

CONSTITUTION OF MICHIGAN COMMUNITY COLLEGE ATHLETIC ASSOCIATION

The Philosophy of this Association is that intercollegiate athletics are to be considered co-curricular activities and as such are an integral part of the total education program in the community college. In this light, athletics should be consistent with the educational philosophy of the individual member institutions.

Article I

NAME

Section 1. This organization shall be called the Michigan Community College Athletic Association.

Section 2. The Association is to be organized into two conferences which will be called the Eastern and Western Conferences.

Article II

OBJECTIVES

Section 1.

The objectives of this Association are:

- A. To encourage student-athletes, coaches and athletic administrators to demonstrate acceptable standards of behavior at all times.
- B. To develop friendly relations, to encourage sportsmanlike conduct and fair play in all intercollegiate contests among Member Colleges of the Association, their students and their alumni.
- C. To formulate desirable policies pertaining to intercollegiate athletics.
- D. To advance the athletic interests of the Colleges of the Association.
- E. To promote through athletics the positive image of community colleges.

Article III

MEMBERSHIP

Section 1. Members will be designated as "Provisional", "Regular", Probationary", or "Inactive"

- A. All two-year Associate Degree granting institutions that are members of the National Junior College Athletic Association are eligible to apply for membership. Prospective members must sponsor at least five (5) recognized MCCA sports and satisfy all of the following guidelines to be considered:
 1. Submit a letter from the college president confirming institutional support to join the MCCA by September 1 to be considered for the following season of participation.
 2. Submit a copy of the NJCAA Certificate of Membership for each division.
 3. Submit documentation declaring which MCCA sponsored sports will be offered

4. Submit documentation confirming the athletic event site for each sport does/will meet NJCAA specifications.

Upon completion of these guidelines, a panel of MCCAAs athletic directors (assigned by the MCCAAs President) will conduct a campus visit and provide a report to the Executive Committee.

- B. "Provisional" members are new members who are seeking admission into the MCCAAs or are current members who are looking for a reprieve to circumstances within their athletic department/college which did not or will not allow them to complete the MCCAAs schedule for the minimum five recognized sports they sponsor. A Provisional member must sponsor at least five recognized MCCAAs sports and must complete a MCCAAs approved schedule for at least five sports. To be considered a "Regular" member the following year. The following rules apply to new "Provisional" members.
1. "Provisional" members will **not** have voting privileges, may **not** hold office, may **not** serve as a sport chair, and may **not** compete for MCCAAs sponsored championships or the All-Sports Award.
 2. Contest between "Provisional" members and "Regular" members will be considered non-conference events and will not count towards conference standings for either team.
 3. Provisional members must complete their schedules in all league-sponsored sports.
 - a. Failure to complete a MCCAAs schedule will result in automatic one-year probation for the member in all sponsored sports.
 - b. Athletes may not be considered for post season MCCAAs awards while the school is on probation.
 4. Provisional members may address the MCCAAs and present proposals during Association meetings.

If a new "Provisional" member fails to attain "Regular" status within three years of their participation, then that institution will forfeit their membership to the MCCAAs.

Current Regular members seeking Provisional member status – A current member that does not complete the regular schedule of at least five MCCAAs sponsored sports within a given year can request Provisional membership status for a maximum of one year. This allows the member institution continued good standing in the MCCAAs while addressing programmatic issues. A petitioning current member needs a two-thirds vote of the MCCAAs body to become a Provisional member. Provisional membership status can only be requested once every seven years. This request needs to be submitted to the President in writing to the MCCAAs President. Once a formal request is received the voting body has 14 days to make a final determination on the Provisional member status.

