

# AMERICAN MIDWEST CONFERENCE

CONSTITUTION & BYLAWS

2007-08

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## 2007-08 AMC MEMBER INSTITUTIONS

COLUMBIA COLLEGE  
HANNIBAL-LAGRANGE COLLEGE  
HARRIS-STOWE STATE UNIVERSITY  
UNIVERSITY OF ILLINOIS AT SPRINGFIELD  
MCKENDREE UNIVERSITY  
MISSOURI BAPTIST UNIVERSITY  
WILLIAM WOODS UNIVERSITY  
WILLIAMS BAPTIST COLLEGE

*NEW MEMBER IN 2008-09:*

STEPHENS COLLEGE

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## CONSTITUTION, BYLAWS AND CONFERENCE CHAMPIONSHIP PROCEDURES

|                        |                      |                      |
|------------------------|----------------------|----------------------|
| Adopted April 16, 1986 | Revised August, 1996 | Revised August, 2002 |
| Revised August, 1988   | Revised August, 1997 | Revised August, 2003 |
| Revised August, 1991   | Revised August, 1998 | Revised August, 2004 |
| Revised May, 1992      | Revised August, 1999 | Revised August, 2005 |
| Revised August, 1993** | Revised August, 2000 | Revised August, 2006 |
| Revised August, 1994   | Revised August, 2001 | Revised August, 2007 |
| Revised August, 1995   |                      |                      |

\*\* -- Last year conference was known as Show-Me Collegiate Conference

## CONSTITUTION

### ARTICLE I - NAME

The American Midwest Conference

### ARTICLE II - PURPOSE

The purpose of this Conference shall be to promote the positive ideals and objectives of athletics, to provide an organization of colleges with similar foundations to engage in athletic contests on an equal basis, to serve as a forum to formulate guidelines and solve common problems, to enhance and preserve athletics in their true perspective, to promote athletics in an academic environment. This Conference shall facilitate the purposes of intercollegiate sports and further the learning goals of its member institutions.

### ARTICLE III - MEMBERSHIP AND REPRESENTATION

#### Section 1. Membership

- Full Conference membership requires full National Association of Intercollegiate Athletics membership.
- Associate Conference membership may be granted for a period of two (2) years or until full NAIA membership is reached, whichever comes first. Associate members will have all the rights and privileges of full members except those limited by NAIA regulations.

The charter members of the original Show-Me Collegiate Conference shall be:  
Columbia College  
Fontbonne College  
Hannibal-LaGrange College  
Harris-Stowe State College  
Missouri Baptist College

**Members as of August 2007:**  
Columbia College  
Hannibal-LaGrange College  
Harris-Stowe State University  
University of Illinois at Springfield  
McKendree University  
Missouri Baptist University  
William Woods University  
Williams Baptist College

New members will be added/removed to the Conference based on the following guidelines:

#### Entry

1. Must be a four-year institution.
2. Must sponsor at least six conference sports. Exceptions may be made at the discretion of the Executive Committee.
3. Must submit a letter of application, copy of athletic philosophy, five-year enrollment breakdown, sports offered, time and distance from all schools in the conference and athletic department breakdown by position to the conference commissioner.
4. Must submit a \$250 application fee.
5. Unanimous recommendation by members of the AMC Executive Committee to the Presidents of the AMC.
6. Unanimous approval of the AMC Presidents.

**Exit**

1. A member who wishes to leave the AMC must give written notice two years prior to the August conference meeting of the year of intended exit.
2. A member that wishes to withdraw from the conference cannot be reinstated as a member for at least two years.
3. Should an institution withdraw without proper notice to the conference, all remaining institutions shall impose a two-year scheduling moratorium in all athletic programs whether sanctioned by the conference or not. In addition, the conference shall fine the withdrawing institution a monetary exit fee totaling the current annual conference dues.

**Section 2. Representation**

Any member institution may send as many persons as it desires to meetings of the Conference, but each institution shall have only one vote which shall be cast by the official institutional representative who shall be designated by that institution's President. The institutional representative may designate a proxy.

