletes through one of the most comprehensive single-sport award programs, including AVCA-NAIA All-America, Player of the Year and Coach of the Year. In order for a player or coach to be eligible for NAIA-AVCA recognition the coach must be a member of the AVCA. For $135, an NAIA head coach ($90 for assistants) may join the Association and begin reaping the benefits only membership can offer. Additional information can be found at www.avca.org.

IV. Volleyball Awards

A. PLAYER OF THE WEEK

1. Conference/Independent Player of the Week

Nominations for Conference/Independent Player of the Week must be submitted to the NAIA Department of Sports Information by 5:00 p.m. (CDT) Mondays from the conference information director or his/her designated representative. Conference/Independent Players of the Week are considered for National Player of the Week honors.

2. National Player of the Week

National Players of the Week are selected from Conference/Independent Players of the Week for each of the 23 conferences and the Association of Independent Institutions. Honorees are released in conjunction with national ratings on Tuesdays.

For volleyball, an NAIA Volleyball National Player of the Week will be selected by the NAIA Department of Sports Information. Nominations must be made by the conference/independent information director, or their designated representative. The national office will NOT accept nominations from anyone but the conference/independent information director or their designated representative. Conferences and independents may nominate only one athlete weekly for national consideration.

B. ALL-CONFERENCE/INDEPENDENTS

Each conference/A.I.I./unaffiliated grouping is entitled to select a 14-member All-Conference team. A conference/A.I.I./unaffiliated grouping has the option to recognize additional players (i.e. 2nd team, honorable mention, etc.) for local recognition only. Additional selections do not advance for All-America consideration.

It is recommended that each conference/independent selection committee convenes via conference call (set up by the conference/A.I.I.) to select the All-Conference/Independent team. The VCA officer coordinates the calling time with the conference/A.I.I. volleyball chair.

The VCA strongly recommends the process be by consensus, rather than a ballot rating, to insure proper recognition order of the athletes. Athletes are considered for further recognition in the rank order given on the form. The following factors should be considered in the selection process:

a. observed performance
b. statistics as appropriate
c. relative strength of schedule
d. team performance
e. exhibits behavior consistent with "Champions of Character" philosophy

Note: These criteria will also be used in the All-America selection process.

C. ALL-AMERICA

All-America awards are annually bestowed on the most outstanding athletes in the NAIA. Criteria for the awards and the procedures for selection are established by the Awards and Statistics subcommittee of the National Administrative Council (NAC). Please note some sports recognize All-America status by order of finish, and others require submission of materials and selection at the conference/independent levels.

The NAIA All-America Volleyball teams are selected by the NAIA-VCA Executive Committee during the NAIA National Championship. The pool of candidates comes from the All-Conference/Independent Teams. Only "A-rated" players are eligible for All-America (First, Second or Third Team) selection. The official All-Conference/A.I.I. form is sent separately by the national office to the conference/A.I.I. commissioners. Players must be listed in descending rank order starting with the conference/independent player of the year and working downward with each identified as A, B or C.

The form is due to the NAIA National Office by November 14. *This is a firm deadline.* Forms received after this date shall not be considered for All-America.

The All-America Committee shall select a first, second and third team, each consisting of 14 players. The remainder of A-rated players not selected to one of the three All-America teams will be considered for selection to the honorable mention All-America team.

The NAIA Department of Sports Information will release the NAIA Volleyball All-America teams on December 3.

D. DAKTRONICS-NAIA SCHOLAR-ATHLETE

Criteria:

- Nominee is junior or above in academic standing.
- Nominee has been in attendance at the nominating institution two full academic years as a non-transfer student or a minimum of one full academic year as a transfer student.
- Nominee has a minimum grade point average of 3.50 (on a 4.0 scale) at the time of the nomination deadline (for transfer students the GPA is only at current NAIA institution).
- Nominee has been certified as eligible and is listed on the eligibility certificate submitted to conference eligibility chair.
- Nomination form is complete and submitted through SIDHelp.
- All the above information is to be received by November 4, 2011 to be eligible for national press release/website, certificate and honors database. All criteria must be met by this date.
- NOTE: There are no statistical/playing requirements needed to receive this award.

Daktronics-NAIA Scholar-Athlete nominations will continue to be filled out via the SIDHelp admin website at www.naiasports.org/admin. You must have an account in order to fill out nomination forms as the forms are no longer available through coaches' manuals. SIDHelp is the only way to nominate student-athletes as a Daktronics-NAIA Scholar-Athlete. If you don't have an account, please sign up and create your own. Your access will be granted (usually) within 24 hours.

Nominations will be processed entirely electronically. In order to complete a nomination, the student-athlete must have approved and signed a release of their cumulative grade point average for nominating purposes. If you or your sports information office does not have a signed release form from the nominated student-athlete on file, a blank document (PDF) will be available for download. This release form does not need to be turned into the NAIA National Office. You are asked to retain it for your institutional records. The administrator nominating the student-athlete will sign electronically.

To be eligible for listing on website, honors database or receive a certificate, forms MUST BE SUBMITTED BY November 2. LATE nominations will be accepted through June 30th of each year, but will not be listed on the website, honors database or receive a certificate.

E. SCHOLAR TEAM

In recognition of academic achievement, the NAIA names a Scholar Team for all sports in which Scholar-Athletes are recognized. Based on a 3.0 season GPA on a 4.0 scale, all members of the team who appear on the eligibility certificate will be included in the GPA compilation. Please find the on-line submission in Official Publications.

F. PLAYER OF THE YEAR

1. Conference/Independent Player of the Year

Each conference/A.I.I./unaffiliated grouping selects a Player of the Year using its own method of determination.

2. National Player of the Year

The NAIA-VCA officers serve in committee to select the AVCA-NAIA National Player of the Year. They convene at the National Championship final site to review nominations. The President chairs the selection committee. Questions regarding the selection process can be directed to any officer of the NAIA-VCA.

The committee considers the following when selecting the Player of the Year:

1. Outstanding performance on the court
2. Participation in at least half of the team's matches
3. Team success
4. Exhibits behavior consistent with the Champions of Character philosophy

The NAIA National Player of the Year is selected from the Conference/Independent/Unaffiliated grouping Players of the Year.

The above selection will also be the NAIA-AVCA National Player of the Year unless that player's coach is not an AVCA member in which case an additional player will be selected for recognition through the AVCA.

G. COACH OF THE YEAR

1. Conference/Independent Coach of the Year

Each conference/A.I.I./unaffiliated grouping selects a Coach of the Year using its own method of determination.

2. National Coach of the Year

The NAIA-VCA officers serve in committee to select the National Coach of the Year. They convene at the National Championship to review the candidate pool that includes the Conference/Independent Volleyball Coaches of the Year and national tournament participating coaches. The President chairs the selection committee. Questions regarding the selection process can be directed to any officer of the NAIA-VCA.

The following guidelines will be considered when selecting the Coach of the Year:

1. Performance in postseason play
2. Team's success
    a. overall ranking
    b. season record
    c. significant wins/losses
3. Professional involvement
    a. ambassador of the NAIA
    b. involvement in organizations
    c. professionalism
    d. Champions of Character role model

If the selection is not an AVCA member, an additional coach will be selected for the recognition through the AVCA. See AVCA Recognition below.

3. National Tournament Coach of the Year
   The National Tournament Coach of the Year is determined by vote taken by coaches of teams participating in the national championship at the final site. The ballot includes all national championship coaches.

H. NATIONAL CHAMPIONSHIP AWARDS

The NAIA maintains a standardized awards program for the national championship. National championship awards are given to the official parties of the top four teams. Members of the tournament committee, with input from participating national coaches, select a 14-member Tachikara All-Tournament Team and the Tachikara Tournament Most Valuable Player. The Tachikara Tournament Coach of the Year and the tournament's Champions of Character award will be presented during the awards ceremony.

I. AVCA RECOGNITION

In addition to NAIA honors, the AVCA conducts a separate, AVCA-NAIA recognition program which includes player and coach awards at regional and national levels. In order to be eligible to receive AVCA honors the coach of the team involved must be an active member of the AVCA.

The AVCA has eight geographic regions for recognition purposes. Each region has a recognition committee that meets annually to select its All-Region Team, Region Player of the Year and Region Coach of the Year. The AVCA-NAIA region honors must be submitted by each respective committee to the NAIA national office by November 22.

AVCA national recognition includes All-America, National Player of the Year and National Coach of the Year. The officers of the NAIA-VCA and the NAIA-VCA Recognition Committee chair comprise the selection committee for AVCA national honors, convening at the NAIA National Tournament to complete the selection process.

AVCA-NAIA All-Region Team. The AVCA-NAIA All-Region Team includes 14 team members and 8 honorable mention players. Each NAIA All-Conference/Independent team will automatically become the exclusive source of candidates for AVCA All-Region consideration. Only players from institutions where the coach is an AVCA member (or immediately becomes a member) are eligible for consideration. The region recognition committee reviews player statistical data and follows the rank order of the All-Conference/Independent teams in the selection process.

AVCA-NAIA Region Player of the Year. The AVCA-NAIA Region Players of the Year are selected from the list of the Conference/Independent Players of the year within that region, by consensus of the region's recognition committee.

AVCA-NAIA Region Coach of the Year. The AVCA-NAIA Region Coaches of the Year are selected from the list of the Conference/Independent Coaches in that region, by consensus of the region's recognition committee.

AVCA-NAIA All-America Team. The AVCA-NAIA All-America honor includes a first, second and third team, each with 14 members. In addition the committee may recognize an unspecified number of honorable mention players. Each AVCA All-Region team and its honorable mention players will automatically become the exclusive source of candidates for AVCA All-America consideration.

AVCA Player of the Year. The AVCA-NAIA Player of the Year is selected from the AVCA-NAIA Region Players of the Year.

AVCA National Coach of the Year. The AVCA-NAIA Coach of the Year is selected from a pool including the AVCA-NAIA Region Coaches of the Year and those additional coaches whose teams qualified for NAIA Nationals.

J. BUFFALO FUNDS FIVE STAR CHAMPIONS OF CHARACTER TEAM AWARD

The Buffalo Funds Five Star Champions of Character Award is an annual award given at the end of each sport season. Each sport awards the Buffalo Funds Five Star Champions of Character Award to one team on a yearly basis and all NAIA teams are eligible for the team award. Teams must be nominated by their institutions. Award winners will be selected based upon their documented display of exemplary character and sportsmanship on the field, on campus, and in the community. Specifically, fulfillment of the core character values of respect, responsibility, integrity, servant leadership and sportsmanship will be taken into consideration.

In order to complete the award nomination form please find the on-line submission in Official Forms. Deadline is November 4.