- C. "Regular" members must maintain at least five (5) recognized sports to remain in good standing. The following rules to "Regular" members:
1. "Regular" members will have voting privileges, may hold office and are eligible for MCCA sponsored championships and the All-Sports Awards.
 2. "Regular" members of the MCCA who have a sport(s) not completing the MCCA assigned schedule and as a result, fall below the mandatory five sport rule shall automatically incur probation **for that sport(s)** during the following year.
 3. "Regular" members of the MCCA who have a sport(s) not completing the MCCA assigned schedule, but do **not** fall below the mandatory five sports rule shall not incur probation for that sport(s) during the following year.
 - a. Individual sports placed on probation must complete their assigned MCCA schedules, but their record **will not** count in the conference standings and they may not compete for MCCA sponsored championships. However, the records of conference opponents versus teams placed on probation **will** count and be factored into conference standings.
 - b. Student-athletes of individual teams placed on probation are eligible for post season award recognition.
 - c. Individual sports placed on probation will earn zero (0) points towards their institution's All-Sports calculations.
 - d. All other sports successfully completing the MCCA assigned schedule shall remain in good standing and the institution will remain as a "Regular" member.
 - e. Individual sports placed on probation by the NJCAA will also be immediately placed on probation by the MCCA.
 3. If a "Regular" member fails to sponsor at least five sports completing the MCCA assigned schedule two years in a row, then the entire program shall be designated as a "Probationary" member the following year.
 4. The MCCA may, by two-thirds vote of the association's voting membership, allow a "Regular" member and/or individual team(s) to avoid probation if special circumstances are documented and communicated to the President **within two weeks of the end of the regular season** which directly impacts their ability to comply with the MCCA Constitution and Agreements.
- D. "Probationary" membership shall occur when the Legislative Assembly or the Executive Committee has so designated a member because of actions, penalties or designated reasons are in violation of the MCCA Constitution and Agreements. "Probationary" membership also occurs immediately when a MCCA is placed on probation by the NJCAA. The following rules apply to "Probationary" members:
1. "Probationary" members will **not** have voting privileges, may **not** hold office and may **not** compete for MCCA championships or the All-Sports Award

2. "Probationary" members must complete their assigned MCCAAs schedules, but their record **will not** count in conference standings. However, "Regular" members' record vs. "Probationary" members **will** count and be factored into conference standings.
 3. Student-athletes of "Probationary" members are eligible for post-season award recognition.
 4. "Probationary" members must sponsor at least five recognized MCCAAs sports and must complete the MCCAAs assigned schedule for at least five sports reinstated as a "Regular" member the following year.
 5. If a "Probationary" member fails to sponsor at least five sports completing the MCCAAs assigned schedule three years in a row, then the entire program shall remain on probation until they satisfy "Regular" membership requirements for one full year.
 6. "Probationary" members must return to "Regular" status within five years or their membership will be forfeited.
- F. "Inactive" membership may occur when a "Regular" member in good standing must withdraw from active status. The following rules apply to inactive members:
1. "Inactive" membership must be requested and approved by two-thirds vote of the association's voting membership.
 2. "Inactive" members will **not** have voting privileges, may **not** hold office and may **not** compete for MCCAAs sponsored championships or the All-Sports award.
 3. "Inactive" members must continue to pay annual dues and sports assessments as determined based on Sport Declaration form deadline.
 4. "Inactive" members must return to "Regular" status within five years or their membership will be forfeited.
 - a. "Inactive" members must satisfy all the requirements for "Regular" membership in order to be re-activated.
 - b. "Inactive" members must notify the MCCAAs (in writing) of their desire to return to "Regular" status no later than September 1 to be considered for the following season of participation.
 - c. "Inactive" members can return to "Regular" status by two-thirds vote of the association's voting membership

Section 2. Former members desiring reinstatement to the MCCAAs after having forfeited their membership shall meet the conditions for new membership.

Article IV

OFFICERS, ELECTIONS, TERMS, DUTIES

Section 1.

The officers of this Association shall be a President, Vice President, Secretary, Treasurer and Conference Directors. These officers shall be referred to as the Executive Office of the MCCAAs.

Section 2. The President, Vice President, Secretary and Treasurer shall be elected by ballot at the summer meeting of the Association. The Conference Directors shall also be elected at the summer meeting by their respective members. The President, Secretary and Treasurer shall hold no other elected office.

Section 3. The President, Vice President, Secretary, Treasurer and Conference Directors will serve a term of two-years beginning July 1st after their election.

Section 4. The President, Vice President, Secretary, Treasurer and Conference Directors shall perform the usual duties pertaining to their respective offices and other regular duties which are specific within the Constitution and Regulations.

Section 5. The Executive Office will make interpretations and rulings based on the Constitution, Regulations and Agreements.

Section 6. The President Shall

- A. Preside over meetings
- B. Ex officio member of all committee meetings except the nominating committee
- C. Appoint Officers, Chairman and certain committees
- D. Sign checks when the Treasurer is unavailable
- E. Coordinate work of the organization
- F. Review job descriptions and by laws annually
- G. Discuss work of VP, Secretary and Treasurer
- H. Promote MCCA events and attend whenever possible
- I. Ensure communication via Minutes, Region XII information and follow up as Needed to VP and Sport Communities.

