



Commission on Athletics

Basketball Guide

September 2007

POSTCONFERENCE COMPETITION

All rules and regulations set forth in this guide are subject to review and modification by the Commission on Athletics (COA).

1. BASKETBALL

After conference/division participants have been identified, there shall be a series of regional contests to identify the final eight (8) men's and women's teams which shall participate in a single-elimination tournament to decide the state champion colleges. (See COA Bylaw 6.17.)

2. CONFERENCE COMPETITION AND REPRESENTATION

- A. Sport Season Dates (See COA Bylaw 3.11.)
- B. It is the responsibility of the conference/division to determine its representatives to postconference competition.
- C. Conferences/divisions shall develop regulations to break ties without additional contests.
- D. By October 15 of each year, each conference/division must name a seeding representative to attend all postconference competition seeding and planning meetings. These names shall be forwarded to the conference commissioner and the seeding chairperson of each region. Each conference/division shall elect an alternate seeding representative and the conference commissioner and seeding chairperson shall be notified. The alternate seeding representative shall attend the seeding meeting in the event that the seeding representative cannot attend.

3. GENERAL GUIDELINES FOR POSTCONFERENCE COMPETITION (PC)

3.1. ON-SITE HOST ADMINISTRATORS FOR PC EVENTS (SEE COA BYLAW 6.12.)

3.2. ON-SITE PROTEST COMMITTEES FOR PC EVENTS (SEE COA BYLAW 6.13.)

3.3. FINANCIAL CONSIDERATIONS (SEE COA BYLAW S 6.8, 6.15, AND 8.1.3.)

3.4. PLAYING RULES (SEE COA BYLAW 4.)

- A. At a postconference competition (PC) event, the COA Basketball Representative, after consultation, may impose additional penalties to event participants who are found to have violated appropriate Constitution behavior policy.
- B. The Spalding Top-flight 1000 (28.5 for the women) wide channel ball will be the official ball of all PC.

3.5. OFFICIALS

The method of selecting officials for regional and state events is listed under Sections 4.5 and 5.4 in this Guide. (See COA Bylaws 6.8.4 and 6.8.5.)

3.6. COACHES ASSOCIATIONS

The CCCMBCA and CCCWBCA shall meet annually during the state tournament. These meetings shall be business meetings. At these meetings, any formal business of the associations shall be carried out. The election of CCCMBCA and CCCWBCA officers shall be held every two (2) years. In addition, there shall be a CCCMBCA and CCCWBCA Executive Board meeting in the fall and spring as needed. (See COA Bylaw 6.6.)

4. FORMAT FOR REGIONAL PLAY**4.1.W. PARTICIPANTS (WOMEN) 10/13/06**

All conference/division champions shall be designated as automatic qualifiers into the regional competition. There shall be one (1) qualifier from each division of each conference. In addition, the remaining teams will be designated as at-large participants. There shall be 18 teams representing the northern conferences and 18 teams representing the southern conferences. (See COA Bylaw 6.17.)
10/13/06

4.2.W. SEEDING MEETINGS (WOMEN) 10/13/06

- A. Immediately upon the completion of conference competition, there shall be scheduled meetings for the purpose of seeding conference/division representatives to PC. There shall be a meeting in the north and in the south. When possible, the COA Basketball Representative, the COA Executive Director, and/or his/her designee shall attend the meetings as resource people.
- B. Each conference or division shall have one (1) selected voting head coach at the appropriate seeding meeting. All representatives shall be selected and named by October 15, and their names and the names of an alternate head coach shall be given to the president and president-elect by that date. Attendance at the seeding meeting shall be limited to one (1) selected conference or division representative. The president and president-elect of the CCCWBCA shall chair their appropriate seeding meeting. It is the responsibility of each representative to be familiar with the teams to be seeded from the entire region with emphasis on his/her conference/division. Each team from his/her conference/division must complete a season results sheet (a schedule with scores and statements for that team based on the criteria used for seeding). It is the responsibility of each college to provide a copy of the Season Results Sheet with Areas I and II completed to their respective seeding representatives at their postseason conference meeting. The conference seeding representative will update all fact sheets before the actual selection and seeding process begins and will bring all completed forms to the regional seeding meeting. 10/13/05
- C. Prior to starting any seeding process, all season results sheets will be updated and reviewed. The chair of the seeding meeting will lead a Seeding Committee discussion regarding how the processes of the meeting will be conducted. It will include a review of how teams will be seeded and what the criteria will be for addressing each phase of the procedure that will provide teams to regional competition. The Women's Basketball Season Results Sheet, including Areas I and II, is located in the CCCWBCA Directory. 10/13/06
- D. Each conference/division shall submit to the seeding committee the actual order of its finish in its conference competition after the conference has broken its ties. The conference multiplier must be assigned to a college based on the actual finish in conference play. The seeding committee shall not change the conference or division actual order of finish when selecting teams for at-large berths, i.e., a number 5 team in a conference/division may not be selected for the field of 18 before the number 1-4 teams for that conference/division. 10/13/06

Seeding Committee members who are found to have violated the provisions of this guide are liable for exclusion from participation in future seeding processes.

CRITERIA FOR SELECTION OF TEAMS, AND SEEDING: 10/13/05**Area I:**

- A. The teams to be considered for postconference competition will be determined by the top 28 TSRPIs and ties in each region, and any conference champion outside of the top TSRPI.

- B. The following non-ranked criteria shall be used to complete the scorecard for each of the teams being considered. Each team will be ranked in each of the five (5) criteria. The top team shall earn one (1) point. The second team shall earn two (2) points; the third team shall earn three (3) points; and so on. In the event of a tie for the 28th position, all tied teams will be considered for postconference competition. When ranking teams for any criteria except for #5, wins over teams with a record greater than .500, in the event of a tie, tied teams will receive the average number of points of the tied positions.

Example: Tied teams ranked in the 4th, 5th, and 6th positions will receive the average of 15 points with each team receiving 5 points each. ($4+5+6 = 15$; $15 \div 3 = 5$).

For each of the considered teams, add the total number of points awarded in each criterion to determine the Area I total.

1. Strength of total season ratings power index (TSRPI)

$(.25 \times \text{your winning \%}) + (.5 \times \text{your opponent's winning \%}) + (.25 \times \text{your opponent's opponents' winning \%})$

Multiply 25% by your team's winning percentage for *all* games against California community colleges (result = A)

Average *all* winning percentages of your opponents against California community colleges and multiply by 50% (result = B)

Average *all* winning percentages of your opponent's opponents against California community colleges and multiply by 25% (result = C)

Add these three figures together and this will equal the team's TSRPI: $(A + B + C = \text{TSRPI})$

Using the example above: $\text{TSRPI} = (.25 \times .666) + ((.5 \times ((.666 + .333 + 1) \div 3))) + (.25 \times ((.666 + .333 + .666 + .666 + 0 + 1 + .666 + .333 + .666) \div 9))$

2. Strength of non-conference schedule (NCRPI)

$(.25 \times \text{your winning \%}) + (.5 \times \text{your opponent's winning \%}) + (.25 \times \text{your opponent's opponents' winning \%})$

Only non-conference California community college opponents, their winning percentages, and your win/loss percentage from those non-conference games are included in the NCRPI.

3. Strength of conference/division (CRPI) using the NCRPI of all teams in the conference/division. The CRPI is calculated for each team as follows:

NCRPI of all teams in the conference/division divided by the number of teams in the conference/division, multiplied by the individual team's conference finish multiplier value (see table below), (i.e., CRPI = .491 and finish is fifth place; the CRPI rating would be: $.491 \times .80 = .392$). In the event of a tie in conference play, the teams will average the corresponding multipliers to determine each team's actual number.

