

# NORTHERN SUN INTERCOLLEGIATE CONFERENCE

## CONSTITUTION

### ARTICLE I

#### Name

The name of this organization shall be the Northern Sun Intercollegiate Conference (hereinafter referred to as NSIC).

### ARTICLE II

#### Definition

The NSIC is the official athletic conference structure for the intercollegiate programs of the four-year institutions constituting its membership. The NSIC is composed of women's and men's divisions and is an affiliated conference of the National Collegiate Athletic Association (NCAA) Division II. Members of the NSIC must field teams in both women's and men's sports.

### ARTICLE III

#### Mission

The mission of the NSIC is to promote, conduct and regulate competitive sports programs which will assist student-athletes in their successful athletic, academic and personal development.

### ARTICLE IV

#### Purposes

The purposes for which the NSIC is organized are as follows:

- A. To promote, conduct and regulate competitive sports programs which are consistent with the educational aims and objectives of member institutions.
- B. To assist member institutions in extending and enriching their programs of intercollegiate athletics based upon the needs, interests and capabilities of the student-athlete.
- C. To provide athletic competitive alignment for programs among member institutions and to set standards which will guarantee fair and equitable competition among all members.
- D. To encourage the spirit of play within competitive sports events so that competition values of such an experience are emphasized.
- E. To provide leadership opportunities for administrators, coaches and athletes within the framework of intercollegiate athletic programs.
- F. To foster programs which will encourage excellence in athletic performance by college student-athletes.

## ARTICLE V

### Membership

Section 1. Eligibility for Membership. Membership shall be institutions of higher learning agreeing to field athletic teams in required conference sports and observe the principles set forth in the constitution and bylaws of the NSIC.

Section 2. Responsibility of the Program. The ultimate responsibility for the practices and conduct of all member institutions, their Athletic Administrators and coaches, shall rest with the Chief Executive Officer of each institution.

Section 3. Conditions and Obligations of Membership. The members of the NSIC agree to administer their athletic programs in accordance with the constitution, the bylaws and other legislation of the NSIC and the rules and regulations of the NCAA.

Section 4. Election to Membership. The bylaws shall prescribe the procedure by which eligibility for an election to membership shall be effected.

Section 5. Annual Dues of Members. The dues of all members shall be prescribed in the bylaws.

Section 6. Termination of Membership--Discipline of Members. Disciplinary powers of the NSIC shall be exercised in accordance with the bylaws.

Section 7. Reinstatement of Members. Any institution whose membership has been terminated under Constitution V.6 may be reinstated to membership as prescribed in the bylaws.

Section 8. Current Members. The current members of the NSIC consist of the following member institutions: Augustana College, Bemidji State University, Concordia University (St. Paul), University of Mary, University of Minnesota, Crookston, University of Minnesota Duluth, Minnesota State University Mankato, Minnesota State University Moorhead, Northern State University, St. Cloud State University, Southwest Minnesota State University, Upper Iowa University, Wayne State College, and Winona State University.

## ARTICLE VI

### Governing Authority

The NSIC shall be governed by the Chief Executive Officers and the Conference Council. The Conference Council shall act within the framework of this constitution and all Conference Council actions shall be subject to review by the Chief Executive Officers. The composition of the Conference Council and its power or duties shall be set forth in the bylaws.

## ARTICLE VII

### Officers

The NSIC shall have officers as designated in the bylaws. The qualifications of officers, the method of their selection and their respective powers and duties shall be set forth in the bylaws.

## ARTICLE VIII

### Restrictions

Section 1. No part of the net earnings of the NSIC shall inure to the benefit of any members, sponsor, donor, creator, director, officer, employee, or with limitation, any other private individual or to the benefit of any corporation or organization, any part of the net earnings which inure to the benefit of any private individual; provided, this shall not prevent payment of reasonable compensation for services actually rendered to or for the NSIC in effecting its purposes.

Section 2. The NSIC shall not divert any part of its income or corpus to any member, sponsor, donor, creator, director, officer or employee by lending any part of its income to corpus without receipt of the adequate security and a reasonable rate of interest. The NSIC is also prohibited from paying any compensations in excess of reasonable allowance for salaries, or other compensation for personal services actually rendered; by making any purchase of security or other property for more than adequate consideration for money or money's worth; by selling any substantial money or money's worth; or by engaging in any other transaction which either directly or indirectly results in such diversion of its income or corpus.

Section 3. The NSIC shall not make any accumulation of its income, unreasonable in amount or duration, or use any income for purposes other than the objects hereinafter set forth or invest any income in any manner as to jeopardize the fulfillment or carrying out of its objects.

Section 4. The NSIC shall not devote a substantial portion of its activities to carrying on propaganda or otherwise attempting to influence legislation, and in no event shall the NSIC engage in any legislative activities other than those in direct furtherance of the NSIC's stated objectives.

Section 5. The NSIC shall not participate in or intervene in any political campaign on behalf of any candidate for public office.

Section 6. In general, the NSIC shall not act in any way or engage in any activity which might affect its right to full tax exemption or the right of donors to the NSIC to full tax deduction for their contributions to the NSIC. The NSIC shall be so operated as to be entitled to and receive all tax exemptions, federal or local, which may from time to time be granted to charitable, scientific or educational associations or foundations.

## ARTICLE IX

### Limitations

Section 1. This constitution shall conform with all governing documents of member institutions and nothing in this constitution shall be construed as diluting or bypassing the authority of any member institution.

Section 2. Member institutions are committed to providing equal education and employment opportunities to all persons regardless of race, color, creed, sex, age, religion, marital status, national origin or status with regard to public assistance or handicap or any other group or class against which discrimination is prohibited by state or federal law, including Title IX of the Education Amendments of Act 1972, Section 504 of the Rehabilitation Act of 1973 and Section 402 of the Vietnam Era Readjustment Assistance Act of 1974.

## ARTICLE X

### Constitutional Amendments

Section 1. Any member institution shall have the right to recommend amendments to the Conference Council or the Board of Directors. All amendments must be submitted in writing and carry a proposed date of implementation.

Section 2. Any amendment must be placed on the agenda and submitted to the Conference Council prior to the next meeting. A 2/3 vote of the Conference Council shall be required for passage.

Section 3. Once the amendment is passed by the Conference Council, it shall be presented to the Chief Executive Officers. A 2/3 vote by the Board of Directors is required for ratification.

## ARTICLE XI

### Bylaws

Section 1. The NSIC may adopt bylaws which shall be consistent with the constitution by a 2/3 majority vote of the Conference Council. Should there be any inconsistency between this constitution and the bylaws, this constitution shall prevail.

Section 2. Each bylaw change must be placed on the agenda and submitted to the Conference Council prior to the next meeting with a date for implementation.

Section 3. Once a bylaw is passed by the Conference Council, it shall be presented to the Chief Executive Officers. A 2/3 vote by the Board of Directors is required for ratification.

## ARTICLE XII

### Dissolution

Upon the dissolution of the NSIC, Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the NSIC, dispose of all the assets of the NSIC exclusively for the purposes of the NSIC in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the NSIC is then located, exclusively for such purposes or to such organization, as said Court shall determine, which are organized exclusively for such purposes.

