

# 2010 DIVISION I MEN'S ICE HOCKEY CHAMPIONSHIP HANDBOOK

Updated 2/4/2010



# **Table of Contents**

Introduction	5
General Administration	7
Dates and Sites	
Sports Committees	7
Annual Forms	9
<b>Determination of Competing Institutions</b>	10
Championship Structure	
Championship Selection	
Automatic-Qualifying Conferences	11
Certification of Eligibility/Availability	11
Seeding and Pairings	12
Instructions to Participants	13
Audio Coverage (Radio and Internet)	
Awards	13
Bench Areas	13
Cheerleaders	13
Conference-Call Schedule	
Credentials/Passes	14
DVDs, Films and Still Photographs	14
Drug Testing	14
Home-Team Determination	15
Introductions	
Lodging	
Media Arrangements	
Meetings	
News, Media, Press Conferences and Satellite Feeds	
Official Travel Party	
Officials	
Postgame Interview Policy	
Practice Schedules	
Programs	
Pucks	
Radio	
Raffles	
Rules	
Squad Size	22

Starting Times	22
Strobe Lights	23
Television	
Tickets	24
Uniforms	25
Appendix A	28
Appendix B	
Appendix C	
Appendix D	
Appendix E	
Appendix F	
Annendix G	41



# THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION P.O. Box 6222 Indianapolis, Indiana 46206-6222 317/917-6222 www.ncaa.org February 2010

NCAA, NCAA logo and NATIONAL COLLEGIATE ATHLETIC ASSOCIATION are registered marks of the Association and use in any manner is prohibited unless prior approval is obtained from the Association.

4

#### Introduction

During the 2009-10 academic year, the Association will sponsor 88 national championships, of which 41 are for men, 44 are for women, and three are for both men and women. Among the men's championships, three are National Collegiate Championships, 13 are Division II championships and 13 are Division III championships. Among the women's championships, four are National Collegiate Championships, 13 are Division II championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

A championships handbook is produced for each NCAA championship and posted on the NCAA Online Web site (www.ncaa.org).

How to Use This Publication. The handbook is divided into four sections: (1) General Administration; (2) Determination of Competing Institutions; (3) Instructions to Participants; and (4) General Championship Information. The first three sections pertain only to the respective sport, while the fourth deals with NCAA policies applicable to all 88 championships. [Note: Some policies listed in the general section have been revised by individual sports committees. The revision(s) will appear in the sport-specific section of the handbook.]

Each topic included in the handbook is referenced to other applicable areas in the handbook or in the NCAA Manuals, where appropriate. For example, if you wish to know about regional advisory committees, the basic information for that particular sport would be included in an appendix. However, as referenced under the heading "Regional Advisory Committees," more information concerning general NCAA policy governing regional advisory committees can be found later in the handbook and in the NCAA Manuals.

5

# Men's Ice Hockey Championship Information

# **Important Dates**

Sunday, March 21—Championship selections and pairings announced, 11:30 a.m. Eastern time (ESPN2 HD).

Monday, March 22—Administrative conference calls with 16 participating teams.

Northeast regional (Worcester, Massachusetts), 10 a.m. Eastern time

East regional (Albany, New York), 11:30 a.m. Eastern time

Midwest regional (Ft. Wayne, Indiana), 1 p.m. Eastern time

West regional (Saint Paul, Minnesota), 2:30 p.m. Eastern time

Friday, March 26—East regional (Albany) and West regional (Saint Paul) first round.

Saturday, March 27—East and West regional finals, Northeast regional (Worcester) and Midwest regional (Ft. Wayne) first round.

Sunday, March 28—Northeast and Midwest regional finals.

Monday, March 29—Administrative conference call with four semifinal teams.

Thursday, April 8—National semifinals (Detroit).

Saturday, April 10—National championship game (Detroit).

### **General Administration**

#### **Dates and Sites**

[Reference: Bylaw 31.1.3 in the NCAA Division I Manual.]

#### 2010

Northeast Regional (March 27-28)—DCU Center, Worcester, Massachusetts
East Regional (March 26-27)—Times Union Center, Albany, New York
West Regional (March 26-27)—Xcel Energy Center, Saint Paul, Minnesota
Midwest Regional (March 27-28)—Allen County War Memorial Coliseum, Ft. Wayne,
Indiana

2010 Men's Frozen Four (April 8 and 10)—Ford Field, Detroit, Michigan

#### 2011

Northeast Regional (March 26-27)—Verizon Wireless Arena, Manchester, New Hampshire

East Regional (March 25-26)—Bridgeport Arena at Harbor Yard, Bridgeport, Connecticut West Regional (March 25-26)—Scottrade Center, St. Louis, Missouri Midwest Regional (March 26-27)—Resch Center, Green Bay, Wisconsin 2011 Men's Frozen Four (April 7 and 9)—Xcel Energy Center, Saint Paul, Minnesota

#### 2012

Northeast Regional (March 24-25)—TBD
East Regional (March 23-24)—TBD
West Regional (March 23-24)—TBD
Midwest Regional (March 24-25)—TBD
2012 Men's Frozen Four (April 5 and 7)—St. Pete Times Forum, Tampa, Florida

**NCAA Championships Policy Related to Sports Wagering.** No predetermined or non-predetermined session of an NCAA championship may be conducted in a state with legal wagering that is based on single-game betting on the outcome of any event (i.e., high school, college or professional) in a sport in which the NCAA conducts a championship.

#### **Sports Committees**

[Reference: Administration and Management in this handbook and Bylaws 31.1.1 and 31.1.2 in the NCAA Division I Manual.]

The NCAA Division I Men's Ice Hockey Championship is under the control, direction and supervision of the NCAA Division I Men's Ice Hockey Committee.

Bill Bellerose, College of the Holy Cross, chair Dave Burkholder, Niagara University Bob Driscoll, Providence College Sean Frazier, University of Wisconsin, Madison Guy Gadowsky, Princeton University Tom Nevala, University of Notre Dame

Frank D. Cole is the NCAA national officiating coordinator for ice hockey. Ty

#### Halpin is the NCAA staff liaison for rules and officiating.

For additional information about the ice hockey championship, contact:

#### **Primary Manager**

Kristin W. Fasbender NCAA Associate Director of Championships P.O. Box 6222

Indianapolis, Indiana 46206-6222 Office: 317/917-6222

e-mail: kfasbender@ncaa.org

#### Secondary Manager

Fax: 317/917-6210

Donnie Wagner NCAA Assistant Director of Championships P.O. Box 6222 Indianapolis. Indiana 46206-6222

Office: 317/917-6222 Fax: 317/917-6210

e-mail: dwagner@ncaa.org

#### Chair

8

Bill Bellerose Associate Athletics Director/Business Manager College of the Holy Cross One College Street

Worcester, Massachusetts 01610 Office: 508/793-2581 Fax: 508/793-3863

e-mail: wbellero@holycross.edu

#### **Media Arrangements**

Mark Bedics NCAA Associate Director of Media Coordination and Championships P.O. Box 6222 Indianapolis, Indiana 46206-6222 Office: 317/917-6222

Fax: 317/917-6826 e-mail: mbedics@ncaa.org

#### **Annual Forms**

**Expense Reimbursement Form.** Expense reimbursement for participation in championships is to be filed through the Travel Expense System (TES) which can be found on the NCAA Web site at http://www.ncaa.org/wps/ncaa?key=/ncaa/ncaa/ sports+and+championship/general+information/travel/index.html. All competing institutions must request reimbursement through TES in order to receive the appropriate reimbursement. Please note, paper forms will no longer be accepted for reimbursement requests.

