

2017

SOFTBALL

PARTICIPANT MANUAL



May 11-13, 2017
Ormond Beach Sports Complex
Ormond Beach, FL

Hosted By Bethune-Cookman University

2017 MEAC Softball Championship

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KEY CONTACTS

Mid-Eastern Athletic Conference
2730 Ellsmere Avenue | Norfolk, VA 23513
Office Phone: (757) 951-2055 | Office Fax: (757) 951-2076

MEAC Championship Personnel

Raynoid Dedeaux, Asst. Commissioner for Championships	757-951-2055 dedeaux@themeac.com
Cesley Tafoya, Director of Multimedia/Marketing Coordinator	757-951-2055 tafoyac@themeac.com
Wyatt Sutton, Asst. Director of Championships	757-951-2055 suttonw@themeac.com
Ryan McGinty, Asst. Commissioner for Media Relations	757-951-2055 mcgintyr@themeac.com

Bethune-Cookman University Athletics Department Staff

Lynn Thompson, Vice President for Intercollegiate Athletics	Office: 386-481-2215 thompsol@cookman.edu
Sandra Booker, Senior Assoc. AD for Internal Operations/SWA	Office: 386-481-2212 bookers@cookman.edu
Tony O'Neal, Senior Assoc. AD for Facilities & Strategic Initiatives	Office: 386-481-2201 onealt@cookman.edu
Bryan Harvey, Asst. AD for Communications	Office: 386-481-2206 harveyb@cookman.edu
Scott Armstrong, Director of Sports Medicine	Office: 386-481-2282 armstrongs@cookman.edu
Lani Luers, Asst. Director of Sports Medicine	Office: 386-481-2261 luersl@cookman.edu
Laura Watten, Head Softball Coach	Office: 386-481-2245 wattenl@cookman.edu

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CHAMPIONSHIP INFORMATION

Pre-/Post-Championship Teleconference

A teleconference will be held prior to the championship to give an overview on championship procedures, rules, and policies. A teleconference will be held after the championship to review the championship operations. The MEAC Office shall provide the head coaches with the call information and time at least one week prior to the calls. Head coaches attendance on the teleconferences are mandatory.

Coaches Meeting

A coaches' administrative meeting will be held prior to the start of the championship (Wednesday, May 10, 2017) to review championship procedures, rules and policies. The MEAC Office shall provide the head coaches with the meeting location and time by the pre-championship teleconference date. Head coaches attendance at the meeting is mandatory.

Student-Athletes Meeting

A meeting with the softball student-athletes and a MEAC Office representative will be held prior to the start of the championship (Wednesday, May 10, 2017) to gather feedback from the student-athletes regarding their championship experience. Each head coach shall select two student-athletes to participate in the meeting. The MEAC Office shall provide the head coaches with the meeting location and time by the pre-championship teleconference date. Representation by each team participating in the championship is mandatory.

Event Entry Forms

Championship event entry forms (i.e., MEAC Championship Entry Form and MEAC Academic/Senior Recognition Form) must be submitted to the MEAC Office by the institution's Athletics Compliance Office not later than Tuesday, April 4, 2017.

Entries received after the designated deadline must be approved by the championship games committee. A late fine will be assessed. Any exceptions to the roster policy will only be considered in extraordinary circumstances and should be addressed in writing to the Assistant Commissioner for Championships at the MEAC Office. Each institution should print a copy of its entry forms to take to the championship site.

Squad Size and Travel Party

The squad size shall be a maximum of twenty (20) participants. The travel party shall be a maximum of twenty-eight (28) individuals (i.e., coaches, student-athletes, trainers, etc.).

Practice

The MEAC Office shall provide the head coaches with the practice times for the championship at least one week out prior to the start of the championships.

Format

The MEAC Softball Championship is an eight (8) team championship, with the top four (4) teams from each division (north and south) qualifying for the championship. The championship is double elimination.

Protest

All protests must be made to the Games Committee within ten minutes of the completion of the game. There shall be \$50 protest fee for each protest. The head coach submitting the protest regarding an alleged incident or problem must cite the NCAA rulebook.

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Games Committee

The games committee shall consist of the Assistant for Championships, Head Official, Co-Chairs of the Softball Championship, and President of the Softball Coaches Association. The decision of the Games Committee is final.

Awards

Regular season awards for Divisional Champions, All-Conference First Team, Coach of the Year, Rookie of the Year, Pitcher of the Year and Player of the Year will be awarded.

