

TENNIS

1.0 ADMINISTRATION OF SPORT

1.1 PERSONNEL AND JOB DESCRIPTION

HOW SELECTED: The chairperson and recorder shall be elected by the coaches at the end of the meeting which concludes the current administration's term.

LENGTH OF TERM: Two (2) years.

HOW REPLACED: Should the chair position be vacated, the recorder would serve as chair until the group meets for another election.

1.2 **DUTIES OF A CHAIRPERSON:** The chairperson shall call for agenda items, organize and conduct the annual meeting.

1.3 **DUTIES OF RECORDER:** The recorder will take the minutes of the meeting and distribute the minutes to the coaches and to the liaison Athletic Director. The recorder will also provide copies of the "Motion Worksheets" to all Athletic Directors.

1.4 **DUTIES OF LIAISON:** To make sure the chair and recorder are elected and assume their duties. To represent the Athletic Directors at the coaches meeting. To represent the coaches at the A.D.'s meeting by presenting minutes and action items to the A.D.'s.

1.5 **TOURNAMENT DIRECTOR:** The Conference Tournament Director shall be either the tennis coach representing the institution that hosts the tournament or a person appointed by that coach to assume the Directorship position.

1.6 **DATE, TIME, PLACE OF MEETINGS:** The chairperson shall call a joint meeting of the women's and men's tennis coaches the Tuesday following the MIAC conference playoffs.
(revised 12/07, 12/01)

2.0 SPORTS SEASON

2.1 **TRADITIONAL SEASON:** See nontraditional below.

2.1.1 PRACTICE GUIDELINES:

2.1.1.1 All schools must restrict try-outs, practices run by coaches and all matches and scrimmages to a season not exceeding nineteen (19) weeks. 19 weeks is counted back from the conference tournament, neither practice for or participation in any NCAA Championship event is considered part of the institution's declared playing season. *(revised 3/93, 4/91, 12/90, 8/04)*

2.1.1.2 The season may be divided into only two (2) parts: for example, five(5) weeks in the Fall and fourteen (14) weeks in the Spring. *(revised 1988, 8/04)*

2.2 **NONTRADITIONAL SEASON:** The traditional and non-traditional seasons combined shall be limited to 19 weeks with a maximum of (2) two intercollegiate competitions allowed during the non-traditional segment. The non-traditional segment shall occur between the first day of classes and October 30th. *(revised 3/93, 1/92, 12/90, 8/04)*

2.3 **NUMBER OF VARSITY CONTESTS:** Within the traditional and non-traditional seasons combined, teams shall not play more than twenty (20) playing dates including not more than four (4) individual singles and/or doubles tournaments. A contest against alumni/ae will not be counted toward the maximum number of contests allowed. *(revised 1/92 by NCAA, 4/91)*

2.3.1 NUMBER OF JUNIOR VARSITY CONTESTS:

2.4 **CONFERENCE TOURNAMENT:** The conference tournament does NOT count as one of the twenty (20) playing dates-it must, however, fall within all schools nineteen (19) week season. *(added 1988)*

2.4.1 Individual Tournaments that involve two (2) days of competition shall be counted as only ONE (1) playing date. The National Rolex tournament is an annual exemption and does not count toward the maximum number of dates of competition. The Regional Rolex does count toward the maximum number of playing dates for your entire team provided three or more athletes participate. If one or two athletes participate, it counts only against those athletes participating; but no matter how many athletes participate in the regional Rolex, those weeks of practice do count against the entire team. *(revised 12/99, 5/94, added 1988)*

2.5 SCHEDULING POLICY:

2.5.1 **LAST DATE FOR COMPETITION:** NCAA Division III National Championship.

2.5.2 All outside competition, including scrimmages are within the twenty (20) playing date limitation. *(added 1988)*

- 2.5.3 In order to determine the MIAC tennis schedule, coaches will redraw for round robin home and away pairings for every even year. When redrawing the round robin, the tennis scheduler shall alternate the assignment of the two Northfield schools between N1 and N2. The five Twin Cities schools will rotate from T1 through T5. This matrix determines the site of competition. Competition dates should involve weekends as often as possible and will be determined by the tennis scheduler. Numbers are drawn once per institution not once per tennis program. Scheduling will include the following principles:
- Beginning with the 2006 season, remove the home and away site determination attached to the current matrix and rotate in perpetuity.
 - February and/or March playing dates will be rotated to an April playing date every two years.
 - Timeline:** Schedule must be completed and sent to the conference office by December 1.