If you need assistance or experience any technical difficulties, please contact the travel department at 317/917-6757 or travel@ncaa.org.

[Reference: Bylaw 31.4.6 in the NCAA Division I Manual.]

**Financial Report Form.** A financial report, which is combined with the proposed budget form, from each championship site must be submitted online to the NCAA not later than 60 days after the conclusion of the competition.

9

[Reference: Bylaw 31.4 in the NCAA Division I Manual.]

# Determination of Competing Institutions

#### **Championship Structure**

NCAA member institutions that sponsor Division I men's ice hockey are eligible for the Division I championship. The Division I championship will include 16 teams.

The championship playoff format involves four predetermined regional sites with four teams assigned to each site. Regional competition will be conducted March 26-28.

The four regional winners advance to the Men's Frozen Four which will be conducted April 8 (semifinals) and April 10 (final). The entire championship will use a single-elimination format.

#### **Championship Selection**

[Reference: Bylaws 31.01.2, 31.01.3 and 31.3 in the NCAA Division I Manual.]

**Selection Requirements.** To be considered during the at-large selection process, a team must have an overall won-lost record of .500 or better. Division I institutions that wish to participate in the Division I championship must schedule a minimum of 20 games against Division I opponents.

**Bylaw 31.3.3.1 - Countable Competition.** For NCAA team-championship selection purposes, competition is countable only when the teams played are varsity intercollegiate teams of four-year, degree-granting institutions that conduct a majority of their competition in that team sport against varsity intercollegiate teams (see Constitution 3.2.4.5) of United States four-year, degree-granting institutions. Competition against service teams, professional teams, semiprofessional teams, amateur teams, two-year colleges and club teams shall be excluded.

**Selection Criteria.** The following criteria shall be employed by a governing sports committee in selecting participants for NCAA championships competition [Bylaw 31.3.3; Criteria for Selection of Participants]:

- · Won-lost record:
- · Strength of schedule; and
- Eligibility and availability of student-athletes for NCAA championships.

In addition to Bylaw 31.3.3, the men's ice hockey committee has received approval from the Division I Championships/Sports Management Cabinet to consider the following criteria in the selection of at-large teams for the men's ice hockey championship (not necessarily in priority order):

• Rating Percentage Index (RPI) [won-lost record (25 percent), opponents' winning percentage (21 percent) and opponents' opponents' winning percentage (54 percent)];

Note: If the points awarded in the RPI for a win in a postseason conference tournament game are less than the average regular-season RPI point value per game, then points

awarded for the postseason tournament game will be deleted. This is being done so that an institution is not penalized for a win in a postseason conference tournament by having its overall RPI decrease. This same policy also applies to the regular season as well.

- Head-to-head competition;
- Results versus common opponents; and
- Results versus teams in the Top 25 of the final RPI.

The committee reserves the right to evaluate each team based on the relative strength of its respective conference using the overall conference RPI and conference comparisons (e.g., Conference A's won-lost record versus Conference B, etc.) in determining competitive equity.

During the selection process, each of the above criteria will carry one point except head-to-head competition, which will carry the number of points equal to the net difference in the results of these games (e.g., if Team A defeats Team B three out of four games, Team A would receive two points in the selection process). When comparing two teams, the team earning the most points will be given consideration in the selection process.

If the point process provides a tie, the Rating Percentage Index may serve as the determining factor, regardless of the difference.

Additionally, input is provided by regional advisory committees for consideration by the men's ice hockey committee. Coaches' polls and/or any other outside polls or rankings are not used as a selection criterion by the men's ice hockey committee for selection purposes.

#### **Automatic-Qualifying Conferences**

[Reference: Bylaws 31.3.4 and 31.3.5 in the NCAA Division I Manual.]

The Division I Championships/Sports Management Cabinet approved one automatic berth each for the Atlantic Hockey Association, Central Collegiate Hockey Association, College Hockey America, ECAC Hockey, Hockey East Association and Western Collegiate Hockey Association. The committee will complete the bracket by selecting 10 at-large teams.

Institutions are encouraged to watch the selection announcement, Sunday, March 21, on ESPN2 HD at 11:30 a.m. Eastern time. (Note: Information regarding the broadcast will be available via the NCAA Web site [www.NCAA.com], under TV listings.) This will be the only method of notifying institutions of their placement in the bracket.

For information regarding the geographical boundaries of the East and West regions, please refer to Appendix A.

#### **Certification of Eligibility/Availability**

[Reference: Certification of Eligibility/Availability in this handbook and Bylaws 3.2.4, 12, 13, 14, 15 and 16 in the NCAA Division I Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. In accordance with Bylaw 3.2.4, member institutions are required to certify the eligibility of their student-athletes before the beginning of each

academic year and to withhold ineligible student-athletes from all intercollegiate competition. Institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

The championship manager must be notified by Friday, March 20.

#### **Seeding and Pairings**

The following steps are taken during the selection meeting:

In setting up the tournament, the committee begins with a list of priorities to ensure a successful tournament on all fronts, including competitive equity, financial success, and the likelihood of a playoff-type atmosphere at each regional site. For this model, the following is a basic set of priorities:

- 1. Once the six automatic qualifiers and 10 at-large teams are selected, the next step is to develop four groups from the committee's rankings of 1-16. The top four teams are No. 1 seeds and will be placed in the bracket so that if all four teams advance to the Men's Frozen Four, the No. 1 seed will play the No. 4 seed and the No. 2 seed will play the No. 3 seed in the semifinals. The next four are targeted as No. 2 seeds. The next four are No. 3 seeds and the last four are No. 4 seeds.
- 2. Step two is to place the home teams. Host institutions that qualify will be placed at home.
- 3. Step three is to fill in the bracket so that first-round conference matchups are avoided, unless it corrupts the integrity of the bracket. If five or more teams from one conference are selected to the championship, then the integrity of the bracket will be protected (i.e., maintaining the pairing process according to seed will take priority over avoidance of first-round conference matchups). To complete each regional, the committee assigns one team from each of the remaining seeded groups so there is a No. 1, No. 2, No. 3 and No. 4 seed at each regional site.

Note: The seeding and pairings criteria are subject to change per the policies of the NCAA Division I Championships/Sports Management Cabinet.

# **Instructions to Participants**

#### **Audio Coverage (Radio and Internet)**

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.NCAA.com.

#### **Awards**

[Reference: Awards in this handbook and Bylaw 31.1.12 in the NCAA Division I Manual.]

Participant medallions will be presented to a maximum of 27 (squad size) student-athletes participating in the championship (i.e., the 12 teams that do not advance to the Men's Frozen Four). These awards will be sent to the tournament director at each of the four regional sites for distribution upon a team's elimination from the championship. In addition, the following awards will be given: First-place, second-place and semifinalist team trophies and individual awards to 37 members of each of the four teams competing in the semifinals.