<u>Conference finish</u>	<u>Multiplier value</u>
1 st place	1.00
2 nd place	.95
3 rd place	.90
4 th place	.85
5 th place	.80
6 th or lower place	.75

4. Winning percentage of the overall record not including club, alumni, or military teams.

5. Total number of wins over teams with a greater than .500 record. If two (2) or more teams have the same number of wins over .500 records, then the following method will be used. (See the tally example that follows.)
- A head-to-head comparison will be used to determine the ranking position for this criterion. A team will only earn one (1) tally mark in the win or loss column for each head-to-head comparison to any particular team, regardless of number of games played.
 - If the head-to-head comparison cannot be made because the tied teams did not play, or because they split in head-to-head competition; then add up the TSRPI's of the defeated opponents over .500 for each team. The team with the highest summed TSRPI value wins this tiebreaker and receives a tally. In the event of a tie in summing the TSRPI's, tied teams will receive the average number of tallies for the tied position.

Example for Area I, Criteria 5 a and b:

Teams A, B, C, and D each tied with five (5) victories over teams with a better than .500 record. Head-to-head competition would then be used as the tiebreaker for this situation. Create a table to tally head-to-head comparisons as shown below:

Teams	Head-to-head wins	Head-to-head ties	Total tallies (in head-to-head comparison)	Rank (among tied teams)
A	III		.3	1
B	II		.2	2
C		.5	.5	3.5
D		.5	.5	3.5

All *tied* teams must then be compared head-to-head with each other (i.e. A vs. B, A vs. C, A vs. D, B vs. C, B vs. D, and C vs. D).

- If *A defeated B twice in two (2) games* during the season, A receives a tally in the win column.
- If *A split with C in two (2) games* during the season, then the TSRPI's of the teams over .500 each defeated are summed. If the TSRPI's of A's >.500 wins are higher than the TSRPI's of C's >.500 wins, then A receives a tally in the win column.
- If *A and D did not play* during the season, then the TSRPI's of the teams over .500 each defeated are summed. If the TSRPI's of A's >.500 wins are higher than the TSRPI's of D's >.500 wins, then A receives a tally in the win column.
- If *B defeated C once in one (1) game* during the season, then B receives a tally in the win column.
- If *B and D did not play* during the season, then the TSRPI's of the teams over .500 each defeated are summed. If the TSRPI's of B's >.500 wins are higher than the TSRPI's of D's >.500 wins, then B receives a tally in the win column.
- If *C split with D in two (2) games* during the season, then the TSRPI's of the teams over .500 each defeated are summed. If the TSRPI's of C's >.500 wins is equal to the TSRPI's of D's >.500 wins, then C and D would both receive a tally in the tie column.

Then, add up the tallies, with wins equaling one (1) point and ties equaling one half or (.5) point. After adding the tallies in this example, A receives the top rank among the tied teams, with B ranking second. Since C and D tie with one (1) point each, they receive the average of the two (2) ranks for which they are tied (i.e. 3rd rank + 4th rank [among the tied teams] are averaged to list a rank of 3.5 among the tied teams.)

Area II: After all five (5) categories are ranked and totaled, if a tie still exists, subjectivity shall be used in looking at how a team is playing at the end of the season (injuries, loss or gain of key personnel, growth of team etc.).

E. Each seeding committee shall follow the procedure listed below:

1. Seeding

- a. The teams being considered will be sorted in ascending order, using the sum total of the five ranked criteria. Criteria will be included for all teams participating in the California Community College women's basketball season, regardless of post-season eligibility.
- b. Identify all conference/division champions not ranked in the top 18, and move them into the pool of 18 while maintaining rank order, i.e. a conference champion ranked 21st shall be moved into the 18th ranked position, thus displacing the original 18th ranked team.
- c. If a team (A) is ranked in the top 18, but finished behind a conference opponent (B) who ranked outside of the top 18, then that team (A) shall be moved to the ranked position directly below that conference opponent (B) or to the final position if the conference opponent did not rank in the top twenty-eight (28).
- d. If a team is not able to fulfill its playoff obligations, the circumstance must be approved in writing by the corresponding college president or his/her designee prior to the seeding meeting. That team's numbers shall be considered in all criteria to be used in determining the rank order of the considered teams. If that team is ranked in the top 18, it shall be removed from consideration and all teams previously ranked below this team will move up one (1) rank.
- e. After making the previous adjustments, now the top 18 teams are seeded, and the Regional Post-Season Tournament bracket can be filled in accordance with this Guide.

F. The seeding committee shall establish "regional quarterfinal" and regional semi-final games according to the following guidelines:

