



2009 Centennial Conference Baseball Championship Guidelines

I. TOURNAMENT SCHEDULE

Conference Call for Participating TeamsMonday, April 27

The Centennial Conference championship will be a double-elimination tournament.

Friday, May 1

Game 1: No. 4 seed at No. 1 seed, 3:00

Game 2: No. 3 seed at No. 2 seed, 3:00

Games 1 and 2 Practice (*game starts at 3:00 p.m.*)

The home team (higher seed) will complete batting practice by 2 p.m. The visiting team may hit for 30 minutes, beginning at 2:30 p.m. The home team takes fielding practice from 2:30-2:40. The visiting team takes field practice from 2:40-2:50. Lineup exchange is at 2:52, and anthem begins at 2:55. First pitch is 3 p.m.

Saturday, May 2

Game 3: loser of game 1 vs. loser of game 2, 9:00

Game 4: winner of game 1 vs. winner of game 2, not before 12:30 or 30 minutes after conclusion of game 3

Game 5: winner of game 3 vs. loser of game 4, begins 30 minutes after conclusion of game 4

No practice will be permitted at the team championship site (host team excluded) prior to game day. No practice is permitted on the game field prior to the warm-up for the first game. Prior to games 6/7, the facility will be made available for official warm-ups 45 minutes prior to the start of play.

Game 3 Practice (*game starts at 9 a.m.*)

Teams take batting practice in cages from 7:55 a.m. to 8:25 a.m. The home team takes fielding practice from 8:30-8:40, while the visiting team takes fielding practice from 8:40-8:50. Lineup exchange takes place at 8:52 and the starting lineups with national anthem begins at 8:55. First pitch is 9:00.

NOTE: If the team hosting the tournament has only one hitting cage, teams will take turns using it with the host team hitting first before game 3.

Game 4 Practice (*game starts at 12:30 p.m. or 30 minutes after conclusion of first game*)

Teams take batting practice in cages from 11:25 a.m. to 11:55 a.m. The home team takes fielding practice from 12:00-12:10, while the visiting team takes fielding practice from 12:10-12:20. Lineup exchange takes place at 12:22 and the starting lineups with national anthem begins at 12:25. First pitch is 12:30.

Game 5 Practice (*game starts 30 minutes after conclusion of second game*)

Teams take batting practice in cages from 2:55 p.m. to 3:25 p.m. The home team takes fielding practice from 3:30-3:40, while the visiting team takes fielding practice from 3:40-3:50. Lineup exchange takes place at 3:52 and the starting lineups with national anthem begins at 3:55. First pitch is 4:00.

Sunday, May 3

Game 6: winner of game 4 vs. winner of game 5, 12:00

Game 7, if necessary: 30 minutes after conclusion of game 6

Game 6 Practice (*game starts at noon*)

The host institution (or home team) will complete batting practice by 11 a.m. The visiting team may hit for 30 minutes, beginning at 11 a.m. The home team takes fielding practice from 11:30-11:40. The visiting team takes field practice from 11:40-11:50. Lineup exchange is at 11:52, and anthem begins at 11:55. First pitch is 12 p.m.

Monday, May 4

Rain Date for Games 6 and 7 only. If the tournament has not completed five games by the end of Sunday, and if all teams have completed at least one contest, the highest remaining seed will receive the Conference's AQ.

II. GAMES COMMITTEE

The Conference Office will name a games committee to assure the proper conduct of the tournament championship. The committee will generally be comprised of, but not limited to, the host Director of Athletics and/or Senior Woman Administrator, and representatives of the visiting team and the Conference Office.

Games Committee	Friday	Saturday	Sunday
Host Administrator:			
Conference representative:			
#2 seed representative:			
#3 seed representative:			
#4 seed representative:			

Conflicts will be worked out between the committee chair and the Conference Office. Travel expenses and time will be taken into consideration for start times and order of games.

III. INCOMPLETE TOURNAMENT POLICY

Only games 6 and 7 may be played on Monday. If the tournament has not completed five games by the end of Sunday, and if all teams have completed at least one contest, the highest remaining seed will receive the Conference AQ. Otherwise, the top seed as determined by the regular season will receive the automatic qualifier.

IV. EXPENSES

The host institution is responsible for **securing and paying** the personnel needed to ensure the best possible operation of the playoff contests, including:

- security
- scoreboard operator
- official scorer
- public address announcer
- chaser(s) for foul balls

All game management expenses are paid by the host institution. **The host institution will be reimbursed for officiating expenses.** Hosts should complete the attached budget report and return to the Conference Office immediately following the tournament.

V. CHAMPIONSHIP TROPHY

The previous year's champion is responsible for bringing the championship trophy to the championship site. The trophy **must** be engraved (updated) by the previous year's champion.

The Centennial Conference championship trophy will be presented immediately following the conclusion of the championship game. Both teams are requested to return to their respective benches after post-game handshakes. A short ceremony will follow with the captain(s) being called forward to receive the trophy.