**ARTICLE IV - OFFICERS****Section 1. Officers**

Officers of the Conference shall be a President, a Vice-President, Secretary, and Treasurer.

**Section 2. Term of Office**

The terms of office for the above named officers shall be for two years from the date of the Conference meeting in the spring of 1986. New officers will be elected to serve for two years. Any officer may be removed by a majority vote of the member institutions.

**Section 3. Officials**

The officials for the AMC include Commissioner, Conference Information Director, Eligibility Chair, Registrar, and Faculty Athletic Representative.

**Section 4. Term of Office**

Eligibility Chair, Faculty Athletic Representative and Registrar shall be elected for two-year terms at even-year meetings during the spring meeting. The Commissioner and Conference Information Director shall be employed by the Conference for a one-year term with the option of renewing their contracts at the spring meeting. Any official may be removed by a majority vote of the member institutions.

**ARTICLE V - ORGANIZATION****Section 1. Executive Committee**

The official business of the Conference shall be conducted by the Executive Committee composed of the Athletics Directors from each member institution. The Athletics Directors or his/her appointed representative shall cast the vote for the institution. The duties of this committee include, but are not limited to, the following – supervise and recommend appointment of the Commissioner, Sports Information Director, Supervisor of Officials for Men's and Women's Basketball, and Conference Eligibility Chair, establish playoff procedures for all conference championships, supervise all awards, plaques and honors received by member institutions, and execute any discipline matters and impose appropriate penalties on member institutions in any conference sponsored sport. The Executive Committee shall approve a budget along with dues at the fall meeting for operation of the Conference for the ensuing year.

From the Executive Committee an Executive Council will be formed that consists of the President, Vice-President, Secretary, and Treasurer. This Council will serve as representatives of the Conference on all ad interim business not assigned to standing or special committees between regular meetings. Council acts are subject to review by the Executive Committee.

The Commissioner shall meet with the Executive Committee but, in that capacity, shall not have a vote.

## **Section 2. Jurisdiction of the Executive Committee**

The Executive Committee has power to act in all Conference matters covered by the Constitution and Bylaws, provided these matters are submitted in writing by the official institutional representative of a member institution to the Conference Commissioner/President.

## **Section 3. Reports**

A report of the actions taken by the Executive Council on all matters since the last regular meeting shall be made at each meeting.

## **Section 4. Substitutes**

A member of the Executive Committee from an institution involved in any case to be considered shall be replaced, until resolution of that case, by an appointee of the Conference Commissioner/President.

## **Section 5. Appeals**

If and when the Executive Council rules against any member of the Conference, the affected member has the right to appeal the committee's decision to the Conference Executive Committee. Appeal hearings will be decided by a two-thirds (2/3) vote of the membership of the Executive Committee.

## **ARTICLE VI - DUTIES**

### **Section 1. Responsibility of the President**

The Conference shall elect a President to serve as the executive officer of the Conference. The President shall attend all meetings and shall delegate responsibility to the Commissioner to receive, inspect, and file all reports required by the Bylaws. The President shall keep the Conference records and make annual reports with the aid of the Conference Sports Information Director.

The President of the Executive Council shall act to determine the facts in all requests for Bylaws interpretations, and/or violations of the Conference rules, and shall furnish these facts to the Executive Committee. The case may be presented to the Executive Committee of the Conference when necessary. The President shall assist member institutions, individually and collectively, in operating and maintaining a wholesome athletic program based on fair play, mutual trust, and the educational welfare of the individual students.

The President has the authority to appoint such ad hoc committees as necessary to promote the welfare of the Conference.

If and when the President of the Executive Council rules against any member of the Conference, the affected member has the right to appeal the President's decision to the Executive Committee. Appeal hearings shall be decided by a two-thirds (2/3) majority vote of the membership of the Executive Committee.

### **Section 2. Responsibility of the Vice-President**

The Vice-President shall assume the duties of the President and/or substitute for him/her in the event the President cannot carry out assigned responsibilities.

### **Section 3. Responsibility of the Secretary and Treasurer**

The Secretary shall take minutes of meetings and send the minutes to the Presidents and official representatives of the member institutions within ten (10) working days of the meetings. The Treasurer will receive and disburse funds and issue a financial report at each meeting.