**NORTHERN SUN INTERCOLLEGIATE CONFERENCE**  
**BYLAWS**

I. Membership.

A. Rights and Privileges of Membership.

1. One vote per member institution at all meetings of the Conference Council and Board of Directors.
2. Participation in NSIC games and championships.
3. Attendance of personnel at all NSIC meetings.
4. Eligibility of member institution's personnel for elected or appointed NSIC positions.
5. Copies of the NSIC meeting minutes, constitution, bylaws and operational standards.
6. NSIC newsletters, statistics and informational materials.
7. The NSIC directory.
8. Other services determined by the NSIC membership.

B. Addition or Reinstatement of Members.

1. An institution wishing to make application for membership shall make written application to the Chair of the Board of Directors or the Commissioner through a letter signed by the Chief Executive Officer of the applying institution.
2. Votes taken for the purpose of adding or reinstating member institutions shall require a 2/3 affirmative vote of the Board of Directors or a 2/3 affirmative vote of the Conference Council subject to a 2/3 affirmative vote of the Board of Directors.
3. The date for implementation for such action shall be determined by the Conference Council.

C. Withdrawal of Membership.

1. Any member institution may withdraw from the NSIC by filing with the Commissioner and with the Chair of the Board of Directors on or before December 31 of any year, an official notice of withdrawal signed by the Chief Executive Officer of the institution. The withdrawal shall become effective June 30 of the second year following the filing.
2. Any new member institution of the NSIC must meet a five year commitment. If the five year commitment is not fulfilled, a buyout of two years dues or \$50,000 which ever is greater must be paid.
3. A withdrawing member shall fulfill all agreements and contracts for athletic competition unless such commitments are waived by written consent of the member institutions affected.
4. A withdrawing member forfeits any interest in accumulated NSIC funds.
5. A withdrawing member shall continue to share equally in the financial obligations of the NSIC until the effective date of the termination of membership.

6. Failure to meet any of the above criteria could result in:
  - a. Public censure and/or appropriate legal action.
  - b. Forfeiture of rights to participate in NSIC business and championships.
  - c. Forfeiture of rights to be considered for reinstatement at a future date.
  - d. Financial penalty in the amount equal to the annual dues of the NSIC.

## II. Violation and Disciplinary Action.

### A. Procedures for Reporting Violations.

1. Allegations of NSIC rules violations or of conduct detrimental to the welfare of the NSIC may be filed by any member institution against another member institution by the Faculty Athletic Representatives.
2. A violation report must be filed in writing with the Chair of the Conference Council and the Commissioner within 60 days of the date of the alleged offense and include a description of the incident or violation and all other relevant facts.
3. The Commissioner, either individually or in conjunction with the NCAA, will conduct an investigation of the violation report. The Commissioner's findings will be forwarded to the Ethics and Eligibility Committee to attempt a resolution.
4. If resolution is not achieved by the Ethics and Eligibility Committee process, the violation report and results of the Ethics and Eligibility Committee's interpretation will be forwarded to the Chair of the Conference Council for placement on the agenda for a hearing at an official meeting of the Conference Council.
5. Disciplinary action as described in Section II. B. will be initiated upon a majority vote of the Conference Council by secret ballot.

### B. Disciplinary Action of Member Institutions.

1. In all matters pertaining to disciplinary action the affected institution shall not have the right to vote.
2. Sanction.
  - a. Failure or refusal to abide by any of the provisions contained in the constitution, bylaws or operational standards, or refusal to enforce the rules and regulations as now stated or hereafter amended, may result in the sanction of the institution.
  - b. Membership privileges may be withdrawn, wholly or in part, as a result of violations of the policies and procedures stated in the NSIC constitution, bylaws or operational standards for the conduct of sports.
  - c. Membership privileges may be reinstated when the offending institution abides by the penalty assessed and shows evidence of having corrected the situation which caused the withdrawal of privileges. Procedures described in Bylaw I. B.
  - d. Sanctions may include one or more of the following: reprimand, suspension, expulsion.
3. Procedure for Sanction.

- a. Notice of possible disciplinary action by the NSIC shall be sent to the Chief Executive Officer, Athletic Administrators and the Faculty Athletic Representative of the offending institution by the Commissioner on behalf of the Conference Council.
  - b. A request for information shall be made regarding corrective measures to be taken to prevent recurrence of the violation.
  - c. A fair hearing shall be held at which the member institution, after having been given adequate notice of the charges, may review any evidence against it and present any evidence on its behalf. A decision to sanction requires a majority vote by secret ballot of the Conference Council.
  - d. When the Conference Council votes to sanction an institution, the Commissioner of the NSIC shall set forth in writing the reasons for such action, a statement of which shall be sent to the Chief Executive Officers, Faculty Athletic Representatives and Athletic Administrators of each member institution.
4. Reprimand.
- a. The Commissioner, the Conference Council, and the Board of Directors can reprimand a member institution.
  - b. A vote of censor may be directed to a member institution by a majority vote.
  - c. This action may be private or public and could include a probationary period established by the Conference Council.
5. Suspension.
- a. A vote for suspension would result in suspension of the member from all NSIC standings and consideration for championships.
  - b. All contractual and NSIC obligations must be fulfilled during the period of suspension.
  - c. Length of suspension shall be recommended by the Conference Council.
  - d. Suspension of a member institution shall require a 2/3 vote of the membership of the Conference Council subject to a 2/3 affirmative vote of the Board of Directors.
6. Expulsion.
- a. An institution's membership in the NSIC may be discontinued by affirmative vote of 2/3 of the members of the Conference Council subject to 2/3 affirmative vote of the Board of Directors.
  - b. The effective date of discontinuance will be included in the resolution of expulsion.
7. NSIC member institutions are expected to abide by the rules and regulations of the national organization with which they are affiliated. In this regard, it is understood that violations of NCAA rules constitute violations of NSIC rules and appropriate penalties can be levied against offenders by the membership.

8. Member institutions shall inform the Commissioner of any violations and in turn the Commissioner shall inform the Ethics and Eligibility Committee Chair of any reported major NCAA violations. The Chair of the Ethics and Eligibility Committee shall report all major NCAA violations to the Conference Council.