#### **Bench Areas**

Rule 1, Section 9 of 2009-11 NCAA Men's and Women's Ice Hockey Rules will be enforced. The Division I Men's Ice Hockey Committee will determine the bench assignments.

#### Cheerleaders

All cheerleading squads must conform to the guidelines set by the American Association of Cheerleader Coaches and Advisors (AACCA). Neither the NCAA nor the host institution shall be responsible for supervising or monitoring routines performed by cheerleaders at championship events. Except as noted in this section, supervision of cheerleading squads, their activities, yells and stunts is solely the participating institution's responsibility. The participating institution shall ensure that the squad has sufficient training, supervision and equipment for any and all routines its squad may choose to perform. Tournament managers must inform participating institutions if the host facility has more stringent requirements. If so, the director of athletics at each institution must apprise his or her cheerleading squad of such requirements and ensure compliance.

Cheerleaders and mascots will be permitted only on their team's side of center ice during pregame team introductions. Additionally, mascots are not permitted on the ice if the mascot must exit the ice through the opposing team's exit.

#### **Conference-Call Schedule**

Each Division I regional advisory committee will conduct conference calls on the following dates (all 9 a.m. Eastern time): January 4 and 18, February 1 and 15, and March 1 and 15.

A series of four regional conference calls will be conducted on Monday, March

22, with the participating teams, directors of athletics, coaches, sports information directors, local organizing committees and the Division I Men's Ice Hockey Committee to review the administration of regional competition.

A similar conference call will be conducted at 3 p.m. Eastern time, Monday, March 29, with the semifinalist teams and institutional personnel as noted above to review the administration of the championship competition.

#### **Credentials/Passes**

The NCAA will print and distribute to host institutions/sponsoring agencies all credentials for both rounds of the men's tournament championship. The following will be admitted free of charge: 25 band members, 12 cheerleaders, one mascot and 37 members of each institution's official traveling party. The band members, cheerleaders and mascots will be admitted via a gate list and will be escorted to the appropriate areas. The members of the official travel party will be provided a credential for entry into the building as well as access inside the building. Seating will be provided for 37 members of the official traveling parties when their institutions are not playing. Individuals not included with the official traveling party of 37 must purchase a ticket.

Up to three additional credentials may be requested. However, those persons must have a ticket for admittance to the facility. The credential will allow them access to the locker room and interview area.

#### **DVDs, Films and Still Photographs**

[Reference: Bylaw 31.6.4.3 in the NCAA Division I Manual.]

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 DVDs may not be used for any commercial purposes. An institutional representative shall contact the event coordinator at the host site to arrange for camera space at that site. Additionally, each participating institution may record any of the games provided it brings the necessary equipment to the television truck well in advance of the game time. (More detailed instructions are provided in each participant manual.)

**DVD Exchange.** Teams participating in regional competition are required to forward a DVD of their most recent game to their opponent for arrival prior to noon on Tuesday, March 23. The copy should be of high quality and contain the complete game. Teams participating in the semifinals of the Men's Frozen Four must forward a DVD of their regional final game to their semifinal opponent for arrival prior to noon on Wednesday, March 31. The copy should be of high quality and contain the complete game.

The host institution and/or facility must videotape the entire ice from the time teams take the ice for pregame warm-ups until they leave the ice after the completion of the game.

#### **Drug Testing**

[Reference: Drug Testing in this handbook and Bylaws 18.4.1.5 and 31.2.3 in the

#### NCAA Division I Manual.]

Student-athletes who compete in these championships may be subjected to drug tests in accordance with Bylaws 18.4.1.5 and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

#### **Home-Team Determination**

The highest-seeded team will be the home team in each contest.

The ice hockey committee shall determine the assignment of locker rooms by seed for each competing institution.

#### **Introductions**

During introductions, players shall take their helmets off. It is recommended that nonstarters leave their helmets on the bench and that starters leave their helmets on the goal cage.

The introduction procedure shall be as follows: (1) upon returning to the ice, both teams shall circle their respective ends of the ice twice and assemble at their respective goal lines; (2) the U.S. national anthem shall be played; (3) the "visiting team" starters will be introduced first, then the "home team" starters; (4) after being introduced, each starter shall skate to the blue line; (5) after the introduction of each respective team's starting lineup, the remaining players shall skate to the blue line; and (6) after the introductions, the teams may have a short huddle at their respective goals before the face-off.

#### Lodging

For regional and Men's Frozen Four competition, hotel reservations for the official travel parties of the competing teams, the game officials and Division I Men's Ice Hockey Committee representatives shall be made by the NCAA. The Division I Men's Ice Hockey Committee will assign teams to the respective hotel properties. Once the teams have been determined and assigned to a hotel, the reservations should be reconfirmed in the names of the institutions; and, thereafter, the institutions shall be responsible for the reservations.

Detailed information and instructions regarding the regional and Men's Frozen Four team hotels will be distributed in the participants' manual by the host institutions/sponsoring agencies.

**Regionals.** For the regionals, 51 rooms have been reserved for each participating institution. Twenty-five (25) rooms are guaranteed for a minimum of one night for the official travel party of each team. Each institution is responsible for payment of all 25 room nights unless it is able to obtain a written release from the hotel's general manager for any of the rooms within this block. Additionally, twenty-five (25) rooms are reserved and controlled by each participating institution to use as it sees fit (e.g., athletics department personnel not included in the official travel party, band, cheerleaders, parents, etc.). These additional 25 rooms may be released without penalty

by the institution by 5 p.m. Eastern time on the Tuesday after selections. Finally, one suite will be provided on a complimentary basis to each participating institution.

All teams will have rooms guaranteed for the day before and day of competition with the possibility of remaining until the day after the regional final.

Twenty-five double/doubles at a special team rate (50 percent off lowest group rate) will be made available to each of the participating teams.

**Men's Frozen Four.** The NCAA will make local reservations for the competing teams. The NCAA national office must approve of the hotel properties selected for the championship.

Each competing institution is obligated to confirm or cancel the accommodations. An institution is not obligated to stay at the designated property; however, it is responsible for canceling its reservations and then securing its own accommodations.

For the Division I semifinals and championship game, 76 rooms have been reserved for each participating institution. Twenty-five (25) rooms are guaranteed for a minimum of one night for the official travel party of each team. Each institution is responsible for payment of all 25 room nights unless it is able to obtain a written release from the hotel's general manager for any of the rooms within this block. Additionally, 50 rooms are reserved and controlled by each participating institution to use as it sees fit (e.g., athletics department personnel not included in the official travel party, band, cheerleaders, parents, etc.). These additional 50 rooms may be released without penalty by the institution by 5 p.m. Eastern time on the Monday prior to semifinal competition. Finally, one suite will be provided on a complimentary basis to each participating institution. Twenty-five double/doubles at a special team rate (50 percent off the lowest group rate) should be made available to each participating team.

One complimentary suite for the director of athletics or head coach, and complimentary meeting space, should be provided to each team.

In addition, a headquarters hotel will be designated for the NCAA Division I Men's Ice Hockey Committee and media personnel. A minimum of 250 rooms will be reserved. These rooms are under control of the NCAA and will be coordinated directly with the sales manager of the headquarters hotel.

Room rates for the NCAA, press and participating teams must be comparable in range.

The NCAA accepts the standard complimentary suite policy of at least 1/50. The NCAA also will select a complimentary parlor for a meeting room. These are to be provided outside the complimentary block.