1. Follow the COA directive to place conference/division finish where needed.

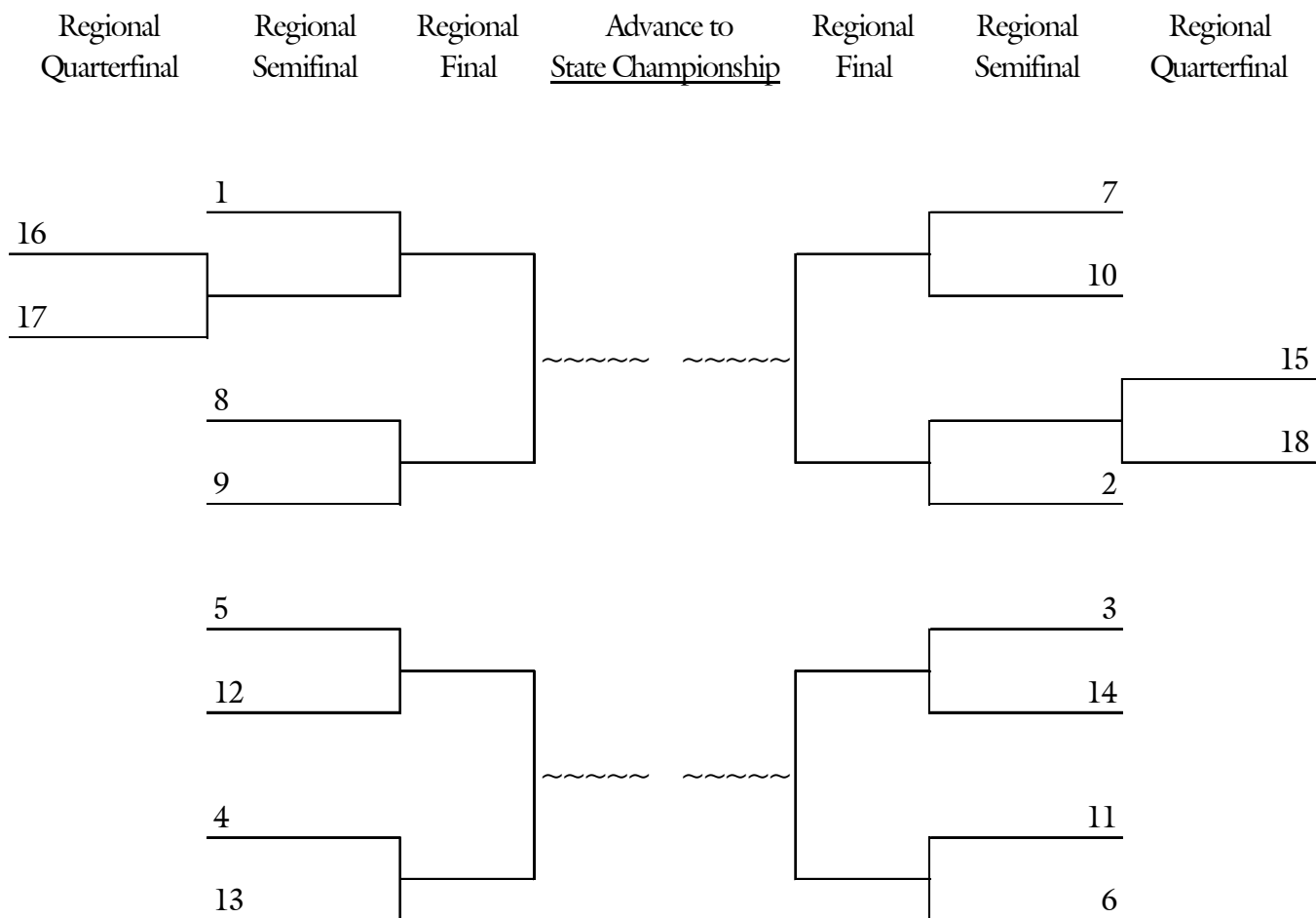
2. Adjustments

- a. Colleges from the same conference/division shall not play each other in regional semi-final or the regional quarterfinal (if possible).
- b. Teams playing a winner from the regional quarterfinal (seeds 1 and 2) shall not play a team from their own conference/division in regional semi-final, if possible.
- c. Teams in the regional quarterfinal (seeds 15-18) shall not be moved out of the regional quarterfinal, and teams not in regional semi-final (seeds 1-14) shall not be moved into the regional quarterfinal.
- d. The Seeding Committee may adjust the regional semi-final games by moving seeding matchups not more than one (1) spot up or down. If adjustments need to be made, start with the lowest seeded team, keeping the integrity of the home team intact. It may be necessary to change the home team in the regional quarterfinal, and is permissible in the regional quarterfinal *ONLY*. This should be done only as a last resort to avoid a 1 or 2 seed from playing a conference/division opponent in the regional semi-final.

Adjustments shall be done in the following order:

- a. Move the lower-seeded team one (1) seed lower (i.e., 17 goes to 18).
 - b. If that adjustment results in that team playing a division/conference opponent, bring the team back to the original seed and then adjust that same team to one (1) seed higher (i.e., 17 goes to 16).
 - c. If this adjustment also results in two (2) conference/division opponents playing each other in the regional semi-final, then go back to the original bracket and move the higher seed of the original bracket in the same sequence.
3. Colleges that are not geographically close to each other should not play each other in the regional semi-final. The Seeding Committee may adjust the regional semi-final games by moving seeding match-ups as explained in #2 above regarding same conference adjustments.
 4. For the state tournament, the order of the regional seeds shall stay intact. The highest winning seeds shall advance in their original seeded order; i.e., if the number 18 seed upsets the number 1 seed, number 18 remains as no higher than the number 4 seed into the state tournament.
- G. Results of the seeding process shall be available for press release at the conclusion of the seeding meeting. The chair of each seeding meeting shall inform the COA Executive Director's office of seeding results for public dissemination to all media within one (1) hour of the completion of the meeting.

WOMEN'S BASKETBALL REGIONAL BRACKETS: 10/21/05



4.1.M. PARTICIPANTS (MEN)

All first-place conference or division finishers shall be designated as participants. There shall be one (1) qualifier from each division of each conference. In addition, the remaining teams will be designated as at-large participants. There shall be 18 teams representing the northern conferences and 20 teams representing the southern conferences.

4.2.M. SEEDING MEETINGS (MEN)

- A. Immediately upon the completion of conference competition, there shall be scheduled meetings for the purpose of seeding conference representatives to PC. There shall be a meeting in the north and in the south. When possible, the COA Basketball Representative shall attend the southern meeting and the COA Executive Director and/or his/her designee shall attend the northern meeting as resource people.
- B. Each conference shall have one (1) elected voting representative at the appropriate seeding meeting, except those conferences with more than one (1) division which shall have one (1) representative for each of their two (2) divisions. Attendance at the seeding meeting shall be limited to the approved conference representative. The president and president-elect of the CCCMBCA shall chair their appropriate seeding meeting. It is the responsibility of each representative to be familiar with the teams to be seeded from the entire region with emphasis on his conference.

Each conference representative at the seeding meeting is expected to:

- Be an advocate for his conference, presenting facts about his conference teams in the best light possible.
- Seed all the teams in the region as fairly as possible.

Recognizing the room for disagreement and for differences of opinion, the following will be used in all votes involving seeds 1 through 18 (North) and 20 (South).

1. If a conference representative votes a team from his conference more than one (1) place higher than any other representative votes the team, that vote shall be noted by the chair.
 2. If a conference representative votes a team from his conference more than one (1) place higher than any other representative votes the team a second time during a seeding meeting:
 - a. His ballot shall be changed so that the team from his conference is placed in the position of the average of the rest of the conference representatives ballots, and all the other listed teams on his ballot shall be moved up accordingly.
 - b. That conference representative shall be barred from attending a seeding meeting for one (1) year.
 - c. Any subsequent ballot showing favoritism toward his conference shall be handled as per #1 above.
- C. Each Seeding Committee shall seed its region's top 18 (North) or 20 (South) teams (1 through 18-North and 1 through 20-South) according to their strength. The top seeded team shall be number 1; the lowest seeded team shall be number 18 (North) or 20 (South). All seeding votes shall be identified by conference on a written ballot using a "1=high/18 (North)= low or 1=high/20(South)=low" scale. Each conference ballot shall be totaled at the meeting on a chalkboard or an overhead projector. 10/13/06
- D. Each conference/division shall nominate his conference teams for seeding consideration in the conference-determined placement order. The Seeding Committee shall not change the conference-determined placement order when completing the seeding process; i.e., a conference number three (3) team shall not be seeded higher than its conference number two (2) team.

E. Each seeding committee shall use the following non-ranked criteria when seeding teams (seeding criteria forms are attached to this Guide):

- Conference record and finish
- Non-conference record
- Record vs. non-league automatic qualifiers
- Wins and losses vs. quality teams (a quality team is a team who has won 20 games)
- Wins vs. teams with a .500 or better record
- Losses vs. teams with less than ten (10) wins
- Head-to-head competition
- Compare results against like opponents

F. Each Seeding Committee shall follow the procedures listed below:

1. For the purpose of seeding, six (6) groups of teams will be used. Conference representatives shall nominate their conference team(s) to a group.
2. Upon the completion of nominations, there shall be a written ballot to decide the seed of the group. Representatives shall vote for the highest to the lowest teams in each group.
3. In order to establish the top 18 (North) or 20 (South) seeds, the following group order shall be used:

- First: At-large teams
- Second: Seeds 1-4
- Third: Seeds 5-8
- Fourth: Seeds 9-12
- Fifth: Seeds 13-16
- Sixth: Seeds 17-18 (North) or 17-20 (South)

In each selection, the process of nomination and vote described in Item 2 above shall be followed.

G. Where ties occur in the seeding process, the following tie-breaking procedures shall be used in the order listed below until the tie is broken. The Seeding Committee shall:

1. Vote again, considering only those teams that are tied.
2. Compare the tied team's results of head-to-head competition.
3. Compare the results of the tied teams' competition with like opponents.
4. Seed the college with the higher final conference standing.
5. Seed the college with the higher conference won-loss record.
6. Seed the college with the higher non-conference record.
7. Administer a coin toss to break the tie.

H. The seeding committee shall establish "regional semifinal" games and "regional quarterfinal" games according to the following guidelines:

1. Conference/division number 1 seeds shall not be guaranteed a home game in the regional semifinals.
2. The top two colleges from the same conference or division shall not be placed in the same quadrant. 10/21/05
3. Colleges from the same conference shall not meet in the regional semifinal games.