### III. Ethical Conduct/Sportslike Behavior.

- A. Individuals associated with the NSIC are expected to conduct themselves with honesty, integrity and fair play. Their behavior shall at all times reflect the high standards of honor and dignity that characterize participation in competitive sports in the collegiate setting. Displays of sports like behavior and mutual respect of competitors and officials shall be considered an integral part of all athletics competition. Administrators, coaches, student-athletes and officials shall abide by the rules governing both the NSIC and the NCAA and fully cooperate in any and all inquiries related to possible violations of those rules.
- B. Each member institution is responsible for instilling an atmosphere consistent with the provisions of NCAA Constitution 2.4 and NSIC Bylaw III-A. In doing so, institutions shall ensure that all individuals associated with the athletics program are aware of the institution's expectations for such conduct and that appropriate action is taken against those individuals who choose to act in an unacceptable manner.
- C. The Commissioner shall be authorized to investigate cases involving unsportslike conduct of any of the participants on teams representing member institutions. In all instances, the affected institution's Director of Athletics shall be notified by phone or letter of the purported behavior by the Commissioner or the individual issuing the complaint. If sufficient evidence is found of unsportslike conduct, the Commissioner shall be authorized to recommend to the Ethics and Eligibility Committee the imposition of penalties that can include suspension from athletic contests.
- D. The Commissioner shall be authorized to notify the affected institution of all penalties or remedial action and may, in appropriate cases, make public announcement. Consequences contained in any specific sport playing rules take precedent over those contained in the conference Bylaw III-D-1. However, depending on the severity of the action, the Commissioner and Ethics and Eligibility Committee may impose additional penalties if so warranted. Whenever a penalty of suspension is imposed at or near the end of a season of competition, the penalty may be carried over into the next season of competition. Failure of an institution to enforce the suspension may result in additional penalties.
  1. Publicly criticizing an official, conference personnel, another member institution or any of its personnel by a coach, student-athlete or athletic administrator shall result in the following action(s):
    - a. First Offense – A private letter of reprimand from the Commissioner to the violator and his or her Director of Athletics, in addition to, the Ethics and Eligibility Committee.
    - b. Second Offense – A private letter of reprimand and one-contest suspension, during the regular season, conference postseason or NCAA postseason depending on timing of the second offense.
    - c. Third Offense – A public reprimand and longer suspension to be determined by the Commissioner and the Ethics and Eligibility Committee.

#### IV. Appeals.

- A. The decision of the Commissioner in any proceedings may be appealed. Such appeal must be made by the institution involved within fourteen calendar days after receiving official notice of such action by fax or email the day of the decision.
- B. Requests for appeals of decisions shall be made to the Chair of the Board of Directors and shall include the signature of the CEO, FAR and an Athletic Administrator at the institution requesting the appeal. The institution or other affected institutions making the appeal have the right to be heard by the Ethics and Eligibility Committee, Executive Committee or the Board of Directors.
  - 1. The Ethics and Eligibility Committee, by a majority vote of its members, may request that the Executive Committee hear an appeal of the Commissioner's decision. If the Ethics and Eligibility Committee does not feel the appeal has merit and/or that the Commissioner's decision should stand, then they will not forward the appeal to the Executive Committee. If the Commissioner has conferred with the Administrative Committee prior to his/her decision, then any appeal shall go directly to the Executive Committee.
  - 2. An institution may appeal the action of the Ethics and Eligibility Committee within fourteen days of receiving official notice of such action by fax or email the day of the decision. The Executive Committee may hear the appeal or the entire Board of Directors if the Executive Committee deems it appropriate. The Executive Committee shall be notified of the Ethics and Eligibility Committee's initial recommendation and action.
  - 3. The Executive Committee has the right to deny any appeal.
  - 4. Appeals to the Executive Committee shall be limited in scope and will not constitute a new complete hearing of the case. Notice of appeal shall state specifically the findings of violations or penalties, or both, on which the appeal is being made and the reasons why these items are being appealed.
  - 5. The Executive Committee shall consider a request to reopen a case upon receipt of new evidence or facts of prejudicial error in the hearing or appeals procedure. A decision not to reopen a case is not subject to further appeal.

#### V. Assessments.

##### A. Determination of Dues.

Any change in dues assessment must be approved by a majority vote of the Board of Directors prior to the year of implementation. Member institutions shall be notified of dues changes immediately.

##### B. Payment of Dues.

- 1. Dues are payable upon receipt of the membership invoice and must be paid by November 1 of each year.

2. Failure to pay dues by November 1 shall result in a penalty of 10 percent per month until such dues are paid.

C. Initiation Fee.

New members are required, prior to July 1 of the date of their initial membership into the NSIC, to pay an initiation fee in the amount of the cash reserve divided by the number of current members, or the amount of the dues assessment, whichever is greater.

VI. Rotation Plan for the NSIC Leadership.

- A. The Executive Committee of the Board of Directors shall forward to the Conference Council their recommended NSIC leadership based on the following selected random rotational plan:

B.

Year	Chair	Chair-Elect	Past Chair
2004-05	SW Minnesota State	Northern State	Winona State
2005-06	Northern State	Concordia-St. Paul	SW Minnesota State
2006-07	Concordia-St. Paul	MSU Moorhead	Northern State
2007-08	MSU Moorhead	Wayne State	Concordia-St. Paul
2008-09	Wayne State	Minnesota, Crookston	MSU Moorhead
2009-10	Minn.-Crookston	Bemidji State	Wayne State
2010-11	Winona State	Upper Iowa	Minnesota, Crookston
2011-12	Upper Iowa	Mary	Winona State
2012-13	Mary	Bemidji State	Upper Iowa
2013-14	Bemidji State	Augustana	Mary
2014-15	Augustana	St. Cloud	Bemidji State
2015-16	St. Cloud	Minn. Duluth	Augustana
2016-17	Minn. Duluth	MSU Mankato	St. Cloud
2017-18	MSU Mankato	SW Minnesota State	Minn. Duluth
2018-19	SW Minnesota State	Northern State	MSU Mankato
2019-20	Northern State	Concordia-St. Paul	SW Minnesota State
2020-21	Concordia-St. Paul	MSU Moorhead	Northern State

- C. The Chairs of the Board of Directors, the Executive Committee, Athletic Administrators Council, Faculty Athletic Representatives Council, Conference Council and the Administrative Committee shall be from the same institution.

VII. Board of Directors.

A. Membership.

The Board of Directors shall consist of the Chief Executive Officer or designee of each member institution.

B. Responsibilities.

1. The NSIC shall be governed by the Board of Directors.

2. The Conference Council shall bring major changes and issues to the Board of Directors. The Board of Directors will review and enact these recommendations.
3. The Board of Directors shall enact NSIC constitution and bylaw matters, establish membership, hire and supervise the Commissioner, set and approve the budget, control institutional obligations and formulate NCAA legislation.

C. Meetings.

1. The Board of Directors shall meet at least once a year.
2. Representatives from 2/3 of the member institutions shall constitute a quorum.
3. The rules contained in the current edition of Robert's Rules of Order shall govern in all cases in which they are applicable and in which they are consistent with these bylaws and any special rules of order which the NSIC may adopt.
4. Additional meetings may be called by the Chair of the Board of Directors.

D. Voting Privileges.

1. Each institution is entitled to one vote at all meetings of the Board of Directors.
2. The President/Chancellor at each institution is the recommended attendee and voting delegate at these meetings.
3. In the event a Board member cannot be in attendance, only senior level institutional representatives can serve as that institution's designee. Athletic Administrators and Faculty Athletic Representatives are not encouraged to be the replacement representative and shall not be provided voting privileges.
4. These representatives must be officially seated to vote on behalf of their institutions.

E. Rotation Plan for NSIC Leadership.

The Chair shall be from the same institution as the other Chairs of the respective Councils as described in Section VI of the bylaws.

VIII. Executive Committee.

- A. The Executive Committee shall be composed of the Chair, the Chair-Elect, and the Past Chair from the Board of Directors.
- B. In the event an active member of the Executive Committee cannot attend a meeting, another active member of the Board of Directors can serve as a substitute. The Chair may authorize the Board member who is next in the recommended rotation to become the Chair-Elect to serve as a representative.
- C. No vote may be cast by proxy. The presence of each member of the Executive Committee or his/her designee shall constitute a quorum. A quorum being present, action may be taken by the majority.
- D. The powers and responsibility of the Executive Committee shall be as follows:
  1. To resolve administrative issues that are consistent with the duties of the Board of Directors and/or relative to the immediate operation of the NSIC athletic program

whenever such issue cannot be resolved by the Commissioner and/or the Administrative Committee, and/or the Ethics and Eligibility Committee.