### **Section 4. Commissioner**

The Commissioner shall be considered an official of the Conference and shall be compensated for services and expenses as indicated in the Conference budget. The duties shall include, but not be limited, to the following:

- Implement the decisions of the Executive Committee and the Conference in all areas not elsewhere assigned to other officers.
- Supervise officiating in Conference sports. The Conference shall employ a supervisor for the sports of men's and women's basketball and will supervise their work. The Commissioner shall receive and respond to all complaints or protests relative to game officials, game procedures and conditions, and actions of the players, coaches, or team supporters of member institutions in collaboration with the supervisor of officials. Written or oral statements may be required as well as other evidence from all parties concerned for disposition and settlement of these issues.
- The Commissioner will impose all penalties prescribed by the Constitution and Bylaws of the Conference or by the Executive Committee. In such instances notification shall be given to the Executive Committee in writing within three (3) working days of the decision. The Commissioner's decision may be appealed within fifteen (15) days to the Executive Committee upon written notice of appeal.
- With the assistance of the liaison of the sport involved, Conference games or tournament schedules will be completed.
- On behalf of the Conference delegate the SID to negotiate arrangements for purchasing of plaques, certificates, trophies, stationary, and other items deemed necessary.
- Promoting the Conference through media contacts and financial arrangements with outside agencies. This may include the sale of advertising for postseason program booklets, sportswear, and other conference brand items.
- Supervising the Conference Sports Information Director.
- Develop an annual communication process with each conference institution regarding home contests during each season (fall, winter and spring) to evaluate officials, contest management, and other matters that relate to conference competition.
- Present a budget to the Executive Committee at the fall meeting for the following year. This budget should outline anticipated expenditures, including, but not limited to, travel, support services, meeting expenses, salaries, and other items deemed necessary.

### **Section 5. Conference Sports Information Director (SID)**

The Conference Sports Information Director shall be considered an official of the Conference and shall be compensated for services and expenses as indicated in the Conference budget. Duties shall include but not be limited to the following:

- Maintain a complete and official record of all athletic contests and tournaments completed by each conference program.

- Keep a complete athletic participation record of all participants in Conference sponsored sports. This will be accomplished by requesting official rosters from member institutions at a predetermined time relative to the beginning of the competition season of each Conference sponsored sport. These rosters will help track the student-athletes who started and ended the season in each sport. The ramifications for failing to report these documents are addressed in this section related to game administering procedures.
- Develop statistical reporting procedures and forms relative to appropriate procedures prescribed by the conference, NAIA Region V and the NAIA Office of Sports Information. This includes developing forms to submit statistics and develop procedures to meet appropriate deadlines for all Conference sponsored sports. All deadlines will be established according to the aforementioned region and national office reporting schedules and will be approved by the individual sport chairperson, Conference Commissioner and/or Conference President.
- Administer the following procedure for addressing the failure to report statistics and other requested information according to predetermined deadlines in all Conference-sponsored sports. When a violation occurs, the Sports Information Director will:
  1. Initiate notification of the violation to the coach and Athletic Director of the institution in question by; first, a telephone call and then written notification. Written notification will also be forwarded to the Conference Commissioner and/or President and the President of the institution in question. The first written notification will include the warning that a second violation will result in the exclusion of the institution's student-athletes from consideration for all subsequent Player of the Week, All-Conference and Academic All-Conference voting in the sport in question for the remainder of the competition season. The weekly statistical report for the respective sport will also include the notification of all violations.
  2. If a second violation occurs, initiate notification to the coach and Athletic Director of the institution in question by; first, a telephone call then written notification. Written notification will also be forwarded to the Conference Commissioner and/or President and the President of the institution in question. The second violation will result in the exclusion of the institution's student-athletes from consideration for all subsequent Player of the Week, All-Conference and Academic All-Conference voting in the sport in question for the remainder of the competition season.
  3. Compile and distribute news releases and statistical reports regarding appropriate Conference activities for use by member institutions and members of the news media, and weekly update of the Conference Web Site. Forward statistical reports and Player of the Week nominations to the appropriate NAIA Region V and NAIA National Office contact person in accordance with appropriate deadlines.
  4. Choose Players of the Week in each Conference-sponsored sport after reviewing nomination forms submitted by member institutions in accordance with predetermined reporting deadlines.
  5. In coordination with the chairperson of each Conference sponsored sport, supervise the selection of recognizing All-Conference athletic and academic awards and distribute in a timely manner at the end of each competition season.