Awards for the Softball Championship are awarded to the champion and runner-up teams and individual awards will be provided for Outstanding Player, Outstanding Coach (coach of champion team) and All-Tournament Team at the conclusion of championship play.

Awards Ceremony

The regular season awards ceremony shall be conducted prior to the start of the opening round games on Thursday, May 11, 2017.

The championship awards ceremony will be conducted immediately following the conclusion of the final championship match. Coaches, student-athletes and team personnel shall be in proper attire (e.g., official team uniform or warm-up suit) for the presentation of awards.

No additional awards, unless otherwise approved by the MEAC Office, may be presented to the student-athletes and coaches of the participating teams.

Evaluation Forms

Each head coach shall complete and return the championship evaluation form to the MEAC Office prior to the post-championship teleconference date. The evaluation form may be accessed on the MEAC website (MEACSports.com) and submitted electronically.

Uniforms

[Reference: Rules 4-3.1, 4-3.3, 4-3.4, 4-3.5, and 8-8 in the Rules Book and Bylaw 12.5.4 in the NCAA Manual.]

Uniform and logo rules contained in Rules 4-3.1., 4-3.3, 4-3.4, and 4-3.5 shall apply, in addition to the following.

In all events and award ceremonies, competitors must wear the proper uniform (warm-ups included) of the institution they represent in the championships.

Uniforms must comply with the NCAA Softball Rules; however, for each game in the championship the home team (higher seed) must wear a light colored uniform and the away team (lower seed) must wear a dark colored uniform.

In the loser's bracket, a coin toss will determine who will be home and away as well as uniform colors. The home team in the loser's bracket shall wear light colored uniforms and the away team shall wear dark colored uniforms. Each team must inform the conference office of their uniform selection prior to competition.

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Logos

An institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution/conference.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes pre-race or post-race activities.

This bylaw will be strictly enforced at all MEAC Championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the MEAC Office.

The logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply during MEAC Championships to all personnel (e.g., coaches, trainers, managers) for practices and competition or who participate in news conferences.

Cups, Coolers, Water Bottles and Hydration Products

Participating teams shall place any premix fluid replacement in the MEAC-issued coolers and water bottles when applicable. No other cups, cans, coolers or water bottles may be used during championships in which such equipment is provided by the MEAC.

Competitors of MEAC Corporate Partner Coca-Cola may not provide product (beverages, water, isotonic) for any MEAC championship, even if the competition offers product for free or at a reduced cost.

Participating teams may use other items. These items, however, must not display any commercial marks (e.g., logos and graphics of commercial products such as Gatorade), or such marks must be covered completely (this requirement applies on the sidelines and in competition areas, media areas or any other back-of-house areas).

Ball

The Dudley Softball is the official softball for the championship. The MEAC Office will supply balls for all championship rounds; no other softball shall be used.

Bats

Bats used in competition must appear on the NCAA Approved Softball Bat List. The bat list is updated on the first Monday of January, March, April and July. You can access the list at www.sup.arbitersports.com. Additional lists will be posted when a manufacturer withdraws a bat model or the results of bat testing dictate assessing strikes and/or removing a model.

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Bat Testing

Bat testing will be conducted during teams' practice and/or following the coaches administrative meeting on Wednesday, May 10, 2017.

Batting Cages

If only one batting cage is available at the site, all teams will have equal time to its use prior to their game. The home team uses the batting cage first. The batting cage may be used while another game is in progress as long as it does not interfere with the game in progress. If two batting cages of equal quality are available, each team will use one cage each for warm-ups.

Scouting

The videotaping or filming of an opponent's game is not permitted. Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching or instructional purposes. Each institution is permitted to use one camera and may videotape only that portion of the competition in which it participates. The videotapes may not be used for any commercial purposes.

Medical Procedures

Institutions shall use their own athletic trainers for the championship. An athletic training area will be available for student-athletes during the championship. The MEAC Office shall provide EMS for the championship.

Inclement Weather

The games committee shall have the authority to cancel a game and start a game. Umpires may only halt play once the game has started. Continuation of the game shall be under the jurisdiction of the MEAC Assistant Commissioner for Championships in consultation with the MEAC Supervisor of Officials and Championship Co-Chairs.

Lighting Policy

The host institution's lighting policy shall be followed provided it is at least as stringent as NCAA Guidelines. If the host institution does not have a lighting policy, NCAA guidelines shall be followed. If a lighting policy will be used that differs from NCAA guidelines, this policy will be communicated by the Conference Office to the participating teams prior to that start of the championship.