VI. CHAMPIONSHIP ADMINISTRATION

Baseballs

The Conference Office, per our contract with Diamond, will provide baseballs for each game of the tournament. The host team will supply others as needed.

Determination of Home Team

For Games 1 and 2, the higher seed will be the home team. In subsequent games, the following guidelines will be used:

1. The institution that has been the home team the fewer number of times in the tournament.
2. If the two teams are equal in this respect but unequal in the number of times they were the visitor, then the team that has been visitor more often will be designated the home team.
3. If the two teams are equal in the number of times that they have been home and visitor:
 - a. If the two teams have met previously in the tournament, the visitor in the previous game shall be the home team;
 - b. The team that was visitor in its preceding game shall be the home team, unless both teams were visitors in their preceding games;
 - c. If the above procedures do not resolve the matter, the home team shall be determined by a coin flip;

- d. For game 6, the team that is undefeated in the tournament shall be designated as the home team. The home team for game 7 will be the visiting team from Game 6.

For the game 6, the team that is undefeated in the tournament will be designated as the home team. The home team for Game 7 will be determined by a coin flip. The home team in game 6 will call the flip of the coin.

Foul Balls

The host institution for Conference tournament games is responsible for providing persons to retrieve foul balls that leave the field of play.

Inclement Weather

If games 1 and 2 are not played on Friday because of weather or exam schedules, three games will be scheduled on Saturday at the site of the #1 seed.

9 a.m.	Game 1 - #1 seed vs. #4 seed
12:45 p.m.	Game 2 - #2 seed vs. #3 seed
4:30 p.m.	losers of games 1 and 2

Games 4 and 5 would follow the traditional Sunday schedule, while only games 6 and 7 may be played on Monday. If the tournament has not completed five games by the end of the day Sunday, and if all teams have completed at least one contest, the highest remaining seed will receive the Conference AQ. If all teams have not completed at least one contest, the regular-season top seed will represent the Conference as its automatic qualifier to the NCAA tournament.

The home site athletic administrator in consultation with the Executive Director shall make decisions on whether games may be started if weather or field conditions are questionable.

Length of Contests

All games shall be nine innings. If play has been stopped before nine innings have been completed, the halted-game rule (Rule 5-8) shall be used. The 10-run rule - Rule 5-7-b-(4) - shall not be used for the championship.

Locker Room Assignments

Provided by host institutions during conference call.

Team Dugouts / Benches

The home team shall occupy the third base dugout. In the interest of simplicity, the No. 1 seed will occupy its dugout for all games in which it participates. A team occupying one dugout in the playoffs will not be forced to change dugouts in the next game, unless the host institution is involved in the game.

Training / Medical Services

Please contact the host institution ASAP if you have special needs so that arrangements can be made.

Umpires

The Conference Office, in cooperation with the host institution, will secure three (3) umpires for each game of the Conference championship tournament. Members of the coaching staff or other representatives of participating institutions shall not make public statements critical of officiating in any Centennial Conference playoff game.

Uniforms

The higher seed is the home team and shall occupy its home dugout, take infield practice first and wear white uniforms if it owns white uniforms. The visiting team must wear a uniform of contrasting color. In competition and during related ceremonies (pre-game/warm-up, introductions, award ceremonies and post-game interviews), student-athletes in the championship shall wear exclusively the official game uniforms of their institutions. This applies to warm-up uniforms as well as competitive uniforms.

VII. HOST INSTITUTION RESPONSIBILITIES

Crowd Control

The responsibility for crowd control rests with the director of athletics of the host institution. Host institutions must provide adequate security for effective crowd management. The host Director of Athletics or Senior Woman Administrator shall be prepared to use the public address system at the first sign of unsportsmanlike crowd behavior and request cooperation in maintaining proper playing conditions. The following announcement should be made:

"The Centennial Conference promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site."

Game Programs

The host institution is responsible for the production of 200 programs (or a typical amount for a regular-season home game) for the first-round game and 500 programs for the semifinals and championship game.

Hospitality

The host institution should provide hospitality for visiting administrators (AD, SWA, SID) and members of the press. The Conference will reimburse for refreshments for the hospitality.

National Anthem

The national anthem will be played before each game with the exception of game seven.

Noisemakers

Noisemakers, air horns or similar devices are not permitted. The use of electric instruments is not allowed during play.

Official Scorer

The official scorer for each game will receive \$20 per game. His/her duties are outlined in the NCAA Baseball Rules (p. 106-119). The official scorer should sit in the stands or press box.

Public Address Announcer

The PA announcer for the Conference tournament shall be impartial. The announcer is responsible to the Centennial Conference representative and games committee at each site. Any music played once the first pitch is thrown **must** be impartial and not derogatory toward visiting teams. By rule, "Audio may not be played in a manner that may incite spectators to react in a negative fashion to umpires' decisions or to visiting players." **Music may only be played 1) in between innings or 2) during a pitching change.**

1. No special announcements shall be made without the committee representative approval.
2. The announcer shall not be a "cheerleader" for any team. The announcer shall adhere to Conference procedures rather than usual institutional procedures during the regular season.
3. Prior to the start of competition, the PA announcer shall read the Centennial Conference sportsmanship statement.