M	T3	N1	G	T2		C	N2	B/J	T5	T4	T1
C		G	T3	N2	T5	M	T1	N1	T4	B/J	T2
B/J	T5	N2	T4	G	T1	N1	T2	M		C	T3
G	N1	C	M	B/J	T2	N2		T3	T1	T5	T4
N1	G	M		T1	T3	B/J	T4	C	T2	N2	T5
N2	T1	B/J	T5	C	T4	G	M	T2	T3	N1	
T1	N2	T3	T2	N1	B/J	T4	C	T5	G		M
T2	T4		T1	M	G	T5	B/J	N2	N1	T3	C
T3	M	T1	C	T4	N1		T5	G	N2	T2	B/J
T4	T2	T5	B/J	T3	N2	T1	N1		C	M	G
T5	B/J	T4	N2		C	T2	T3	T1	M	G	N1

Travel partners:

"M" is St. Mary's; "C" is Concordia; "B/J" is either St. Benedict or St. John's; "G" is Gustavus; "N1" and "N2" are the two Northfield schools; and "T1" to "T5" are the five Twin Cities schools. *(revised 05/08, 05/06, 12/04, 12/99, 12/98)*

- 2.5.4 Each Conference school will play every other Conference school in a dual match at least once during the tennis season. Conference tennis matches are to be played outdoors unless weather is inclement; the temperature is below 40 degrees, or the wind higher than 20 miles per hour. *(revised 12/97)*
- 2.6 **POLICY FOR POSTPONEMENT/RESCHEDULING, ETC.:**
- In the case of inclement weather which causes the cancellation of a match prior to the match start, the following rules will apply:
 - If the home team has access to indoor courts that meet ITA standards, the visiting team is required to play the match. The courts must be within 50 miles of the original location and the new start time must be within 3 hours of the original start time.
 - If the home team has access to indoor courts that do not meet ITA standards, the visiting team will have the choice to play the match or reschedule to a later date.
 - In the case of inclement weather that causes cancellation after the start of the match, the following rules will apply:
 - If the home team has access to indoor courts that meet ITA standards, the visiting team is required to finish the match. The courts must be within 50 miles of the original location and the time to resume the match must be within 2 hours of the time the match was cancelled. The match will resume at the point of interruption. The same line up needs to be maintained even if played at a later date. If it is not, individual matches will be forfeited.
 - If the home team has access to indoor courts that do not meet ITA standards the visiting team will have the choice to finish the match or reschedule to a later date. The match will resume at the point of interruption. The same line up needs to be maintained even if played at a later date. If it is not, individual matches will be forfeited. *(revised 05/06, 12/97, 4/89)*

3.0 **GAME/MATCH/MEET/CONDUCT**

3.1 **STARTING TIME: TBA**

- 3.1.1 **SURFACE:** Conference tennis matches must be played on an ITA approved surface unless the coach of the visiting team agrees to play the match on the courts provided by the home team. *(revised 05/06, added 12/04)*

- 3.2 **RULES TO GOVERN CONTEST:** Coaches and players are expected to know and abide by I.T.A. guidelines. All unsportsmanlike behavior is prohibited (e.g., swearing, racket throwing, hitting balls in anger after the point has ended, etc.). The first offense results in a point penalty, the second in the loss of the game, and the third in the loss of the match. *(revised 12/98)*