Critical Incident Response/Emergency Plan

The host facility's Critical Incident Response/Emergency Plan shall be used for the MEAC Softball Championship.

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MEDIA RELATIONS

Media Credentials

Credential applications will be available online via the conference website at www.MEACsports.com. To receive additional information regarding the application process, contact Ryan McGinty, Assistant Director of Media Relations, at 757-951-2055 (office) or mcgintyr@themeac.com. Approved credential requests will be available for pick up each day one (1) hour prior to competition.

Results

Results will be updated on the conference website, www.MEACsports.com, immediately following each game.

Post-Championship Interviews

Post-championship interviews will take place in a designated media area immediately following the championship photos and announcements.

Press Release

On the day of the championship, the awards will be publicly recognized, the MEAC Media Relations staff will send out a standard press release to the sports information directors of the conference. This release will also be provided to national and local media by the MEAC Media Relations.

Media Obligations

At the conclusion of the championship, the head coach and two members of champion teams are required to participate in a post-game interview.

SPORTSMANSHIP AND CONDUCT

Sportsmanship

The MEAC proposes to promote mutual trust and friendly relations among its members by controlling athletic competition and keeping such competition within the bounds of sound educational activity; by promoting clean sportsmanship; and by developing public appreciation for the educational values that accrue from participation in intercollegiate athletics.

The officers and administrators of the MEAC place a high premium on professionalism, sportsmanship, and ethical conduct. As such, there are significant penalties for any breach of conduct during the course of regular season competition and to an even greater extent during the conduct of MEAC Championships.

For the purposes of general definition, misconduct in a MEAC Championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law on the part of any recognized University representative, occurring incident to, en route to, from or at the locale of the competition or practice that discredits the event or intercollegiate athletics.

Misconduct Incident to Competition

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the

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day's competition, during a break in the continuity of the championship (e.g., between rounds of basketball tournament) when no competition is being conducted, or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition, and conduct the hearing after this action. Other acts of misconduct may be dealt with at the sports committee's convenience.

Penalty for Misconduct

The sports committee (or games committee authorized to act for it) may at its sole discretion impose any one (1) or a combination of the following penalties on an institution or any student-athlete or representative of any institution, guilty of misconduct occurring incident to, en route to, from, or the locale of the competition or practice.

- (A) Public or private reprimand to the individual;
- (B) Disqualification of the individual from further participation in the Conference Championship (s) involved;
- (C) Banishment of the individual from participating in one (1) or more subsequent championships of the sport involved;
- (D) Withholding all or a portion of the institution's share of revenue distribution;
- (E) Banishment of the institution from participation in one (1) or more subsequent championships in which its team in the sport otherwise would be eligible to participate;
- (F) Financial Penalties shall be as follows:
 - (1) First Offense - \$500 institutional fine and letter of reprimand
 - (2) Second Offense - \$1,000 institutional fine
 - (3) Third Offense - \$2,000 institutional fine and one (1) game suspension for the offending coach, institutional staff member and/or student-athletes.

Ban from Subsequent Championship

When a student-athlete or institutional representative is banned from participation in a subsequent championship, such penalty shall be applied to the next Conference Championship events in which the individual's team is involved and the individual otherwise is eligible to participate. In the case of an individual event, the penalty shall be applied to the next Conference Championship event(s), meet(s), or tournament(s) for which the individual qualifies and otherwise is eligible to participate.

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SCHEDULE OF EVENTS

Wednesday, May 10

10:00 AM – 2:00 PM Practice Schedule (Site: Sport Complex)

5:00 PM Coaches Meeting: Center for Civil Engagement on the
Campus of Bethune-Cookman University
Coaches Attendance Mandatory

Thursday, May 11

Game 1	10:00 AM	South 1-Seed vs. North 4-Seed
Game 2	10:00 AM	North 1-Seed vs. South 4-Seed
Game 3	1:30 PM	North 2-Seed vs. South 3-Seed
Game 4	1:30 PM	South 2-Seed vs. North 3-Seed
Game 5	4:30 PM	Loser Game # 1 vs. Loser Game # 3
Game 6	4:30 PM	Loser Game # 2 vs. Loser Game # 4
Game 7	7:00 PM	Winner Game # 1 vs. Winner Game # 3
Game 8	7:00 PM	Winner Game # 4 vs. Winner Game # 2

Friday, May 12

Game 9	10:00 AM	Loser Game # 7 vs. Winner Game # 6
Game 10	10:00 AM	Winner Game # 5 vs. Loser Game # 8
Game 11	1:00 PM	Winner Game # 7 vs. Winner Game # 8
Game 12	3:00 PM	Winner Game # 10 vs. Winner Game # 9
Game 13	6:00 PM	Loser Game # 11 vs. Winner Game # 12

Saturday, May 13

Game 14	1:00 PM	Championship (Winner Game # 11 vs. Winner Game # 13)
Game 15	3:30 PM	(If Necessary)

SUNDAY, MAY 14 (RAIN DATE)

* Awards Ceremony will immediately follow the conclusion of the championship game.