All meeting space is to be provided on a complimentary basis (regardless of meeting site).

Hotel information including the name of the sales manager, phone and facsimile numbers, address and room rate, must be forwarded to the NCAA national office before September 15. This information should also be included in the participants' manual provided to each of the participating institutions.

#### **Media Arrangements**

**Media Credentials.** The NCAA shall control the issuance of media credentials for the ice hockey championships. Subject to limitations of space, media credentials shall be assigned in accordance with the following priorities: (1) certified media from the immediate locale of the championship or the immediate locale of the competing teams; (2) national/regional certified media; and (3) campus media certified by the director of athletics and/or sports information director of each participating and host institution.

Credentials will not be issued to representatives of any organization that regularly publishes, broadcasts or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events. In addition, credentials will not be issued to representatives of telephone reporting services and professional sports organizations.

**Microphones.** The placement of microphones on a team coach or in team huddles, bench areas and penalty benches are prohibited at all NCAA championships.

Postcompetition Interviews. See Postgame Interview Policy.

#### **Meetings**

[Reference: Misconduct in this handbook and Bylaws 31.02.3 and 31.1.10 in the NCAA Division I Manual.]

A meeting of the directors of athletics, coaches and sports information directors of the competing teams, and committee members shall be held the day before the start of competition. All matters pertaining to eligibility of student-athletes shall be determined at the meeting. Rules and other tournament matters will be presented and discussed, including players' benches and which teams will wear home-team colors. The chair of the Division I Men's Ice Hockey Committee (or his or her designee) shall be in charge of the meeting.

#### **News, Media, Press Conferences and Satellite Feeds**

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.ncaa.com/broadcast.

#### Official Travel Party

[Reference: Per Diem and Transportation in the Division I General Section.]

Transportation expenses and per diem will be provided for an official travel party of 37. Please refer to the NCAA Travel Policies for all information regarding transportation and per diem expenses. Travel policies can be found on the NCAA Web site at <a href="http://www.ncaa.org/wps/ncaa?key=/ncaa/ncaa/sports+and+championship/general+information/travel/index.html">http://www.ncaa.org/wps/ncaa?key=/ncaa/ncaa/sports+and+championship/general+information/travel/index.html</a>. The NCAA is not responsible for the expenses of persons beyond these limits.

#### **Officials**

#### Officiating Policies and Procedures

- 1. Must have attended an NCAA conference clinic or pre-season meeting.
- 2. Must be recommended by a Division I conference (NCAA Recommendation Form

- must be completely filled out and signed by the conference commissioner and supervisor of officials).
- Form must go to the conference's representative on the committee as well as the national coordinator.
- 4. It is highly recommended that officials work a minimum of 20 Division I games at the position for which they are recommended (referee or linesman).
- 5. Must confirm that all recommended officials are physically capable to officiate.
- Fifteen (15) league games consider an official to be a representative from that league. League games are between two teams in the same league. Conference championships and non-conference games assigned by a league do not count toward this number.
- 7. All officials must pass a NCAA background check.
- 8. All officials must complete the online NCAA rules exam.

#### Timeline

September - Conference/NCAA Clinics.

November 6 - Deadline for NCAA Background Check Form to be received at NCAA.

January 8 - Initial recommendations due from conferences to NCAA national coordinator and staff liaison.

March 8 - Final recommendations due from conferences to NCAA national coordinator and staff liaison.

March 21 - Teams selected for championship; national coordinator submits recommendations to committee.

March 21 - National coordinator notifies coordinators and officials of selections.

March 23 - Conference call with referees and national coordinator/NCAA staff.

March 26-28 - Division I regionals.

March 31 - Men's Frozen Four recommendations submitted to Division I committee; officials notified of assignment by national coordinator when approved.

April 7 - Officials must arrive at Men's Frozen Four site for pre-tournament meeting. April 8 & 10 - Men's Frozen Four.

**Officials.** Officials for all championship competition are selected by the ice hockey committee based on recommendations submitted by the NCAA national ice hockey coordinator of officials and NCAA conferences/associations.

**Policies.** A sports committee or games committee may not require membership in any specific officials association as a prerequisite for selection to officiate in an NCAA meet or tournament. Officials shall be selected and assigned by the sports committee or games committee, which shall ensure that officials adhere to the Association's policies relating to gambling activities and drug and alcohol use. Furthermore, officials must conduct themselves in a manner befitting intercollegiate athletics. Failure to do so may result in termination of the officiating assignment.

**Background checks.** All officials must complete the NCAA gambling background check to be considered for assignment.

**Selection and assignment of officials.** Selection and assignment of officials for all tournament games will be made by the NCAA Division I Men's Ice Hockey Committee in accordance with the following policies and procedures:

1. NCAA Division I conferences that sponsor ice hockey will be asked to recommend

- referees and linesmen believed to be capable of officiating in the NCAA tournament in alphabetical order. All recommendations will be considered by the committee without bias; however, the committee will be the final decision-making authority as to the selection and assignment of officials for all NCAA tournament games.
- Division I supervisors of officials (or the conference administrator responsible for ice hockey) and conference game officials are required to participate in the NCAA rules clinics conducted annually in the fall. These clinics are generally in conjunction with the conference clinics.
  - [Note: Failure to comply with this requirement could subject a conference, institution, or individual to one or more of the following: (a) no officiating assignment(s) in the NCAA tournament; (b) maximum assessment of \$500 per offense; and (c) withdrawal of automatic qualification from the involved conference, or, for independent institutions, possibly not being considered for at-large selection.]
- 3. The two-referee, two-linesman system shall be used in all NCAA competition. A conference that does not use this system during regular-season and conference tournament competition shall not have its officials selected for NCAA contests, unless approved previously by the NCAA Men's and Women's Ice Hockey Rules Committee, and the Division I Men's Ice Hockey Committee. Neutral conference officials will be assigned by the committee. Linesmen will be joined by conference. Referees from a neutral conference and linesmen from another neutral conference may be assigned to a game.
- 4. No official shall be assigned to any session unless the official agrees to refrain from entering into any officiating commitment the day before the tournament game date. The official also must agree to be at the site of the game by 4 p.m. the afternoon before the competition, remain in the immediate vicinity and be readily available to the committee representative until the completion of the assignment(s) at that site. One official from each crew must contact the ice hockey committee representative immediately upon arrival and notify the representative in case of any unforeseen delay. It may be necessary for officials to travel to more than one regional in the same tournament.
- 5. Participating teams shall not be advised of the officials assigned to their competition until game time. Accordingly, officials shall not be contacted by or make contact with the host institution or any of its representatives; all contact shall be through and with the ice hockey committee representative staffing the competition or the national coordinator of officials.
- 6. Officials shall be responsible for making their own transportation arrangements to the site of competition and for their local ground transportation while at the site. If air transportation is used, the official must make such arrangements through the NCAA travel service, Short's Travel Management (866/821-8547). Airport parking is considered part of the officials' per diem. The ice hockey committee representative shall advise officials of hotel accommodations arranged by the NCAA, and officials shall notify the representative when they arrive at the site or of any unforeseen delay in arrival. The NCAA will establish a master account with the hotel to which officials' rooms and tax shall be charged.
- 7. The ice hockey committee representative shall meet with the officials upon their arrival to review their responsibilities.
- 8. Officials' fees and expenses shall be as follows: Fees for the linesmen and referee at the regional sites shall be \$250 per game and \$500 per game, respectively. At the NCAA Men's Frozen Four, the fee is \$350 for linesmen and \$600 for referees. The video replay official shall receive a fee of \$150 per game for all competition. In addition, officials for the championship may claim actual transportation expenses,

but they may not exceed jet coach fare or 50 cents per mile. Each official will be provided per diem expenses of \$45 per day according to NCAA policies listed in this document. Reimbursement for officials' games fees and expenses will be handled through ArbiterSports.