K. ORDERING AWARDS

Conference/independent awards are ordered by the Conference/Independent Commissioner and are the financial responsibility of the conference/independent or postseason host institution. Official NAIA awards MUST be ordered from:
MTM Recognition, 3501 SE 29th Street, Del City, OK 73115 (800) 324-5995 x 441

Contact: Jessica Baughman, jbaughman@mtmrecognition.com
NAIA National Office Staff Awards Liaison – Mindy Pinkerton – mpinkerton@naia.org

V. NAIA National Awards

(See NAIA Awards Forms on the Official Forms page)

VI. Ratings, Raters, Reporting Results and Statistics

A. RATINGS

A weekly national rating will be conducted for volleyball beginning with the preseason poll to be released on August 14. The Top 25 poll will begin on September 4. The ratings are compiled from the balloting of the 23-member rating committee (see Appendix A – one rater per conference/A.I.I.). Three conference calls (Sep. 10, Oct. 8 and Nov. 5) will be conducted during the season to exchange information. All calls will be at 12:30 p.m. (CDT).

The final rating will take place *AFTER* the deadline for postseason qualifying tournaments. The National Administrative Committee confirmed that the final rating taking place *AFTER* postseason qualifying tournaments will remain through 2012-13.

A postseason rating (post-championship) will be conducted in all sports. The "final" rating (following affiliated conference/group qualifying tournaments) used for seeding and/or at-large selection will still be referred to as the final rating; and the post-championship rating will be referred to as the postseason rating. The postseason rating will follow the same process (conference/group rating & national recommendation followed by national ballot and national ratings oversight) as all other weekly ratings. The only other stipulation is that the National Champion MUST be the #1-rated team in both their conference/group rating AND the postseason national rating.

In order to be eligible for ratings and honors, all contest results must be reported to the NAIA Scoreboard (http://www.naiasports.org/admin/) within 24 hours of completion. Institutions failing to report results f*or two consecutive weeks, or four total weeks* during the season will not be eligible for the national statistical reports or ratings for the remainder of the season.

Campaigning for ratings votes for one's own team or for votes for one's own players for postseason awards shall be considered inappropriate and unethical. Campaigning shall be construed as using fax, mail, e-mail or telephone to contact a coach or group of coaches to solicit support for one's team or players. Organized public relations campaigns dedicated to that same end shall also be deemed unethical.

Although this is not mandatory, it is strongly recommended by the VCA that each week the conference/A.I.I./unaffiliated volleyball rating committees collect competition results for the week and then convene via conference call each Monday for a consensus rating of their respective areas.

For SPECIFIC and COMPLETE information, please refer to the ratings manual in Appendix B.

B. RATERS

Raters are selected by their respective conferences and the Association of Independent Institutions. A detailed description of raters' responsibilities can be found in Appendix B, the Volleyball Ratings Manual. It is recommended that raters:

1. Attend at the National Championships
2. Have consistent exposure to teams in several conferences
3. Have a willingness to serve
4. Have the support of the conference/independent volleyball sport chair

C. REPORTING RESULTS

All contest results must be reported to the NAIA Scoreboard within 24 hours of completion in order to be eligible for team and/or individual weekly ratings and honors. Scores must be reported via the DakStats Web-sync feature or through the NAIA Scoreboard. To enter through the NAIA Scoreboard, visit www.naiasports.org/admin and log in with your user name and password.

First time users:

1. To register to use the NAIA Scoreboard, go to www.naiasports.org/admin
2. Click on the "Don't Have a Password? Register Now" link.
3. Enter your school e-mail address (only school email addresses are accepted) with a chosen password.
4. The NAIA National Office receives an email notification of your registration request.
5. Your registration will be approved within 1 business day.

If you have an active account with SIDHelp, you do not have to re-register. Your username/password is already in the system.

Instructions for reporting results in SIDHelp: User should first go to their school website if they use SIDHelp, if not, go to the conference website. If they don't use SIDHelp for their school or conference website, go to the NAIA SIDHelp admin site (www.naiasports.org/admin). All of our SIDHelp websites (school, conference, NAIA) admin sections use the domain name and then add "/admin/" to the end of it. For example, if you are a Mid-Central College Conference school and you log-in to the MCC conference website, you would go to http://www.mid-centralconf.org/admin/. If you don't follow these instructions, you may potentially have to report to three different SIDHelp websites

Reporting team scores on the NAIA website provides greater team exposure to media, coaches, potential student-athletes and fans.

Institutions failing to report results for two consecutive weeks, or four total weeks during the season will be subject to a monetary penalty. The first violation will continue to be a warning. Any second violation (first penalty), will be a $500 fine. The third violation will be a $1,000 fine and a loss of postseason awards. The fourth violation will be a $1,000 fine and will be dealt with at the discretion of membership services. Fines will be due within 30 days of notification.

D. STATISTICS

The official NAIA statistics summary (clarification, definition, calculation) is provided as Appendix E in this manual. A Volleyball Statisticians' Manual with sample videos can accessed from the AVCA membership education website (accessible to all AVCA members), or from the NCAA website

Manual: http://www.ncaapublications.com/productdownloads/VBSM09.pdf
Videos: http://web1.ncaa.org/web_video/volleyball/statistics/index.html

The intent of the Statisticians Manual is to assist volleyball statisticians and sports information directors with a more consistent and efficient method of using statistics in volleyball. It is vital that sport records maintain a certain level of integrity and accuracy. The NAIA urges the official statistician for every sport to become familiar and have a working knowledge of the statistical manual.

NOTE: NAIA statistics (in contrast to the NCAA) include both serve reception attempts and reception errors. Those in turn generate a passing percentage number and a passes/game statistic. They are used routinely in the NAIA recognition process.

An in-season, weekly national statistical report is produced utilizing DakStats for the sports of soccer, volleyball, football, basketball, baseball and softball. To be eligible for the statistical report, a student-athlete must play in 75 percent of team games played. Only statistics from games against varsity teams from upper-level, degree-granting institutions in the United States and Canada should be submitted. Categories are determined on a sport-by-sport basis by the NAIA Sports Information Department.

The home team is responsible for both team's official statistics. The home team must notify opposing team at least 72 hours prior to contest if official stats will not be provided. The opposing team can file an appeal if they feel an error was made in the official stats up to 72 hours after the conclusion of the contest. The appeal must be filed with the home team up to 72 hours after the contest and both teams must change the stats.

With the weekly use of DakStats and the Web-sync feature, there is a $75 per sport fee for volleyball, which currently uses the system for weekly reporting.

VII. NAIA Policy Handbook

The NAIA POLICY HANDBOOK can be found at www.naia.org. Please refer directly to the NAIA policy handbook for the following:

A. Forfeits – National Administrative Council, Article XI
B. Declaration of Intent to Participate – Bylaws, Article I, Section L
C. Definitions for Eligibility – Bylaws, Article V, Section B
D. Eligibility Requirements – Bylaws, Article V, Section C
E. Frequency of Play and Scheduling – Bylaws, Article I, Section F
F. Amateur Rules and Reinstatement – Bylaws, Article VII
G. Institutional Financial Aid Policy – Council of Presidents, Article IX
H. Reporting Results – National Administrative Council, Article XXIV, Section A
I. Conduct in Competition Guidelines – National Administrative Council, Article IV

J. Ejection Policy – Bylaws, Article VI Section 7
K. Campus Visitations and Tryouts of Prospective Students – Bylaws, Article II, Section C
L. Recruitment – Bylaws, Article II, Section D
M. Criteria for Countable Contests – National Administrative Council, Article XXV, Section A, Item 12

VIII. Sunday Play Policy

As a matter of policy, NAIA national qualifying and national championship competition will not be scheduled on Sunday. See NAIA Policy Handbook for additional information.

IX. Playing Rules and Regulations

A. PLAYING RULES

Rules governing NAIA regular season and postseason play are the NCAA Rules, as modified. At publication there are the following exceptions:

1. Matches between NAIA institutions will follow an unlimited substitution rule.
2. Unlimited substitution applies whether a team uses a libero or not.
3. No requirement for 2 meters depth for the service area.

New for 2012-13 – 4. A forty-five (45) minute break must be given between back-to-back matches during all tournaments during the season. If both coaches agree it can be decreased to thirty (30) minutes.

The NCAA Volleyball Rulebook is available in July each year and may be purchased by calling 888-388-9748 or through their website at www.ncaa.org.

B. MATCH OFFICIALS

All officials used for conference, independent, and national competition should be PAVO certified. The NAIA-VCA recommends the use of PAVO officials and line judges for all matches; regular season as well as tournaments.

Trained and uniformed lines people and scorers should be used throughout the season.

C. SEASON RECORDS

Season won-loss records for all NAIA member institutions shall include only those matches against upper-level, degree-granting institutions in the United States and Canada, and shall not include any matches against junior colleges, clubs, foreign or military teams.

The reported record shall include ONLY matches which have been officiated by two officials (both the first and second referees) who are certified by a national (PAVO or USAV) or international (FIVB) volleyball association.

D. OFFICIAL BALL

The official ball for all NAIA postseason competition is the NAIA - red, white and navy Tachikara SV-5W. The NAIA strongly recommends the use of this ball for all regular season play as well.

X. Conduct in Competition

A. EJECTIONS AND SUSPENSIONS

An ejection is an action enforced in conjunction with competition by a game official consistent with the playing rules in that sport. A suspension is required by NAIA bylaws (Article 6, Section B, Item 7) as an additional consequence related to ejections in conjunction with competition.

Ejections are not subject to appeal. Some sport rules allow protests through an official process outlined in each sport rule book.

Suspensions may be appealed starting with the Conference/Association of Independent Institutions. An institution must submit an appeal to their conference within 72 hours of the completion of contest. The conference will submit a recommendation to the national office within 72 hours of receiving the appeal from the institution. The Conduct and Ethics Committee is responsible for all appeals related to suspensions due to ejections of a coach and/or student-athlete.

Once an appeal with appropriate signatures has been submitted to the conference, the student-athlete/coach may continue to participate through the appeal process. If the appeal is not approved, then the student-athlete/coach must sit out of the next scheduled contest(s).

A suspended person cannot be in the competitive venue the day of the contest or communicate with any team personnel or game officials the day of the contest. The student-athlete/coach will be normally removed from the venue during a suspension. However, the game manager will use their best discretion on what is appropriate to risk management procedures regarding their venue.

Ejection reports must be completed by the NAIA game official ejecting a student-athlete or coach and the athletic director of the ejected student-athlete or coach. The form must be submitted to the NAIA within 48 hours after the completion of the contest.
www.ChampionsofCharacter.org/page/officials.php

Postseason Competition

I. Responsibilities of Participating Institutions

A. OFFICIAL PARTY

Postseasons rosters will be filled out via the SIDHelp admin website at www.naiasports.org/admin. You must have an account in order to fill out a postseason roster as the forms are no longer available through coaches' manuals. If you don't have an account, please sign up and create your own. Your access will be granted (usually) within 24 hours. Once you log-in, please follow these instructions:

1. Start at www.naiasports.org/admin.
2. There will be a section titled "Forms and Rosters". Click on the link "Official Postseason Rosters".
3. Fill out the roster form.

Postseason rosters will be processed entirely electronically. The administrator completing the postseason roster will sign electronically. Postseason rosters no longer need to be sent to the NAIA National Office. Do not send postseason rosters via email or fax to the national office.

You are still required to carry a copy of your roster to the site of the conference/A.I.I./unaffiliated group and national tournaments, and presented to the tournament supervisor prior to that institution's participation in the tournament.