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PRE-GAME PROTOCOL

Thursday, May 11

8:20 AM - 8:50 AM Batting Practice (Home teams)
8:55 AM - 9:25 AM Batting Practice (Away teams)
9:35 AM - 9:45 AM In-Field Practice (both teams on non-competition fields)
9:35 AM - 9:55 AM Field Conditioning
9:55 AM - 9:58 AM Introduction of teams/Ground Rules
9:58 AM - 10:00 AM National Anthem
10:00 AM Games 1/2

11:50 AM - 12:20 PM Batting Practice (Home teams)
12:25 PM - 12:55 PM Batting Practice (Away teams)
1:05 PM - 1:15 PM In-Field Practice (both teams on non-competition fields)
1:05 PM - 1:27 PM Field Conditioning
1:27 PM - 1:30 PM Introduction of teams/Ground Rules
1:30 PM Games 3/4

2:50 PM - 3:20 PM Batting Practice (Home teams)
3:25 PM - 3:55 PM Batting Practice (Away teams)
4:05 PM - 4:15 PM In-Field Practice (both teams on non-competition fields)
4:05 PM - 4:27 PM Field Conditioning
4:27 PM - 4:30 PM Introduction of teams/Ground Rules
4:30 PM Games 5/6

5:20 PM - 5:50 PM Batting Practice (Home teams)
5:55 PM - 6:25 PM Batting Practice (Away teams)
6:35 PM - 6:45 PM In-Field Practice (both teams on non-competition fields)
6:35 PM - 6:57 PM Field Conditioning
6:57 PM - 7:00 PM Introduction of teams/Ground Rules
7:00 PM Games 7/8

Friday, May 12

8:20 AM - 8:50 AM Batting Practice (Home team)
8:55 AM - 9:25 AM Batting Practice (Away team)
9:35 AM - 9:45 AM In-Field Practice (both teams on non-competition fields)
9:35 AM - 9:55 AM Field Conditioning
9:55 AM - 9:58 AM Team Introductions/ Ground Rules
9:58 AM - 10:00 AM National Anthem
10:00 AM Games 9/10

11:20 AM - 11:50 AM Batting Practice (Home team)
11:55 AM - 12:25 PM Batting Practice (Away team)
12:35 PM - 12:45 PM In-Field Practice (both teams on non-competition fields)
12:35 PM - 12:57 PM Field Conditioning
12:57 PM - 1:00 PM Team Introductions/Ground Rules
1:00 PM Game 11

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1:20 PM - 1:50 PM Batting Practice (Home team)
1:55 PM - 2:25 PM Batting Practice (Away team)
2:35 PM - 2:45 PM In-Field Practice (both teams on non-competition fields)
2:35 PM - 2:57 PM Field Conditioning
2:57 PM - 3:00 PM Team Introductions/Ground Rules
3:00 PM **Game 12**