- 9. A minimum of two tickets shall be made available for officials to purchase for any tournament session in which they officiate.
- 10. The alternate official shall be in uniform. If transportation and housing are required, the alternate officials shall be reimbursed according to the regular tournament formula for expenses. If the alternate official officiates a game, the fee will be the same as for the replaced official.
- 11. Game officials shall wear an NCAA patch on their uniforms while officiating in NCAA tournament play. Conference or other association patches will not be permitted.
- 12. Officials shall be housed in separate quarters from teams and/or their followers, and shall not fraternize or socialize with them.
- 13. All officials shall arrive at the game site two hours before face-off time, and with the tournament manager and committee representative, survey the arena.
- 14. Officials will not participate in any tournament-related activities before, during or after the game, except officiating the contest.

The tournament manager shall be responsible for the following:

- 1. At regional and championship sessions, arrange for seating for the officials when they are not working a game. [Note: Their seats should not be in the press area or in the section reserved for a team. The seats should be in an area that provides easy access to the locker room.]
- 2. Determine from the ice hockey committee representative whether the officials wish to purchase tickets to the session in which they are officiating.
- 3. Management of the evaluation process.

**Evaluation of officials.** At each regional site, evaluations will be submitted by the NCAA evaluator, committee members and liaisons (if applicable). After each game, the head evaluator will meet with the game officials and share a critique of the performance. This will be based on the evaluation form developed by the NCAA.

Considering these evaluations and conference neutrality, the committee member, liaison and evaluator on site will assign officials for the next day's competition at the regional site. The liaison and evaluator will communicate the decision as soon as possible to the officials.

For Frozen Four selections, all evaluations following the regional round will be considered. The national coordinator will make recommendations for assignment to the committee based on evaluations and potential conference match-ups at the Frozen Four. The committee will hold a conference call to discuss these recommendations and make adjustments as the committee sees fit. Officials again will be notified as soon as possible of their assignment.

#### **Postgame Interview Policy**

All coaches and student-athletes must be made available for postcompetition interviews after the "cooling-off" period. This not only applies to formal press conferences, but also to any interview requests made to coaches and/or student-athletes not involved in the press conference. Failure to do so may result in possible

misconduct, as determined by the NCAA Division I Men's Ice Hockey Committee.

Throughout the championship, press conferences are scheduled for the convenience of the press representatives, the coaches and the student-athletes representing the participating institutions. They are designed to provide the media with tournament information required for thorough coverage, and to limit the time demands placed upon the coaches and student-athletes.

Coaches' Obligation. Regardless of any regular-season radio or television contract(s), the coach is obligated to the entire covering media during the championship and must report to the interview room immediately after the cooling-off period. The coach cannot delay a postcompetition interview with the covering media to conduct a program for a single newspaper, radio or television reporter, unless requested to remain for a short interview (not to exceed four minutes) by the television entity that has been granted television rights by the NCAA. They may, however, open their dressing rooms and/or report to the interview area before the cooling-off period ends, and make themselves available to all media representatives staffing the championship. Should a coach permit one media agency to enter the dressing room before the cooling-off period has ended, the dressing room shall be opened to all other media representatives desiring access to the area.

**Open Locker Room Policy.** NCAA championships have an "open locker room policy," which is administered by the media coordinator on site. Locker rooms will be open for a period of 30 minutes directly after the cooling-off period.

**Cooling-Off Period.** A cooling-off period has been set aside for a coach to be with the student-athletes in the locker room after the game. The period begins when the coach enters the dressing room immediately after the game or interview with ESPN or NCAA Productions. The period will be ten minutes for both teams, with the exception of the national championship game. A coach may shorten the cooling-off period, but may not extend it.

**Order of Appearance.** The losing coach and players shall be scheduled in the interview room before the winning coach and players.

#### **Practice Schedules**

Teams shall be allowed to practice in the arena on the day or evening before the opening of the tournament, on the day of the game and on the day or evening between sessions. The ice hockey committee is authorized to schedule or reassign practice times.

Practices not occurring on games days may be open to the public and media.

#### **Programs**

[Reference: Bylaws 31.1.14.1 and 31.6.3 in the NCAA Division I Manual.]

IMG College shall publish the souvenir program for the regionals and championship.

#### **Pucks**

Bauer Hockey, official NCAA puck supplier, shall provide practice and game pucks

for all games of the championship.

#### Radio

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.NCAA.com.

#### **Raffles**

Raffles, lotteries or giveaways are not permitted during NCAA championship competition.

#### Rules

[Reference: Bylaw 31.1.6 in the NCAA Division I Manual.]

NCAA Men's and Women's Ice Hockey Rules shall be followed.

#### **Squad Size**

[Reference: Bylaw 31.1.5 in the NCAA Division I Manual.]

Participating teams are limited to 18 skaters plus not more than three nor less than two goalies on the bench for competition. Participating teams are limited to a squad size of 24 eligible student-athletes. Replacements are permitted up to the starting time of the game; but after the game begins, no replacements shall be permitted for any reason.

The number of student-athletes in competitive uniform shall not exceed the prescribed number at the start of the contest. An institution that is advised it is in violation of this regulation and does not conform promptly to it automatically shall forfeit the competition. There shall be no inordinate delay of the competition to allow the institution to conform to the rule.

#### **Starting Times**

Game times for the regionals are as follows (Eastern time):

Region	Date	Time (ET)
East (Albany)	March 26	3 and 6:30 p.m.
West (Saint Paul)	March 26	5:30 and 9 p.m.
Northeast (Worcester)	March 27	1:30 and 5 p.m.
Midwest (Ft. Wayne)	March 27	4 and 7:30 p.m.
East (Albany)	March 27	6:30 p.m.
West (Saint Paul)	March 27	9 p.m.
Northeast (Worcester)	March 28	5:30 p.m.
Midwest (Ft. Wayne)	March 28	8 p.m.

All regional games will be televised either live or on a tape-delayed basis.

Regionals. There shall be three hours and 30 minutes between the start times of the games. A game will not start before its originally scheduled time. There shall be a minimum of 43 minutes between each game.

Semifinals. There shall be three hours between the start times of the games. A game will not start before its originally scheduled time. There shall be a minimum of 43

minutes between each game.

The national semifinals (live on ESPN2) will start at 5 and 8:30 p.m. Eastern time, Thursday, April 8.

The national championship game (live on ESPN) will start at 7 p.m. Eastern time, Saturday, April 10.

Times and sequences of games are tentative and may be changed by the NCAA Division I Men's Ice Hockey Committee.