- 3.2.1 All conference dual meets shall consist of six single (6 points) and three doubles (3 points). Matches will start with the doubles first and the singles second. The host school has the option of reversing the order if facilities dictate differently. Singles matches consist of winning two sets using regular scoring. A 12 point tie breaker will be used when the game score is 6-6. If split sets occur, a super tie breaker to 10 points will be played. The doubles matches in all conference dual matches will be 8 game pro sets with regular scoring. *(revised 12/01, 12/98)*
- 3.2.2 Both singles and doubles line-ups shall be submitted to the opposing coach prior to the start of the singles play. *(revised 5/08)*
- 3.2.3 When there are less than the required number of singles players and/or doubles teams for a full team match, the match will be played as scheduled. The defaults shall be at the bottom of the ladder, requiring that all players move up to fill in the vacated spot or spots. Each default results in the loss of one (1) point.
- 3.2.4 Once the matches have begun, an injury or illness occurring during that match will result in a default at that flight since it is then impossible to move players up so as to default at the bottom of the ladder.
- 3.2.5 If an injury occurs prior to the singles play (i.e., previous doubles play), this will require an upward movement of the team so that the substitution or default occurs at the lowest flight. This applies when no singles matches have started.
- 3.2.6 When a doubles player becomes injured or ill, substitution is allowed prior to the start of that individual's match. Since doubles teams must be played in rank order, the positioning of teams should be adjusted so that the best team is still playing at #1, etc. However, once any doubles matches have begun, if the coach desires to substitute a stronger player in the #2 or #3 doubles which makes that team better than the #1 team, such a substitution will not be allowed. Instead, the team with the injured player will have to default.
- 3.2.7 The ITA 12 point tie-breaker shall be used in all competition when the score in any singles set reaches six (6) games all or when the doubles set score reaches eight (8) all. *(revised 05/06)*
- 3.2.8 Defaults: If any player is unable to play fifteen (15) minutes after the determined match time, the match may be defaulted at the discretion of the home team coach.
- 3.2.9 A coach is a designated individual from an institution instructing team tennis. Coaching is allowed only by the designated coach and it may take place at any time during the match according to ITA rules, as long as the coaching does not interrupt or postpone play of the match. *(revised 4/90)*
- 3.3 **SITE PREPARATION REQUIREMENTS:** Maintain clean courts and have nets at the official height. Single sticks are to be provided whenever possible. Center straps required. The home team shall provide tow courts 30 minutes prior to the match start time for the visiting team to use for warm-up. Player introductions will take place at the scheduled match start time. *(revised 05/06)*
- 3.4 **HOME TEAM SHALL:** Have the responsibility to: Initiate arrangements for rescheduling and/or making up rained out matches. An attempt should be made to reschedule at the earliest mutually acceptable date. *(revised 05/06, 12/91)*
- 3.4.1 The host institution pays the fees associated with the renting of an indoor facility.
- 3.4.2 Provide locker room and shower facilities, including provision for securing valuables even if it means asking traveling team to bring their own locks and towels.
- 3.4.3 Provide new balls (approved by ITA) for each official match.
- 3.4.4 Control spectators, noise and traffic around the courts.
- 3.4.5 Provide a method of mediating difficult situations involving line calls and foot faults. This may mean that a non-partisan person who is knowledgeable about tennis must be on site. This individual will rove and call foot faults without being challenged (immediate loss of that serve - no warning necessary). In case of line calling problems, an umpire will be assigned to overrule incorrect out calls. The umpire will not assist on unsighted balls. Announcement of this rule will be made before the start of the team match.
- 3.5 **VISITING TEAM SHALL:** TBD
- 3.6 **VISITING TEAM ROSTER LIMIT:** TBD
- 3.7 **POLICY FOR VIDEO/MOVIES:** TBD
- 3.8 **PRESS BOX PROCEDURES/ASSIGNMENTS:** NA

4.0 GAME SUPPORT STAFF

- 4.1 **GAME OFFICIALS:** See 3.4.5 above
- 4.1.1 **POLICY TO ASSIGN OFFICIALS:**
- 4.1.2 **POLICY FOR SELECTING/RATING OFFICIALS:**
- 4.1.3 **POLICY TO PAY FOR OFFICIALS:**