Section 7. The Vice President shall:

- A. Assume all duties and responsibilities of the President if unable to perform assigned duties
- B. Assist both Eastern and Western Conference Directors as needed
- C. Oversee sport committees in terms of conference meetings minutes, distribution and overall sports communication

D. Be aware of opportunities for efficient operations (i.e. tournament notations etc)

Section 8. The Secretary shall:

A. Use this office as a depository for reports of violations of the MCCA constitution

B. Use this office as an agency for investigation of violations.

C. Mail to each member of the Association at least two copies of the minutes of each meeting with in thirty (30) days following said meeting, directing one copy to the College President and one copy to the Athletic Director.

D. Communicate with prospective members and inform them as to how membership can be attained.

E. Be responsible for preparing the agenda for meeting and submitting the agenda to each member

F. Perform duties as directed by the Legislative Assembly

Section 9. The Treasurer shall:

A. Receive all monies of the MCCA

B. Keep an accurate record of receipts and expenditures

C. Disburse funds only as authorized by Executive Board

D. Present a statement of accounts at every meeting of the MCCA

E. Prepare the preliminary budget for the spring meeting and final budget at the fall meeting.

Section 10. The Conference Director Shall:

A. Be a member of the Executive Committee

B. Conduct a report on conference meetings – **prior** to a scheduled general membership meeting the Conference Director communicates with all schools within the conference and accepts proposals from conference sport directors based on the coaches meeting.

C. Assist with circulating proposals to the Secretary and may present this report at the general membership meeting or put it on the agenda for discussion.

D. If necessary the Conference Director conducts a conference meeting on site at a

General membership gathering. Whatever issues arise either by conference sport, school violation, scheduling playoff format, etc. the Conference Director will communicate the issue(s) to the body.

- E. Mediate resolution of issues involving sport regulations. This process shall be attempted in the following manner. Any member college can file a protest of grievance against another member college. Member colleges are encouraged to make every effort to resolve the grievance between the parties.
- F. Should the matter not be resolved in this informal manner, the aggrieved party may submit a written protest within ninety-six (96) hours of discovery to the President who will, in turn, act on the allegations, as stated in Article IV, Section 5. The following leadership positions will be engaged in the final resolution: Athletic Directors of institutions involved, Sport and Conference Directors, MCCA Executive Committee Officers.

Article V

MEETINGS

Section 1. There shall be two regular meetings of the Association each year as designated by the President.

Section 2. Special meetings may be called by the President upon approval of the majority of the Executive Committee or upon written request of the majority of the members.

Article VI

OFFICIAL REPRESENTATIVES

Section 1. The Athletic Director or other appropriate representatives appointed by each member college shall have a voice and vote at each regular meeting of the Association.

Section 2. Other persons may attend regular meetings by invitation or permission by the President and the Secretary.

Article VII

COMMITTEES

Section 1. The Standing Committees of the Association shall be as follows:

- A. Nomination
- B. Executive
- C. Appeals
- D. Finance

E. Awards

Section 2. No more than one individual from a member college will serve on any one standing committee.

Section 3. Special Committees may be appointed by the President or upon the request of the Legislative Assembly.

Article VIII

DUES

Section 1. The annual dues for membership in the Association shall be payable as prescribed in Regulation 1. Dues must be paid by October 15 of each year.

Article IX

WITHDRAWAL FROM THE ASSOCIATION

Section 1.

- A. Any member wishing to withdraw honorably from the Association must make written request to the Secretary.
- B. Members may not withdraw honorably until they have met the conditions set forth by the Association.

Article X

FORFEITURE OF MEMBERSHIP

Section 1. The Association membership of any member failing to comply with the philosophy and objectives of the Association as stated in the Constitution and regulations upon recommendation of the Executive Committee shall be forfeited when approved by two-thirds vote of the members of the Association.

Article XI

PROCEEDINGS

Section 1. Robert's Rules of Order shall be available at all Legislative Assembly meetings.

Article XII

AMENDMENTS

Section 1. This Constitution may be amended by a two-thirds vote of the Association membership at any regular meetings, provided that written notice of any proposed amendment shall have been submitted to all members by the Secretary not less than two weeks prior to said meeting.

Section 2. Any member proposing changes in the Constitution shall submit such proposed change, in writing, to the Secretary at least thirty (30) days before any regular meeting.