2. To recommend to the Board of Directors after due deliberation, any legislation, rules and regulations, or policies that may be deemed advisable.
3. To adjudicate appeals filed following any ruling(s) imposed by the Commissioner, and/or the Ethics and Eligibility Committee and to approve, hear, deny, or revoke such ruling.
4. To review the fiscal year's NSIC budget and make recommendations to the Board of Directors regarding revisions or approval.
5. To serve as a facilitator to assist in expediting the meetings of the Board of Directors.

#### IX. Conference Council.

##### A. Responsibility.

The Conference Council shall act as the governing body for all phases of the NSIC operation.

##### B. Membership.

1. The Conference Council shall consist of three representatives from each member institution: the Faculty Athletic Representative, the Director of Athletics (ex officio, non-voting) and the Senior Woman Administrator (ex-officio, non-voting).
2. The Commissioner and staff shall be an ex officio non-voting member of the Conference Council.
3. The chair of the Student-Athlete Advisory Committee shall be an ex officio non-voting member of the Conference Council.

##### C. Responsibility of the Officers of the Conference Council.

###### 1. Duties of the Chair.

- a. Preside at and provide an agenda for all Conference Council and Administrative Committee meetings.
- b. Appoint all committees except as otherwise provided for in the constitution and bylaws.
- c. See that all Conference Council and Administrative Committee business is conducted according to the constitution and bylaws.
- d. Appoint a parliamentarian for Conference Council meetings if necessary.
- d. Represent the NSIC whenever called upon to do so.
- e. Serve as President for the purposes of NCAA operation and other national organizations that require a designation of President.

###### 2. Duties of the Chair-Elect.

- a. Assume the responsibilities of the Chair in the absence of the Chair.
- b. Assist the Chair whenever called upon to do so.

- c. Serve as the Chair of the Gender Equity Committee.
  - d. Serve as the liaison to the Student-Athlete Advisory Committee.
3. Duties of the Past Chair.
- a. Serve as Chair of the Gender Equity Committee.
  - b. Provide continuing leadership and advisory support for the NSIC.

D. Meetings.

- 1. The Conference Council shall meet at least once a year in the Month of July.
- 2. The rules contained in the current edition of Robert's Rules of Order shall govern in all cases in which they are applicable and in which they are consistent with these bylaws and any special rules of order which the NSIC may adopt.
- 3. A meeting parliamentarian may be appointed at the discretion of the Chair of the Conference Council.
- 4. Representation from 2/3 of the member institutions shall constitute a quorum.
- 5. Additional meetings may be called by the Chair of the Conference Council at the request of the Board of Directors, Executive Committee or the Administrative Committee.

E. Voting Privileges.

- 1. Each member institution shall be entitled to one vote at all meetings of the Conference Council.
- 2. Representatives from each institution may caucus before casting their institutional vote. The Faculty Athletic Representative or designee will cast the vote.

F. Rotation Plan for NSIC Leadership.

The Chair, Chair Elect and Past-Chair shall be selected as described in Section VI of the bylaws as recommended and approved by the Board of Directors.

X. Administrative Committee.

A. Membership.

The Administrative Committee shall consist of the Chair and Past Chair of the Conference Council and the Chair (non-voting) and the Chair-Elect of the Athletic Administrators Council. The Commissioner shall serve as an ex-officio non-voting member. The Chair of the Conference Council shall preside over all meetings.

B. Responsibilities of the Administrative Committee.

- 1. The Committee shall be empowered by the Conference Council to make administrative decisions that are consistent with the duties of the Conference Council requiring action which cannot be deferred until the next Conference Council meeting.
- 2. Assist the Commissioner in setting the agenda and be a facilitator for the meetings of the Conference Council.
- 3. Serve in an advisory role to the Commissioner.

C. Responsibility of the Officers of the Administrative Committee.

1. Duties of the Chair.

- a. Preside at and provide an agenda for all Administrative Committee meetings.
- b. See that Administrative Committee business is conducted according to the constitution and bylaws.

2. Duties of the Past-Chair.

Assume the responsibilities of the Chair in the absence of the Chair on matters dealing with the Administrative Committee.

D. Meeting of the Administrative Committee.

1. The Administrative Committee shall meet whenever necessary to conduct the business of the Conference Council and the NSIC when a decision on NSIC business is needed before the next scheduled Conference Council meeting.
2. A quorum shall consist of at least three members of the Administrative Committee and the Commissioner (ex-officio, non-voting).
3. An affirmative vote of two of the possible three votes shall be defined as a majority vote for all action items.
4. In the event an active member of the Administrative Committee cannot serve at a meeting or their institution is involved in a dispute, another active voting member will be made by the Commissioner and approved by the Chair of the Conference Council.

XI. Faculty Athletic Representatives Council.

A. Membership.

The Faculty Representatives Council shall consist of the Faculty Athletic Representatives from each member institution.

B. Responsibilities.

1. Members shall serve on the Conference Council.
2. Members shall serve on the Administrative Committee as well as standing and special committees.
3. Each member shall monitor and/or certify the eligibility of each player at his or her institution.
4. Members shall be responsible for reviewing and acting on exceptional eligibility cases as requested from member institutions.
5. Members shall select the Willis R Kelly/NSIC Scholar Athlete and the Dr. William Britton/NSIC Scholar Athlete from nominations submitted by each member institution.

C. Meetings.

1. The Faculty Athletic Representatives Council shall meet at least once a year in the month of July.

2. Representatives from 2/3 of the member institutions shall constitute a quorum.
3. The rules contained in the current edition of Robert's Rules of Order shall govern in all cases in which they are applicable and in which they are consistent with these bylaws and any special rules of order which the NSIC may adopt.
4. Additional meetings may be called by the Chair of the Faculty Athletic Representatives Council.

D. Voting Privileges.

The Faculty Athletic Representative of each member institution shall be entitled to one vote at all meetings of the Faculty Athletic Representatives Council.

XII. Athletic Administrators Council.

A. Membership.

The Athletic Administrators Council shall consist of the Athletic Director and the Senior Woman Administrator at each member institution.

B. Responsibilities.

1. Members shall serve as ex officio non-voting members of the Conference Council.
2. Members are eligible to serve on standing and special committees.
3. The Council evaluates minutes and issues presented by the Conference Sport Chairs. The Council formalizes necessary adjustments and changes to the sport handbooks and forwards recommendations pertaining to the constitution and bylaws to the Conference Council.
4. The members are responsible to see that the personnel at their institution abide by all NSIC rules.
5. The members are to act as supervisors of NSIC Championships.
6. Council members shall serve as liaisons for Sports Committees.
7. The Council shall review and approve the Sports Handbooks.

C. Meetings.

1. The Athletic Administrators Council shall meet at least twice a year. One of these meetings shall be held at NCAA convention in January and the second meeting will be held in the month of July.
2. Representatives from 2/3 of the member institutions shall constitute a quorum.
3. The rules contained in the current edition of Robert's Rules of Order shall govern in all cases in which they are applicable and in which they are consistent with these bylaws and any special rules of order which the NSIC may adopt.
4. Additional meetings may be called by the Chair of the Athletic Administrators Council.