The official party for each team participating in postseason play is 16, with 16 players allowed in uniform. A maximum of 21 credentials may be issued per team.

If you have trouble with the on-line nomination form, please contact the NAIA Sports Information Department at CWaller@NAIA.org. Any other general questions related to the official postseason rosters, please contact the Sport Manager.

1. A copy of this roster MUST be hand-carried to the site of the conference/independent and national tournaments and presented to the supervisor (conference/independent volleyball chair for conference/independent tournament, and NAIA Site Supervisor/Tournament Committee for the national championship) prior to that institution's participation in the tournament. A team must submit its official roster in order to be eligible to participate in the tournament.
2. The deadline for certifying the official roster of 16 players is 30 minutes prior to the first match of any conference/independent tournament, or at the coaches meeting of the national championship. Once the tournament begins, no player may play that is not on the official roster.
3. A player may be replaced on the official roster between the conference/independent and the national championship by any eligible player whose name is included on the NAIA Official Eligibility Form for volleyball for the current season. The coach will need to hand-carry a copy of the eligibility form to each tournament if a roster change is necessary.
4. For the national championship, roster changes are permissible between the opening rounds and the start of final site competition only in the event of injury, illness or family emergency. Replacements are permitted from among eligible athletes only.
5. For unaffiliated group qualifying tournaments that include preliminary conference/group qualifying contests in the qualification plan; roster changes cannot be made between "rounds." Unaffiliated group tournaments will follow the same roster change policies used for affiliated conference/A.I.I. tournaments

B. EXPENSES

Each participating team shall be responsible for its own expenses en route to, during, and from all postseason events.

C. INSURANCE

Each participating team shall provide its own medical, hospitalization, travel and accident insurance for all members of its official party.

D. COACHES' RESPONSIBILITY

The coach or other designated person from each participating team must be in attendance and responsible for his/her team at all times while at the site of the championship. This person shall accept the responsibility for the conduct of his/her student-athletes at the championship site, during the championship and at all activities connected with the team's championship participation. In case of property damage, the offending institution shall be held financially responsible.

II. Conference/Independent National Qualifying Tournaments

The conference/independent volleyball national qualifying tournaments are planned and administered by the conference/independent volleyball committee under the leadership of the conference/independent volleyball chair and subject to approval of all standards and conditions as may be prescribed by their respective executive committees/commissioners/presidents. Conference/independent national qualifying plans must be submitted by September 1 of each year.

A. DATES AND SITES

The dates and sites of the conference/A.I.I./unaffiliated volleyball national qualifying tournaments shall be determined by the conference/A.I.I./unaffiliated volleyball committees. The conference/A.I.I./unaffiliated volleyball playoffs, if held, MUST be completed no later than November 10.

B. ADMINISTRATION

If available, the conference/independent volleyball chair will serve as administrator for the conference/independent national qualifying tournament in cooperation with the host site athletics director. When not available, the host athletic director, or a designated person, may serve in this capacity.

At the time of final team selection, immediately provide the NAIA department of sports information with the participating teams, seeding and pairings, and match sites and times.

C. FINANCES

The host site for all conference/independent national qualifying tournaments shall establish and enforce financial policies within the NAIA national policies when conducting these events.

III. National Championship

A. ADMINISTRATION

The NAIA Volleyball National Championship is under the direct control and supervision of the NAIA Site Supervisors (opening rounds) and the Volleyball Tournament Committee (final site). Site Supervisors and the Tournament Committee are responsible for the management of tournament matches and the general welfare of participating teams and coaches. They conduct tournament coaches' meetings, work with the supervisor of officials, and coordinate both pre- and post-tournament ceremonies. Should a member of the tournament committee have a team qualify for the national championship, the NAIA Sport Manager will appoint an alternate to serve on the committee.

All national champions should be determined in competition, with national championships played to conclusion. Playability should be determined by the onsite games committee in consultation with the national office, making every effort to conclude on schedule. The committee should make every possible effort to finish in the timeliest fashion possible.

B. QUALIFICATION OF TEAMS

The NAIA National Championship includes a field of 36 teams.

1. Conferences and the Association of Independent Institutions (A.I.I.) automatically qualify one berth per six sponsored teams, two for 12, and three for 18. These automatic berths are awarded based on the approved qualifying tournament plans for each conference and the A.I.I.
2. At-large berths are awarded based on the final rating after all national qualifying tournament play is complete.
3. The host institution (if one exists) receives an automatic berth if it does not qualify through the automatic or at-large process. If no host berth is awarded an additional at-large berth will be added.
4. There are no limits on the number of at-large berths a conference or the A.I.I. may receive.
5. Conferences with fewer than 6 teams are considered "unaffiliated" and grouped geographically by the National Administrative Council (NAC) to determine method of qualification.
6. Qualifying teams that do not receive votes in the final rating will be seeded at the discretion of the tournament/games committee.

NOTE: Should there be a tie in the rating at the point where the last allocation would be determined, tie-breaking procedures will be applied as follows. (Application of criteria stops at any time the tie is broken.)

1. Head to head

2. Win/loss percentage vs. common opponents
3. Accumulated ratings points in last four ratings (2 if bi-weekly)
4. Smaller differential between highest/lowest ratings after displacement
5. Vote of sport rating oversight committee.

Qualification Allotments for 2012

- 27 automatic berths for conferences/independents/unaffiliated groupings
- 1 possible host berth
- 8-9 at large berths

C. FORMAT

The NAIA National Championship will include a field of 36 teams. Twenty-four (24) teams compete in 12 National Championship Opening Round matchups played on campus sites nationwide. The top 11 seeds and final site host (or top 12 if no host) receive an opening-round bye. Opening-round winners join the top 11 and host at the final site for a 24-team pool play tournament.

Once the 36-team field is set, the tournament committee, NAIA Sport Manager and National Administrative Committee Volleyball Liaison will convene via conference call to set the national championship opening-round matchups.

Matches in all rounds are best of five.

1. Opening Round

Dates and Sites

Host sites and pairings will be announced on November 12 after the release of the final national rating and review of all host bid applications. Seeds 13-20 in the opening round receive a home game/host opportunity if they submit a bid packet and meet the minimum guarantee. Potential hosts MUST submit a national championship opening round bid to the NAIA national office by November

New for 2012-13 – When pairing Opening Round opponents for sports who play head-to-head in the Opening round (volleyball and men's and women's soccer) the first six seeds will be protected by not allowing their opponent to be moved more than four spots in either direction from their natural seed matchup. Additionally, the remainder of the pairings would be allowed to move up to eight spots in either direction from their natural seed matchup.

The top 12 seeds in volleyball (or the top 11 seeds and a host institution) are protected due to the Opening Round bye built into the championship. The remaining seeds will be held to the rule listed above by not moving more than eight spots in either direction from their natural seed matchup.

Pairings

The 12 opening-round pairings will be played on Saturday, November 17 at NAIA campuses nationwide. All pairings for the opening round will be based upon the following prioritized criteria:

1. Geographical location of teams
2. Financial considerations
3. Final rating/seeding

New for 2012-13 – First round opponents shall not be from the same conference.

Administration

The national championship opening round is planned by the NAIA Site Supervisor and the Host Site Coordinator at each of the 12 national championship opening-round venues. The host site is responsible for the following:

1. Minimum host guarantee of $4,000.00.
2. Transportation, housing, meal allowance and match fees for officials.
3. Administrative expenses, including security, ticket personnel, PA announcer, scorer, timer, etc.

Bid fees will be used to pay for travel costs for the NAIA Site Supervisor and assist with reimbursement to traveling teams in opening-round pairings.

Certified officials will be assigned by the host conference/A.I.I. (in consultation with the NAIA and PAVO) based on criteria set by the National Administrative Council for opening rounds. It is strongly recommended that officials for opening-round pairings are PAVO or USAV nationally-certified officials. Payment of officials and match operation costs are host institution responsibilities.

Complete details for hosting a Volleyball National Championship Opening Round can be found in the Opening Round Site Survey/Bid Form and Opening Round Manual at the NAIA website.

2. Final Site

At the final site teams will compete in a 24-team pool play format, with 6 pools of 4. The top 2 teams from each pool advance to single elimination. After the opening round is complete, the tournament committee will build pools based on the seeding of remaining teams in a serpentine format. The host institution will not play in the opening round. The tie breaker procedure for pool play is outlined below.

Pool A	Pool B	Pool C	Pool D	Pool E	Pool F
1	2	3	4	5	6
12	11	10	9	8	7
Next highest O.R. winner					
Lowest seeded O.R. winner					

3. Tie Breaking Procedure

The following procedure is to be used only to determine place in pool play and cannot eliminate a team from competition:

1. Overall match record.
2. Head-to-head competition
3. Percentage of sets won of those played among tied teams (total sets won/total sets played).
4. Percentage of points won in matches played among tied teams (total points won/total points played).
5. Percentage of total sets won.
6. Percentage of total points won.
7. Coin flip.

In the situation where there are three teams tied for second place in the pool, the team judged to be superior by the procedure listed above shall be the bye team. The other two teams shall play one set to 25 points and the winner will play the bye team one set to 25 points. (Two 25 point sets total.)

In the situation where there are three teams tied for first place in the pool, the team judged to be superior by the procedure listed above shall be awarded first place and the first playoff berth. The other teams shall play one 25 point set for the remaining playoff position. An exception to this shall be if a flip of the coin must be used to determine the bye team. In that case, all teams must compete for the playoff positions as follows:

1. Team A wins over team B and gains one playoff berth (one set to 25 points).
2. Team C plays the losing team (B) for the second playoff berth (one set to 25 points).

D. TOURNAMENT SELECTION PROCESS APPEALS

If there is misapplication of NAIA policy and procedures regarding tournament selection, an institution may appeal to the national office of the NAIA.

Criteria for filing an appeal

1. A written appeal citing the specific NAIA policies and/or procedures that have been misapplied must be submitted to the NAIA National Office - Department of Championships within 24 hours (or noon (central time) of the next business day if the end of the 24 hour period falls on a non-business day) from the time the tournament field has been released.
2. Once an appeal has been submitted a response will be provided within 24 hours from receipt of appeal.
3. Appeals must be submitted and signed by the Athletics Director and President of the institution.

NOTE: The National Administrative Council volleyball liaison will be on the selection conference call to listen to the application of tournament selection procedures. The liaison will report any concerns to the National office immediately following the conclusion of the

conference call. The oversight committee will review ratings to prevent any ratings process violations or unethical use of the ratings process.

E. HOUSING

All participating teams MUST stay at the designated headquarters hotel or assigned properties. Failure to do so would make a team INELIGIBLE for the national event.

F. PARTICIPATION IN FUNCTIONS AT NATIONAL CHAMPIONSHIPS

All participating teams and individuals competing in a national championship, including opening rounds, must attend all functions including; Parade of Champions, coaches meetings, opening round celebrations, and Champions of Character nominations. Failure to comply will result in a penalty of a $1,500 fine to the institution.