#### **Strobe Lights**

A maximum of three sets of strobe lights may be installed at an arena, upon approval of the Division I Men's Ice Hockey Committee representatives, for media agencies requiring immediate news coverage under the following priorities:

- The Associated Press, Reuters and the NCAA. If all agencies request strobe lighting, they shall pool one set.
- 2. Sports Illustrated.
- A single pool unit for all other media agencies, installed and administered by USA Today. If USA Today does not utilize a strobe, the NCAA media coordinator shall coordinate the activity.
- Should Sports Illustrated, AP, Reuters or USA Today not install strobes, the strobes shall be administered and pooled at the discretion of the NCAA media coordinator.

No single agency may install more than one set of strobes at a site, regardless of the number of units that will be utilized.

Any installed strobe unit may not exceed four clusters of strobe lights producing a maximum of 3,200 watt-seconds at any championship site. All strobes must flash at a duration less than 1/2,000th of a second.

All hanging or installed strobes must be placed as close to the playing surface as possible, depending upon the physical structure of the arena, near the corners of the playing surface. All strobes must be installed and tested, if necessary, at the site 24 hours before the start of the event during which the strobes will be used. The Division I Men's Ice Hockey Committee representative(s) will grant final approval relative to the installation of strobes.

If the physical structure of an arena prevents a media agency from meeting these specifications, the agency may petition the Division I Men's Ice Hockey Committee for an exception. This written request and explanation shall be submitted to the committee at least two weeks before the event.

No other strobes, including hand-carried units, are permitted in the arena, and no strobe or any other photography equipment may be placed on or attached to a goal standard, unless approved by the appropriate committee representatives.

#### **Television**

Please refer to the NCAA Broadcast Manual policies and guidelines that can be found at www.NCAA.com.

#### **Tickets**

[Reference: Bylaw 31.1.11 in the NCAA Division I Manual.]

**General.** Ticket prices, allocation and locations shall be approved by the Division I Men's Ice Hockey Committee. After complying with the ticket requirements specified by the NCAA for the participating institutions, game officials, etc., the tournament manager shall be responsible for the disposition of the remaining tickets. The minimum ticket price for an all-session ticket at any of the four regional sites is \$75. The maximum regional all-session ticket price is \$90. Each regional site is required to sell all tickets as a package until the day after selections (March 22). If a site is not sold out at this point, it may break the packages and sell single-session tickets at a price increase of up to \$10 per session. All regional tickets will go on sale to the general public on or about October 1, 2009. Ticket prices for the Men's Frozen Four are set by the host with approval granted by the Division I Men's Ice Hockey Committee. All Men's Frozen Four tickets are sold strictly as a package.

There shall be no complimentary tickets for press, radio and television organizations or personnel, except for the credential necessary to secure working space.

**Participating Institutions.** Admittance credentials shall be issued to 37 members of the official traveling party of each participating institution. Only the players in uniform and individuals with special bench passes will be permitted on the team bench.

Participating institutions are not entitled to complimentary tickets. The participating institutions must first purchase tickets, which then are treated as complimentary tickets for the student-athletes. Tournament managers should establish a "pass gate" for the involved individuals. A designated individual from each participating institution will be responsible for submitting the names to the appropriate individual (to be identified by the tournament manager) at the arena. The individuals will proceed through the pass gate to a nearby area (to be determined by the tournament manager) with a table or booth that will accommodate one individual from each institution. At the table, each individual will be identified by a representative of the appropriate participating institution. Each individual will be given a ticket stub and directed to his or her seat.

Full payment for tickets must be forwarded to the tournament manager within 30 days of the last date of competition at the site. Hosts are required to include their vendor identification number on each ticket invoice to allow the participating institutions to expedite payment. A \$500 fine shall be assessed for each day an institution fails to pay for its tickets subsequent to the 30-day deadline. The ice hockey committee may waive this provision based on extenuating circumstances. If there are any outstanding payments on the 30th day after the competition at that site, the tournament manager should notify the NCAA national office on the same date with details regarding this delinquency.

For the 2010 championship, participating institutions' tickets shall be allocated by the following policies:

**Regional Sessions: Institutions will be allocated 400 tickets.** These will be all-session tickets and will not be sold separately by session. An institution may return any of the 400 unsold all-session tickets by noon local time on the Wednesday after selections. Single-session tickets may not be returned to the tournament manager.

The institution will be obligated to purchase any of the 400 all-session tickets not returned to the tournament manager before the deadline. Any tickets not sold before the specified deadline should be offered to the other participating institutions that desire additional tickets.

Semifinals and Final: Each institution participating in the semifinals and final may purchase 600 tickets for both sessions. An institution may return any of the 600 unsold all-session tickets by 5 p.m. local time the Monday before the semifinal competition. Single-session tickets may not be returned to the tournament manager. The institution will be obligated to purchase any of the 600 all-session tickets not returned to the tournament manager before the 5 p.m. deadline. Any tickets not sold before the specified deadline should be offered to the other participating institutions that desire additional tickets.

**Nonplaying Participant Seating.** Seating in these areas shall be restricted to the 37 individuals who have been issued bench credentials on each team and selected game officials.

#### **Uniforms**

[Reference: Bylaw 12.5.4 in the NCAA Division I Manual.]

Each participating institution should bring both home and away uniforms to the site of the competition. The home team will be permitted to wear light (not necessarily white) jerseys if the two teams mutually agree before the start of the game.

**Logos.** Bylaw 12.5.4-(b) indicates that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, swim caps and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 21/4 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 21/4 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.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes any pregame or postgame activities.

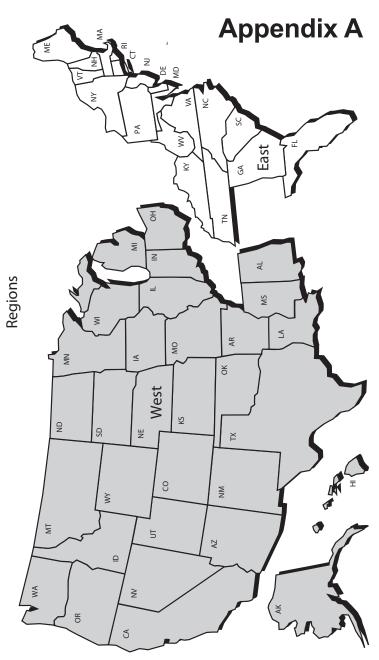
This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff.

**Division I Additional Requirements.** The logo restriction on student-athletes' apparel set forth in 12.5.4 shall apply during the NCAA championships to all personnel (e.g., coaches, trainers, managers) who are on the team bench for practices and games or who participate in news conferences. Please note that those contracts between

institutions and apparel manufacturers or distributors that include logo specifications may be honored, provided such contracts were in effect before August 11, 1998. Also, the logo restriction on student-athletes' apparel as set forth in 12.5.4 shall apply to commercial logos on uniforms worn by band members, cheerleaders, dance team members and the institution's mascot during NCAA championship events.

26

27



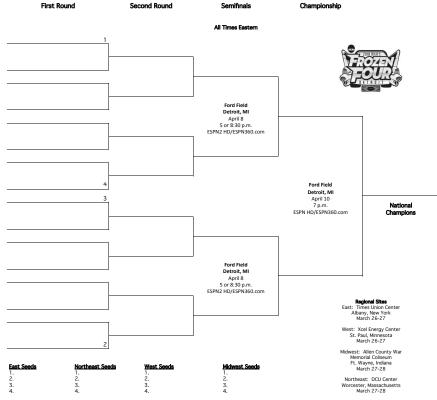
28

# **Appendix B**



ion | Men's DCKey Inionshin

www.NCAA.com



29

Overall seeds in parentheses.