D. Voting Privileges.

1. The Athletic Director and the Senior Woman Administrator of each member institution shall be entitled to one vote each at all meetings of the Athletic Administrators Council.
2. Both athletic administrators must be present to have two votes per institution cast at each meeting of the Athletic Administrators Council.

E. Responsibilities of the Conference Sport Liaisons.

1. Convene the applicable sport coaches. Normally, meetings will be held in conjunction with the Athletic Administrators Council meeting or in conjunction with championships or tournaments. The Liaisons, Sport Chairs, or the Commissioner may call additional meetings as needed.
2. Conduct business regarding the regulation of season, championships and awards.

XIII. Commissioner.

A. The Commissioner shall be the chief administrative officer of the NSIC and assist the Executive Committee, Administrative Committee and the various Councils in conducting NSIC business. The original employment of the Commissioner shall be by contract approved by the affirmative vote of not less than two-thirds (2/3) of the total membership of the Board of Directors. The contract of employment shall set forth his/her duties and be for a period of one year and shall be automatically renewed and extended for successive periods of one year unless notice of non-renewal is given to the Commissioner no later than six months prior to the expiration of the original or any renewed contract.

B. Duties.

1. Make arrangements for NSIC meetings and distribute an agenda two weeks prior to meetings to the membership.
2. Record minutes of the meetings for the Board of Directors, Executive Committee, Faculty Athletic Representatives Council and Athletic Administrators Council.
3. Mail or email four (4) sets of minutes to each institution for the Chief Executive Officer, Faculty Athletic Representative, Athletic Director and Senior Woman Administrator.
4. Maintain NSIC Regulatory Documents.
  - a. Maintain and update the Constitution and Bylaws, Operational Standards for the Conduct of Sports and Sport Handbooks.
  - b. Mail updated page(s) to the appropriate personnel of the member institutions.
5. Maintain, update and distribute an annual calendar of important dates.
6. Trophies and Awards.
  - a. Order and forward NSIC championship trophies to respective institutions.
  - b. Willis R. Kelly and Dr. William Britton NSIC Scholar-Athlete Awards.
    1. Distribute nomination forms to each NSIC school.
    2. Collect nominations and forward them to the NSIC Faculty Athletic Representatives Council, who will select the award recipients.

3. Order and send awards to respective institutions.
7. Serve as interpreter of the NSIC Constitution, Bylaws and Operational Standards for the Conduct of Sports.
8. Serve as liaison between the NSIC and representatives of press, radio and television.
9. Select and supervise other staff personnel employed by the NSIC and authorized by budget appropriation.
  - a. Associate Commissioner/Senior Woman Administrator.
  - b. Assistant Commissioner for Media Relations.
  - c. Assistant Commissioner for Compliance.
  - d. Coordinators of Officials.
  - e. Interns and/or appropriate personnel.
10. Serve as Conference Treasurer.
  - a. Prepare and submit an annual budget for NSIC operation.
  - b. Maintain treasurer's books for the NSIC, which includes collecting dues and paying bills.
  - c. Provide an expenditure report at Conference Council meetings.
  - d. Arrange for annual audit of books.
11. Committee Assignments.
 

Serve as ex officio, non-voting member of six standing committees, Constitution and Bylaws, Ethics and Eligibility, Conference Championships and Awards, Financial Aid, Gender Equity, and Student-Athlete Advisory Committee.
12. Provide leadership to the NSIC.
13. Make inspections and/or investigations at member institutions as he/she deems necessary.
14. Attend any meetings on behalf of the NSIC of reputable and recognized groups concerned with intercollegiate, amateur and affiliated athletics.
15. Serve as spokesperson for the NSIC, unless this function is performed by the Chair of the Board of Directors.
16. Exercise such powers and authority as may be reasonably necessary to the discharge of the duties and responsibilities of his/her office, including the right to disqualify players in emergency situations of serious concern to the NSIC.
17. Serve as the official delegate of the NSIC at the annual NCAA Convention.
18. Serve as the principle enforcement and interpreting officer.
19. Facilitate scheduling of NSIC athletic contests and championships.

- XIV. Associate Commissioner/Senior Woman Administrator Duties.
- A. Monitor and coordinate scheduling issues.
  - B. Organize professional development opportunities for faculty athletic representatives, senior woman administrators and directors of athletics.
  - C. Coordinate and maintain office operating budget.
  - D. Apply for and monitor strategic initiative opportunities made available for the conference from the NCAA.
  - E. Assist with conference championship administration.
  - F. Be available for NCAA committee service and seek others from the conference for such nominations.
  - G. Administer all officiating programs run through the conference office.
  - H. Serve as a conference contact for specific coaching groups.
  - I. Other duties as assigned by the Commissioner.
- XV. Assistant Commissioner for Communications and Media Relations Duties.
- A. Maintain statistical records for all NSIC sports.
  - B. Update NSIC record book.
  - C. Maintain cumulative team and individual statistics where possible.
  - D. Produce weekly releases to media, coaches, athletic administrators and sports information directors with standings and highlights from the week.
  - E. Produce pre- and post-releases concerning NSIC meets and tournaments.
  - F. Prepare and distribute NSIC directory.
  - G. Select Player of the Week Awards.
  - H. Process selection of scholar-athlete(s).
  - I. Manage NSIC Web Page, TV show, Radio show and webcasting of games.
  - J. Other duties as assigned by the Commissioner.
- XVI. Assistant Commissioner for Compliance
- A. Monitor compliance issues at member institutions
  - B. Coordinate the activities and meetings of the conference's SAAC
  - C. Administer secondary rules violations
  - D. Handle the National Letter of Intent Program
  - E. Coordinator selected NSIC Championships
  - F. Monitor the NCAA Coaches' Certification testing program

## XVII. Committees.

### A. Standing Committees.

#### 1. Constitution and Bylaws Committee.

##### a. Composition.

1. The committee shall consist of the Chair of the Conference Council as the chair, the Chair-elect of Conference Council and one Athletic Administrator appointed by the Commissioner.
2. The Commissioner or his designee shall serve as an ex-officio, non-voting member.
3. The term of office for the appointed Athletic Administrator is two years.

##### b. Duties.

1. Shall be responsible for annual review of the constitution and bylaws.
2. Shall present proposed changes to the Conference Council.
3. Shall prepare approved revisions and send to the Commissioner for distribution to member institutions.

#### 2. Championships and Awards Committee.

##### a. Composition.

1. The committee shall consist of the Chair-elect of the Athletic Administrators as the chair, the Past-chair of the Athletic Administrators and one Athletic Administrator appointed by the Commissioner.
2. The Commissioner or his designee shall serve as an ex-officio, non-voting member.
3. The term of office for the appointed Athletic Administrator is two years.

##### b. Duties.

1. Review and make recommendations to the Conference Council regarding operating standards governing the conduct of NSIC sports and championships.
2. Recommend the addition of new sports to the Conference Council.
3. Develop policies and procedures for the selection of All-Conference teams.
4. Develop guidelines and policies concerning the implementation of promotional agreements related to the NSIC championships.
5. Act as a liaison between the coaches' groups and the Conference Council.