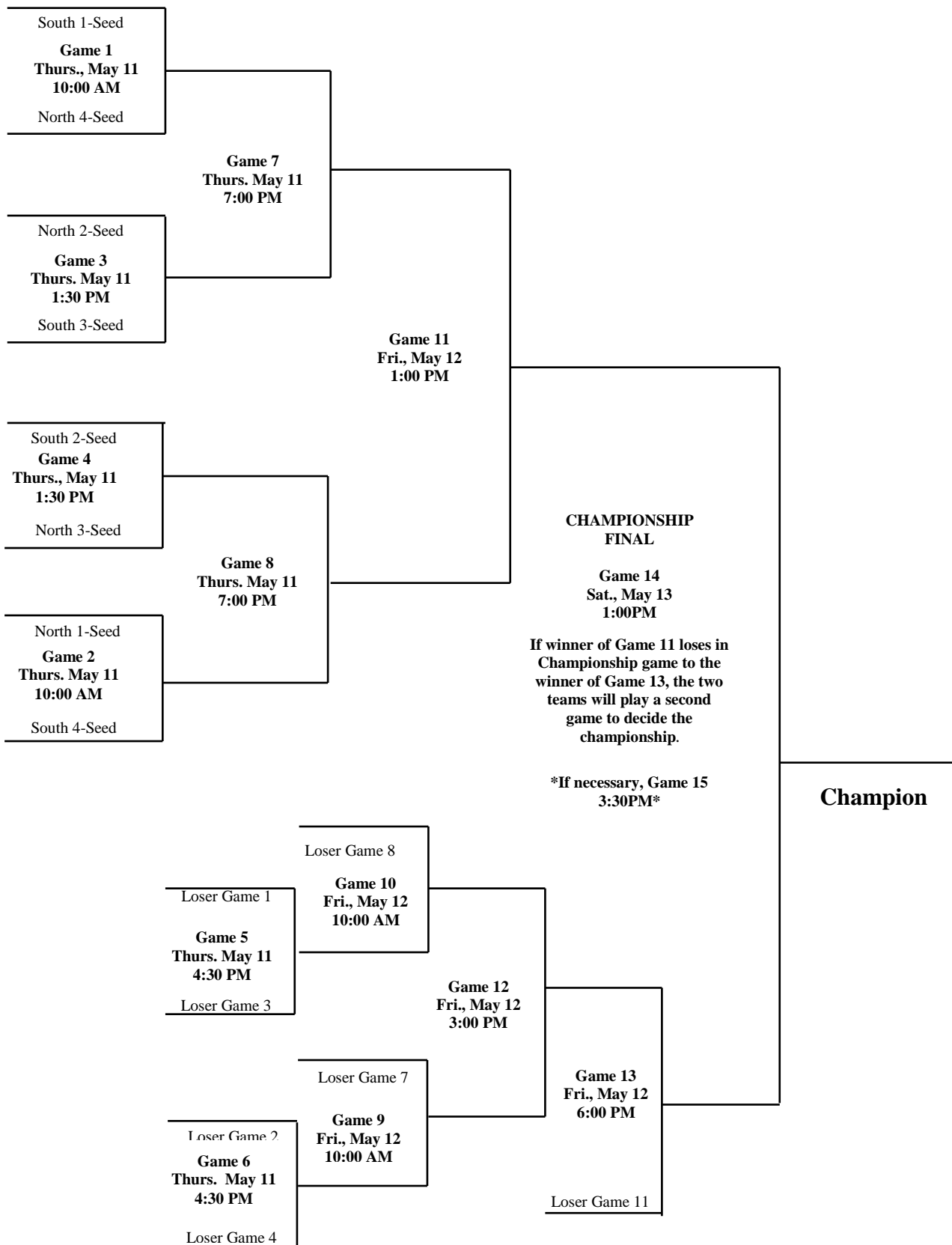
4:20 PM - 4:50 PM Batting Practice (Home team)
4:55 PM - 5:25 PM Batting Practice (Away team)
5:35 PM - 5:45 PM In-Field Practice (both teams on non-competition fields)
5:35 PM - 5:57 PM Field Conditioning
5:57 PM - 6:00 PM Team Introductions/Ground Rules
6:00 PM **Game 13**

Saturday – May 13

11:20 AM – 11:50 AM Batting Practice (Home team)
11:55 AM – 12:25 PM Batting Practice (Away team)
12:35 PM – 12:45 PM In-Field Practice
12:45 PM – 12:55 PM Field Conditioning
12:55 PM – 12:57 PM Introduction of teams/ Ground Rules
12:57 PM – 1:00 PM National Anthem
1:00 PM **Game 14 (Championship Game)**