4. In order to reduce expense, travel, lodging, and to enhance competition, the Seeding Committee may adjust the regional semifinal games by moving seeding match-ups not more than two (2) places. If adjustments place conference colleges together, continued adjustments may be made in the regional semifinal..
5. Subsequent rounds shall follow the original seed with no adjustments.
6. For the state tournament, regional seeds shall stay intact; i.e., if the number 20 seed upsets the number 1 seed, number 20 shall be no higher than the number 4 seed into the state tournament.

4.2.M-BRACKET ADJUSTMENTS (Botelho Formula)

The following method shall be used to select regional seeding brackets when problems of travel and same conference opponents (4.2.M-H above) arise in pairings of opponents:

STATE BRACKETS:

1	2	3	4
8	7	6	5
9	10	11	12
16	15	14	13

Any movement necessitated by opponents being in the same conference shall be made immediately upon completion of the seeding of that group and prior to seeding of any further group.

Team #1 - #4

Team #1, #2, #3, and #4 shall never be moved.

Team #5 - #8

Any time team #5 through #8 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- a. #5 switches with #6 first, then with #7, then #8
- b. #6 switches with #7 first, then with #5, then #8
- c. #7 switches with #8 first, then with #6, then #5
- d. #8 switches with #7 first, then with #6, then #5

Team #9 - #12

Any time team #9 through #12 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- a. #9 switches with #10 first, then with #11, then #12
- b. #10 switches with #11 first, then with #9, then #12
- c. #11 switches with #12 first, then with #10, then #9
- d. #12 switches with #11 first, then with #10, then #9

Team #13 - #16

Any time team #13 through #16 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- a. #13 switches with #14 first, then with #15, then #16
 - b. #14 switches with #15 first, then with #13, then #16
 - c. #15 switches with #16 first, then with #14, then #13
 - d. #16 switches with #15 first, then with #14, then #13
- | | | | |
|----|----|----|----|
| 17 | 18 | 19 | 20 |
| 24 | 23 | 22 | 21 |
| 25 | 26 | 27 | 28 |
| 32 | 31 | 30 | 29 |

Team #17 - #20

Any time team #17-#20 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- #17 switches with #18 first, then with #19, then #20
- #1 switches with #19 first, then with #17, then #20
- #19 switches with #20 first, then with #1, then #17
- #20 switches with #19 first, then with #1, then #17

Team #21 - #24

Any time team #21-#24 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- #21 switches with #22 first, then with #23, then #24
- #22 switches with #23 first, then with #21, then #24
- #23 switches with #24 first, then with #22, then #21
- #24 switches with #23 first, then with #22, then #21

Team #25 - #28

Any time team #25-#28 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- #25 switches with #26 first, then with #27, then #28
- #26 switches with #27 first, then with #25, then #28
- #27 switches with #28 first, then with #26, then #25
- #28 switches with #27 first, then with #26, then #25

Team #29 - #32

Any time team #29-#32 are in the same bracket with conference opponents already seeded, the following switches shall be made:

- #29 switches with #30 first, then with #31, then #32
- #30 switches with #31 first, then with #29, then #32
- #31 switches with #32 first, then with #30, then #29
- #32 switches with #31 first, then with #30, then #29

NOTE: *Any time two (2) teams from a group must be moved because two (2) teams from the same conference are already occupying brackets, they shall be moved together so as to maintain the relative value of their original seed.*

Example:**The Movement:**

Teams 1 & 2, 8 & 7 are all from the same conference

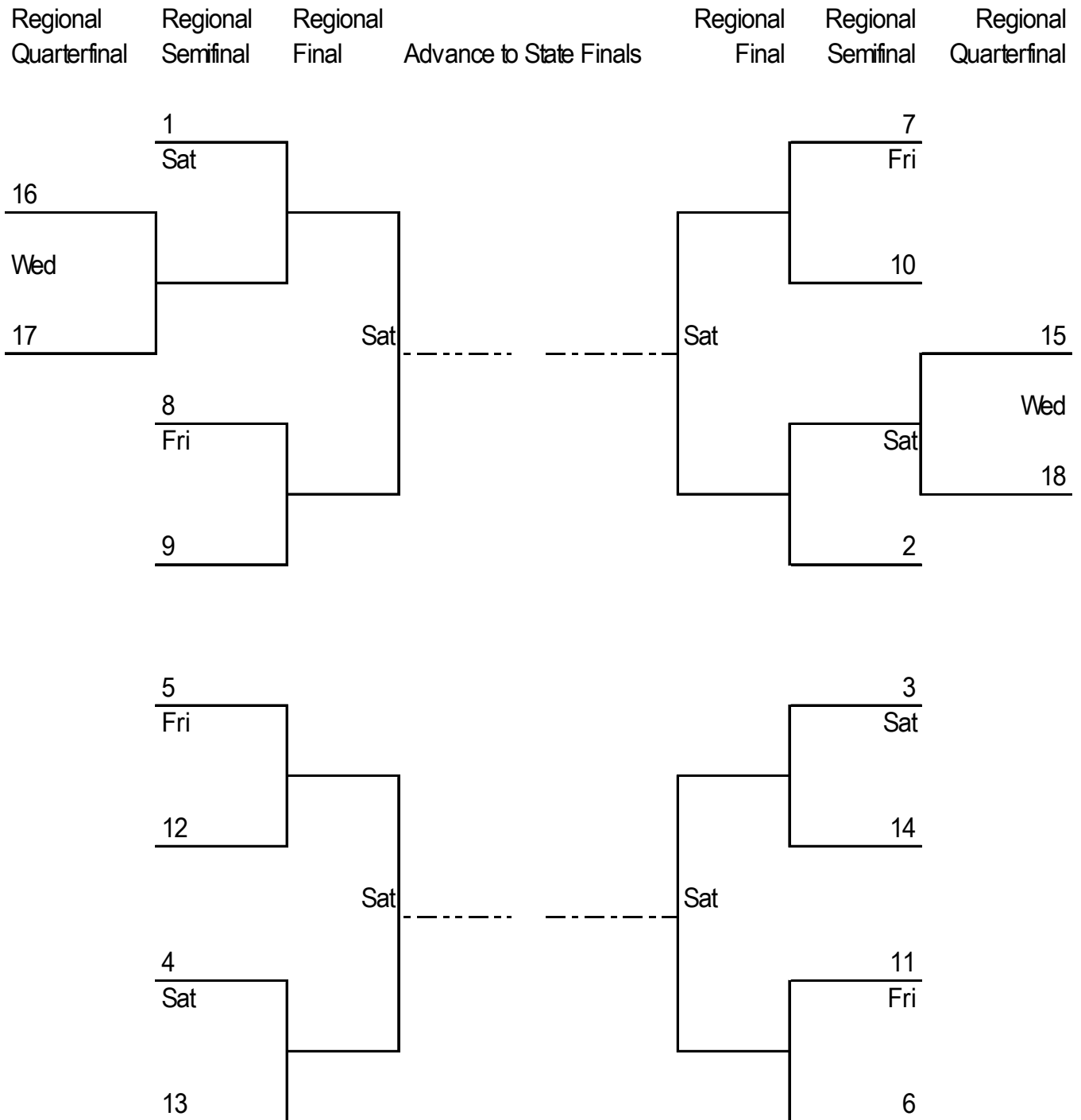
A	A				A	A		
1	2	3	4		1	2	3	4
A	A						A	A
8	7	6	5		6	5	8	7