Article XII

DEFINITIONS

- A. Probationary Member
Any member college placed on probation by the Association.
- B. Provisional Member
Any member college identified as provisional by the Association.
- C. Probation
Is the forfeiture of all rights to vote, to hold office, to serve on committees and to compete for Conference and Association championships.
- D. Provisional
The state of achieving regular status from a non-probationary state. While at this status, the following rights are suspended.
 - 1. Vote
 - 2. Hold Office
 - 3. Committee Membership
 - 4. Compete for Conference and Association Championships.
- E. Inactive members
Those who are not participating at the current time but have discontinued participation in good standing and have paid their dues.

Article XIV

REGULATIONS AND AGREEMENTS

- Section 1.** Regulations and agreements for implementing this Constitution shall become effective upon its adoption.

REGULATIONS

Regulation 1. Dues shall be assessed annually to all Association members. The Association shall approve a budget and pro-rate the expenses to all members.

Regulation 2. Sports assessments will be assessed annually to all current member colleges based on the submission of the Sports Declaration Form due February 15th of the current fiscal year. Member college is responsible for these assessments.

Regulation 3. Report of Violation of Rules and Regulations

A. Any member college can file a protest of grievance against another member college. Member colleges are encouraged to make every effort to resolve the grievance between the parties. Should the matter not be resolved in this informal manner, the aggrieved party may submit a written protest within ninety-six (96) hours of discovery to President who will, in turn, act on the allegations, as stated in Article IV, Section 5.

Resolution of issues involving sport regulations shall be attempted in the following manner. If the issue is not resolved at one level, it may be appealed to the next level.

1. Athletic Directors of the schools involved
2. Conference and/or Sport Directors
3. Conference Directors
4. President and Executive Office

All other issues shall be addressed by the Conference Directors if not resolved in accordance with Article IV, Section 5.

B. The Executive Committee has the power to impose penalty/penalties of the Constitution, Regulations or Agreements of the Association concerning disputes, violations and grievances.

Member schools are required to report any NJCAA imposed penalty to the President or Secretary. If the NJCAA penalizes a member, the same penalty/penalties will automatically be invoked by the MCCA. In addition, the Executive Committee has the authority to impose additional penalties if deemed appropriate.

C. Any member college affected by a decision of the MCCA Executive Office shall have a right to appeal that decision under the following guidelines:

1. The request for appeal must be sent in writing and received by the President of the MCCA within fourteen (14) days from the date of the written decision by the MCCA Executive Office.

2. The request for appeal must be signed by the President and Athletic Director of the appealing college and set forth in detail the appealing college's basis for challenging the decision of the Executive Office. The appealing college may attach any documentation it deems appropriate to its request for appeal.
3. The President of the MCCA will forward the appealing college's written presentation to the MCCA Appeals Committee in a reasonable and timely manner.
4. The MCCA Appeals Committee will review the request for appeal and make a final decision.
5. The MCCA Secretary shall summarize all proceedings and make the results of all deliberations and votes a matter of MCCA written record.
6. If a representative of the appealing college is also a member of the Appeals Committee, then he/she will be excused from the process.

Regulation 4. COMMITTEES

- A. Nominating Committee
 1. Composed of three representatives, appointed by the President, shall notify the Secretary of a slate of candidates composed of President, Vice President, Secretary and Treasurer thirty (30) days prior to the summer meeting for inclusion with the agenda.
- B. Executive Committee
 1. Shall consist of President, Vice President, Secretary, Treasurer the Conference Directors and the immediate past president of the MCCA.
- C. Appeals Committee
 1. Will carry out responsibilities as listed in Article XIV, Regulation 2C. This Committee will consist of the Vice President, Secretary, and three others who have the sport, if possible (with two coming from the opposite conference, if applicable) appointed by the President. Also two alternates will be appointed.
- D. Finance Committee
 1. Comprised of the Executive Secretary, the Treasurer and three athletic directors from member college who are appointed by the President. Alternatives may be appointed. The committee will have the responsibility to assist with auditing, annual budget time lines, resource development, etc.
 - a. Investigate and develop guidelines for implementing an annual financial review of MCCA budget. Upon MCCA acceptance, select two CRO's from member colleges to conduct financial review
 - b. Develop and implement an annual budget development timeline to be adopted for the 2009-10 fiscal year
 - c. Make recommendations for best practices in managing MCCA finances, review bids and corresponding processes.

- d. Investigate the financial and funding implications of adding a league commissioner.
- e. Review and recommend policies and procedures for league purchases (i.e. awards, etc.)