"The Centennial Conference promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site."

4. The announcer shall do the following:
 - a. learn correct pronunciation of players and coaches for both teams
 - b. Identify all substitutes.
 - c. Identify the goal scorer and the players receiving assists. *
 - d. Announce the team taking the timeout.
5. The announcer shall meet with a committee representative prior to the match to review time schedules, coordination of the national anthem, lineups and the start of the match.
6. An announcer shall not recognize corporate contributors or tournament sponsors.

Security

The host institution should:

- a. provide protection for equipment and warm-ups before and after the game, and at halftime;
- b. assure the prevention of alcohol use on the field and in the stands;
- c. enforce ban on artificial noisemakers within the facility;
- d. be available to escort disqualified person(s) to the locker room.

Signage

The Diamond Sports banner should be posted, hung or displayed during any Saturday or Sunday session.

Scoreboards

Scoreboards with message capabilities are not to be used to encourage or attempt to intimidate any of the teams in the championship tournament.

Speed Guns

Use of speed guns by participants is prohibited.

Statistics

The host Director of Sports Information is responsible for contacting the local, regional and national outlets with the score and submitting a copy of the official box score immediately following the contest.

Team Seating

If possible, weekend hosts should reserve a special section for members of the competing teams when they are not playing.

Tickets

No admission charge will be assessed at the tournament.

In-Game Announcements between innings

Want to know more about the Centennial Conference? Log onto www.centennial.org - your one-stop source for news, scores, stories and more on Centennial athletes and athletics. Read our blog ... watch our YouTube channel ... follow us on Twitter. That's www.centennial.org.

For your convenience, restrooms are located --

For your convenience, a concession stand is located --

We would like to remind all fans that smoking is not permitted anywhere inside the <VENUE>. Thank you for your cooperation.

After conclusion of 3rd and 6th innings ...

"We would like to remind all fans that the NCAA encourages and promotes good sportsmanship by student-athletes, coaches and spectators. We request your cooperation by supporting the participants and officials in a positive manner. Profanity, racial or ethnic comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, consumption or possession of alcoholic beverages is prohibited. Thank you for your cooperation."

In scores from other Centennial Conference championship action today ...

Softball -

Men's Tennis –

Women's Tennis –

Men's Lacrosse -

also you can read the above in-game announcements at halftime as well.

Post-Game Trophy Presentation Script

After conclusion of 7th and 8th innings ... and during middle of the 9th inning ...

"Ladies and gentlemen, we ask that you stay with us at the conclusion of today's game for the presentation of the Centennial Conference championship trophy."

At the conclusion of the contest ...

"Ladies and gentlemen, we ask that you stay with us for the championship trophy presentation which will begin in a few moments."

Trophy Presentation

"Ladies and gentlemen, and now the trophy presentation. Here to present the Centennial Conference championship trophy is <choose one>

- Steve Ulrich, Executive Director of the Centennial Conference
- Kimberly Wenger, Associate Director of the Centennial Conference
- Director of Athletics, <name> College
- President, <name> College

First, let's have a round of applause for the two teams that provided us with a terrific championship game.

At this time, we would like to recognize the <year> Centennial Conference runners-up from <college>. Congratulations to captains -- <names> -- head coach <name> and the rest of the <nickname> on a fine <W-L> record. Let's have a round of applause for <college>.

And now, we introduce to you the <year> Centennial Conference champions from <college>. Congratulations to captains -- <names> -- head coach <name> and the entire <nickname> team on an outstanding <W-L> season that will continue in the NCAA tournament as the Conference's automatic qualifier. We would like to ask the members of the senior class to please come forward and accept the championship trophy.

Thank you very much for attending today's championship game and for your support of the Centennial Conference and its student-athletes. Please arrive home safely.



**Baseball Championship
Budget Report
May 1-2-3, 2009**

HOST SCHOOL _____

HOST ATHLETIC DIRECTOR _____

CHAMPIONSHIP EXPENSES

A. GAME OFFICIALS \$ _____

- | | | | |
|----|-------|--------|----------|
| 1. | _____ | Umpire | \$ _____ |
| 2. | _____ | Umpire | \$ _____ |
| 3. | _____ | Umpire | \$ _____ |
| 4. | _____ | Umpire | \$ _____ |
| 5. | _____ | Umpire | \$ _____ |
| 6. | _____ | Umpire | \$ _____ |
| 7. | _____ | Umpire | \$ _____ |
| 8. | _____ | Umpire | \$ _____ |
| 9. | _____ | Umpire | \$ _____ |

B. HOSPITALITY \$ _____

TOTAL EXPENSES \$ _____

Signature _____