— — — End Botelho Formula — — —

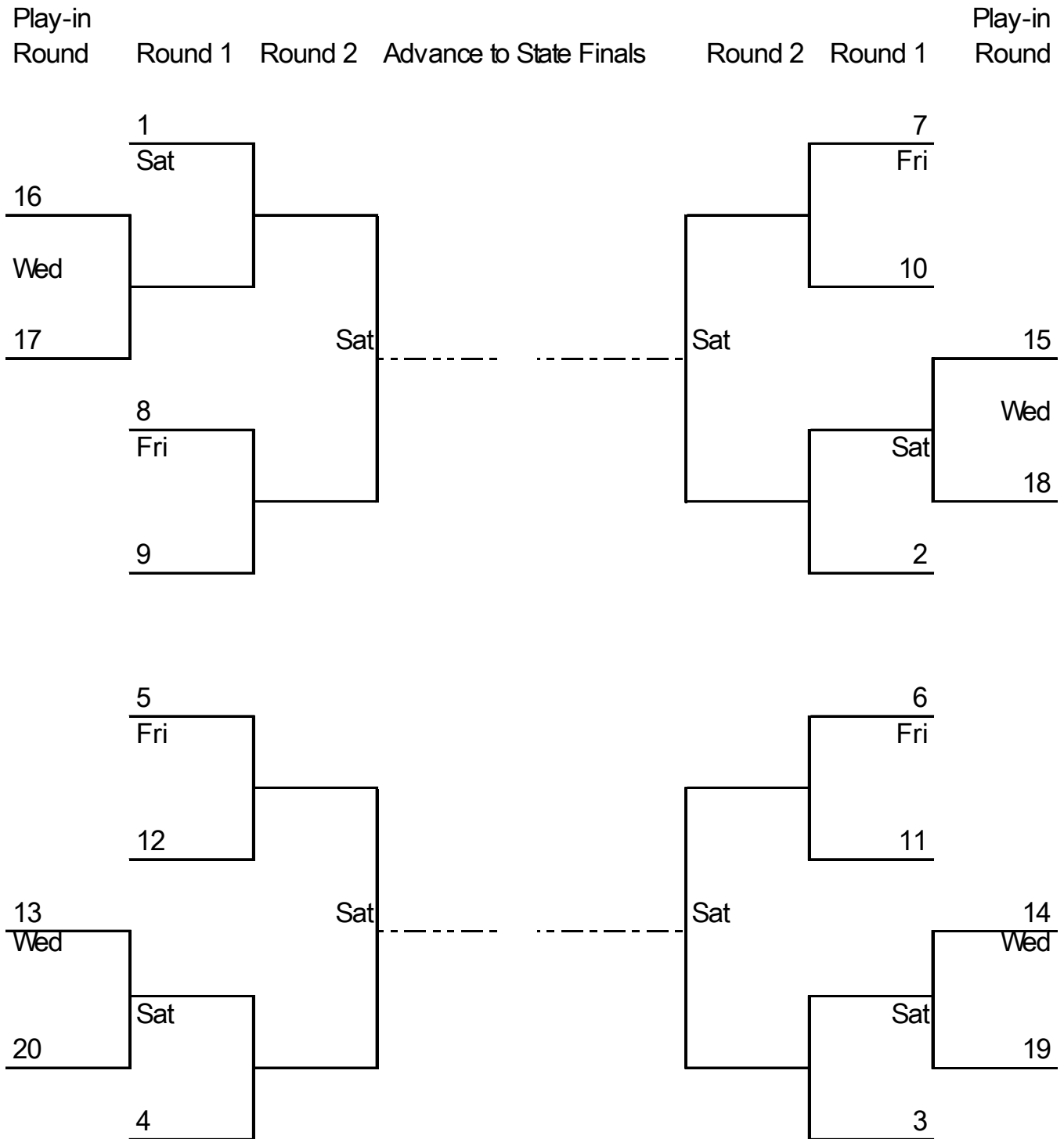
- Results of the seeding process shall be available for press release at the conclusion of the seeding meeting. The chair of each seeding meeting shall inform the COA Executive Director's office of seeding results for public dissemination to all media, including the tournament manager, northern and southern basketball publicists, and officials' assignors immediately following the completion of the meeting.

J. Following are brackets for **MEN'S REGIONAL PLAY** for both north and south. Each region provides four (4) teams to the state tournament:

Men's Basketball, North



Men's Basketball, South



4.3. REGIONAL HOST AND GAME SITES

- A. The higher seeded college shall be designated as a host college with the stipulation that it is able to facilitate the administration of the sale and collection of tickets to the game. If the higher-seeded college is unable to administer ticket sales, the site shall be at the lower-seeded college. If the lower-seeded college is unable to administer ticket sales, the COA Executive Director's office shall assign the site.
- B. Game times shall be 7:00PM. In the event of a doubleheader, game times shall be 5:30 and 7:30PM. Host colleges shall have the facility available and ready for use 1-½ hours before the contest is scheduled to begin. In the case of doubleheaders, there shall be a minimum of 30 minutes between games.
- C. If men and women both have home games, the higher-seeded team chooses the game time slot.
- D. All conference play must be completed no later than three (3) weeks prior to the end of PC.
- E. WOMEN—Regional quarterfinal games shall be played on the Wednesday following the seeding meeting. There shall be two (2) regional quarterfinal games in the north and two (2) regional quarterfinal games in the south.
- MEN—Regional quarterfinal games shall be played on the Wednesday following the seeding meeting. There shall be two (2) regional quarterfinal games in the north and four (4) regional quarterfinal games in the south.
- F. MEN—Regional semifinal games shall be played on the Friday or Saturday following the regional quarterfinal games.
- WOMEN—Regional semifinal games shall be played on the Friday or Saturday following the regional quarterfinal games. There shall be eight (8) games in the north and eight (8) games in the south each night held at the site of the higher-seeded college.
- G. MEN & WOMEN—Regional final games shall be played on the following Saturday as reflected in the bracket. There shall be four (4) games in the north and four (4) games in the south held at the site of the higher-seeded college.
- H. The remaining four (4) colleges for both the men and women in each region shall move to the state championship tournament on the second weekend in March.

4.4. TICKET INFORMATION

- A. The price of admission shall be a minimum of:
1. \$8.00—All seats except, 4/5/07
 2. \$5.00—All identified students, faculty, staff, senior citizens, and children under 12 years of age.
 3. Current CCCMBCA and CCCWBCA Membership Cards and COA Lifetime Passes shall be honored for entry.
 4. Conference commissioner and COA ID cards shall be honored for entry.
- B. Passes
1. The only other passes honored shall be regular press passes according to COA policies.
 2. There shall be no other passes honored. Regional games are a part of the state play-off system. No student, parent, conference, or any other passes shall be accepted for this game. It is important that this notice be publicized prior to your game. Game expenses must be defrayed.

4.5. OFFICIALS (SEE SECTION 3.5 AND COA BYLAW S 6.8.4. AND 6.8.5.)WOMEN

- A. There shall be an officials' committee of the CCCWBCA. The Officials' Committee shall be made up of the CCCWBCA, northern officials coordinator, and southern officials coordinator.
- B. Prior to November 15, the northern and southern officials coordinators shall provide their region's coaches with instructions and an officials selection sheet that includes all officials from the region. Coaches shall select at least 12 officials, place in rank order, and return this list to the coordinators by December 1.
- C. A second list of the top 24-30 officials will be sent to all coaches by December 5. Coaches shall rank these officials and return their rating sheets to the regional officials' coordinators prior to December 15 of each season. The preferred list shall act as the pool for the assignment of officials to the regional and state championship events. At that time, coaches may list two (2) officials on a non-preferred list by December 28. A master ranking list shall be prepared by the coordinator by January 7.
- D. Regional assignors shall attempt to assign the top-ranked officials to regional contests as early as possible.
- E. There will be no additional pay to reimburse travel costs of regional game officials.
- F. Officials assignments for regional games shall be randomly drawn at the seeding meeting and those assignments will be made known to those teams involved. The regional assigners will draw subsequent rounds randomly.