**Regulation 5.
RULES OF ELIGIBILITY**

- A. All members of MCCAAC must also be a member of the National Junior College Athletic Association.
- B. Any student-athlete that signs a valid NJCAA National Letter of Intent at a member school will be required to honor that commitment. Unless he/she receives a signed NJCAA Release Agreement, he/she will not be permitted to participate in that sport at another MCCAAC school during the next academic year.

**Regulation 6.
CONTRACTS**

- A. The Conference master schedule for a sport will serve as a contract for those contests. Any mutually agreed upon changes must be accompanied by written contract.
- B. When a school has to cancel a contest, that school is liable for any expenses incurred by the opponent, unless mutually agreed upon otherwise.
- C. Deviations from master schedules must be reported to the Publicity Director and Director of Officials.

**Regulation 7.
TROPHIES**

When a championship is determined, the Association shall award suitable trophy/trophies and the expense is to be borne by the members competing in that sport.

**Regulation 8.
PUBLICITY DIRECTOR**

- A. The Association may appoint a Publicity Director who will act as the official representative in matters relating to publicity.
- B. The duties of any Publicity Director are:
 - 1. To publish appropriate releases during the academic year reporting individual contest scores, standings, and significant individual or team achievements. They will be distributed as requested.

2. To publish the final standings of the assigned Conference/State sport and All-State teams at the conclusion of each sport as an annual report and distribute to all members at the summer meeting.
3. To perform any other appropriate duties assigned by the Association.
4. To be the depository of all master schedules.
5. To gather all information and keep the MCCAAs web site current with all MCCAAs sports.
6. To produce and distribute award certificates as needed.

Regulation 9.

EFFECTIVE DATES OF REGULATION

Effective dates of regulations shall be stipulated when changes are made the Association.

Regulation 10.

SUPERVISION OF CONTESTS

- A. An appropriate college representative must accompany a traveling team and be present during the contest. Visiting teams that do not adhere to this regulation will forfeit said contest.
- B. All home contests shall be supervised by an on-site Athletic Director or his/her designee. Host schools violating this regulation shall forfeit said contest.

Regulation 11.

CHANGES

Regulations may be changed by a majority vote at any regular or special meeting.

Regulation 12.

AGREEMENT CHANGES

Agreements may be changed by a majority vote at any regular, special meeting or electronic vote as directed by the President and conducted by the Secretary. In order for items to be placed on the agenda for voting, it must be to the proper form must be submitted to the Secretary thirty (30) days prior to the meeting for constitutional issues and fifteen (15) days by-law and regulation changes. Sport reports must be to the secretary thirty (30) days after the end of the National Tournament.

Regulation 13.

MCCAA CHAMPIONSHIPS

- A. To be eligible to participate in an Association Championship, members must comply with Article III, Section 1F. Teams and/or individuals may not participate in MCCA Championships if their college has not declared that sport. (No club teams or individuals may compete in these Championships.)
- B. For each MCCA Championship where there is a qualification, qualifying individuals and teams must participate. If a qualifier feels they cannot participate, then the Athletic Director must file a waiver with the Conference director within seventy-two (72) hours of qualifying. The Executive Committee will rule on the waiver. If the waiver is granted, the next individuals or teams in descending order may replace the original qualifier. If the waiver is not accepted, automatic probation will ensue the next athletic year for the sport that had the waiver denied.

Regulation 14.

AID TO ATHLETES

- A. Athletic Scholarships/Grants may be given only for tuition and fees and limited to the allowable number of grants per sport as listed in the NJCAA handbook. (Fees do not include room and board. Fees are meant to be instructions related which are assessed and collectible at registration. Members may not exceed \$7,000 a year for their entire athletic program for book aid.)

Regulation 15.

ATTENDANCE AT ASSOCIATION MEETINGS

- A. Attendance at Association meetings is a membership requirement. The first unexcused absence within a calendar year will require a letter of explanation from an appropriate college official. The second unexcused absence in a calendar year will mean probationary status for the offending school. Probationary status for this offense will mean the school cannot participate in Association Championships for a period of one year. (Operating year for the MCCA is July 1 - June 30).
- B. A college representative is not excused from called meetings prior to adjournment without permission of the chair.

Regulation 16.



