

ARTICLE IX

Event Management - Conduct - Officials

9.01 Security

- A. The host colleges shall provide supervision as required to maintain adequate crowd control at events.
- B. All home and visiting athletic teams must be accompanied by a faculty member or a person designated by the college to represent the team and to assist in maintaining proper decorum for any event.

9.02 Pre-game and half-time activities. The home college's designated administrator has the responsibility for arranging and approving pre-game and halftime activities.

- A. Visiting bands and support groups must have approval and clearance by the designated visiting and home administrators.
- B. Placement of signs, banners, etc., must have the approval of the home college designated administrator.
- C. No bands from visiting colleges shall be permitted at indoor events. The use of noisemakers shall not be permitted.

9.03 Student and Athlete Conduct.

- A. Each college shall develop and maintain student and student-athlete codes of conduct that require courtesy and good sportsmanship towards visiting teams, students, fans, and officials.
- B. Deans and Athletic Directors will insure that all coaches and players understand the Conference Game Conduct procedures.

9.04 Coaches Conduct.

- A. All Conference colleges and coaches shall adhere to the California Community College Coaches Association's "Coaches Code of Ethics".
(amended 12/7/2010)

9.05 Game Conduct.

- A. All Conference colleges will adhere to the CCCAA and playing rules as adopted by their sport in regard to unsportsmanlike acts, penalties, ejections, suspensions, etc. NCAA and sports' governing rules shall prevail if they are more severe than the state or conference decorum policies.
- B. All sports shall maintain a section in their supplements addressing unsportsmanlike acts.

- C. Conduct of Participants. Decorum at California community college events is the responsibility of all participants. CCCAA Bylaws on decorum shall apply to all participants.
- D. Additional Conference Procedures. CCCAA and Conference rules of conduct shall serve as a guide for behavior occurring at the playing site before, during, and after contests.
- 1) Colleges involved in any misconduct shall investigate and submit a written report to the Commissioner for review and final disposition.
 - 2) The Commissioner will report on actions taken by their office to the Conference's voting representatives for review.
 - 3) Acts that occur before, during, or after a game by persons other than participants as defined by CCCAA Bylaws on decorum shall be investigated by both colleges involved and a separate report of the action from each college will be reported to the Commissioner. The Commissioner will report on actions taken by their office to the Conference's voting representatives for review.
 - 4) All ejections that result in a suspension shall include postconference play as necessary.
 - 5) If game cameras are in use, they shall remain in operation during any altercation until order has been restored.
 - 6) A coach suspended from a contest shall leave the playing field, court or sideline area in a timely fashion. At subsequent contests, a suspended coach must have no contact with the players before and during the contest. At subsequent games, a suspended coach shall remain off-site, and remain out of sight and out of communication. A suspended coach may continue with their coaching responsibilities during practice sessions while serving their game(s) suspensions.
- E. Additional Conference Procedures for Reporting. In the event of a decorum violation by a coach or student-athlete, the following steps shall be taken:
- 1) Each head coach will notify their respective Athletic Director of the undesirable conduct by the close of the next business day of their college.
 - 2) The Athletic Director or the designee representing the offending party shall file a written "Ejection From Conference Contest Form" (see Appendix B) within forty eight (48) hours of the incident. The report shall be sent to the Athletic Director or designee of the next conference opponent, the opponent in which the event occurred, and to the Commissioner.
 - 3) Game officials shall file ejection reports to the sport's Assignor as per their regulations.

- 4) If a coach is ejected by an official and no other official college representative is present, the game will be forfeited immediately.
- 5) Student-athletes, coaches, faculty and any agent of the participating colleges are not to confer with officials before, during, or after a game on any matter other than those pertaining to rules, special conditions, ground rules, etc.

9.06 Facility Management. The home college shall designate an event manager for all contests.

- A. The game manager, coach, or individual in charge of the event will be responsible for facility control.
- B. No Orange Empire Conference college may photograph (still, motion, videotape, or digitally record) any opponent's game, unless their college is one of the competing colleges in that contest.
- C. No still, motion, videotape, or digital recording or photography will be shown during a contest, at half-time, or during time outs.

9.07 Playing Conditions. The home college shall be responsible for the playing conditions and fitness of their facilities.

- A. When playing conditions are so unsatisfactory that it is detrimental to the student-athletes or the level of competition in the sport involved, the officials, or if there are no officials, the Athletic Director of the home college shall have the authority at any time to terminate the contest. (If the Athletic Director is unavailable, the coaches may make this determination by mutual consent.)
- B. No team is to leave the field of play with time still remaining in the game, unless the game has been called in the manner described above.
- C. The Athletic Director of the home college will submit a report of the incident to the Commissioner and the Conference President within seventy-two (72) hours of the incident. Conference action may include reprimands, probation, forfeiture, future contest limitation, or any action deemed appropriate by the Commissioner.
- D. The Commissioner shall report to the voting representatives within forty-eight (48) hours of receipt of on actions taken for further review.

9.08 Rules of Competition. The Conference shall compete under the rules as prescribed by the CCCAA Constitution.

- A. Conference competition shall be governed by rules of competition as mandated by the CCCAA. Such rules appear in the Sports Supplements in the CCCAA Constitution.

B. Additional, more specific procedural rules for Conference play may be created by the Conference membership. Sport Supplement and Constitutional amendments shall be reviewed by the voting representatives as required by this Constitution.