**Section 6. Eligibility Chair**

Duties as described by the NAIA.

**Section 7. Faculty Athletic Representative**

Duties as described by the NAIA.

## **Section 8. Registrar**

Duties as described by the NAIA.

## **Section 9. Supervisor of Officials – Basketball (Men and Women)**

- Attend camps to observe and evaluate officials on the AMC roster and submit a report to the AMC Commissioner outlining who was observed and added or taken off the AMC roster.
- Submit a roster of officials, including names, addresses, phone numbers and e-mail addresses (when available) to the AMC Commissioner no later than April 15 for the upcoming season. The top 15 chosen by the supervisor, coaches, and commissioner will be submitted to the NAIA national office for consideration for the national tournaments next year.
- Submit a schedule to the AMC Commissioner and men's/women's basketball coaches by Oct. 15, outlining the officials that will be working every date.
- Assign officials to all AMC regular season and postseason contests.
- Hold a preseason meeting with all officials with coaches invited to discuss rules, mechanics, regulations, guidelines, dress code, as well as new rules affecting play.
- Throughout the year, send e-mails, mailings or phone communications to AMC coaches and officials with rule changes, updates, mechanic changes or rule interpretations.
- Notify AMC coaches of game location changes, cancellations and/or changes within 24 hours of their respective contest.
- Develop and distribute a coaches' evaluation form for coaches to fill out following each contest on each official. Collect the evaluations following each game and report any problems to the AMC Commissioner within 24 hours. The Arbiter is the tool for this evaluation.
- Review game films submitted by AMC coaches and contact official(s) for critique or evaluation.
- Report game incidents and officials' reports to the AMC Commissioner within 24 hours of the event.
- Work with AMC institutions to upgrade game management procedures. This includes scorer's table, security, parking, dressing room, hospitality facilities, and fan behavior.
- Evaluate at least one regular season contest (in person or via film) at each AMC institution throughout the year.

## **ARTICLE VII - MEETINGS**

### **Section 1. Meetings**

Three meetings shall be held each year in plenary session. One will be held on the first Monday in August, the third Thursday in October, and the first Thursday in April.

### **Section 2. Special Meetings**

Special meetings may be called by the Commissioner and/or President with stated agenda items and notification given at least ten (10) days prior to the meeting.

### **Section 3. Called Meetings**

Special meetings shall be called by the Commissioner and/or President upon the written request of two members of the Conference. The request must state the purpose of the called meetings.

### **Section 4. Voting**

Each member institution is entitled to one vote to be cast by the official institutional representative or their proxy.

**Section 5. Quorum**

A majority of the official Conference representatives of the member institutions, or their officially designated proxies, shall constitute a quorum.

**Section 6. Proxy**

Voting by mail or telephone proxy at annual, special, or called meetings is permitted.

**Section 7. Mail Ballots**

The Commissioner and/or President of the Conference, and only the Commissioner and/or President, may poll members either by e-mail, mail or telephone, if in their judgment, or at the direction of plenary vote, such method of voting is necessary to conduct the business of the Conference. If, however, a poll is taken by telephone, the Commissioner and/or President may request the voting member to confirm the vote by letter, telegram or e-mail.

**Section 8. Game Management Guidelines**

- An administrator (athletic director or appointed official) from the host institution will be present at every AMC contest to oversee all aspects of game management, including crowd control, security and game administration. The administrator is responsible for informing all game officials/crew of their respective duties.
- Members of the game crew (line judges, shot clock operator, scorekeeper, etc.) should be trained prior to the start of conference competition. Individuals should not hold these positions for the first time during any AMC regular season or postseason contest.
- There shall be at least one supervised entrance at all AMC contests.
- The host shall provide, or make available, the following supplies/services for visiting schools for all AMC contests:
  - Adequate water and cups
  - Ice for injury care
  - An accessible certified athletic trainer
  - Emergency supplies, such as splints, stretchers, crutches, etc. The visiting team is responsible for returning such items in a timely manner.
- All playing venues shall be ready for an event at least one hour before the official game time with all appropriate apparatus in place and warm-up balls available.

