



**Sooner Athletic Conference**

**Volleyball Coaches Manual**

**2010**

## Table of Contents

I. Conference Representatives.....	3
II. Annual Coaches Meeting.....	3
III. Conference Playing Rules and Regulations.....	3
A. Regular Season Conference Schedule .....	3
B. Scouting and video sharing.....	3
C. Pre Game Protocol.....	3
D. Game Management.....	4
E. Officials.....	4
IV. Weekly Ratings, Results, Statistics and Awards.....	4
A. Conference Rating Committee.....	4
B. Weekly Honors.....	4
C. Statistical Reporting.....	5
V. Post Season Play.....	5
A. Conference Tournament.....	5
B. Tie Breakers.....	5
C. Tournament Format.....	5
D. All Conference Honors – Voting and Nominations.....	6
E. All Conference Awards.....	6
F. All Tournament Honors.....	6
G. Expenses.....	6
APPENDICES.....	7
A. SAC Representative Duties.....	7
B. SAC All Conference Volleyball Awards Form.....	9
C. Video Request Form.....	10

## **I. Conference Representatives**

Conference Commissioner- John Hudson

Athletic Director Representative- Robyn Daughtery, John Brown University

Conference Chair – Jennifer Lawrence, Lubbock Christian University

National Rater- Jennifer Lawrence, Lubbock Christian University

Conference Raters/Oversight Committee- Jen Gomez, Oklahoma City University and Kevin Ingram, Southern Nazarene University

Awards Coordinator- Kevin Ingram, Southern Nazarene University

AVCA/NAIA Head Coaches Committee Representative- Anna Howle, Oklahoma Baptist University

## **II. Annual Conference Coaches Meeting**

- A. The conference meeting will be held at the site of the conference tournament the night prior to the conference tournament.
- B. Coaches will submit agenda items one week prior to the meeting.
- C. Coaches will determine the coming year's conference regular season schedule, vote on all conference selections, and discuss and vote on agenda items. The conference chair will lead the discussion of the conference meeting.
- D. Minutes and proposals will be submitted to all coaches and the athletic director representative.
- E. It is highly recommended all conference coaches attend the meeting.

## **III. Conference Playing Rules and Regulations**

### **A. Regular Season Conference Schedule**

- 1. Regular season matches will follow a double round robin schedule.
- 2. Teams will play a home and away match with each conference opponent.
- 3. Match time shall be determined by the coaches at the annual coaches meeting.
- 4. The regular season champion will be based on regular season conference play.

### **B. Scouting and video sharing**

- 1. Coaches can request one game video from each conference opponent.
- 2. Requests must be made prior to the start of conference play and submitted via email.
- 3. Teams will have 5 days after the completion of the match to mail the video to the requesting team.
- 4. No information or video on SAC teams will be shared with outside teams.

### **C. Pre Game Protocol**

- 1. Athletic training support and courtside water will be provided to both teams.
- 2. It is recommended host schools provide a printed protocol guide to opponents and officials.
- 3. It is recommended host schools provide pre-match and between-game music.
- 4. Host schools must inform opponents of intermissions or promotions.

#### D. Game Management

1. Provide an announcer for pre-game activity and play-by-play.
2. Utilize a three ball return system. Ball shaggers are mandatory.
3. Lines persons are to be uniformed in white collared polos with jeans and tennis shoes.
4. It is recommended the host school keep statistics for both teams and provide statistical summaries to opponents between games and after the match. If the host school is unable to track statistics, they must notify the visiting team one week before play.
5. The official ball for all NAIA postseason competition is the NAIA - red, white and navy Tachikara SV-5W. The NAIA strongly recommends the use of this ball for all regular season play as well.
6. It is recommended host institutions report scores and statistics on behalf of the visiting team. The visiting team has the right to submit their own stats.

#### E. Officials

1. Schools located in Oklahoma City area (OCU, SNU, OBU, MACU, SGU) will agree on one assigner and one rate of pay for all matches. (Effective 2011)
2. JBU, LCU and WBU will use an assignor as well although the assignor will be different based on location.
3. Assignors and contact information must be submitted to the conference chair.
4. It is recommended officials attend a PAVO clinic at a minimum of once every two years.