G. RELATED INFORMATION

1. NEW for 2012-13 – Film Exchange - Coaches entering national tournament play may request a game film from an Opening Round opponent and said coach must honor such request. All game exchange during the national championship must be done in DVD or electronic format. Matches must be the last game played in the team's conference/A.I.I. tournament and unedited. For the Opening Round this DVD may be sent via overnight delivery or the electronic information must be sent one day after the request.

All participants in the final site shall bring a DVD or the electronic format information to Sioux City. DVDs are to be brought to team check in for review by the tournament committee. Exchanged films are to be turned into the Tournament Committee following the conclusion of your first round game. All postseason tournament play, or if no tournament, then the last game played, shall be filmed for the purpose of the film exchange. This policy is to be monitored by the NAIA-VCA.

The film exchange is mandatory. Any violation of the film exchange policy will result in a $500.00 fine. In addition, the chair of the tournament committee will direct a letter to the athletics director (copy to the president) of said institution that the coach has neglected to follow NAIA-VCA policy.

2. Opening-Round Gathering – The host will organize a pre-match celebration for participating student-athletes from both teams and match officials. Opening round celebrations should consist of a minimum of a meal function, presentation of Champions of Character awards as well as certificates of participation. This can be in the form of a dinner, breakfast or a social for both participating teams, and may be held the evening before or the day of the championship match. The official party from each participating institution is required to attend. Twenty-one tickets are provided to each institution, as well as complimentary tickets for officials and the NAIA site supervisor. Attendees should wear appropriate attire for the event.

3. Final Site Banquet - There will be a banquet on the Monday prior to the beginning of play to recognize the advancing teams and NAIA Hall of Fame inductees. All teams advancing to the final site are required to be in attendance at this function in appropriate dress.

4. Meetings – At all campus sites the NAIA Site Supervisors will conduct pre-match meetings with head coaches and officials. This meeting shall serve as an informational forum and will include a briefing by a representative of the match officials. Head coaches are required to attend. The Tournament Committee will hold similar mandatory meetings for all head coaches advancing to the final site.

5. Opening Ceremonies – At all national championship tournament sites an opening ceremony will be conducted. At the final site, a Parade of Champions involving all teams, honorary coaches and tournament officials will be held on the first day of competition to officially open the event. All teams are required to participate in this function in full uniform.

6. New for 2012-13 - Rosters – Each team will continue to get 21 credentials for their official party to be broken up as 16 participants and 5 support staff. Athletic Trainers will now have 2 separate credentials and will not be included in the 21 official party credentials. Athletic Trainers will be able to access the court and the team benches with their credentials.

Athletic Directors are not to be put on official party roster as their Membership Card will allow them and a guest access to the tournamnet. They can pick up a corresponding credential at the ticket booth.

7. Non-Participant Coaches - Coaches whose teams have not qualified for the championship are encouraged to attend and further to become involved in the event. The following are areas in which assistance would be welcomed.

- All-Tournament nomination process
- Official's evaluation
- Host volunteer service

Coaches who are interested are asked to notify the tournament committee either in advance or immediately upon arrival indicating interest and availability.

8. Radio and Television - The broadcast of any tournament match is governed by NAIA broadcast policies as printed in the NAIA Policy Handbook.

	RADIO	TELEVISION	WEB BLOGGING**
Commercial	$50 (Pool); $75 (Opening Round); $100 (Quarters, Semis, Championship) + $25 per*	$500/match/station (live) $250/match/station (delayed)	$25 (Pool); $50 (OR, Quarters, Semis, Championship)
Non-Commercial	Same as Commercial	$250/match/station (live or delayed)	Same as Quarters

* Extra charge associated with any additional radio stations that pick up a school's feed. This does not include when one team posts/advertises its opponent's internet broadcast.

** Web-blogging includes any form of live updates typed on the computer in a public forum where anyone with internet has access.

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For information relative to these policies, contact: Chad Waller, NAIA Director of Sports Information & Media Services, 1200 Grand Blvd., Kansas City, MO 64106, (816) 595-8000

Appendix A — 2012-13 NAIA-VCA Standing Committees

OFFICERS (One-year term)

President:	Anna Monsen-Howle	(405) 878-2150 anna.monsen@okbu.edu	Oklahoma Baptist University Box 51171 Shawnee, OK 74804
First Vice President:	Kyle Van den Bosch	(712) 707-7285 kylevdb@nwciowa.edu	Northwestern College 101 7th St. SW Orange City, IA 51041
Second Vice President:	Brittany Smith	(765) 998-4380 brsmith@taylor.edu	Taylor University 236 W. Reade Ave. Upland, IN 46989
Secretary:	Aaron Seltzer	(562)944-0351 Bu.volleyball@biola.edu	Biola University 13800 Biola Ave. La Mirada, CA 90639
Past President:	Trish Seidlik	(402) 557-7056 trish.siedlik@bellevue.edu	Bellevue University 1000 Galvin Road S Bellevue, NE 68005
National Office Liaison:	Jamie Adams	(816) 595-8129 jadams@naia.org	NAIA Office 1200 Grand Blvd. Kansas City, MO 64106

Representatives

USA Volleyball:	Mike Gibson	University of Michigan-Dearborn
AVCA:	Christy Clawson	Texas Wesleyan
NAIA Rep to AVCA Rules Committee:	Christy Clawson	Texas Wesleyan University

Committees

Hall of Fame:	Candace Moats, Chair 3rd of three year term	Indiana Wesleyan University
Recognition:	Stew McDole, Chair 2nd of three year term	Graceland University
	Committee members determined by conferences/A.I.I.	
Competition:	Mike Gibson, Chair 2nd of three year term	University of Michigan-Dearborn
	Christy Clawson	Texas Wesleyan University
	Ronnie Kaase	Huston-Tillotson University
	Stew McDole	Graceland University
	TBA	
	TBA	
AVCA Head Coaches:	Christy Clawson	Texas Wesleyan

National Ratings Oversight Committee

Name	Institution	Email Address
Angie Fincannon	NAC-RR Liaison	anfincann@taylor.edu
Andrea Hudson	Lee University	ahudson@leeuniversity.edu
Mike Gibson	University of Michigan-Dearborn	mikegib@umich.edu

Conference		Name	Institution	Email	Phone
American Midwest	R	Melinda Washington	Columbia	mwwashington@ccis.edu	573.875.7409
	C				
Appalachian	R	Jenny Hayes	Reinhardt	JGH@reinhardt.edu	770.720.9217
	C	Doneva Bays	Milligan	DLBays@milligan.edu	423.461.8724
All	R	Lindsey Johnson	Mayville	Lindsey.jo.johnson@mayville.edu	
	C	Katy Meyer	Embry-Riddle	meyerka@erau.edu	928.777.3791
California Pacific	R	Daniel Rasay	Menlo	drasay@menlo.edu	808.989.7570
	C	Dwight Combs	Holy Names	dcombs@hnu.edu	510.436.1319
Cascade	R	Josh Rohlfing	Southern Oregon	rohlfingj@sou.edu	
	C	Melanie Hambelton	Concordia	mhambelton@cu-portland.edu	
Chicagoland	R	Robert Heersema	Saint Xavier	heersema@sxu.edu	
	C	Cara Currier	U of St. Francis	ccurrier@stfrancis.edu	815.740.3407
Crossroads	R	Brittany Smith	Taylor	brsmith@taylor.edu	765.998.4380
	C	Candace Moats	Indiana Wesleyan	Candace.moats@indwes.edu	765.677.2322
Frontier	R	Laurie Kelley	Rocky Mountain	laurie.kelly@rocky.edu	406.657.1119
	C	Joe McClafferty	Montana Tech	jmcclafferty@mtech.edu	406.496.4301
Golden State	R	Aaron Seltzer	Biola	bu.volleyball@biola.edu	562.944.0351
	C	Dan Fisher	Concordia		
Great Plains	Both	Kyle Van Den Bosch	Northwestern	kylevdb@nwciowa.edu	
Gulf Coast	R	Ron Burt	Talladega	rburt@talledega.edu	
	C				
Heart of America	Both	Stew McDole	Graceland	mcdole@graceland.edu	641.784.5315
Kansas	R	Fred Aubochon	Kansas Wesleyan	fred.aubuchon@kwu.edu	785.827.5541
	C	Amy Ratzlaff	Tabor	amyr@tabor.edu	620.947.3121
Kentucky	R	Kyle Wright	Indiana East	wrightkj@iue.edu	317.258.6903
	C	Cindy Cheatham	Midway	coachcheatham@midway.edu	859.608.2447
Mid-South	R	Nick Griffin	Georgetown	nicholas_griffin@georgetowncollege.edu	502.863.8061
	C	Amy Eckenfels	Campbellsville	ameckenfels@campbellsville.edu	502.681.4808
Midlands	Both	Trish Siedlik	Bellevue	trish.siedlik@bellevue.edu	402.557.7056
Midwest	R	Tina Carter	Grandview	tcarter@grandview.edu	515.263.2898
	C	Ryan DeLong	Viterbo	rpdelong@viterbo.edu	
Red River	R	Todd Lowrey	Texas Brownsville	Todd.lowery@utb.edu	956.882.8912
	C	Ronnie Kaase	Huston-Tillotson	rckaase@htu.edu	512.505.3048
Sooner	R	Anna Howle	Oklahoma Baptist	Anna.howle@okbu.edu	
	C				
Southern States	R	Jon Campbell	Mobile	jcampbell@umobile.edu	251.422.2369
	C	Tori Bartels	Faulkner	tbartels@faulkner.edu	334.386.7149
The Sun	Both	Joslynn Gallop	Embry-Riddle	Gallo67d@erau.edu	386.323.5005
TranSouth	Both	Todd Humphrey	Freed-Hardeman	thumphrey@fhu.edu	731.989.6906
Wolverine-Hoosier	R	Brian McClain	Madonna	Bgmcclain@aol.com	734.432.5612

Appendix B — NAIA Volleyball Ratings Manual 2012-13 Season

I. GENERAL INFORMATION

A. Frequency of Ratings: The NAIA releases a preseason rating on August 14. NAIA Volleyball ratings are conducted on a weekly basis beginning on September 4. The "final" rating (AFTER affiliated conference/group national qualifying tournaments) used for seeding and/or at-large selection will still be referred to as the final rating; and the post-championship rating will be referred to as the postseason rating. The postseason rating will follow the same process (conference/group rating and national recommendation followed by national ballot and national ratings oversight) as all other weekly ratings. The only stipulation in the postseason rating is that the national championship team MUST be the #1-rated team in both their conference/group rating AND the postseason national rating. National raters will be required to rate the national champion #1 on their final ballot/rating.

B. Dates of Ratings: August 14 (preseason), September 4, 11, 18, 25, October 2, 9, 16, 23, 30, November 6, 11 (final – Sunday), and December 5 (postseason)

C. Total Number of Raters: The rating committee is comprised of 23 raters. Each affiliated conference/unaffiliated group and the Association of Independent Institutions (A.I.I.) have one rater.

D. Rating Procedure: Each rater submits their conference/group rating from which national raters use to compile a Top 30 ballot to produce a top 25 national rating and a list of other teams receiving votes. Conference/group raters must send their weekly conference/group rating to their commissioner and conference oversight committee for review before submitting it to the NAIA national office (via SID Help). Raters can rate any team (and any number of teams) that merit top-30 national rating consideration from their respective group in their conference/group rating.