**ARTICLE VIII - DUTIES AND ASSESSMENTS**

**Section 1. Initial Fees**

Initial fees shall be established by the Conference in plenary session at the fall meeting for budgetary purposes.

**Section 2. Annual Dues**

The expenses of operating the Conference shall be born equally by the member institutions. The Executive Committee shall submit for approval at the spring meeting a budget for the ensuing year. Annual dues shall be established by the Conference and remain until changed by the Conference. Current dues stand at \$2,250 per year.

### **Section 3. Assessments**

If additional expenses are incurred during any year by the Conference over and above the amount received by provisions of Section 2 above, they shall be borne by the member institutions on an equal basis.

In case a surplus is carried over any year, this surplus shall be factored into consideration by the Executive Committee in making a budget for the succeeding year.

## **ARTICLE IX - DISPOSITION OF VIOLATIONS**

### **Section 1. Discipline of Members**

- Disciplinary powers of the Conference shall be vested in the official institutional representatives. The representatives, upon recommendation of the Executive Committee, may impose penalties on any member institution in any sport. Penalties might include but are not limited to: forfeiture of games, probation, suspension, or expulsion of a member institution. A member institution on probation must continue playing a full Conference schedule, but will not be eligible for Conference championships.
- A member institution accused of any Conference violation shall be notified in writing by the Commissioner and/or President of the Conference at least two weeks prior to the date that any disciplinary action may be taken by the Conference. The accused institution shall have the right to appear before the institutional representatives and to present the case in writing at the time designated by the Commissioner and/or President of the Conference. The institutional representatives are empowered to call any institution to appear before them for purposes of investigating rule violations. Discipline of members shall be determined by secret ballot and shall require a two-thirds (2/3) vote of the membership of the Conference. Abstentions are not permitted.
- Any Conference member institution having been found guilty of any violation of Conference rules may be restored to good standing by a two-thirds (2/3) vote of the membership of the Conference. Abstentions are not permitted. If and when the Commissioner and/or President rules against any member of the Conference, the affected member has the right to appeal that decision to the Conference as a whole. Appeal hearings shall be decided by a two-thirds (2/3) majority vote of the membership of the Conference.

### **Section 2. Delinquent Dues and Assessments**

Any institution who is delinquent in payment of NAIA dues will be notified by the Commissioner and/or President, and will have until the date of the October meeting to pay the dues. Dues may be paid by the representative of the institution at the October meeting. Failure of payment by this time will cause the institution to forfeit its right to all Conference championships and voting rights for that academic year.

## **ARTICLE X - COUNCIL OF PRESIDENTS**

The Presidents of member institutions shall comprise the Council of Presidents. The Council of Presidents shall:

- elect a chair,
- meet at least annually,
- monitor Conference activities,
- shall have power to overturn any Conference, Executive Committee, or President's decision with a two-thirds (2/3) vote of the members,
- evaluate annually progress, purposes, functions and procedures of the Conference.

## **ARTICLE XI - AMENDMENTS**

Amendments to this Constitution may be made only at a regular meeting of the Conference by a two-thirds (2/3) vote of the Conference membership. Proposed amendments must be submitted in writing to the Commissioner and/or President not less than twenty (20) days prior to the date of a regular meeting. The Commissioner and/or President shall transmit to each member a copy of such proposed amendment not less than fifteen (15) days prior to the date of the meeting at which the proposal is to be considered.

Amendments approved as stated above will then be submitted to the Council of Presidents for their approval by a two-thirds (2/3) vote.

The Commissioner and/or President shall inform the NAIA National Office in writing of any changes in the Constitution and provide them with an updated copy within ten (10) working days of the meeting at which they were adopted.