#### 3. Gender Equity Committee.

- a. Composition.
    - 1. The committee shall consist of the Chair-elect of the Conference Council as the chair, the Past-chair of Conference Council and one Athletic Administrator appointed by the Commissioner.
    - 2. The Commissioner or his designee shall serve as an ex-officio, non-voting member.
    - 3. The term of office for the appointed Athletic Administrator is two years.
  - b. Duties.
    - 1. Review and make recommendations to the Conference Council regarding gender equity issues.
    - 2. Develop policies and procedures for the reporting of gender equity data.
4. Ethics and Eligibility Committee.
- a. Composition.
    - 1. The Committee shall consist of the Chair of the Athletic Administrators Council as the chair, the Chair-elect of Athletic Administrators and one FAR appointed by the Commissioner.
    - 2. The Commissioner or his designee shall serve as an ex-officio, non-voting member.
    - 3. The term of office for the appointed Faculty Athletic Representative is two years.
    - 4. Any committee member who is personally involved, or whose institution is involved with any action before the committee shall remove herself/himself from the committee during this action. The chair shall appoint another member to serve as a substitute until the issue is resolved.
  - b. Duties.
    - 1. Respond to questions, make interpretations, handle protests, appeals or allegations concerning rules and regulations as stated in the current NSIC Handbook.
    - 2. To apply current NSIC handbook procedures and penalties to all NSIC rule infractions.
    - 3. To inform and review the changes and clarifications in NSIC and national policies and procedures relating to ethics and eligibility.
5. Hall of Fame Committee
- a. Composition.

1. The Committee shall consist of one Athletic Director, one Senior Woman Administrator and one Sports Information Director appointed by the Commissioner.
  2. The Commissioner or his designee shall serve as an ex-officio, non-voting member.
  3. The term of office for those appointed members is two years.
  4. Any committee member who is personally involved, or whose institution is involved with any action before the committee, shall remove herself/himself from the committee during this action.
- b. Duties.
1. Select the NSIC Hall of Fame candidates from the NSIC member institutions nominations.
  2. To apply current NSIC hall of fame criteria to all nominees.
6. Student-Athlete Advisory Committee (SAAC).

The Student Advisory Committee is made up of student-athletes assembled to provide insight on the student-athlete experience and to offer input on the rules, regulations and policies that affect student-athletes' lives on NCAA member institution campuses and with the NSIC.

- a. Composition.
1. The committee shall consist of three representatives from each institution. One member should be each institution's SAAC president. Of the three representatives, one must be a female and one a male. Furthermore, one of the three members should have been in attendance at a previous NSIC SAAC meeting and one must be a freshmen or sophomore in participation standing.
  2. The representative of the NSIC to the NCAA SAAC will serve as the Chair of the NSIC SAAC.
  3. The group shall meet at least once a year for SAAC Summer Summit.
  4. The Chair-Elect of the Conference Council will serve each year as the liaison to the NSIC leadership.
  5. Any regulatory or discussion items that are proposed by the SAAC will be heard by the Conference Council as brought forward by the Chair-Elect of the Conference Council.
- b. Duties.
1. Promote communication between athletics administration and student-athletes on the conference level.
  2. Gather information that can be useful to our member institutions.
  3. Provide feedback and insight into athletics department issues that effect student-athletes in the NSIC and the NCAA.

4. Generate a student-athlete voice within the NSIC policies.
5. Build a sense of community involving all athletics teams.
6. Promote a positive student-athlete image on the institution's campus.

B. Special Committees.

1. Any member of the Conference Council may request that the Chair create a new committee.
2. The committee will be formed subject to a majority vote of the Conference Council.
3. The Chair shall appoint members of special committees, name chair, specify term of appointment and establish reporting procedures for committees.

XVIII. Amendments to the Bylaws.

The bylaws may be amended by a 2/3 vote of the Conference Council and a 2/3 vote of the Board of Directors. Proposed amendment must be submitted in writing with a date of implementation and placed on the agenda of the Conference Council.

XIX. Operational Standards for the Conduct of Sports Meeting.

1. Shall be administered by the Conference Council.
2. The Operational Standards for the Conduct of Sports can be altered or adopted by a majority vote of the Conference Council.
3. The Athletic Administrators Council and/or the Council of Coaches may not alter the Operational Standards for the Conduct of Sports.

XX. Sport Handbooks.

Shall be altered, administered and approved by the Athletic Administrators Council and are dispersed separately, but are the policies and procedures for the conduct of the respective sports.

# NORTHERN SUN INTERCOLLEGIATE CONFERENCE

## OPERATIONAL STANDARDS FOR THE CONDUCT OF SPORTS

### I. Conference Contest Regulations.

#### A. Conference Sports.

##### 1. Required Sports.

Required sports must meet the minimum sport qualifications based upon the NCAA Manual. Institutions shall sponsor a minimum of 10 sports, either four men's sports and six women's sports, or five men's sports and five women's sports.

The required conference sports for men are: football, basketball, and outdoor track and field OR baseball, and one of the designated men's sports. The required conference sports for women are: volleyball, soccer, basketball, softball, and outdoor track and field OR tennis. No member of the Conference shall withdraw from participation in any of these sports without the permission of the Board of Directors. Such permission would require a majority vote of all members. This provision shall apply explicitly to only the sports mentioned, and nothing in this article shall be construed as prohibiting any member from encouraging the development of other sports and giving participating athletes suitable awards therefore.

##### 2. Conference Championship Sports:

- a. Sports which are sponsored by at least six "full member" institutions (defined as meeting all other conference membership requirements) will be designated as "conference championship sports". Sports designated within this category may conduct regular season and post-season conference competition, will be included in point calculations for the conference's All-Sport and Sportsmanship Awards, and requires all countable aid awarded by an institution in these sport be applied against existing conference scholarship limits.
- b. Sports which are sponsored by at least four full members (but less than six) institutions will be designated as "emerging conference championship sports". Sports designated within this category would be allowed to organize regular season and post-season competition amongst conference members and other affiliate members or to compete outside the conference as affiliated members of another league. Sports in this category, however, would not be included in point calculations for the conference's All-Sports and Sportsmanship Awards, and the countable aid awarded by an institution in these sports would not be applied against existing conference scholarship limits.
- c. The following sports currently meet the sponsorship threshold of six full members and are therefore considered "conference champion sports": Men (8 sports); football, cross country, indoor track and field, basketball, wrestling, baseball, golf, outdoor track and field. Women (9 sports); soccer, cross country, volleyball, indoor track and field, basketball, softball, golf, tennis, outdoor track and field.

3. Sport Sponsorship.

Each year at the Annual Summer Meeting, member institutions must submit the sports it will sponsor or state any changes in their sport sponsorship for the next academic year.

B. Contracts.

1. Contracts covering contests between Conference members shall be exchanged except in sports where a master schedule exists (football, baseball, volleyball, soccer, softball and basketball).
2. Provisions of the contracts may not violate any provisions of the constitution. In the absence of specific contracts controlling contests between Conference members, the pertinent articles of these bylaws shall constitute the basic agreement.

C. Unplayed Contests.

In case of scheduled but unplayed contests in the sports of football, basketball and volleyball between Conference members, the coaches will immediately notify their athletic directors who in turn shall inform their respective members of the Conference Council and the Commissioner of the decision reached (postponed, rescheduled, forfeit, etc.) in writing within a 24-hour period. If no decision is reached, the athletic director of the home team will request a ruling from the Executive Committee.