- 4.2 **SECONDARY OFFICIALS:**
- 4.3 **SUPPORT PERSONNEL:**
- 4.4 **MEDICAL PERSONNEL:**
- 4.5 **OTHER:**
- 5.0 **MIAC/NCAA STATISTICS: TBD**
- 6.0 **CONFERENCE CHAMPIONSHIP:** The MIAC conference champion will be determined by the regular season dual match schedule, while a six team playoff will determine the AQ to the NCAA championship. *(added 5/08)*
- 6.1 **HOW DECIDED:**
- 6.2 **POLICY FOR TIE BREAKER:**
- 6.3 **EVENT PROCEDURE:**
- 6.4 **ADMISSION:**
- 6.5 **OFFICIALS:**
- 6.6 **GAME SUPPORT:**
- 6.7 **OTHER:**
- 7.0 **POST SEASON POLICY AND PROCEDURE:** A six-team single elimination playoff will be conducted the week prior to the NCAA regionals. The #1 and #2 seeds will receive byes. #3 vs. #6 and #4 vs. #5 will be played on the first day of the playoff at a designated site, starting at 3 p.m. On the second day, the #1 seed will play the lowest remaining seed and #2 will play the highest remaining seed at 9 a.m. The finals will be played at approximately 1 p.m. The playoff will be held in an ITA approved tennis facility during inclement weather. The site for the conference playoff will be determined at the annual coaches meeting. *(revised 5/08, 5/07, 5/06)*
- 7.1 **TIE BREAKER POLICY FOR THE PLAYOFFS:**
 - 1. Head-to-head record (if there are more than two teams, then overall record against the tied teams will be used)
 - 2. Total individual singles and doubles matches won against tied teams, so if there are three tied teams and the results are as follows:
 - Team A defeated Team B: 7-2
 - Team B defeated Team C: 5-4
 - Team C defeated Team A: 8-1
Team C would be the higher seed with 12 matches won, Team A would be second with 8 matches won and Team B would be third with 7 matches won.
 - 3. Record against teams above tied teams.
 - 4. Total individual singles and doubles matches won against teams above tied teams.
 - 5. Total individual singles and doubles matches won in all MIAC play.
 - 6. Coin flip. *(added 5/08)*
- 7.2 **RULES:** NCAA championship rules will govern match play during the MIAC playoff. If the conference playoffs are held indoors, play will continue to decision only. If the playoffs are held outdoors, play will continue to completion of the match. *(added 5/08)*
- 7.3 **GAMES COMMITTEE:** A representative from the MIAC Conference Office will act as the games committee to resolve any issues not covered within the tennis code. *(added 5/08)*
- 7.4 **ADMISSION:**
- 7.5 **OFFICIALS: OFFICIALS:** Use Intercollegiate Tennis Association Officials for the men's and women's MIAC Tennis Playoffs. One ITA Roving Umpire for every six courts is recommended. Duties of Roving Umpire: Enforce warm-times; resolve scoring disputes; control spectators; enforce the point penalty system; over rules obvious incorrect call and calls foot faults when in direct observation; stays highly visible and helps to resolve on-court disputes. *(revised 1995)*
- 7.6 **GAME SUPPORT (Tournament Director):** The Conference Playoff Director shall be either the tennis coach representing the institution that hosts the tournament or a person appointed by that coach to assume the Directorship position. Duties for the Playoff Director shall be to plan and organize the conference tennis playoff including:
 - 7.6.1 Making the draw as determined by each team's place finish after dual meets. *(revised 05/06)*
 - 7.6.2 Appointing a playoff referee.
 - 7.6.3 Arranging for facilities and presentations.
 - 7.6.4 Requesting that each team bring a designated number of balls if necessary.
 - 7.6.5 Preparing both the financial report and a report of the final meet results.

- 7.7 **OTHER:** Tennis coaches are to be allowed to coach on both days of the Conference playoff at properly designated times according to the Conference rules. (*revised 12/88*)
- 8.0 **AWARDS:**
- 8.1 **CONFERENCE CHAMPIONS:** The winning team will be awarded a plaque (furnished by the conference.) (*revised 12/01*)
- 8.2 **ALL CONFERENCE CERTIFICATES:** All Conference designation will be awarded on the basis of a player's W/L record (MIAC dual meet schedule only). The top 18 players according to points accrued in both singles and doubles will receive All-Conference. A male player must participate in a minimum of five conference matches at any position and a female player must participate in a minimum of six conference matches at any position to be eligible for All-Conference. A win at #1 singles and #2 singles earns 4 points, a win at #3 and #4 singles earns 3 points, a win at #5 and #6 singles earns 2 points. A win at #1 doubles earns 4 points; a win at #2 doubles earns 3 points; a win at #3 doubles earns 2 points. (*revised 12/07, 12/06, 12/03, 12/02*)
- 8.3 **COACH OF THE YEAR:** A coach of the year will be selected at the conference tournament (*added 12/99*)
- 8.4 **MIAC MVP:**
- 8.5 **OTHER AWARDS:** A Chris Evert and Arthur Ashe award will be presented at the conference tennis playoffs as recognized MIAC tennis awards. (The awards are not funded by the conference). One week prior to the playoffs, coaches must submit the names of eligible nominees (seniors only) to the chair of the tennis coaches. The application must be filled out completely with the essay included. A coach may not vote for their own player. (*revised 5/08, 12/03, 12/02, added 12/99*)
- 8.6 **MIAC SPORTSMANSHIP TEAM:** Teams will elect one member from their team who displays good sportsmanship throughout the season to be a member of the All-MIAC Sportsmanship team. These individuals will be selected by the team and head coach, with the head coach bringing the selection to the coaches meeting (where applicable or sent to conference office at the end of season). Only one student-athlete from each team may be selected. All institutions will have one representative, with final team choice selected by the head coach. The award will be publicized with other conference awards at the end of the season. This award is in name only, no certificate or plaque provided (no ties allowed). (*added 12/06*)
- 9.0 **ALL CONFERENCE TEAM SELECTION**
- 10.0 **MISCELLANEOUS**
- 10.1 In all matters not covered by this code: ITA rules apply.