E. Ongoing Weekly Ratings Deadlines || Weekly Rating Schedule:

By Monday	Noon (CDT)	Submit conference/group ratings using SIDHelp (www.naiasports.org/admin).
Monday	Noon (CDT)	SIDHelp (www.naiasports.org/admin) site opens for viewing of all conference/group ratings.
Monday	Noon to 2 p.m. (CDT)	NEW for 2012-13 – Raters, Conference Oversight and Sport Managers can send concerns to National Oversight
Monday	2 to 4 p.m. (CDT)	NEW for 2012-13 – Conference Oversight (i.e. Commissioner) available for rationale requests from National Oversight
Monday	4:01 p.m. (CDT)	National voting open in SIDHelp (www.naiasports.org/admin).
Tuesday	10 a.m. (CDT)	National ballots due in SIDHelp (www.naiasports.org/admin).
Tuesday	10 a.m. to noon (CDT)	National Oversight reviews grid.
Tuesday	Noon to 2 p.m. (CDT)	Raters available for rationale requests - raters should have access to their email during this time. If raters are unable to access e-mail, they must notify the national office prior to submitting conference/A.I.I./unaffiliated group ratings.
By Tuesday	5 p.m. (CDT)	Release of national rating on-line at www.NAIA.org.

F. Reporting Period: All varsity contests/competition played Monday through Sunday.

II. EXPECTATIONS OF RATERS

A. The NAIA expects every rater to have an unbiased opinion as to conference/group status. Each rater is expected to rate the top-30 teams in the nation, regardless of affiliation (conference/A.I.I./unaffiliated group).

B. The NAIA expects every rater to submit requested information by the designated deadlines. Any ratings submitted after the deadline or incomplete ratings will not be counted.

C. Raters will monitor teams in their weekly conference/group rating to make sure they are posting results and updating their win/loss records within 24 hours after each scheduled contest. If the rater finds that a team is NOT reporting scores/updating their record, they must contact the institution (Head Coach and Athletic Director) in writing and copy the Conference/Group Commissioner(s) and the NAIA Sport Manager.

D. Encourage communication with coaches within their conference/A.I.I./unaffiliated group.

E. Participate in the "pod" to which you are assigned to help facilitate ratings throughout the country.

F. NEW in 2012-13 – All new raters and raters who have not been to a previous National Championship shall watch the semi-finals and final match from the previous National Championship prior to the start of the season. The process will be nomintored by the rater's Conference Commissioner with assistance from the National Office. You can find the video of last year's semi-final and final matches by going to the NAIA Video Network.

G. If a rater is unable to fulfill this commitment, the NAIA Sport Manager must be notified immediately.

III. REPORTING SCORES

A. Mandate for reporting scores: In order for schools to be eligible for conference/group or national ratings, results from games must be reported to the NAIA Scoreboard (via SIDHelp) within 24 hours of completion of contest. It is the responsibility of each school to report its scores.

B. Institutions failing to report statistics and/or results for two consecutive weeks or four total weeks during the season will not be eligible for the national statistical reports or ratings for the remainder of the season and subject to a monetary penalty. The first violation will continue to be a warning. Any second violation (first penalty) will be a $500 fine. The third violation will be a $1,000 fine and a loss of postseason awards. The fourth violation will be a $1,000 fine and will be dealt with at the discretion of membership services. Fines will be due within 30 days of notification. (Refer to Reporting Results section of Coaches' Manual for more detailed information.)

C. Avenues for reporting: Scores can manually be entered at www.naiasports.org/admin.

   a. To register for the NAIA Scoreboard, visit www.naiasports.org/admin and click on "Don't have a password? Click here to register now."
   b. Complete the information and enter a school-based e-mail and a password of your choice.
   c. All registrations must be approved by the NAIA prior to access being granted, so please allow ample time for approval.
   d. If you have an active SIDHelp account you do not have to re-register. Your username/password is saved in the system.

B. All results must be reported online to the NAIA Scoreboard within 24 hours of completion of competition to be eligible for that week's ratings. Please coordinate with your sports information personnel to report using only one of the following methods. Reporting at more than one level can cause previously submitted results to be overwritten.

   a. School websites that use SIDHelp: Reporting here automatically reports to the conference scoreboard (if the conference uses SID Help) and national scoreboard.
   b. Conference Websites that use SIDHelp: reporting here automatically reports to the national scoreboard.
   c. National SID Help website (www.naiasports.com/admin): report here only if neither the school nor the conference uses SID Help.

C. All SIDHelp websites (school, conference, NAIA) admin sections use the domain name and then add "/admin/" to the end of it. Eg. Schools in the Kansas Collegiate Athletic Conference can log into the KCAC conference website, http://www.kcacsports.com/admin/.

IV. RATING PROCEDURES

A. Conference/Group Ratings

   a. Both the conference/group and national ballots will be submitted in SIDHelp (http://www.naiasports.org/admin/) for all ratings. Conference/group ratings are to be submitted in SIDHelp no later than Noon (CDT) on Mondays during the rating season. Raters will have access to all conference/group ratings after noon on Mondays. The following information must be included for every team:
      i. Team's overall win/loss/tie record
      ii. Result of each contest for the rating period – win/loss and the score
      iii. Site and opponent
      iv. Opponent affiliation, if not an NAIA member institution (NCAA DI, DII, DIII, NCCAA, Other)
      v. Team's rating in the previous week's national poll.
   b. Conference/group ratings received after the deadline will not be included in the weekly report and affected teams will not be eligible for national ratings that week.
   c. Raters are allowed one tie at any position in their conference/A.I.I. ballot. Ties are limited to two teams only. Raters MUST use tie-breaking criteria listed below (see VIII. C below) to determine the team order when listing tied teams in their weekly report.
   d. There are no limits to the number of teams a rater can rate in their conference/group weekly rating.
   e. Raters MUST send their weekly conference/group rating to their designated three-person conference/group oversight committee for review and approval PRIOR to submitting their weekly rating to the NAIA.
   f. NEW in 2012-13 – Between 12:01 p.m. and 2:00 p.m. (CDT) on Monday, each rater and conference oversight member has an opportunity to raise concerns with any conference rating to the National Oversight Committee. If you so choose to raise concerns, you will email each member of the 3-person National Oversight Committee (emails are found in the Coaches Manual) and carbon copy (CC) the sport manager. The sport manager will not facilitate this process, it will be up to the person bringing a concern to communicate with the National Oversight. You must send this email before 2:00 p.m. (CDT) on Monday. Your email must include:
      i. Conference/Unaffiliated Group
      ii. Specific concern(s)
      iii. Proposed changes

      Your concern will be processed by the National Oversight Committee and does not guarantee a request for rationale going out to the specific conference oversight involved.
   g. NEW in 2012-13 – Between 2:01 p.m. and 4:00 p.m. (CDT) on Monday, National Oversight Committee will request rationale (if applicable) of the Conference Oversight (Conference Commissioner will be the point of contact).
   h. If the Conference Oversight (i.e. Commissioner) does not provide written rationale prior to the deadline -

i. 1st instance – written warning (ballot is still included in that week's rating)
ii. 2nd instance – rater(s) ballot is removed for that week

B. Top 30 National Ballots
   a. Top 30 national ballots are due by 10:00 a.m. (CDT) on Tuesdays. Please keep the following in mind when submitting ballots:
      i. Raters must vote in rank order specified by each conference/group rater (i.e. the #2-rated team in a conference/A.I.I./unaffiliated group rating cannot be ranked higher than the #1 team in that same group on any national ballot).
      ii. No ties are allowed on national ballots/ratings.
      iii. ONLY on-line ballots will be accepted. National ballots received after the deadline will not be included in rating.
      iv. Prior to tabulating each weekly rating by the national office, the highest and lowest ratings (a non-rating is a low rating) for each team (including those receiving votes) will be removed and the rating will be recalculated with an additional rating point added to each team for every ballot (including discounted ballots) that appear on the weekly tabulation. Non-submitted ballots and/or removed ballots are NOT factored into the above tabulations (i.e. a non-submitted ballot cannot serve as a low rating).
      v. NEW for 2012-13 – Teams who receive only one point in the National Ballot will not be listed in the "Receiving Votes" category of the press release posted on www.NAIA.org.
      vi. A rating will not be conducted if 50% of the raters do not submit a national ballot. Ratings that fail to reach the 50% participation standard cannot be delayed or postponed.

C. Corrections/Concerns with Conference/Group & National Ratings
   a. For incorrect information regarding win-loss records and/or scores in conference/group reports, contact the respective rater.
   b. For incorrect information regarding overall win-loss record for nationally-rated teams, contact both the conference/group rater and the NAIA Sport Manager.
   c. For concerns regarding the conference/group rating, contact the respective rater and the conference/group oversight committee.
   d. For concerns regarding national rating, contact your respective conference/group rater, a National Oversight Committee member and/or the NAIA Sport Manager.

D. Recommended Ratings Criteria from the NAC Rules & Ratings Committee
   a. If a sport-specific ratings committee does not have established group and national ratings criteria that has been approved by the NAC Rules & Ratings Committee, then the NAC Rules & Ratings Committee recommends that each sport ratings committee use the following (non-weighted) criteria when compiling both conference/group and national polls:
   b. Overall win-loss record
   c. Head-to-head results (with most recent result taking precedence)
   d. Win-loss record vs. common opponents
   e. Win-loss record vs. nationally-rated teams
   f. Strength of schedule (based on the NAC-approved strength of schedule component per sport)

V. NATIONAL OVERSIGHT COMMITTEE

A. A. The NAIA Sport Manager will work with officers to recruit/appoint National Oversight Committee members. National Oversight Committee to consist of three (3) members:
   a. A member of NAC Ratings Committee.
   b. Two coaches from appropriate sport with the following criteria:
      i. One coach must have prior rating experience and can be an active or former coach still involved in the NAIA.
      ii. One coach must be current officer in coaches' association

B. The NAC Ratings Committee liaison is an active member of each National Oversight Committee.

C. Each conference/group must designate a three-person oversight committee to monitor their weekly ratings. The Conference/group Commissioners must provide names and contact information for their respective conference oversight committee members to the national office prior to the preseason rating. If a conference/group does not have a designated oversight committee in place, they will not be able to submit conference/group and national top-30 ratings.

D. National Oversight Committee will review each rating grid prior to releasing national rating.

NEW for 2012-13 – National Oversight will receive questions from raters, conference oversight and/or sport managers in regards to the conference rating.
NEW for 2012-13 –National Oversight will ask Conference Oversight for rationale on a conference rating if deemed necessary by the committee.

   a. Oversight forms are submitted by each National Oversight Committee member via e-mail by established deadline.
   b. If written rationale is requested from rater(s), oversight will include specific request(s) on the oversight form.

c. If written rationale is requested, then the rater(s) in question will have until 2:00 p.m. (CDT) on Tuesdays to provide written rationale for rating.