MEN

- A. Each conference representative shall submit a list of at least 20 numerically-rated (1=highest to 20=lowest) officials' names to the state championship event manager no later than November 15. The event manager shall compile a master officials' list for each regional by December 1. The master lists shall be returned to the conference representatives by December 15.

Each conference representative shall send the region master list to his conference coaches. Each coach may remove no more than 10 percent of the officials on the master list. Each coach's final rating, plus removals, shall be sent to the state event manager prior to January 15. The event manager will assume that no response from a coach shall signify that the list is satisfactory.

- B. There shall be an assignor of officials for each region. Using the final master list of officials, the assignor shall assign three (3) top-rated officials to regional games. The assignor will honor a coach's request for 10 percent removal.
- C. There will be no additional pay to reimburse travel costs of regional game officials.

4.6. AUTHORIZED GAME EXPENSES (SEE COA BYLAW S 6.8.3, 6.15, AND 8.1.3.)**4.7. AWARDS (SEE COA BYLAW 7.2.)**

There shall be no awards presented at regional events.

4.8. CONCESSIONS AND PROGRAM SALES (SEE COA BYLAW 6.8.17.)

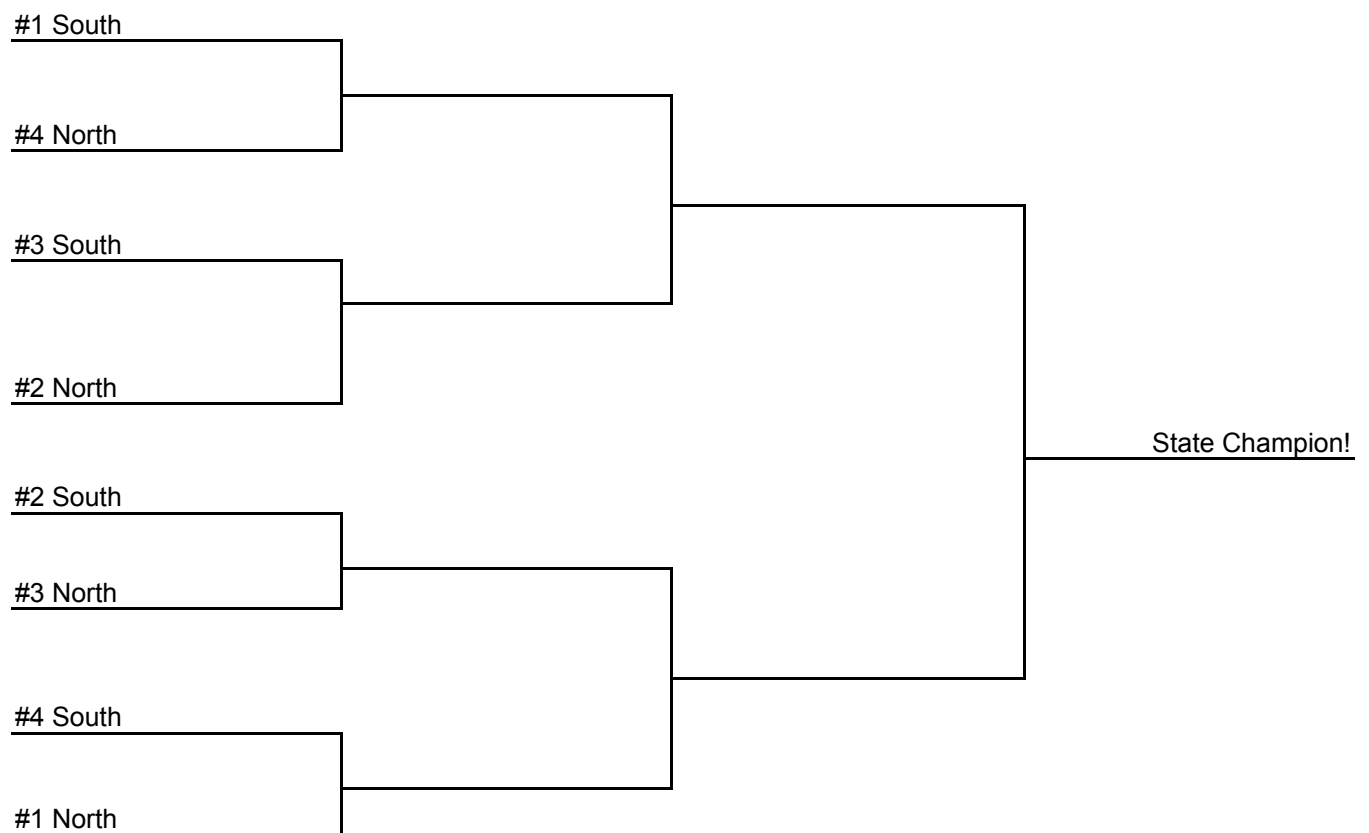
All regional contest concession and souvenir program preparation, inventory, and sales are the responsibility of the host college. Any costs or profits that occur due to the administration of concessions and program sales shall be the host college's.

5. STATE PC FORMAT

5.1. DATE AND SITE (SEE COA BYLAW S 3.11, 6.8.6, AND 6.14.3.)

- A. The tournament sites shall be selected by the COA basketball representatives with input from the coaches associations presidents, or their designee, and the COA Executive Director. Sites shall rotate from north to south every two (2) years.
- B. For the first day's games, the higher-seeded team shall be the home team. On days two (2) and three (3), the higher-seeded teams shall continue to be the home team. If teams of equal seeds meet, the team from the region in which the tournament is being played shall be the home team. The home team shall wear white or an acceptable light-colored jersey.
- C. Format (Same for men and women)

Men's and Women's State Championship Brackets



D. Schedule:

1. Game days for men and women shall rotate annually:

Game days for even-numbered years (i.e., 2010):

- Women: Thursday, Saturday, and Sunday
- Men: Friday, Saturday, and Sunday

Game days for odd-numbered years (i.e., 2011):

- Men: Thursday, Saturday, and Sunday
- Women: Friday, Saturday, and Sunday

Game times for men and women will be 1:00PM, 3:00PM, 5:00PM, and 7:00PM on Thursday and Friday.

2. Saturday and Sunday game times shall rotate annually contingent upon review at the next meeting of the Advisory Board:

Game times for Saturday and Sunday even-numbered years:

- Women: Saturday at 1:00PM and 3:00PM, and Sunday at 1:00PM
- Men: Saturday at 5:00PM, and 7:00PM and Sunday at 3:30PM

Game times for Saturday and Sunday odd-numbered years:

- Men: Saturday at 1:00PM & 3:00PM and Sunday at 1:00PM
- Women: Saturday at 5:00PM & 7:00PM and Sunday at 3:30PM

E. Pretournament Shoot Around 10/21/05

1. There will be a final eight (8) participating team shoot around at the state championship tournament site. The shoot around will occur in 30-minute increments on the morning of the first day's games. The team with the highest seed will have the second (2nd) shoot around time.

The teams that play at 1:00PM will have the 8:00AM (1st) and 8:30AM (2nd) shoot arounds.

The teams that play at 3:00PM will have the 9:00AM (1st) and 9:30AM (2nd) shoot arounds.

The teams that play at 5:00PM will have the 10:00AM (1st) and 10:30AM (2nd) shoot arounds.