## **ARTICLE XII - EFFECTIVE DATE**

This Constitution shall be in effect as of July 1, 1986, and thereafter until amended. Each change in the Constitution shall bear its effective date.

## **ARTICLE XIII - DISSOLUTION**

Upon termination or dissolution of the Conference, after discharge and satisfaction of all outstanding obligations and liabilities, the remaining funds and assets, if any, of the Conference shall be distributed and transferred, only to such organizations or entities as shall be designated by the active membership from those described by the terms of Section 501 (c) (3) of the Internal Revenue Code of the United States now in effect.

# **BYLAWS**

## **ARTICLE I - ORDER OF BUSINESS**

The order of business at Conference meetings shall be as follows:

- Roll call
- Reading and approval of minutes of last meeting
- Report of officers
- Report of committees
- Unfinished business
- Elections of officers
- New business
- Appointment of committees
- Adjournment

## **ARTICLE II - SUBSIDIZATION**

The maximum grant-in-aid, which any athlete may not exceed, is that provided for in the NAIA Bylaws.

Each institution will establish its own grant program and shall not have the Conference govern its scholarship program. Any violation of the NAIA guidelines shall be reported by the institution in violation in writing to the NAIA with a copy sent to the Conference Commissioner and/or President.

## **ARTICLE III - RULES OF ELIGIBILITY**

### **Section 1.**

The guidelines will be those established under the guidelines of the NAIA. As long as an institution has met the eligibility standards for each sport and individual athletic requirements established by the NAIA, and has fulfilled its Region requirements, the Conference shall not put any further guidelines on the member institutions.

## **Section 2.**

The member institutions shall be required to send a copy of their eligibility list to the eligibility chair of the Conference. This list must be on file to coincide with dates of NAIA deadlines.

## **Section 3. Student-Athlete Transferring**

A student-athlete transferring immediately from one Conference school to another Conference school must sit out one (1) year of Conference play in the sport(s) in which he/she participated at the first institution.

## **Section 4. Protests and Forfeits**

- Any member school using a player ruled ineligible shall forfeit all games in the current academic year in which the ineligible player has participated. The games forfeited, shall be credited as games won by the team to which the games have been forfeited.
- An athlete ruled ineligible by the NAIA or Conference will be ineligible for further competition until such time as the ineligibility is removed by action of the Conference or such official or committee as may be authorized by the Conference to take action in such cases.
- Athletic contests regularly scheduled between two member institutions and canceled by one without consent or approval of the other may be declared a forfeit. See Article VI, Section 1 of Constitution for resolution.
- Cancelled Season – If a member school has notified the NAIA National Office and Conference Commissioner in writing that they are officially dropping a sport during the season, then all contests remaining on the schedule after the sport has been officially dropped shall not be recognized as forfeits but rather shall be considered as “no contests”.

## **ARTICLE IV - CHAMPIONSHIPS**

### **Section 1. General Provisions**

- There is always the importance of a Conference championship to the member institutions in any of the recognized Conference supported sports. A learning atmosphere should always prevail and educational purposes remain as the center of emphasis. Each member school should enjoy an opportunity to compete on an equal basis for the championship in all sports recognized by the Conference. It shall be mandatory, therefore, that each Conference member includes in its schedule every other member of the Conference fielding a team in that sport. After a new institution has been admitted to membership in the Conference, games played with other Conference teams shall have no bearing on Conference championships until the new member is able to schedule the games required.
- When a Conference team schedules a sufficient number of games in a sport to be considered for the championship, and one or more games is forfeited or canceled by mutual agreement of the two teams, and when by this action the team is left with less than the required number of games and cannot be considered for the championship, all other Conference games played by the team will count toward meeting the championship requirements for the opposing teams, as if there had been no cancellation. However, should this action affect the championship standing of a third team, the above action may be protested to the Commissioner and/or President who shall follow the guidelines in Article VI, Section 1 of the Constitution.
- A member institution eligible to participate in Conference events and which commits itself to said event must honor its commitment. If, in the opinion of the Executive Committee, reasons for the failure to honor said commitment are insufficient, such infractions shall result in disqualification of the member institution for any place in the Conference.