If a rater does not provide written rationale prior to the deadline -

i. 1st instance – written warning (ballot is still included in that week's rating)

ii. 2nd instance – rater(s) ballot is removed for that week

The NAIA Sport Manager copies all parties (rater, national oversight, conference/group Commissioners) in each instance.

d. No completed oversight form from a National Oversight Committee member for two-week period constitutes NAIA National Office contact. National Oversight Committee members are held to the same guidelines as conference/group/national raters in terms of completing their weekly responsibilities.

E. National Oversight Committee has authority to remove a rater's ballot if the ballot is deemed to jeopardize the integrity of the rating. Removal of ballot must be approved by at least two National Oversight Committee members. In the event of the removal of a ballot, the rater, Conference/Group Commissioner(s), NAIA Director of Sports Information and all Oversight Committee members will be notified.

F. Removal of a rater is authorized when any combination of the following three incidents occur three (3) times during a ratings calendar year:

a. Failure to submit a conference/group OR national ballot.

b. Failure to represent conference/group on a rating conference call.

c. Removal of a conference/group or national rating ballot.

d. Any appeals (and final decision to remove a rater) are handled by the National Rating Oversight Committee.

G. Standard policies when a rater/group loses rating privileges:

a. Warning letter (e-mail correspondence) sent to rater after first offense/incident (See section F above). Respective Conference/group commissioners and national oversight committee copied on all correspondence.

b. Warning letter to rater after second offense/incident and the rater is informed that they will lose their national rating privileges following a third offense/incident. The NAIA Sport Manager contacts conference/group commissioners for procedures in submitting conference/group ratings if the affected group loses their rating privileges.

c. Conference/group rater loses national rating privileges after third documented offense. Respective conference/group commissioners and national oversight committee copied on all correspondence.

NOTE: If a conference/group has its rater removed, that conference/group loses its rater voting privileges for the remainder of the current ratings season. However, the conference/group must still submit a conference/group rating so that teams in the conference/group can receive ratings votes from all other national raters.

VI. RATINGS GRIEVANCE PROCEDURE

A. Conference/Group Oversight Committee is responsible for monitoring conference/group weekly report/rating.

B. Rater-to-Rater grievances are facilitated through NAIA Sport Manager with National Oversight Committee serving as resource.

C. Appeals to be processed through NAC Rules and Ratings Committee.

VII. SELECTION/IDENTIFICATION OF RATERS

Conference/Group raters are selected by their respective group. Each group is required to send both rater and oversight committee contact information to the NAIA national office and the respective Sport Manager. Each group establishes appropriate selection criteria and guidelines.

VIII. FINAL RATING/SEEDING RATING INFORMATION

A. Results of every contest (including affiliated conference/group qualifying tournaments) up to submission of final Conference/group rating are included for final rating.

B. The final national rating will be conducted and released AFTER the deadline for Conference/group national qualifying tournaments. The final rating is used to determine the national tournament at-large qualifying teams in all sports (with the exception of NAIA men's and women's soccer which uses a modified RPI rating). The NAC has mandated all sports to follow the established final rating calendar through the end of the 2012-13 academic year.

C. Tie-breaking criteria stops at any time the tie(s) is broken. This criteria should be used by all Conference/group raters to determine the order to list tied teams in any weekly Conference/group rating. NOTE – Listing of tied teams is NOT alphabetical…the tie-breaking criteria MUST be used to determine order of tied teams in Conference/A.I.I./Unaffiliated group rating. Tie-Breaking Procedures/Criteria – The following criteria will be used to break ties in the final rating for all sports:

a. Head-to-head result between tied teams. If still tied (one win/one loss) go to second criteria.

b. Win/Loss percentage vs. common opponents

c. Accumulated ratings points in the previous four ratings grids (not including current weekly grid).

d. Calculate differential between highest/lowest rating after displacement (removing high/low ratings) for both teams. Team with smaller differential is rated above team with larger differential.
e. Vote of National Oversight Committee.

D. Final Rating as seeding rating – In addition to serving as the selection mechanism for at-large team qualification, the final rating (in all sports except men's and women's soccer which will use a modified RPI rating) will also serve as the mechanism to seed the national tournament field. National championship qualifying teams that are not rated in the final rating will be seeded at the discretion of the Seeding & Bracketing Committee in each sport. Based upon additional seeding/bracketing criteria in each sport, the seeding rating may not always mirror the final rating.

IX. OTHER INFORMATION

A. Conference Calls: There are three conference calls during the season and an informational/educational call prior to the preseason rating. The three in-season conference calls are scheduled by the respective sport manager and raters are sent the conference call details (date, time, etc.) at least one week in advance.

B. For the preseason (educational) conference call, each rater must have computer access during the call. The national office will conduct a training session and review SIDHelp during this call and computer access is mandatory. Instructions will be sent to all raters at least one week prior to the call.

C. If the conference/group rater cannot participate on a scheduled ratings conference call they must:
   a. Provide a written group report to the NAIA Sport Manager prior to the conference call or
   b. Find a replacement from their conference/group oversight committee to represent the group on the call.

   If neither occurs, then no teams in the group are eligible for ratings that week and the rater is penalized for not participating on the conference call.

D. National ratings grid sent to all raters – The weekly ratings grid (a spreadsheet which shows the top 30 rating from each national rater) will be sent to all national raters after the weekly rating is posted on-line and released to the media. The information included in this grid is CONFIDENTIAL and raters must not share this grid with anyone.

E. Contact from Coaches: Coaches are permitted to send information to their respective Conference/group rater only. If, as a rater, you are receiving correspondence from coaches outside your Conference/group, please contact the NAIA Sport Manager.

F. Questions Regarding Rating Procedures: Any questions regarding ratings procedures (SID Help, log-in access, etc.) should be directed to the NAIA Director of Sports Information.

Appendix C — Postseason Leadership Responsibilities and Competition Guidelines

RESPONSIBILITIES OF CONFERENCE/INDEPENDENT/UNAFFILIATED CHAMPIONSHIP HOST SITES

1. Administrative expenses including ticket sellers, security, scorers, public address announcer, maintenance, etc.
2. Expenses of the assigned conference/independent administrator if applicable.
3. Compensation of the PAVO-rated officials with assignment approved by the conference/independent chair.
4. Reporting scores of all matches to the NAIA Scoreboard at www.naia.org,
5. Payment of any income to the conference/independent treasury in accordance with the respective conference/independent executive committee policies.
6. Filing a financial report with the appropriate chair of all at-site income and expenses related to the administration of the event.

RESPONSIBILITIES OF CONFERENCE/INDEPENDENT VOLLEYBALL CHAIR

1. Order appropriate championship awards, ship to the tournament site and pay from the appropriate treasury.
2. Confirm postseason national championship qualifying plan is complete, signed by commissioner and submitted to the NAIA national office by September 1.
3. Confirm the assignment of PAVO-rated officials for the postseason national qualifying tournament if applicable.
4. Assign a tournament administrator to work with the host-site in the administration of the event.
5. Provide all information to all coaches within their conference/A.I.I.
6. Provide a financial report form to the host-site(s) for reporting event income and expenses, and establish policy for proration of income in consultation with the appropriate executive committee.
7. Forward All-Conference/Independent/Unaffiliated ballots and statistics to NAIA national office.
8. Serve on the All-Conference/Independent/Unaffiliated Team selection committee.
9. Organize annual volleyball meeting.

COMPETITION MANAGEMENT GUIDELINES

Institutions have a great opportunity to stage their matches so as to heighten their event impact. To that end, the following contest management suggestions are offered:

1. Make a minimum of 15 minutes private time available to your opponent on your competition court available prior to match protocol.
2. Provide a printed protocol guide to opponents and officials, outlining match procedures and mechanics well ahead of match time.
3. Provide pre-match and between-game music.
4. Charge admission.
5. Provide printed programs.
6. Provide an announcer for pre-game activity and play-by-play.
7. Utilize a three ball return system.
8. Require lines persons to be uniformed and capable.
9. Require bench personnel to dress professionally.
10. Provide statistics summaries to opponents.
11. Use of the National Anthem is encouraged.
12. Staging of match promotions, particularly between games 2 and 3, is encouraged.
13. Minimum practice opportunity on court/playing court.
14. Provide competent statisticians and present those stats to the visiting team at the end of the match.

Official Volleyball Statistical Form

Team:			ATTACKS					ASSISTS		SERVES					SER REC		DIGS		BLOCKS			
PLAYER	#	G	K	E	K/G	TA	EFF	A	A/G	SA	SE	TA	A/G	S%	TA	E	DIGS	D/G	BS	BA	BE	B/G
TEAM TOTAL																						

Team:			ATTACKS					ASSISTS		SERVES					SER REC		DIGS		BLOCKS			
PLAYER	#	G	K	E	K/G	TA	EFF	A	A/G	SA	SE	TA	A/G	S%	TA	E	DIGS	D/G	BS	BA	BE	B/G
TEAM TOTAL																						

Legend: **K** = Kills, **E** = Error, **TA =** Total Attempts, **SA =** Service Aces, **SE =** Service Errors, **S%** = Service Percentage, **D =** Digs, **BS** = Block Solo, **BA** = Block Assist, **BE** = Block Error

Scores: _____ _____ _____ _____ _____ Site: _____ Date: _____

Winner: _____ Record: _____ Loser: _____ Record: _____

Appendix E — NAIA-AVCA Statistical Summary

CLARIFICATION, DEFINITION, AND CALCULATION

1. Detailed information, examples, worksheets, box score forms and accuracy checks are only available in the volleyball statistics manual from AVCA.
2. Statistics are required for NAIA All-Conference/Section, All-Region, and All-America nominees.
3. All statistics are calculated by games played, not matches played.
4. Total attempts (TA) are the sum total of all attempts within a category.
5. Always apply common sense to compilation. Follow logical sequence of the game. One statistic affects another.
6. It is recommended that a crew of two or three be used to take stats during the match. One person cannot do an adequate job, the game is too fast.
7. Whenever a player enters the game, that player gets credit statistically for participating. If the player only played front row, the game still counts against aces per game. Similarly, if the player only played back row, the game still counts against blocks and kills per game. There is no discrimination between front row games and back row games.
8. Categories of statistics: attack, assist, serve, pass, defense, and blocks
9. Game Box Score:
   attack kills, attack errors, total attacks attempts; assists; service attempts, service aces, service errors; service reception attempts, service reception errors; digs; and solo blocks, block assists, block errors.
10. Summary Box Score:
    statistical performance of total team including kills, attack efficiency, assists per game, digs per game and blocks per game.

A. ATTACK

1. Clarification (ATA, K, AE) - Any ball that is played over the net in an attempt to score a point or a side-out (any ball played over the net simply to keep the ball alive should not be considered an attack).
   a. Attack Attempts (ATA) charged to a player anytime the player intentionally makes contact with or hits the ball over the net into the opponents court (spike, tip, down ball, setter dump or hit as an overhead attack) except:
      (1) on a ball played over the net on serve reception (overpass)
      (2) on a free ball played over the net when in the opinion of the statistician the free ball is passed only to keep the ball in play; or
      (3) if in the opinion of the statistician, the set is bad and the player plays the ball over the net to keep the ball in play.
   b. Kill (K) anytime an attack/contact is unreturnable by the opposition or anytime the attack leads directly to a blocking error by the opposition. Must lead directly to a point.
   c. Attack Error (AE) charged to a player whenever an attack is:
      (1) hit out of bounds;
      (2) hit into the net leading to a four hit violation;
      (3) blocked down by the opposition to the same side as the attacker and cannot be kept in play
      (4) hitter goes into net, makes center line violation, is called for illegal contact on the attack, or hits the ball into or outside the antenna.
   d. O Hit attack attempt kept in play by the opposition.