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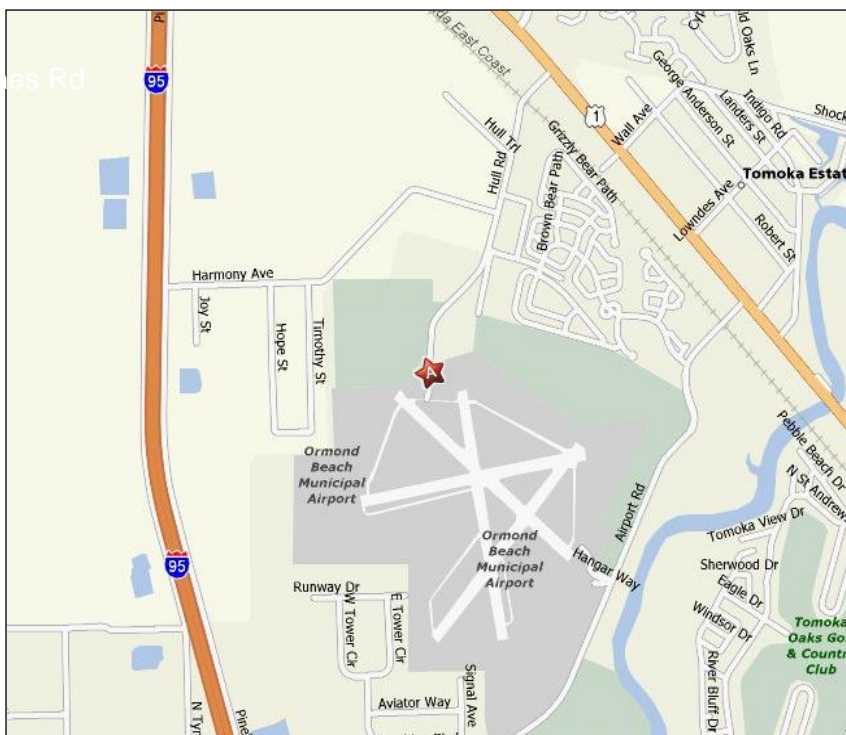
CHAMPIONSHIP BRACKET



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DRIVING DIRECTIONS

Ormond Beach Sports Complex
700 Hull Rd.
Ormond Beach, FL 32174



From Points North

Take I-95 south through North Carolina, South Carolina, and Georgia, then into Florida. Take the US-1 exit, (exit 273), toward Ormond Beach/Bunnell. Turn slight left to take the ramp toward Ormond Beach/Holly Hill/Daytona Beach. Turn left onto US-1 S/FL-5 S. Turn right onto Hull Rd.

From Orlando

Take the SR-528-toll exit (exit 1A), toward Cocoa/Kennedy Space Center. Merge onto FL-528. Take exit 16 toward SR-417 Tampa/Orlando. Take the SR-417-toll N exit on the left toward Orlando/Sanford. Merge onto FL-417 toll N/ Central Florida Greenway. Merge onto I-4 E via exit 55A toward Daytona Beach. Then merge onto I-95 N via the exit on the left toward Jacksonville. Take the US-1 exit, (exit 273), toward Ormond Beach/Bunnell. Turn slight left to take the ramp toward Ormond Beach/Holly Hill/Daytona Beach. Turn left onto US-1 S/FL-5 S. Turn right onto Hull Rd.

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RESTAURANT

Bonefish Grill
814 South Atlantic Ave
Ormond Beach, FL 32176
386-615-7889

Stonewood Grill & Tavern
100 South Atlantic Ave
Ormond Beach, FL 32176
386-671-1200

Red Lobster
2625 W International Speedway Blvd
Daytona Beach, FL 32114
386-255-7596

Caribbean Jacks
721 Ballough Rd
Daytona Beach, FL 32114
386-523-3000

Steak 'n Shake
120 Williamson Blvd
Ormond Beach, FL 32174
386-615-9977

Hibachi Grill & Supreme Buffet
1320 W International Speedway Blvd
Daytona Beach, FL 32114
386-323-1993

Red Robin Gourmet Burgers
5537 S Williamson Blvd
Port Orange, FL 32128
386-322-1570

Malibu Beach Brill
5543 S Williamson Blvd
Port Orange, FL 32128
386-492-2968

Chipotle Mexican Grill
1731 Dunlawton Ave
Port Orange, FL 32127
386-767-2100

Firehouse Subs
1844 S Ridgewood Ave
South Daytona, FL 32119
386-760-8823

Five Guys
2470 International Speedway Blvd
Daytona Beach, FL 32176
386-258-7926

Denny's
110 Williamson Blvd
Ormond Beach, FL 32174
386-667-5558

Taco Bell
2375 S Ridgewood Ave
South Daytona, FL 32119
386-788-8990

Chi-fil-A
1761 Dunlawton Ave
Port Orange, FL 32127
386-767-3377

Subway
2429 N Atlantic Ave, Suite 37
Daytona Beach, FL 32118
386-673-8862

Wendy's
2120 LPGA Blvd
Daytona Beach, FL 32117
386-236-9905

Hardee's
4096 S Ridgewood Ave
Port Orange, FL 32127
386-788-3863

McDonald's
3001 677-8186
Daytona Beach, FL 32118

Burger King
225 N Atlantic Ave
Daytona Beach, FL 32118
904-257-6944

Sonic
1830 Ridgewood Ave
Holly Hill, FL 32117
386-671-6252