### **IV. Weekly Ratings, Results, Statistics and Awards**

#### A. Conference Rating Committee

1. The current conference rating committee consists of Jen Gomez from OCU, Kevin Ingram from SNU and Jennifer Lawrence from LCU.
2. Each team has 24 hours following the completion of a match to update Dakstats to be considered for ratings.
3. The weekly conference rating call will take place at 11:00am Monday mornings.
4. The weekly SAC rankings and awards will be emailed to conference coaches Mondays by 3:00pm

#### B. Weekly Honors

1. All player, setter, and libero of the week nominations will need to be submitted to SID Help by 10:00am on Mondays. Submit at <http://www.naiasports.org/admin/>
2. The SAC will continue to award a setter and libero of the week. For each of these, choose Non NAIA Volleyball Libero of the Week and Non NAIA Volleyball Setter of the Week.
3. Player of the Week is the only nomination considered for a National Award.
4. You may submit the Non NAIA nominees as the Player of the week.

5. The Conference SID or conference chair will submit the SAC National Player of the week nominee for national consideration.

C. Statistical Reporting

1. All weekly statistical reports must be submitted online via the Dakstats/Websync feature within 24 hours of completion. Usually the SID will do this but make sure it is completed on time.
2. To submit reports enter through the NAIA Scoreboard at [www.naiasports.org/admin](http://www.naiasports.org/admin)

**IV. Post Season Play**

A. Conference Tournament

1. Regular season conference play will determine seeding for the conference tournament. The official party for each team participating in post-season play is as established by NAIA post-season guidelines.
2. The top six teams after the completion of regular season play will qualify for the conference tournament.
3. The conference tournament will be hosted by the regular season champion.
4. The conference tournament will be held on the Friday and Saturday prior to the NAIA Conference Championship deadline.
5. The tournament champion will receive the automatic bid to the National Championship.

B. Tie Breakers

For any tie in the final standings, the tie will be broken in this order for seeding. The tie shall be considered broken as soon as one procedure produces a difference between or among the tied teams.

1. Head-to-head record in SAC match play between tied teams.
2. Highest percentage of SAC sets won between tied teams.
3. Highest percentage of SAC sets won in all SAC matches
4. Points scored divided by points allowed in SAC matches between tied teams.
5. Points scored divided by points allowed in all SAC matches.
6. Coin Toss

C. Tournament Format – Times to be determined by host. It is recommended one and a half hours be allotted for each match.

*Friday*

Match 1            #4 vs. #5

Awards Ceremony

Match 2            #3 vs. #6

Match 3            #1 vs. Match 1 winner

Match 4            #2 vs. Match 2 winner

*Saturday*

Championship

D. All Conference Honors – Voting and Nominations

1. Postseason conference honors will be based on regular season play.
2. Statistical information will be retrieved via Dakstats
3. Voting for the All-Conference team will take place at the annual coaches meeting under the direction of the conference volleyball chair.
4. Coaches must be present, fax, or e-mail their ballot prior to the meeting.
5. Coaches will rank their own nominated players. All voting and must follow the nominating coach's suggested ranking.

E. All Conference awards

1. 12 First team All Conference (including conference MVP). The first 12 All Conference players will be ranked in order to be submitted for All American consideration to the National Office.
2. 12 Second Team All Conference
3. 12 Honorable Mention
4. Special Honors
  - a. Hitter of the Year
  - b. Setter of the Year
  - c. Libero of the Year
  - d. Newcomer of the Year
  - e. Freshman of the Year
  - f. Coach of the Year
5. Plaques will be awarded to those receiving special honors, conference MVP, and 1<sup>st</sup> team all conference

F. All Tournament Honors

1. Following the Conference tournament 1 MVP and 5 All tournament players will be selected.
2. Following the championship match, plaques will be presented to the tournament champion and the 6 all tournament team members.