2. Calculation - when awarding K or E, should also award ATA.

   a. Kills/Game

$$K/G = \frac{\text{Total Kills}}{\text{Total Games Played}}$$

   b. TA

$$TA = \text{Kills + Errors + Hits (ball stays in play)}$$

   c. Attack Efficiency (Kills efficiency)

$$EFF = \frac{\text{Total Kills — Total Errors}}{\text{Total Attempts}}$$

B. ASSIST

1. Clarification (A, AST)
   a. Assists (A) awarded whenever that player passes or sets the ball to a teammate who attacks the ball and records a kill.
   b. Total Attempts (TA) In assist category (Box Score Form) - total number of assists attempts either by an individual player or the team.

2. Calculation

a. Assists Per Games

$$AST/G = \frac{\text{Total \# of Assists}}{\text{Total Games Played}}$$

C. SERVING

1. Clarification (TA, SA, SE)
   a. Total Attempts (TA) any attempt to serve the ball, may result in a service ace or a service error, or the ball may be successfully played by receiving team.
   b. Service Ace (SA) service which results directly in a point.
      (1) strikes opponent's court untouched
      (2) passed by opponent but not kept in play
      (3) official calls a violation on the receiver
      (4) receiving team out of rotation
   c. Service Error (SE)
      (1) fails to clear net
      (2) is out of bounds or hits antenna
      (3) foot fault/too much time
      (4) serves out of rotation.

2. Calculation

a. Aces/Games

$$A/G = \frac{\text{Total Number of Aces}}{\text{Total Games Played}}$$

b. Service Percentage

$$SE\% = \frac{\text{Total Attempts — Errors}}{\text{Total Attempts}}$$

D. PASSING

1. Clarification (RE, TRE, PASS%)
   a. Reception Error (RE) - Individual player
      (1) serves strikes floor in area of player
      (2) passes serve but not kept in play by team
      (3) official calls reception violation
   b. Team Reception Error (TRE)
      (1) serve balls between two players, unable to determine player responsible
      (2) receiving team out of rotation
      NOTE: Server receives SA/TRE noted on worksheet, tabulated in team totals on box score form. SA awarded one team, RE/TRE awarded other team.
   c. Total Attempts
      (1) each time player attempts to pass a served ball
      (2) ball hits floor in immediate area, her responsibility
      NOTE: Reception error also charged with passing attempt.

E. DEFENSE

1. Clarification (D) - The pass or play of any ball which is attacked is awarded a DIG. The ball can be kept in play on the digger's side of the net or can go back to the opposition.
   a. Dig (D) awarded whenever a player passes the ball which has been attacked by the opposition. Only give when players receive an attacked ball and it is kept in play.
   NOTE: Attack occurs and ball is kept in play, then defending player receives a dig.

2. Calculation

Digs per Game

$$D/G = \frac{\text{Total \# Digs}}{\text{Total Games Played}}$$

F. BLOCKING

1. Clarification (BS, BA, BE) - Only blocks on termination plays count. Do not count blocks where ball remains in play.
   a. Block Solo (BS) awarded whenever a single player blocking alone blocks ball into opposition's court leading directly to a point or side-out.
   b. Block Assist (BA) awarded whenever two or three players block ball into opponent's court for a point or side-out. Each player receives a block assist even if only one player actually blocks ball.
   c. Blocking Error (BE) results in point or side-out for attacking team when an official calls a blocker for:
      (1) net violations
      (2) line violation;
      (3) blocking as a back row player; or
      (4) reaching over the net.

2. Calculation

Player Block Average

$$B/G = \frac{(\text{Total \# BS}) + (\text{Total \# BA})}{\text{Total Games Played}}$$

STATISTICS ACCURACY CHECKS

1. Team A ATTACKS are nearly equal to Team A (Kills + Errors) = Team B Digs.

2. Team A ASSISTS are nearly equal to, but never more than Team A's KILLS (could be equal, but unlikely).

3. Setter's TOTAL ASSISTS will always be less than setter's TOTAL ASSISTS ATTEMPTS (could be equal, but unlikely)

4. One team's SERVICE ACES = other team's RECEPTION ERRORS, includes team reception errors.

5. Total individual BLOCKS, sum of BLOCK SOLOS and BLOCK ASSISTS/Total team BLOCKS, sum of BLOCK SOLOS and ½ BLOCK ASSISTS

6. Player's individual statistics per game WILL BE LESS THAN OR EQUAL TO team's per game statistics. Principle applies to all "per game" statistics except hitting efficiency.

Position Terminology

S – Setter
OP – A front row player playing opposite the setter
OH – Left outside hitter
MH – Middle blocker/attacker
L – Libro
DS – Defensive/back row specialist

Appendix F – 2011 Business Meeting Minutes

DECMEBER 14, 2011 – SAN ANTONIO, TEXAS

A. Introductions – Trish Siedlik (Bellevue), NAIA Officers, President

B. Anne Pufahl (NCAA Rules Editor)
   1. Rule updates: 2012 is a year for rule changes. Check out more of the survey where these issues were identified at: www.ncaa.org and look for Rules Survey.
   2. Line of demarcation – looking at a proposal to have a barrier or line of demarcation between players and fans.
   3. Designate 2 liberos to be used during the set (FIVA allows 2 liberos per match). This would be a designation per set, but both liberos may not be on the court at the same time. They in essence are the same position/same person and can come in and out for one another as rules allow that position (still need to wait one rally out when not serving). Items to consider include whether both would be permitted to serve, as well as that you may NOT put in the second libero as a DS. You don't have to designate two libero's.
   4. Update to Net Fault proposal
   5. Change to only being called if you touch the white tape while playing the ball
   6. Setter rule change – backrow setter jumps above the net to set, it slightly breaks the plane, officials call a judgement on intent. Most likely will not change.
   7. Line judge duties – currently line judges can call an out of rotation call if a players toe was off the court. This will be up to the R1/R2 to make that call (most likely will happen).
   8. Audio/Electronic rule – currently you can't receive audio/electronic information from off the bench. Currently, all the official asks the coaches if they are or aren't. Yes or no. Yes – red card. No – ok.
   9. 2013 – libero uniform rule is changing: libero or team needs to be in a solid colored jersey with one inch piping.
   10. www.pavo.org – free powerpoint you can download on how to be a scorekeeper, libero tracker, etc. to help us train our table crew.
   11. We need more officials. Please encourage players/former players to consider volleyball officiating.

C. Tim Anderson (Midwest liason for the Sideout Foundation, based out of Omaha, NB).
   1. Thanks for those who host Dig Pink events.
   2. Sideout Protocol – a trial on patients with Stage 4 cancer (money is going toward this trial, future money will go toward earlier Stages).
   3. Dig Pink awards scholarships to juniors/seniors in high school, as well as college students who have taken part in the events, and done significant work in awareness and promotion. It's called the Side Out Ambassador Program (SOAP).
   4. He is available to help host events. Make sure you register every year for your events! Dig Pink is a registered name for SideOut Foundation, so please contact them to set up this event. Contact him at: tim.anderson@side-out.org or 877-344-7465, ext. 8

D. Call to order and approve the agenda: Christy Clawson (Texas Wesleyan)/Anna Howle (OK Baptist)

E. Trish Siedlik gave an update and overview of the National Tournament. Sioux City has one more year of the contract through 2012. They have hinted that they will be sending out another 2 year contract. The tournament was a good, competitive tournament. Sioux City is an outstanding host, allowing 3 courts to be seen all at once. All top 12 teams advanced with only a few upsets, and the top 2 teams played each other in the finals. UTB won the tournament.

F. Katy Meyer (Embry-Riddle, AZ), AVCA-NAIA Head Coach representative gave the update. Head Coach committee meets by phone, once a month, most months of the year. Each member is a representative from the conferences. You can get monthly meeting minutes from your representative.
   1. Player of the Week releases now available in similar fashion to other divisions.
   2. Vacancies are needed to be filled. Conference commissioners have been contacted. If you would like to fill in for your conference, talk to your conference chairperson or conference commissioner. This is a great way to understand more about the NAIA and a way to influence NAIA volleyball.

G. Mike Gibson (UM-Dearborn), NAIA Competition Committee – a quick update on how you can be involved…use the committees. Be involved, ask questions, or participate!
   1. Questions will be sent out on conference play-off set-up. Give rationale on how the tournament is set up, does it work, and does it work well? Please give feedback.
   2. How do we enhance the first round of Nationals? Surveys will be sent out to gather feedback on making this a special and significant event. It is NOT a play-in game. Please respond with feedback on how well this round goes, and what makes it work well, or not work well. All those that hosted or attended will be asked for feedback. This will help put forth "Best Practices" for hosting a first round.

3. There will be a proposal from the officers on moving the days of the National Tournament to help with cost of travel.
4. Contact Mike at mikegib@umich.edu.

H. Stew McDole (Graceland University), NAIA Recognition Committee – (for specific updates, see meeting summary notes from the recognition committee)
1. Update on the process of how players are recognized.
2. Biggest issues: are these kids in the right order? This relates the MOST to all conference selections. The order is used as a comparison tool within All Region teams, which guides decisions for All American teams. Region level recognition will NOT take conference players out of order, so if your conference order is wrong, that will place a ceiling on kids who could be ranked higher, but are being blocked by a player directly ahead of them. Advice to take to conference: choose conference teams by consensus, not only by a ballot vote (especially blind ballots where blocks of conference schools can block other conference schools, or conference coaches can block another player by not voting for them at all).
3. DakStats contain the data that the recognition committee uses to determine All Region and All American. In addition, rosters are significant by position, height, etc. Statistics NEED to be kept up to date, correct, and fully updated!
4. Working hard with DakStats to pull the information needed directly. They are working hard to get this process streamlined for us. Right now we need to take the information manually, which can lead to potential errors. Also, there is some analysis you can pull from DakStats, but it takes every player in the country. We're hopeful that by next year, there will be that comparison piece available to all coaches through DakStats.
5. AVCA relationship is very useful, and necessary for your players to get recognized as AVCA NAIA All-American/All-Region teams. Our players also get recognized at the AVCA annual banquet (Player of the Year, Coach of the Year, Assistant Coach of the Year). You must be a member of AVCA for your player to receive these honors.
6. NAIA will be sending coaches a physical certificate for all recipients. AVCA will be sending the same. All-Region is on the AVCA website where you can download that certificate.
7. Update on stats: utilization of pass percentage, passes per game, and serving percentage. We passed last year to remove them, NAC did not pass it. We now are trying to put them into DakStat so they will show up in our manual in the statistical section, and in the NAIA stat chart.
8. LIbero recognition has occurred, 1st team all American this past year. 6-2 setter is another issue that we haven't resolved yet. There are guidelines for what constitutes regional and national level for recognition, and they should be distributed to conferences.
9. New Business – suggesting a procedural change (recognition committee can do it on their own) to get a straw vote from the coaches present to allow a tie at the region level within the first all region team (i.e. comparing a setter vs. outside hitter POY from the conference level). No discussion, those in favor were majority, none opposed.