The teams that play at 7:00PM will have the 11:00AM (1st) and 11:30AM (2nd) shoot arounds.
2. The shoot around is to allow participating colleges to become familiar with the site, including its dressing rooms, bench area, scoreboards, and playing floor.
3. The shoot around is also to allow media personnel access to participating team coaches and participants.
4. The site availability shoot around time schedule shall be set by the tournament manager on the Sunday following the completion of Round 3 games.
5. Participant shoot around scheduled times shall be no longer than 30 minutes in length.
6. Shoot around participants shall adhere to their college's assigned schedule times. They shall not be early nor remain late outside their assigned times. During a college's assigned 30-minute time, media may not be part of the shoot around. Any other media involvement (interviews, pictures, etc.) shall be conducted outside of the site floor area so as not to disturb other participating colleges' shoot around times. **Women & Men: No use of the state tournament facility by participating teams may take place outside of the time assigned by the state tournament director. No college personnel or person representing any of the participating teams may arrange for facility use with any personnel or representative of the host site. Teams found to be in violation will be disqualified from further participation in the current state championship.**
7. The 30 minutes for the shoot around is for that college. It is not a time open to the public, college scouts, recruiters, or anyone not approved as being in the college's official party by the coach of that participating college.
8. The event manager shall designate monitors to supervise the administration of the shoot around. It will be the monitor's responsibility to implement the rules of this guide section.

5.2. EVENT MANAGER (SEE COA BYLAW S 6.8, 6.14, 6.15, 6.16, 7.2, AND 8.1.)

- A. An event co-manager for both the men and women shall be selected to administer the details of the tournament. He/she shall receive a stipend for his/her work. The COA shall establish the amount of the co-manager's stipend.
- B. The co-manager shall:
 1. Develop a proposed budget no later than November 1 and a final budget by April 15 of each year. The proposed budget shall be presented to the COA basketball representatives and the COA Executive Director for review and approval. Souvenir program and concession expense and profit shall not be included in the budget preparation.
 2. Be responsible for communicating with site directors, participating colleges, officials, and any other people involved in the details of tournament administration, including:
 - a. Assignment and supervision of ticket sellers and takers.
 - b. Assignment and supervision of building and parking lot security.
 - c. Procurement and administration of warm-up and game basketballs.
 - d. Preparation of awards and their presentation (see 5.5).
 - e. Selection and assignment of tournament officials.
 3. Procurement of a tournament headquarters hotel that is geographically located to provide ease of transportation to the tournament site and will offer the lowest possible room cost for tournament participants.
 4. Development and administration of a hospitality room for the press and coaches including door supervision and the procurement of refreshments.
 5. Development of a pretournament participant and press brochure outlining the specific details of the tournament to be published by the COA office.
 6. After the first day, be responsible for setting the color of uniforms to be worn by participating colleges after input from the participating coaches.
 7. Be responsible for an ongoing update of tournament statistical records.
 8. Be responsible for reviewing and evaluating the tournament.

5.3. AUTHORIZED PARTICIPATING COLLEGE GAME EXPENSES (SEE COA BYLAW 8.1.3.)**5.4. OFFICIALS**WOMEN

- A. The Tournament Officials' Committee shall be made up of the respective northern and southern officials' coordinators and the CCCWBCA president or president-elect. The officials' coordinator of the state site shall chair the committee. Upon completion of the regional finals contests, the regional officials' assigners and CCCWBCA president shall meet via a conference call to make the final officials' assignments for the first round of the State Tournament. The committee shall not assign any "non-preferred" official to a game where one of the coaches has designated that official as "non-preferred." Officials shall be assigned by random drawing. No game shall have three (3) officials from the same region.
- B. The officials will be selected from the master ranking list from both regions.
- C. The coordinators shall provide the tournament manager with the names of their region's state tournament officials as selected using the process outlined in Section 4.5. There shall be six (6) officials from each region (determined by February 1). All state tournament officials shall come from the preferred prioritized officials' list from each region.

-
- D. Expenses for the third official shall be paid for by the COA for all rounds of PC.
 - E. For the semifinal game, officials shall be drawn from the top three (3) vote getters of each region (six [6] total) insuring that two (2) officials only will be from the same region. The championship game will have the top two (2) officials from each region (four [4] total), drawn to name the three (3) working officials. If the game is televised, the fourth (4th) official who was not drawn to officiate the game, may be retained as a "red hat" official.
 - F. The amount of payment for state tournament officials shall be determined by the event manager, COA women's basketball representative, and the COA Executive Director and shall be a part of the tournament budget. Current payment for officials shall be considered in determining the amount to be paid and shall be no less that \$85.00 per official.

MEN

- A. Officials for quarter-final games will be assigned from a group of twelve (12) officials, with six (6) from the south region and six (6) from the north region. Two (2) of the three (3) officials for each game will be from the region of the higher seed. Quarter-final games will be assigned by the event manager with input from the regional assignors. Scratches will only be considered from participating coaches' rankings done before the play-off started.
- B. The selection of six (6) officials to work the two (2) semi-final games will be determined from conference rankings. Three officials from each region will make up the six (6) semi-final officials. Every effort will be made to have officials work games in the bracket opposite the previous round.
- C. The three (3) officials working the championship game will be selected before the Final Eight. The conference rankings will determine the selection of officials. There are no scratches in the championship game. Each year will rotate which region provides two (2) of the three (3) officials.
- D. Expenses for the third official shall be paid for by the COA for all rounds of postconference competition.

5.5. AWARDS (SEE COA BYLAW 7.2.)

In addition to the awards provided by the COA, there shall be a Most Valuable Player (MVP) and six (6) All-Tournament selections. The MVP and All-Tournament awards shall be paid for by the tournament sponsor and/or the coaches associations. 10/13/06

5.6. TICKET INFORMATION

- A. For General Admission Passes (daily), the price of admission shall be a minimum of:
 - 1. \$8.00--All seats except,
 - 2. \$6.00--All identified students, faculty, staff, senior citizens, and children under 12 years of age.
 - 3. Current CCCMBCA and CCCWBCA Membership Cards and COA Lifetime Passes shall be honored for entry.
 - 4. Conference commissioner and COA ID cards shall be honored for entry.
 - 5. Purchase of a General Admission Pass entitles the bearer to see all tournament games at both sites on the day of purchase. A hand stamp shall be used to identify those who need to leave and return.

5.7. MEDIA INFORMATION

- A. Each college shall be permitted one (1) college newspaper reporter at the press table during its game only. College news media must request credentials in advance from the COA designee.
- B. Seating for media representatives will be provided at courtside for accredited news media only.

- C. Official statistics will be distributed to the press at half-time and following each game.
- D. Phones will be available in the working press room for the exclusive use of the press on a collect or credit card basis only. Media representatives shall arrange for their own courtside telephones.
- E. Agencies wishing to sponsor television or radio broadcasts of games shall make arrangements with the tournament manager. There may be a cost for these productions. The COA Executive Director shall establish such costs.

Radio broadcasting facilities will be available at courtside. To broadcast, stations must request credentials, as per the above, and make their own arrangements for installation of lines from the telephone company.
- F. Facilities to accommodate the press shall be available during the tournament as directed by the tournament manager.
- G. There shall be a designated interview area for the use of media and coaches during the tournament.
- H. The COA Executive Director's office, with the assistance of the tournament manager, shall develop a pre-tournament participant and press brochure outlining the specific details of the tournament.