G. Expenses

1. Host institutions will bear expenses for game management and officials.
2. Visiting teams will bear all travel expenses.
3. Host institution will secure certified officials

Appendix A  
SAC Representative Duties

**Volleyball Chair**

1. Submit preseason rating information for AVCA, NAIA and SAC when requested.
2. Confirm postseason national championship qualifying plan is complete, signed by the commissioner and submitted to the NAIA national office by September 1.
3. Send SAC coaches email outlining deadlines, statistical reporting, tie breaker information, and SAC tournament info.
4. Choose nomination for National Player of the week and submit. Contact Conference SID for further instructions.
5. Assign a tournament administrator to work with the host-site in the administration of the conference tournament.
6. Send in SAC Tournament Results to NAIA by deadline
7. Lead conference coaches meeting the night before SAC tournament. Provide agenda and lead discussion of All conference teams, agenda items and conference schedule.
8. Collect NAIA Official Rosters for all teams by deadline date.
9. Communicate with all SAC coaches the SAC tournament format. Work with potential host sites to make sure they understand requirements and responsibilities.
10. Work with SAC coaches and SIDs who are not submitting results correctly or in a timely manner.
11. Forward All-Conference/Independent/Unaffiliated ballots and statistics to NAIA national office.

**National Rater**

1. Coordinate conference rating calls, take part in determining conference ratings and submit to NAIA by Monday morning deadline.
2. Email conference rating results and weekly awards to SAC coaches by 3:00pm Monday
3. Submit national rating vote by Tuesday morning deadline. (See NAIA manual)
4. Participate in National Rating Conference Calls. There are generally 3 during the year.
5. National Tournament Seeding – Rank all qualifying teams the Sunday after conference tournaments are completed.

**Conference Rating Committee/ Oversight Committee**

1. Take part in conference rating calls and determining weekly conference ratings.
2. Take part in determining weekly awards.
3. Assist conference chair in finalizing and submitting proposals to athletic director representative.
4. Take minutes during annual meeting and submit to conference coaches the week following the meeting.

### **Awards Representative**

Order appropriate championship awards, ship to the tournament site and pay from the appropriate fund.

Plaques to be ordered are:

#### Conference Awards

- 1 – MVP
- 11 – 1<sup>st</sup> Team All Conference
- 1 – Conference Team Champion
- 1 – Conference Team Runner Up
- 1 – Coach of the Year
- 1 – Hitter of the Year
- 1 – Setter of the Year
- 1 – Libero of the Year
- 1 – Newcomer of the Year
- 1 – Freshman of the Year

#### Conference Tournament Awards

- 1 – MVP
- 6 – All Tournament Team
- 1 – SAC Tournament Champ

### **AVCA/ NAIA Head Coaches Committee Representative**

1. The purpose of AVCA/ NAIA Head Coaches Committee is to advise the chair, AVCA staff and board of directors with regard to legislation, recruiting, video exchange, convention agenda, membership (renewal and new), marketing, ethics and conduct and general issues as they arise. The discussion and action items will go directly to the board for action.
2. The representative will take part in a the committee conference call held once a month throughout the school year
3. All committee members must be AVCA members in good standing for the duration of their term.
4. The representative will get input from and share significant information with conference coaches.
5. Members should serve three-year terms with members terms staggered so that no more than one-third of the members are replaced each year. Members are limited to two consecutive terms and must be off the committee one year before serving again.

Appendix B  
**SAC All Conference Volleyball Awards Form**

**Regular Season Team Results**

1 <sup>st</sup>	5 <sup>th</sup>
2 <sup>nd</sup>	6 <sup>th</sup>
3 <sup>rd</sup>	7 <sup>th</sup>
4 <sup>th</sup>	8 <sup>th</sup>

**1<sup>st</sup> Team All Conference**

1. (MVP) \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

**2<sup>nd</sup> Team All Conference**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

**Honorable Mention**

- |          |           |
|----------|-----------|
| 1. _____ | 7. _____  |
| 2. _____ | 8. _____  |
| 3. _____ | 9. _____  |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

**Special Honors**

**Hitter of the Year**

\_\_\_\_\_

**Setter of the Year**

\_\_\_\_\_

**Libero of the Year**

\_\_\_\_\_

**Newcomer of the Year**

\_\_\_\_\_

Appendix C

Video Request Form

Requesting Team \_\_\_\_\_

Coach \_\_\_\_\_

Email contact \_\_\_\_\_

Address to send video \_\_\_\_\_

\_\_\_\_\_

Match requested

Date \_\_\_\_\_ vs. \_\_\_\_\_ Location \_\_\_\_\_

Video will be received by (date) \_\_\_\_\_