Note: All games broadcast on the ESPN family of networks. For more information, visit www.NCAA.com.

# **Appendix C**

#### **Conference Call Agenda**

This is the agenda for conference calls related to the men's ice hockey championship. Participating will be the directors of athletics, coaches and sports information directors of competing institutions; NCAA national office staff members; and NCAA Division I Men's Ice Hockey Committee representatives.

- 1. Introductions. (CHAIR)
  - a. Congratulate participating institutions.
  - b. Reference championship handbook/participants' manual.
  - c. Have each institution introduce the following:

Team #1:	g
Head Coach:	
Administrator:	Cell Phone:
Team #2:	
Head Coach:	
Administrator:	Cell Phone:
	· · · · · · · · · · · · · · · · · · ·
Head Coach:	
Administrator:	Cell Phone:
Sports Information:	
Ticket Office:	
Team #4:	
Head Coach:	
Administrator:	Cell Phone:
Sports Information:	
Ticket Office:	
d. Identify games commit	
NCAA Staff:	
	ember(s):
Tournament Director:	
Team #1 (	):
Team #2 (	):
Team #3 (	):
Team #4 (	):

director make
( )
( (Color)
, ,
( )
(Color)
······································
CHAID)
CHAIR)
<del></del>
CTAEE)
STAFF)
THURSDAY
THURSDAY
THURSDAY
THURSDAY
THURSDAY PRACTICE
THURSDAY
THURSDAY PRACTICE
THURSDAY PRACTICE nce), per diem
THURSDAY PRACTICE
THURSDAY PRACTICE nce), per diem
_

<sup>\*</sup> For regional competition, the games committee includes a team representative. For the Men's Frozen Four, the games committee is the NCAA Division I Men's Ice Hockey Committee and a team representative is not needed.

-Starting lineups - starters will skate to blue line as named. -Official will blow whistle to release teams for huddle.

d. Team parking. (\_

3. Security. (\_ a. Benches. b. Officials. c. Penalty box.

e. Gate lists/will call. ( f. Hospitality. ( g. Credentials. (

d. Contact person if needed. 4. Band/mascots/cheerleaders. ( a. Band locations.

TEAM BAND CHEERLEADERS MASCOT	Appendix D
13. Medical and emergency procedures. (TOURNAMENT DIRECTOR)  14. Security arrangements. (TOURNAMENT DIRECTOR)  15. Misconduct. (CHAIR)  16. List of disqualified student-athletes (turned in at pretournament meeting). (CHAIR)  17. Locker room assignments. (TOURNAMENT DIRECTOR)  Team #1 ( ):  Team #2 ( ):  Team #3 ( ):  Team #4 ( ):	Pretournament Meeting Checklist - Regionals  Introductions. (NCAA STAFF/COMMITTEE MEMBER)  a. Have each institution/representatives introduce themselves.  b. Congratulate participating institutions.  c. Name and identify games committee.  NCAA staff/committee member:  Tournament Director:  Seed #1 ( ):  Seed #2 ( ):  Seed #3 ( ):  Seed #4 ( ):  d. Thank host institution and allow (TOURNAMENT DIRECTOR) to welcome teams?  Game information. (NCAA STAFF/COMMITTEE MEMBER)  a. Time, day, date of games, uniform colors.  Semifinal #1:  (Home) (Color) (Away) (Color)  Time:  Date:  Semifinal #2:  (Home) (Color) (Away) (Color)  Time:  Date:  Regional Final:  Time:  Date:  b. Benches. (NCAA STAFF/COMMITTEE MEMBER)  -

32 33

	b. Between periods, cheerleaders must be on their half of the ice.
5.	Intermissions. (NCAA STAFF/COMMITTEE MEMBER)
	-15 minutes.
	-Teams will be notified at the three minute mark.
6.	Postgame handshake. (NCAA STAFF/COMMITTEE MEMBER)
7.	Overtime procedures. (NCAA STAFF/COMMITTEE MEMBER)
	-Teams will go to the locker rooms.
	-Teams will not change ends.
	-Sudden death, 20-minute periods.
8.	Television. ()
	-Pregame timing sheets.
9.	TV timeouts. ()
	-Teams go to the benches.
	-About 1:45.
	-Puck will be placed at faceoff location.
	-When given the warning, officials will begin normal faceoff procedure.
	-TV will go to commercial as close to 16, 12, 8, 4 minute marks.
	-TV may go just before a power play and in 4x4 situations.
	-TV will try not to take a timeout late in a period, but they are allowed to if needed.
	-TV will not take timeout in OT.
10.	Media information. ()
	a. Interviews between periods.
	b. Post-game interviews/10-minute cooling off period.
	c. Videotaping.
	d. Media room/interview procedures.
	Video replay. (NCAA STAFF/COMMITTEE MEMBER)
12.	Officials - comments by/questions. (NCAA STAFF/COMMITTEE MEMBER)
	a. Comments on officials.
	b. Assignments are confidential until gametime.
	c. Evaluation form - voluntary.
	No alcohol. (NCAA STAFF/COMMITTEE MEMBER)
	Misconduct statement. (NCAA STAFF/COMMITTEE MEMBER)
15.	Drug testing. (NCAA STAFF/COMMITTEE MEMBER)
	-Do not know if drug testing will be conducted at this site.
	-If it is, you will be contacted following your game with a list of student-athletes selected and you must follow the procedures described to you.
16	Awards. (NCAA STAFF/COMMITTEE MEMBER)
	Disqualification list - any changes? (NCAA STAFF/COMMITTEE MEMBER)
	Dioqualition any ondingos: (140/1/10/1/11/00/1/11/11/11/11/11/11/11/11

18. Practice schedule. (NCAA STAFF/COMMITTEE MEMBER)
Team Time
Friday/Saturday
Game 1 (higher seed)
Game 1
Game 2 (higher seed)
Game 2
Saturday/Sunday
Game 1 winner
Game 2 winner
19. Tickets/re-entry policy/two and under policy. ()
20. Emergency procedures. ()
21. Banners/signage/what's allowed in the facility. (
22. Equipment/laundry. ()
<ol> <li>Administrative conference call for teams advancing to Men's Frozen Four - 3 p.m. ET Monday, March 29.</li> </ol>
24. Media conference call with Men's Frozen Four coaches and selected participating student-athletes - 2 p.m. ET, Tuesday, March 30.
25. Questions.
26. Adjournment.