C. A contest is automatically forfeited if either team fails to appear on the playing field ready to play within fifteen (15) minutes after the designated starting time. An exception will be made when the opposing team has been notified of late arrival at least one (1) hour before the contest's starting time or when circumstances beyond the team's control, such as an accident, prevent arrival on-time. Adjustments to starting times can be made in emergencies. The team arriving late should make every effort to notify the host college.

9.09 Management of Conference Championships.

A. Conference colleges acting as hosts for conference championships may collect entry fees from participating colleges to offset the costs of the event. Authorized costs include game expenses, officials, supplies directly concerned with the event, and payment of personnel for facility preparation and clean-up. Entry fees are not to be used for the payment of a meet manager, refreshments, coaches' luncheons or dinners, awards, etc. Host colleges are to prepare a financial report to be submitted to the conference.

B. If fees are to be charged for an Orange Empire Conference championship, a budget must be approved by the Conference Sport Representative. This budget must be submitted by the Sports Representative at a Conference meeting prior to the event.

9.10 Legal Holiday Scheduling. Conference contests should not be scheduled on a legal holiday if possible.

9.11 Passes. Passes shall be issued entitling the holder to admission to all Conference contests

A. The Commissioner shall design, print and provide 75 Conference passes to each college. The use of these passes shall be limited to members of each college's Governing Board, college officials, and coaches.

B. The Commissioner shall provide Conference passes to the press, media, and other individuals as deemed appropriate.

C. Colleges may issue passes for their own use at home athletic events. No complimentary passes will be issued or exchanged between conference colleges.

D Passes issued by Commissioners of other Conferences will be recognized by the member colleges of this Conference.

9.12 Admission Prices

- A. Admission prices for all sports are to be set by the individual colleges.
- B. The home college for any contest shall manage all details of the contest not otherwise provided for within this Constitution, including postconference contests.

9.13 Broadcast Rights and Revenues. Broadcast rights and revenues, via any medium, are delegated to the home college but require prior approval of the Conference.

9.14 Changing of Adopted Athletic Schedules. After the Conference has adopted an athletic schedule, changes may be made only under the following conditions:

- A. Athletic Directors and coaches from both colleges must agree to the changes and the home college shall submit the change in writing to the Commissioner and the other Conference colleges of the approved change.
- B. Athletic Directors may solve conflicts as to sites and starting times subject to agreement and the Commissioner's approval.
- C. In emergencies such as rain-outs, athletic directors may agree to schedule adjustments and report action to the Conference commissioner and sports representative. If an agreement cannot be met, the Commissioner shall be empowered to resolve the issue.

9.15 Officials - General Rules

- A. The Conference Commissioner shall have overall responsibility for the assignment of officials for Conference sports. With the approval of the member colleges, the Commissioner may contract with Assignors for this purpose.
- B. Officials will be assigned to Conference competitions in the sports, numbers, and pay scales as agreed upon by the Southern California Commissioners' Association.
- C. Member colleges may request the assignment of officials for scrimmages, non-conference competitions and tournaments.

9.16 Officials – Assignments. The Conference is committed to the continued quality of officiating and the member colleges' relationships with those in the profession. As policy, coaches, student-athletes and others in contact with officials shall respect the person and the profession with proper decorum, conscientious and objective evaluations, accepting new officials for Conference contests, and encouraging growth in the number of participants.

- A. The Commissioner or Assignor shall send a list of qualified officials to each college's head coach prior to the opening of each season.
 - 1) Coaches will rate the officials as (1) preferred; (2) approved; (3) unknown or (4) non-acceptable and return the list as directed by the Assignor.
 - 2) Insofar as possible, only officials rated as "preferred" or "approved" will be assigned to contests. The Conference coaches will meet at the end of each season to evaluate and make recommendations regarding lists of officials. All ratings of officials will be considered confidential.
- B. All communications about the assignments are to be with the Commissioner or Assignor. The Commissioner or Assignor shall consider evaluations, geographical location of the assignment, time of day of the contest, and willingness of the official to work a contest when making assignments.
- C. The Orange Empire Conference will accept the officials' pay scale as established by the Southern California Commissioners' Association.
- D. Officials assigned to Conference contests that were subsequently canceled will not be paid for the assignment if the officials were notified prior to the contest. If the college fails to notify the officials of a cancellation the officials shall be paid in full.

9.17 Officials – Sports. The Commissioner or Assignor shall schedule officials for the following sports and events:

- A. Baseball. The Assignor shall assign a plate umpire and a base umpire to all Conference games.
- B. Basketball (Men and Women). The Assignor shall assign three (3) officials for Conference games.
- C. Soccer (Men and Women): The Assignor will assign three (3) officials to all Conference games.
- D. Softball. The Assignor shall assign a plate umpire and a base umpire to all Conference games.
- E. Swimming (Men and Women): The Assignor shall assign a starter/referee to all Conference swimming meets. Officials for championship meets will also be assigned.
- F. Track & Field (Men and Women): The Assignor shall assign a starter/referee to all Conference track meets. Officials will also be assigned to Conference championship preliminaries and finals.
- G. Volleyball (Men and Women): The Assignor shall assign two (2) officials and two (2) linespersons to all Conference volleyball games.
- H. Water Polo (Men and Women): The Assignor shall assign two (2) officials to all Conference games.

9.18 Officials – Failure to Appear. Conference contests shall be played as scheduled. This will remain the case if a full officiating crew does not appear as assigned, but at least one official is in attendance and is prepared to officiate. Failure to comply will result in recording a loss of the contest for one or both teams.