## **Section 2. Conference Sports**

Conference sports shall not be recognized in any sport that does not have at least 50 percent of the institutions participating.

## **Section 3. Conflicting Events**

No member institution may participate in any athletic event which conflicts with a Conference-sponsored event in that sport other than region or national play.

## **Section 4. Host Site Guarantee**

There will be a minimum \$200 Host Site Guarantee for each home site Conference basketball (men's and women's) tournament contest. All gross gate receipts will be sent to the Conference. The home team bears responsibility of home game management costs and the visiting team bears all travel expenses.

## **Section 5. Reimbursement**

The Conference will collect gate receipts from all men's and women's postseason tournament contests. Each automatic qualifier to the NAIA National Tournament will receive a reimbursement of \$1,500.

## **ARTICLE V - AMENDMENTS**

- Amendments to these Bylaws may be made only at regular meetings by two-thirds (2/3) vote of total Conference membership. Proposed amendments must be submitted in writing to the Commissioner and/or President of the Conference not less than twenty (20) days prior to the date of a regular meeting.
- The Commissioner and/or President of the Conference shall transmit to each member a copy of such proposed amendment not less than fifteen (15) days prior to the date of the meeting at which the proposal is to be considered.
- Amendments approved as stated in Article XI of the Constitution will then be submitted to the Council of Presidents for their approval by a two-thirds (2/3) vote. The Commissioner and/or President shall inform the NAIA National Office in writing of any changes in the Bylaws and provide them with an updated copy within ten (10) working days of the meeting at which they were adopted.

## **ARTICLE VI - EFFECTIVE DATE**

The Bylaws shall be in effect as of adoption, and thereafter, until amended. Each change in the Bylaws shall bear its effective date. Revisions of these printed Bylaws will occur in the handbook after the August meeting each year.

## CONFERENCE CHAMPIONSHIP PROCEDURES

The Conference championship policy for each Conference sport is explained in this document.

### AWARDS

The Conference will offer the following awards in each Conference sport:

Plaques:            Postseason Tournament Championship  
                         Regular Season Championship  
                         Coach of the Year  
                         Player of the Year (*For volleyball only, add Setter of the Year and Libero of the Year*)  
                         Newcomer of the Year  
                         Freshman of the Year  
                         First Team All-Conference

Certificates:    Academic All-Conference Team  
                         Honorable Mention All-Conference Team

### PASS LISTS

The pass list will apply for all Conference games. Visiting schools will either bring or send in advance a pass list which will not exceed ten (10) people excluding players, coaches, trainers, cheerleaders, the institutional President, athletic director, Sports Information Director, Conference Eligibility Chair and/or Faculty Athletic Representative, who will automatically be admitted.

### COACH OF THE YEAR

Coach of the Year award will automatically go to the coach of the Conference championship team in any sport where four or less institutions are participating. Conference coaches will vote on Coach of the Year when there are five or more institutions participating in a sport. Coaches may not vote for themselves. Voting will be done at the same time as the All-Conference Team selection. There will be no ties for Conference Coach of the Year in any sport. If the vote is held at the site of the Conference tournament, then the coaches must resolve the tie. If the vote is done by mail then the tie-breaking procedures that are used to determine the Conference champion will be used. The coach whose team is the annual qualifier of the Conference to the National Tournament play will be Coach of the Year who is reported to the NAIA for National Coach of the Year recognition.

### ACADEMIC ALL-CONFERENCE TEAM

The Academic All-Conference Team criteria include having a cumulative 3.0 GPA and complete the season. Fall sport freshmen are not eligible their first year. Academic All-Conference nominations and selections shall be verified by the Faculty Athletic Representative and/or the Registrar before being submitted for All-Conference Team selection.

### STATISTICS

Each Conference team will meet weekly reporting deadlines as established by the Conference Sports Information Director. Statistics for the sports of men's and women's soccer, volleyball, men's and women's basketball, baseball and softball must be reported utilizing the Dakstats websync format. The Conference will recognize a Player of the Week each week throughout the reporting period. This player will be chosen by the Conference SID based on weighted categories of performance determined by conference coaches.