# **Appendix E**

#### Pretournament Meeting Checklist - Men's Frozen Four

<ol> <li>Introductions. (News)</li> </ol>	CAA STAFF/COMM	IITTEE MEMBER)		
a. Have each ins	titution/representati	ves introduce them	selves.	
b. Congratulate	participating institution	ons.		
c. Name and ide	ntify games commit	tee.		
NCAA staff/c	ommittee members	·		
	Director:			
	stitution and allow (7		RECTOR) to weld	come teams.
2. Game information	n. (NCAA STAFF/C	OMMITTEE MEMB	SER)	
a. Time, day, dat	e of games, uniform	n colors.		
Semifinal #1	:	( ) vs		(
	:(Home)	(Color)	(Away)	(Color)
Time:		Date:		
Semifinal #2		( ) vs		(
	(Home)	(Color)	(Away)	(Color)
Time:		Date:		
National Cha	::(Home) ampionship:			
lime:		Date:		
	CAA STAFF/COMM			
/	(higher	seed) bench is far	end;	. /
	d) is visiting bench.			;
	em/starting lineups.	•		BER)
	hem - players will as	•		
•	ups - starters will sk			
	low whistle to relea			
d. leam parking.	(		_)	
e. Gate lists/will	call. (		)	
g. Credentials. (		)		
		)		
a. Benches.				
b. Officials.				
c. Penalty box.				
d. Contact perso			,	
	eerleaders. (		)	
a. Band locations			. Cal	
	ods, cheerleaders m		of the ice.	
•	CAA STAFF/COMM	(III I EE MEMBER)		
-15 minutes.	. 66			
- reams will be no	otified at the three m	ninute mark.		

6. Postgame handshake. (NCAA STAFF/COMMITTEE MEMBER)	
7. Overtime procedures. (NCAA STAFF/COMMITTEE MEMBER)	
-Teams will go to the locker rooms.	
-Teams will not change ends.	
-Sudden death, 20-minute periods.	
8. Television. ()	
-Pregame timing sheets.	
9. TV timeouts. ()	
-Teams go to the benches.	
-About 1:45.	
-Puck will be placed at faceoff location.	
-When given the warning, officials will begin normal faceoff procedure.	
-TV will go to commercial as close to 16, 12, 8, 4 minute marks.	
-TV may go just before a power play and in 4x4 situations.	
-TV will try not to take a timeout late in a period, but they are allowed to if need	led.
-TV will not take timeout in OT.	
0. Media information. ()	
a. Interviews between periods.	
b. Post-game interviews/10-minute cooling off period.	
c. Videotaping.	
d. Media room/interview procedures.	
1. Video replay. (NCAA STAFF/COMMITTEE MEMBER)	
2. Officials - comments by/questions. (NCAA STAFF/COMMITTEE MEMBER)	
a. Comments on officials.	
b. Assignments are confidential until gametime.	
c. Evaluation form - voluntary.	
3. No alcohol. (NCAA STAFF/COMMITTEE MEMBER)	
4. Misconduct statement. (NCAA STAFF/COMMITTEE MEMBER)	
5. Drug testing. (NCAA STAFF/COMMITTEE MEMBER)	
-Do not know if drug testing will be conducted at this site.	
-If it is, you will be contacted following your game with a list of student-athletes se and you must follow the procedures described to you.	elected
6. Awards. (NCAA STAFF/COMMITTEE MEMBER)	
7. Ordering additional memento packages. (NCAA STAFF/COMMITTEE MEMBE	ER)
8. Disqualification list - any changes? (NCAA STAFF/COMMITTEE MEMBER)	
9. Practice schedule. (NCAA STAFF/COMMITTEE MEMBER)	
Team Time	
Thursday	
Game 1 visiting team	
Game 1 home team	
Game 2 visiting team	
Game 2 home team	

Friday			
Game 1 winner			
Game 2 winner			
Saturday			
Game 1 winner			
Game 2 winner			
20. Tickets/re-entry polic	y/two and under policy. (		)
21. Emergency procedur	es. (	)	
22. Banners/signage/wha	at's allowed in the facility. (_		
23. Equipment/laundry.	[	)	
24. Friday activities. (		)	
-Coaches meeting.			
-Autograph session.			
25. Questions.			
26. Adjournment.			

# **Appendix F**

#### Officials Pregame Meeting Checklist

**Time.** Seventy minutes before opening face-off.

**Place.** The officials' dressing room unless otherwise specified by the tournament director.

**Materials.** Current NCAA rules book, stick-measuring device, tape measure, hockey stick, goalie stick, blackboard, official tournament program.

**In Attendance.** Referee, assistant referee, linesman, game timekeeper, penalty timekeeper, official scorer, goal judges, announcer, alternate official, tournament director and members of the appropriate NCAA committee attending the championship.

The following items should be discussed and/or reviewed with the various game officials:

#### On-Ice Officials—Referees, Assistant Referees or Linesman

- 1. Personal appearance.
- Player list (official lineup for warm-ups) of each team, including captains and alternates.
- 3. Warm-up duties.
- 4. NCAA rules and interpretations.
- Signals.
- 6. On-ice discussions with captains, players, coaches.
- 7. Disallowed goals (report to scorer).
- 8. Video replay.
- 9. Debris procedures (stop play, clear ice of players).
- 10. High-sticking/fighting incidents (duties of each official).
- 11. Condition of nets before start of each period.
- 12. Officials' teamwork.
- 13. Face-offs.
- 14. Offsides.
- 15. Relationship to news media (explanation of rulings).

**Off-Ice Officials.** Minor officials are appointed to act as game officials and must cooperate at all times with the referees. Minor officials are part of a team assigned to officiate a game and must know all the rules of the game. When requested, minor officials should give their version of a situation only to the proper authority.

#### **Official Scorer**

- 1. Official game program review (three copies of player lists, starting lineups, captains).
- 2. Crediting goals and assists.
- 3. Penalty report and recording.
- 4. Definition of shot on goal.
- 5. Postgame procedures (required signatures, copies to coaches).

#### **Game and Penalty Timekeeper**

- 1. Fifteen-minute pregame warm-up.
- 2. Required materials (NCAA rules book, stick-measuring device, tape measure, alternate timing device, penalty work sheet, note pad).
- 3. Clock-malfunction procedures.
- 4. Penalty situations.
- 5. Overtime procedures.
- 6. Twelve minutes between periods.
- 7. Three-minute notification before expiration of intermission period to officials/teams.

40

#### **Goal Judges**

- 1. Signaling a goal.
- 2. Providing advice (upon request).
- 3. Communication with players (disputed goals).
- 4. Checking working order of red and green lights.

#### **Announcer**

- 1. Pregame-introduction procedures.
- 2. Announcement (play in progress, end of period).
- 3. Announcement of roster changes.
- 4. Procedures for goal/penalty announcements.

# **Appendix G**

#### **Regional Advisory Committee**

[Reference: Regional Advisory Committees in this handbook and Bylaws 21.5.1.5 in the NCAA Division I Manual.]

The regional advisory committees that have been appointed to assist in the evaluation of teams throughout the season are listed below:

#### East

Keith Allain, Yale University (ECAC Hockey)
Tim Army, Providence College (Hockey East)
Bill Bellerose, College of the Holy Cross (Atlantic Hockey), chair
Bob Driscoll, Providence College (Hockey East)
Guy Gadowsky, Princeton University (ECAC Hockey)

Wayne Wilson, Rochester Institute of Technology (Atlantic Hockey)

#### West

41

Enrico Blasi, Miami University (Ohio) (CCHA)
Dave Burkholder, Niagara University (CHA)
Danton Cole, University of Alabama, Huntsville (CHA)
Sean Frazier, University of Wisconsin, Madison (WCHA), chair
Tom Nevala, University of Notre Dame (CCHA)
Scott Owens, Colorado College (WCHA)