D. Violations of operational standards for conduct of sport shall be referred to the Commissioner.

E. Protests.

If in any Conference contest a protest involving a rule interpretation is made by a coach, the protest must be settled before the contest resumes. Only situations involving rule interpretations may be protested. Under no circumstances may an official's judgment decision be protested.

F. Championship Protests.

All protests of the Conference championship in a sport must be made to the Commissioner no later than 24 hours after the final contests which decide the championship. If no protest has been made, the championship shall be incontestable. If a protest has been made, the championship will be determined by the Commissioner with final approval required by the Administrative Committee. The Chair of the Administrative Committee shall immediately notify all members of the Conference Council of the protest upon receiving it.

G. Championship Records.

The individual and team champions are to be recorded by the Assistant Commissioner for Communications and Media Relations and listed annually in the NSIC Media Guide/Yearbook.

H. NSIC Tournament Philosophy

For sports that currently offer a conference tournament, the NSIC postseason conference tournaments will serve as a showcase for the league.

Attention will be given to creating a positive experience for as many student athletes as possible to participate, emphasizing the championship experience and allowing for a majority of teams to achieve the goal of reaching the NSIC tournament.

Because facilities and the nature of each sport do not allow for a uniform number of participants for every sport, the following number of teams will qualify for the NSIC Tournament based on the number of conference teams that sponsor the sport during the regular season.

1. Fourteen or more team sponsoring, maximum of eight teams in tournament
2. Twelve of thirteen teams sponsoring, maximum of six teams in tournament
3. Eleven or less teams sponsoring, maximum of four teams in tournament

II. Postponed, Canceled, Suspended Athletic Contest (for conference contests).

- A. If a situation occurs due to darkness, light failure, inclement weather or any other uncontrollable circumstance, the contest will be deemed complete if it has at least reached a “reasonable point of conclusion” and CANNOT be resumed as determined by game administration. The definition of “reasonable point of conclusion” will be based on the following minimums:

Football:	3 quarters
Basketball:	30 minutes
Baseball/Softball:	4.5 or 5 innings as per NCAA Baseball/Softball Rules
Soccer:	70 minutes
Volleyball:	3 completed games in a match

- B. If a contest has been suspended prior to the “reasonable point of conclusion,” it must be resumed no later than 10 p.m. that day or by mutual consent of the participating teams. The host institution’s Administrator in charge, along with the referee and head coaches of both institutions will be responsible for determining when the contest can resume. The referee or head official will have final determination as to whether a contest can resume based on playing conditions of a field or surface due to safety. However, the NSIC Lightning and Inclement Weather Policy will apply in situations of lightning. If a contest cannot resume and it has not passed the “reasonable point of conclusion” it will be declared a “no contest.” A no contest will not be considered a win or a loss in conference or overall standings and will not be given credit in regional rankings.

Baseball/Softball Exception: A suspended (halted) game due to inclement weather, light failure, etc. shall be resumed and played to completion except during the final game of a conference series that is considered an official game after 4.5 or 5 innings as per NCAA Baseball/Softball Playing Rules.

- C. A game that is declared a no contest shall be re-scheduled if possible at the determination of the Director of Athletics at each institution and the Commissioner. Games that have been declared no contest will have priority over contracted non-conference games scheduled by either participating institution. The Commissioner will have final approval of any re-scheduling.
- D. Postponed Contest: If a contest has never started due to extenuating circumstances, the contest may be rescheduled by mutual agreement of the Directors of Athletics of the two teams involved. If a mutual agreement cannot be reached, the Commissioner will adjudicate the scheduling of the contest.

Baseball/Softball Exception: The Postponed Contest rule shall not apply to Baseball and Softball conference series. Baseball and Softball re-scheduling policies must follow existing make-up policies as stated in each sport’s NSIC Sport Handbook.

- E. Contest in Progress: If a forfeit is declared by the officials while a contest is in progress or a situation that forces a premature end to the contest, all statistics are voided unless the contest has progressed to a “reasonable point of conclusion.” Any conference records set during such contest shall not be recognized if the contest has not reached a “reasonable point of conclusion.”
- F. Conference Tournaments: If a contest during a conference tournament is suspended and cannot continue prior to a “reasonable point of conclusion,” the higher seeded team in that particular contest will advance to the next round of the conference tournament or be declared tournament champion if the situation occurs in the championship game. This policy applies to tournaments that do not have pre-existing policies in their respective sport handbooks.
- G. There is no forfeit of a contest until all participating teams are present. The referee or other appropriate contest official has jurisdiction in accordance with the applicable playing rules. When a team does not appear due to circumstances beyond their control, a forfeit is not recorded. An institution shall not, for statistical purposes, declare a forfeit for non-fulfillment of a contest. Such instances shall be considered a “no contest.” (See Part C).
- H. If a coach removes/pulls his/her team off the court prior to the conclusion of the game, NCAA playing rules shall apply.

### III. Awards and Championships.

#### A. Championships and Trophies.

Team championships and team championship trophies shall be awarded in the required conference sports. The same shall be awarded in the designated conference sports. Members not intending to participate in the conference meets shall notify the meet manager of the sport at least thirty (30) days prior to the date of the meet. Schools not intending to participate in a sport shall notify the Council of Athletic Administrators in writing six months in advance.

#### B. Trophies and Certificates.

Trophies and certificates shall be awarded to conference champions and other award winners as defined in Article II, B. Awards shall be uniform, i.e., approximately the same amount of money shall be spent for the championship trophy for each sport. The Chair of the Council of Athletic Administrators shall instruct the Commissioner in the ordering and distributing of trophies and certificates that are designated in the bylaws.

#### C. Individual and Team Awards.

##### 1. Team Championships.

A championship trophy shall be awarded to each team in the required or designated championship sport as defined in the Operational Standards for the Conduct of Sports.

##### 2. Individual Awards.

- a. In sports where places are awarded in a conference meet, one certificate/plaque per place shall be given up to the amount as designated in article 3.
- b. All-Conference certificates/plaques shall be issued as described below in 3.
- c. All players, coaches, managers and other appropriate staff on a championship team will be given a certificate.

- d. A plaque shall be awarded to the most valuable player (MVP) and outstanding individual awards will be given as described below in 3.
  - e. Conference sports awards may include an honorable mention list. Coaches in each sport will provide recommendations on how that list is compiled.
3. Individual Awards by Sport.
- Each specific sport is outlined in detail in each respective sports handbook.
4. Coach of the Year.
- a. The NSIC Coach of the Year shall be awarded in each sport and presented with a plaque.
  - b. Each Coaches Council is responsible for its sports selection process but coaches may not vote for themselves.
  - c. Co-Coaches of the Year are not allowed.
5. Dr. Britton Scholar-Athlete Award for Academic Excellence and the Willis R. Kelley Scholar- Athlete Award for Academic Excellence.
- a. Each member institution selects its single male nominee based on the criteria listed below. The nominees shall comprise the men's NSIC Honor Student Athlete Award Winners. The award is named for Dr. William Britton who was the Institutional Representative for Bemidji State University.
  - b. Each member institution selects its single female nominee based on the criteria listed below. The nominees shall comprise the women's NSIC Honor Student Athlete Award Winners. The award is named for Willis R. Kelley who was the athletic director at the University of Minnesota-Morris.
  - c. The NSIC Subcommittee, empowered by the Conference Council to make the NSIC award selections, shall be made up of the Council of Faculty Athletic Representatives.
  - d. The committee shall select one recipient for each award. There shall not be co-recipients.
  - e. The announcement of the award winners shall be made at the Annual Spring Meeting.
  - f. The Britton Award for Academic Excellence and the Kelley Award for Academic Excellence includes an appropriate plaque.
  - g. The minimum qualifications for these awards are:
    - 1. Minimum GPA of 3.2 at the NSIC institution through the most recent academic period. The student must have completed their junior year as required by the member institution.
    - 2. Transfer students must have completed at least one year at the NSIC institution.
    - 3. Evidence of academic excellence beyond the GPA (scholarships, prizes, and recognition).