## AMERICAN MIDWEST CONFERENCE PERSONNEL

|   | <u>Name/Institution</u>                             | <u>Phone/E-mail</u>  |
|---|---|--|
| <b>President/Commissioner</b>   | Lowell Pitzer<br>Missouri Baptist University        | (314) 392-2317<br><a href="mailto:pitzer@mobap.edu">pitzer@mobap.edu</a>   |
| <b>Secretary/Treasurer</b>  | Larry York<br>William Woods University              | (573) 592-4387<br><a href="mailto:lyork@williamwoods.edu">lyork@williamwoods.edu</a>   |
| <b>Information Director</b>   | Scott Cummings<br>McKendree University              | (618) 537-6879<br><a href="mailto:secummin@mckendree.edu">secummin@mckendree.edu</a>   |
| <b>Eligibility Chair</b>  | Valerie Beeson                                      | (314) 862-3893<br><a href="mailto:beesonv@hssu.edu">beesonv@hssu.edu</a>   |
| <b>Registrar</b>  | Tonya Bolton<br>Williams Baptist College            | (870) 759-4130<br><a href="mailto:tbolton@wbcoll.edu">tbolton@wbcoll.edu</a>   |
| <b>Faculty Athletic Representative</b>                                      | Tom Puhse, Jr.<br>Missouri Baptist University       | (314) 392-2286<br><a href="mailto:puhse@mobap.edu">puhse@mobap.edu</a>   |
| <b>Eligibility Committee</b><br><i>(Includes FAR and Eligibility Chair)</i> | Robert Foster<br>Williams Baptist College           | (870) 886-6741, ext 4149<br><a href="mailto:rfoster@wbcoll.edu">rfoster@wbcoll.edu</a>   |
|   | Gary Cain<br>Columbia College                       | (800) 231-2391, ext. 7669<br><a href="mailto:gccain@ccis.edu">gccain@ccis.edu</a>  |
|   | Brian Clevenger<br>Univ. of Illinois at Springfield | (217) 206-6178<br><a href="mailto:bclev1@uis.edu">bclev1@uis.edu</a>   |
| <b>Supervisor of Officials (MBB)</b>  | Gerry Pollard                                       | (636) 949-3052 (work)<br>(636) 262-9011 (cell)<br>(636) 240-5213 (fax)<br><a href="mailto:gman564@aol.com">gman564@aol.com</a> |
| <b>Supervisor of Officials (WBB)</b>  | Ron Hoover  | (618) 656-0217 (work)<br>(618) 692-4471 (fax)<br><a href="mailto:ronhoover@charter.net">ronhoover@charter.net</a>              |

## 2007-08 Playoff Dates

### Volleyball

AMC- Nov. 6, 8, 10

Region V – Nov. 13, 16-17

National Tournament – Nov. 28-Dec. 1

### Men's Soccer

AMC – Oct. 30 and Nov. 1

Region V – Nov. 3, 6, 8

National Tournament – Nov. 14-20

### Women's Soccer

AMC – Oct. 29 and 31

Region V – Nov. 2, 5, 7

National Tournament – Nov. 14-20

### Cross Country

AMC – Oct. 20

Region V – Nov. 3

National Championship – Nov. 17

### Women's Basketball

AMC – Feb. 29, March 4, 7

National Tournament – March 19-25

### Men's Basketball

AMC – March 1, 5, 8

National Tournament – March 19-25

### Baseball

AMC – April 30-May 2

Region V – May 7-10

National Tournament – May 23-30

### Softball

AMC – April 24-26

Region V – May 6-8

National Tournament – May 16-21

### Men's/Women's Golf

AMC – TBA

Region V – TBA

National Tournament – May 13-16 (MEN) May 20-23 (WOMEN)

### Men's/Women's Track and Field

AMC – May 2-3

National Tournament – May 22-24

### Men's/Women's Tennis

AMC – April 25-26

Region V – May 2-3 (tentative)

National Tournament – May 12-16

**NOTE:** Soccer play-in dates may be rescheduled due to deadlines for NAIA Region V play.