I. Anna Howle (OK Baptist), Scholar Athlete

This year there were 391 scholar athletes. They must be a junior or senior, with a 3.5 GPA. You submit this through SID Help, and you may still submit names if you missed the opportunity. You can find more information in the coaches manual.

J. Trish Siedlik, Ratings Committee
1. 3 rating calls per year, 2 calls we had open discussion, with one call was a roll call summary. There were opportunities to challenge, or ask questions with the open discussion. The final call was the roll call before the ranking before final ranking before the National Tournament.
2. PODS – a group of 5 raters were assigned to 4 different pods. Raters were divided by region. It was a new process, worked well in the beginning but not so well throughout the year. It will go better in future years as this was the first year for the process.
3. Rating Point System – we don't have a point system in place for volleyball. Some conferences do this at their conference level. As a point of comparision, we are going to map out some of the teams nationally in the point system to see how the results come out. There is currently a spread sheet sent to all raters that includes significant wins, significant losses, unranked losses which allows raters to see full body of work, alongside of SID Help weekly information.
4. Added a final ranking. Seeding did hold to the finish with only a few upsets.
5. A reminder: if you do not have a conference oversight committee for your ratings, you are required to have a committee that reviews ratings.

K. Jamie Adams, NAIA Representative – National Office Report
1. Champions of Character
   i. All coaches are supposed to take the Champions of Character course (all coaches on staff, including volunteer coaches – anyone who helps out).
2. Ejections during the game – AD needs to fill out a report
3. NAIA is updating its website, projected to be completed beginning of February. Will be more user friendly.
4. Eligibility Center

i. Full staffed – NAIA is completely caught up, and with all information submitted, determinations are happening within days (if not a unique situation).
ii. Players may practice without an eligible determination, but they may not scrimmage or participate in a game.
iii. Any students who were ineligible for the fall, but want to participate in the spring semester, need to be reactivated.
iv. Keep your short list updated to keep things moving smoothly! If you know someone isn't coming to play with you, remove them from your short list.
v. Remind players to send their official copies of transcripts to the EC. Most of the problems are that the student sent their own transcripts in, not requested it from their school.
vi. Members Guide to the Eligibility Center is updated and online for your review. Or you can email ecinfo@naia.org or call 816-595-8300 you can get your questions answered.
vii. Most of the issues have been solved, and most members are happy with how the EC have addressed loopholes in the past. Some still need to be addressed, but they are working on it.
viii. Reimbursement from Tachikara is coming for teams that are eligible from the National Tournament.

L. Kathy DeBoer (AVCA Director)
1. Thank you for coming to the AVCA and doing so much business here and being engaged.
2. Please communicate with the AVCA on issues or concerns…NAIA membership has increased dramatically which is significant. Please recognize your voice in the AVCA, and push us.
3. NAIA poll will show up in the AVCA box so you will have that recognition.
4. A banner is promised for the National Championship next year.

M. Proposals from the floor and those submitted prior to the meeting (see attachment).
1. Increase official party to 20 (from 16) for the post-season roster. Fisher/ Aubuchon
i. Discussion: This isn't our decision…NAC most likely will decline because of the extra cost/budget dollars. It is an objective decision in past years every time we have tried to expand it. It also has host issues: they are required to provide tickets as their role of the host. Through this discussion, the alternative motion below was considered.
- Alternative motion by the officers: Each team gets 21 official bench personnel, you can decide who can be on the bench.
Some institutions though are requiring schools to have a bigger roster. There needs to be a balance between schools requiring coaches to have bigger rosters, but yet won't allow the full roster to travel. This doesn't allow the student athlete to have the full experience, or take part in a significant way in post-season. This could impact ability to recruit. Other discussion related to what role the credential impacts: the banquet (host must provide 16), and personnel on the bench. Both Concordia and Kansas Wesleyan were impacted negatively by this requirement (of those that were present).
Rationale and proposed: As many teams are now enrollment driven, and required to carry larger squads, the volleyball coaches are requesting that teams may receive up to 24 credentials for the post-season, and the credentials may be distributed as the head coach sees fit.
24-0-0 APPROVED

b. Addressing the warm-up protocol to include more full court warm-up. Fisher/no second. Motion failed.

c. National pregame protocol: The warm-up occurring between 60 and 40 minutes will be given equally between opposing teams for a full court warm-up if time permits. Fisher/ VandenBosch
10-11-0 DENIED

d. Motion: Exception to NCAA rule: A forty-five minute break must be given for a competing team between back-to-back matches during all tournaments during the season. If both coaches agree it can be dropped down to the standard 30 minutes.
18-1-1 APPROVED

e. Motion: Establish policy equating sand/beach volleyball participation with indoor participation in application of competitive experience and amateur standing regulations for volleyball.
17-0-2 APPROVED

f. Every conference forms a committee of conference members to oversee weekly matches and address any statistical issues that need to be fixed. Smith/Lawrence
11-2-4 APPROVED

g. Move days of the tournament to Thursday, making Thursday, Friday and Saturday pool play days, Sunday an off day (which could incorporate COC or FCA events), bracket play would start on Monday with the tournament finishing on Tuesday. In addition, both semi-final matches will be played at the same time. Lowry/Aubuchon
6-2-8 DENIED

h. Implement video exchange for the opening round and 1st round of the final site. Aubuchon/Clawson
18-0-0 APPROVED

i. All new raters and raters who have not been to the National Championship shall watch 4 hours of footage from the previous National Championship prior to the start of the season. To be monitored by the National Office.
    i. Significant discussion. Additional suggestions to have a liaison from the National Office for new raters, and amendments with the following language were suggested: All new raters and raters who have not been to the National Championship shall watch the semi-finals and final match from the previous National Championship prior to the start of the season.

18-0-0 APPROVED

N. Leadership Positions for Coaches
    a. Officer nominations:
    Kirsta Solberg (IN Tech); Megan Garner (Davenport); Liz Mendolia (College of Idaho); Aaron Selzer (Biola); Dan Fisher (Concordia)
    b. Head Coach Committee
    - No nominations received from the floor. VCA to decide: Christy Clawson

O. New Business
P. Introduction of New President: Kyle VandenBosch
Q. Adjourn

Appendix G — National Association of Intercollegiate Athletics Volleyball Coaches Association

CONSTITUTION

ARTICLE I - NAME

Section 1 The name of the Association shall be the National Association of Intercollegiate Athletics Volleyball Coaches Association (NAIA-VCA).

ARTICLE II - ORGANIZATION

Section 1 The membership of this Association shall be comprised of volleyball coaches who currently coach volleyball at an NAIA member institution. NAIA-VCA is an allied, sectional activity area of the NAIA parent organization and is charged with the responsibility of initiating programs beneficial to the game of volleyball and to the NAIA member coaches of this sport. The activities of this section shall be in accordance with the aims and objectives of NAIA and under the guidance of the NAIA National Administrative Council.

Section 2 The NAIA-VCA shall submit to the NAIA National Administrative Council for approval, all recommendations, plans and practices.

ARTICLE III - AIMS AND OBJECTIVES

Section 1 To initiate, conduct and supervise programs utilizing the guidance of the NAIA volleyball Executive Committee which will promote interest in volleyball programs on conference, independent and national levels.

ARTICLE IV - MEMBERSHIP

Section 1 There shall be three classes of membership; 1 - Active; 2 - Allied; 3 - Honorary.

Section 2 Active membership shall consist of volleyball coaches who are actively engaged in coaching volleyball in an NAIA educational institution.

Section 3 Allied membership shall consist of coaches who are engaged in coaching volleyball in secondary schools and other persons who are interested in the advancement of the game of volleyball.

Section 4 Honorary membership may be conferred upon any individual who, because of his/her valuable contribution to the game of volleyball, shall be nominated by the membership committee and elected by two-thirds vote of the Association.

Section 5 All members shall have the privilege of the floor at meetings of the Association, but the privilege of voting shall be exercised by active members only.

ARTICLE V – OFFICERS, EXECUTIVE COMMITTEE, OTHER COMMITTEES

Section 1 The officers of this Association, president, first vice president, second vice president, secretary, and past president shall be elected from the active membership of the Association. Such elected officers shall be from institutions which are in good standing in the NAIA. Nominations and resumes are to be received following the annual business meeting and shall be included with the minutes of the NAIA-VCA Annual Business Meeting. Results of the election will be distributed in the coaches' handbook, preceded by written notification.

Section 2 Term of office shall be one year. The progression shall be from secretary to second vice president to first vice president to president to past president. Each office is to be held from August 1 to July 31.

In the event a vacancy occurs, the normal progression from secretary to president shall be accelerated to fill the vacant office. The NAIA-VCA Executive Committee is empowered to appoint officers from the membership-at-large to fill the remaining position. Such appointee shall not succeed in the normal progression of offices unless duly elected by the membership.

Section 3 The NAIA-VCA officers, the executive committee, shall serve as the tournament committee at the NAIA National Volleyball Championship.

Section 4 The NAIA-VCA Competition Committee is responsible for advocating issues related to competitive matters such as individual competitions, tournaments, format and suggested enhancements of the National Championships, rules of the game, competition officials, statistic education and any other matters regarding enhancing competitions. The committee shall be comprised of a maximum of 6 members as follows:

1) Chair, who shall be appointed for a 3-year term by the VCA officers.
2) One current member of the NAIA-VCA officer committee.
3) Up to 4 additional current NAIA volleyball coaches, representing different areas of the country.

Section 5 The NAIA-VCA Recognition Committee shall serve as advocate for issues relating to NAIA recognition programs. The committee shall be comprised of the following:

1) Chair, who shall be appointed for a 3-year term by the VCA officers.
2) One representative from each NAIA volleyball recognition-specific geographic area.

Section 6 The NAIA-VCA Recognition and Competition Committee members are selected by the respective committee chair. Terms of service shall be limited to two consecutive terms. Members must be off the committee for one year before serving again. If a member's initial term filled an un-expired term, the member is eligible for re-appointment to an additional three-year term. Term of service for each year shall begin August 1.

ARTICLE VI - MEETINGS

Section 1 One annual business meeting of the Association shall be held each year at the site of the AVCA National Convention Volleyball Championship.

ARTICLE VII - AMENDMENTS

Section 1 This constitution may be amended if presented to the membership by mail no later than three weeks prior to the annual business meeting by:

a. affirmative two-thirds vote of the members present at the annual business meeting of the Association; or
b. affirmative two-thirds vote of the ballots received by written response at the opening of the annual business meeting of the Association; or
c. affirmative two-thirds vote of the ballots cast by mail by the membership.

Rev. Aug 2008
Rev. Aug 2009