4. Evidence of participation in the life of the institution (all post-secondary schools attended) other than athletics.
  5. Evidence of athletic performance.
  6. Participation in at least 2/3 of the varsity events of the student's primary sport in the previous season, whether or not that season is completed.
  7. Other evidence that might support the nomination (active in the life of the non-university community, etc.).
- h. In the selection process, more weight will be given to academic performance (60%) than to the other combined criteria (40%); athletic accomplishments to be given no more than 20% of the weight.
  - i. The award can only be won one time in a student-athletes career.
  - j. It is permissible for the FAR to cast an absentee ballot.
6. Honor Student-Athlete Award Winners. Each nominated male and female student-athlete shall be declared the Honor Student-Athlete Award Winner for their respective institution.
  7. The NSIC / Myles Brand All-Academic with Distinction Award will be awarded to senior student-athletes who exhaust their eligibility and are on track to graduate. They must have a cumulative GPA of 3.75 or higher (GPA is through the second to last semester of the student-athletes final semester). Award recipients will receive a certificate and a watch from the NSIC. The award will be presented annually each spring.
  8. All-Academic Team.
    - a. An All-Academic Team will be recognized in each sport with the size of the team to be unlimited.
    - b. The following criteria shall be used:
      1. The athlete must be a member of the varsity traveling team and maintain at least a 3.20 cumulative grade point average (4.0 scale).
      2. The athlete must have reached sophomore athletic and academic standing at her/his institution (true freshmen, red-shirt freshmen and ineligible athletic transfers are not eligible) and must have completed at least one full academic year at that institution.
    - c. The Assistant Commissioner for media relations shall send a form to each SID requesting the names of qualifying student-athletes for each of the all-academic teams from the current sports season on October 1, January 15 and April 1 of each year.
    - d. The SIDs shall send a list of qualifiers to the Assistant Commissioner.
    - e. The teams shall be announced 2-4 weeks after the conclusion of the NSIC season for each sport.
    - f. All members of the men's and women's NSIC All-Academic Teams shall receive a merit certificate. The Conference Office shall send out the certificates.

9. Player of the Week.

The NSIC shall recognize a Player of the Week in Conference sports. Statistics from non-conference events may be included. No sport shall name a Player of the Week after the conclusion of the Conference championship event or the conclusion of the scheduled season in those sports that do not have a championship event. Each institution shall forward the nomination to the NSIC Assistant Commissioner for Media Relations. The NSIC Conference staff shall then make the decision and announce the recipients in a press release. If less than 2/3 of the member institutions report during the sport season, the Player of the Week will be dropped in that respective sport for one year.

10. All-Sport Award.

a. At the conclusion of the spring sports season the All-Sports Award shall be presented to the institution that accumulates the most points (on a scale of 14-13-12-11-10-9-8-7-6-5-4-3-2-1 for first through 14<sup>th</sup> place) in the final standings of all required and designated Conference sports. Men's team and women's team points at each institution are added together and the All-Sports Award is presented to the institution with the highest point total. If teams are tied, the eligible points are added together and divided by the number of tied teams. Please see All Sports Competition formula.

b. The NSIC Assistant Commissioner for Media Relations shall make the announcement.

11. Committee on Awards and Championships.

This Committee is authorized to make changes in the above-mentioned award policy and report all awards and recommendations to the Conference Council for approval.

IV. General Policies.

A. Conference Statistics.

Conference statistics shall be handled by the home team and distributed to the visiting team, news media and the Assistant Commissioner for Media Relations.

B. Officials.

1. The conference office shall secure officials for the required sports of football, volleyball and men's and women's basketball. In the sport of softball, the officials will be secured for conference contests only through the ISC. The conference office personnel shall bill the member institutions prior to the respective season of competition. The checks shall be prepared and distributed by the Conference personnel.

2. The home team shall secure and pay officials for contests in all other sports.

C. Certified Athletic Trainers and Physicians.

Each home team should have a certified athletic trainer and/or physician on duty at all Conference contests.

D. NSIC Tobacco Free Environment Policy.

The NSIC prohibits the use of tobacco products by NSIC athletic administrators, coaches, athletic trainers and athletic support personnel (i.e. equipment managers, student trainers and

game officials) on the site of all athletic facilities where Conference teams compete. This policy includes all transportation, restaurants and lodging accommodations used by athletic teams.

E. Scholarship Limitations.

1. The NSIC member institutions are required to follow NCAA rules and regulations with regard to financial aid as outlined in the NCAA Manual under Bylaw 15 FINANCIAL AID. The only change to the NCAA allowable limits on scholarships is a twenty-four (24) equivalence limitation for football and an overall limitation of 45 total equivalencies for men's sports and 45 equivalencies for women's sports.
2. The NSIC maximum equivalencies of 45 scholarships on the men's side and 45 scholarships on the women's side including the maximum of 24 scholarships in the sport of football shall be for a calendar year (July 1 – June 30).
3. Any motion to increase or decrease scholarships from their current limits through the school year of 2010-11 would require a 2/3 vote by the membership.

F. Student-Athlete Transfer Policy.

Eligibility-Transfer

A student-athlete who has been included on a squad list of a member institution and transfers to a second member institution shall not be eligible for intercollegiate competition at the second member institution in the same sport until that student-athlete has fulfilled a residence requirement of one full academic year, as defined by NCAA Regulations, at the second member institution. *If the student-athlete does appear on a squad list of a member institution and decides to remain at that institution for one full academic year after being removed from the squad list, they would not have to serve the one year residence at another member institution if they would transfer.* The student may receive athletically related aid and practice at the second institution if otherwise eligible for financial aid and practice.

The student-athlete has the right to appeal the eligibility transfer policy by submitting a letter of appeal to the NSIC Ethics and Eligibility Committee. The Ethics and Eligibility Committee shall have the authority to grant waivers from the student-athlete transfer policy. In addition to extraordinary circumstances (e.g., death of a parent/spouse, exceptional health needs), appeals will be considered for the following circumstances: educational exchange, discontinued academic program, discontinued/non-sponsored sport, two-year non-participation, return to original institution without participation and non-recruited student. (See the current *NCAA Division II Manual*, Bylaw 14, for general requirements for each of these circumstances. (adopted 6/3/99; revised 6/1/00))

The provisions shall apply only to the transfer of student-athletes in sports which the conference conducts regular season and/or post season competition or championships.