Michigan Community College Athletic Association
Tournament Bid Form

Submitted By: _____

Bid For:

- | | | |
|--|-------------------------------------|---|
| <input type="checkbox"/> Men's Soccer | <input type="checkbox"/> Baseball | <input type="checkbox"/> Women's Tennis |
| <input type="checkbox"/> Cross Country (M&W) | <input type="checkbox"/> Men's Golf | <input type="checkbox"/> Women's Basketball |
| <input type="checkbox"/> Men's Basketball | <input type="checkbox"/> Volleyball | <input type="checkbox"/> Softball |

Location of Tournament: _____

Designated Representative Contact Information:

Name _____ Phone: _____ Email: _____

TOURNAMENT DETAILS:

Hotel Arrangements _____

Rates Per Room: _____

Provision of Officials: _____

Admission Cost \$ _____ Adult \$ _____ Student \$ _____ Children T-shirt cost: \$ _____

Number of complimentary tickets per institution _____ Team Entry Fee: \$ _____

Hospitality Arrangements:

Number of Hospitality Room Passes per team: _____

Sports Information Arrangements:

Athletic Training Arrangements:

Shoot Around/Warm-up Field/Court Arrangements:

Signature of Designated Representative: _____ Date: _____

Regulation 17.

SERVICE AND ACHIEVEMENT AWARDS

The MCCAAs annually recognize individuals who have distinguished themselves on a local, state, or national level through service, merit or achievement. The Secretary is responsible for receiving nominations and recommending qualified candidates of the Legislative Assembly for final selection.

- A. Nominations for awards must be made to the Secretary no later than April 15. To be considered, nominations must be in written narrative form, between 50 and 350 words, contain full biographical information about the candidate and should carry the approval of the area Athletic Director.
- B. Candidates not selected during the year they are first nominated may be considered the following year.
- C. Awards may be made posthumously; however, it is hoped that insofar as possible deserving persons may be identified and honored in person.
- D. The Achievement Award is given to those who have displayed outstanding athletic ability in national, Olympic or international competition and who possess excellent ethical character. The nominee must be out of community college five years before being eligible for nomination. (An appropriate plaque will be presented to award recipients.)
- E. The Service Award is given to those (most often not an athlete, but instead, a Dean, President, etc.) who have made significant contributions to community college athletics on a state level. Each year, one of the Service Awards is reserved for a member of the news media. (Four of these awards may be given annually. An appropriate plaque will be presented to award recipients.)
- F. The Merit Award is given to former community college student athletes who have distinguished themselves and are recognized nationally for their achievements in a variety of appropriate fields.
- G. The Appreciation Award may be given to individuals and institutions at the discretion of any of the MCCAAs' Athletic Directors. (An appropriate certificate will be presented to award recipients.)
- H. An Athletic Director of the Year is honored each year by a committee composed of the current honoree, the immediate past year honoree and the Secretary.

Regulation 18.
SPORT DIRECTOR

The appointed Sport Director will:

- A. Have a meeting at least once a year of all members participating in that sport. Such meetings will be scheduled a year in advance at the summer meeting. A meeting report will be furnished at the next Legislative Assembly.
- B. Must be a MCCA Athletic Director or member of the MCCA Executive Committee.
- C. At the above meeting, the group will schedule for two years in advance, if possible. They will review how publicity of the sport is to operate.
- D. Any/all Association Agreement changes are to be passed at a Legislative Assembly meeting.
- E. Will recommend a site, fees and dates for Association Championships through the two-year cycle, if possible.
- F. Keep all MCCA sport regulations current.
- G. Will provide copies of the recommended Agreements and Schedules for the Legislative Assembly.
- H. Will be at all Legislative Assembly meetings.
- I. See that within one week upon conclusion of the Association Championship or the season's completion, a complete report that also notes which members did not complete their MCCA schedule, if necessary, of the final standings is presented in writing to the Publicity Director.
- J. Those items (like eligibility) that require a decision outside of the sport, are to be referred to the appropriate conference director, for adjudication.
- K. Coordinate all communications with the official assignor(s) in that sport.
- L. Provide a report to the MCCA Publicity Director within 14 days of completion of the season.

Regulation 19.
SPONSORED SPORT

A sponsored sport in the MCCA must have a minimum of four (4) members participating. Sports declarations must be made by each member at the spring/summer meeting. The sports sanctioned by the MCCA for the ensuing year will be determined at such meeting.

Regulation 20.

SUBSTANCE USE AND ABUSE

The MCAA subscribes to the NJCAA position paper Substance Use and Abuse.