Excerpted from the COA Constitution and Bylaws, Bylaw 4:

4.3 Decorum

4.3.1 Decorum at California community college events is the responsibility of all participants. For the purpose of this policy, the following definitions apply:

- A. PARTICIPANT — is a player, coach, team member, team attendant, official, or college staff member.
- B. DISQUALIFICATION — is removal from an event for an accumulation of personal or technical fouls, yellow cards, etc. and is not under the jurisdiction of this policy, but are covered by the rules of the sport.
- C. EJECTION — is defined as the immediate removal from further participation in an event as a result of abusive, verbal or physical behavior.
 1. First Offense: In addition to immediate ejection from the contest, the individual shall be suspended from the following contest. Each ejection shall be reviewed by the conference commissioner to determine if the ejection is a "strike" and covered by this policy.
 2. All ejections shall be treated as first offenses unless a previous "strike" has been declared by the conference commissioner.
 3. Second "strike" (same Individual): In addition to immediate ejection from the contest, the individual shall be suspended from all remaining contests including PC.
 4. Determination of whether or not an ejection is a "strike" may only be appealed to the conference appeals board. A decision by the conference appeals board is final.
- D. VERBAL OR ABUSIVE BEHAVIOR — is defined as, but not limited to: unsportsmanlike tactics, such as using profanity or vulgarity, taunting, spitting on an opponent, ridiculing, pointing a finger, making obscene gestures, throwing gang signs, baiting of opponents, or inciting undesirable crowd reactions which results in ejection.
- E. PHYSICAL ABUSE — is defined as any physical act that results in ejection.
- F. EVENT — is defined as the time a visiting team or participant arrives at the site until the time the visiting team or participant leaves the site.
- G. FOR WATER POLO: Game disqualification — The official may issue a participant a disqualification which results in disqualification from that contest for overaggressive play or actions that are unacceptable within the spirit of the rules and are likely to bring the game into disrepute. All applications of the rule per the NCAA Rule Book.

(Adopted: April 6, 2007; Effective: July 1, 2007)

4.3.2 Where official playing rules and COA decorum rules differ, the most stringent rules shall be enforced.

4.4 Punishment for Physically Assaulting Officials

Physically assaulting or attempting to physically assault an official shall result in immediate ejection and the individual shall be disqualified from participation in California community college athletic activities for a period of sixty (60) months.

4.5 Punishment for Leaving Bench Area

Coaches or participants entering the field of play from the bench area in reaction to a confrontation shall be ejected and punished as outlined in Bylaw 4.3. If, in the opinion of the officials, a coach going onto the field of play was helpful to the officials in the effort to control players, the penalty against the coach may be waived.

4.6 Punishment for Violation of the Tobacco and Substance Abuse Policy

4.6.1 The use or possession of any form of tobacco, alcohol, or other controlled substances by any participant during California community college-sponsored athletic activity shall be punished by ejection.

4.6.2 Ejection for violation of Bylaw 4.6 shall be the same as those outlined in Bylaw 4.5.

4.7 Reporting of Ejections

4.7.1 Within 24 hours after a contest where there has been an ejection of a player or a participant, the coach of the team shall report the names and circumstances to the athletic director who, in turn, shall immediately inform the conference commissioner. Failure by a coach to report shall be penalized the same as in Bylaw 4.3 and 4.4. Failure of an athletic director to report may be referred to the conference commissioner for disciplinary action. Conference commissioners shall cause the report of ejections to be sent to the next team on the college's schedule.

4.7.2 Coaches or team attendants penalized by any of the above rules are prohibited from participation during a game only, not from carrying out assigned non--game responsibilities.

4.7.3 Each person participating in a California community college athletic event shall receive a copy of this decorum policy and provide a written acknowledgment of understanding.

Sports Information:

If your college does not have a sports information professional to assist you, the California Community College Sports Information Association (CCCSIA) has compiled the following to help you better serve your student athletes.

Prior to the start of each season, each coach should provide a *complete* roster (in column order: Number, Name, [first, then last], Position, Height, Weight, Year of Eligibility, Hometown, High School) to his/her college's sports information office or whoever handles sports information functions (public information, athletic secretary, athletic director, etc.), his/her sport's state statistician and the COA office. Updates should be sent as necessary.

The coach and his or her staff should also know who the local media are and have a directory (phone and fax numbers) of those media outlets. Results of each contest should be reported to the local media regardless of the outcome (win, lose, tie, rainout postponement). The coach is responsible for making sure adequate statistics are being kept on each contest and that a copy of those statistics can be provided to members of the media following each contest. Members of the California Community College Sports Information Association (CCCSIA) have adopted the NCAA standards for statistical reporting.

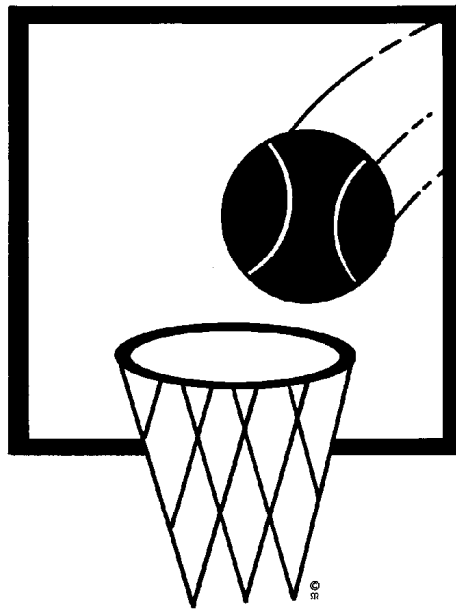
Coaches should also be willing to serve as ambassadors for their colleges and for the good of the entire community college athletic scene, working closely with their own sports information director, the opponent's sports information director, and the media covering the contest.

The CCCSIA was created in part to help provide direction in the practice of sports information. For other information on sports information responsibilities, questions on various functions of the sports information professionals, or training and instructions for individuals who will be handling sports information responsibilities, please contact a member of the CCCSIA Executive Board.

CCCSIA EXECUTIVE BOARD:

PRESIDENT	Pete Schuler pschuler@cuesta.edu	Cuesta College	Phone: 805.546.3211
PRESIDENT ELECT	Jerry Hannula jhannula@saddleback.edu	Saddleback College	Phone: 949.582.4490
PAST PRESIDENT	Fred Baer Frdbaer@aol.com	JC Athletic Bureau	Phone: 650.345.4114
SECRETARY/TREASURER	Robert Lewis rmlewis@pasadena.edu	Pasadena City College	Phone: 626.585.7018
SPECIAL REPRESENTATIVE	Pat Kelly Kelly.p@mccd.edu	Merced College	Phone: 209.384.6116

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BASKETBALL GUIDE

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CALIFORNIA COMMUNITY COLLEGE MEN'S BASKETBALL COACHES ASSOCIATION

Violation of Constitution Bylaw 3.19.3

BYLAW 3.19.3:

No college or district resources (funds, equipment, uniforms, transportation, supplies, college name, etc.) may be used to support any official or unofficial team, individual, club, or other athletic organization in any practice or competition that is out of season or beyond the allowable number of contests.

Statement to Athletic Director:

The CCCMBCA Board is concerned the COA will ban all types of out-of-season competition unless Constitution Bylaw 3.19 is strictly followed. The purpose of this form is to inform you that a violation involving your institution has been reported; your head coach and conference commissioner will receive a copy. The Board has designated that conference representatives on the Board are responsible for sending this form.

COLLEGE

ATHLETIC DIRECTOR

PLACE OF VIOLATION

DATE OF VIOLATION

TYPE OF VIOLATION

Uniforms (College Name/Nickname)

Funds

Transportation

Coaching Gear

Equipment

Other

COMMENTS

CCCMBCA CONFERENCE REPRESENTATIVE

DATE

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