

Women's Collegiate Lacrosse League (WCLL)

Bylaws

Approved November 9 2013

I. Annual WCLL League Meetings:

Annual meeting of the Executive Board and Members will be held the first weekend of November, at the University of Toledo unless a new site is designated. The meeting is mandatory for members and open to non-members of the league. Any member that misses a league meeting will not be allowed to participate in the league that year, unless there are extenuating circumstances approved by the executive board

Each WCLL board member will have a travel allowance allotment that covers the cost of their hotel room and dinner on the (Saturday) night before the conference meeting on Sunday. No other travel expense will be covered for any team or board member.

II. Season

Division 1 - Requirements

All teams are required to play each team in their region once, as well as 2 games against other WCLL teams (outside of their division). Should two regional teams elect to play each other twice in the regular season, only one game will count towards regional standings. The first game they play will count towards their regional standings and should denoted properly on the official league schedule. In the event that the regional standings game is unable to be played, the board will determine the regional rankings based on their games against other regional opponents.

Division 1 teams must be US Lacrosse – Women’s Collegiate Lacrosse Associates (henceforth; WCLA) members. They must also abide by WCLA policy and play the required number of WCLA games to maintain their WCLA eligibility status (please see the WCLA Operating Procedures/Bylaws document to ensure annual compliance).

2013 WCLA Game Requirement

- 1) 9 regulation games versus any WCLA opponent are required to be an ‘eligible’ WCLA team
- 2) 9 games versus D1 WCLA teams are necessary to be eligible for a D1 at-large bid to the National Tournament

Division 1 members must also be classified as a Division 1 member team within the WCLA.

Division 2 - Requirements

All teams are required to play each team in their region once for regional standings, and are not required to play any other WCLL teams to satisfy the 7-game requirement. The additional required games may be played outside of the WCLL region.

Division 2 teams must be US Lacrosse – Women’s Collegiate Lacrosse Associates members. They must also abide by WCLA policy and play the required number of WCLA games to maintain their WCLA eligibility status (please see the WCLA Operating Procedures/Bylaws document to ensure annual compliance).

2013 WCLA Game Requirement

- 1) 7 regulation games versus any WCLA opponent are required to be an ‘eligible’ WCLA team
- 2) 7 games versus D1 or D2 WCLA teams are necessary to be eligible for a D2 at-large bid to the National Tournament

Division 2 members must also be classified as a Division 2 member team within the WCLA.

After league playoffs, the highest finishing Division 2 team can request to move to Division 1 for the following season. It is the league's suggestion that the lowest finishing Division 1 team of the affected region accommodate the request of the Division 2 team by moving down to Division 2, if the league sees this as a viable solution. Programs with a Division 1 A and B team may not have two teams within Division 1. Movement of teams between divisions or regions needs a majority approval of the members of the institutions.

III. League Game Schedule

League games shall be determined prior to the start of the season (new calendar year).

Scheduling Submission and Approval Process:

- Preliminary draft schedules should be submitted to the head assignor at the annual league meeting in November.
- Final schedules are due to the regional assignor by the second Friday of January.. In advance of submitting final versions, teams should individually confirm each game time, date, and location by email with EVERY scheduled opponent to ensure there are no discrepancies between team submissions.
- Placeholders for in-season tournaments should be notated on the team's schedule even if your tournament opponents are unknown at the time of your submission. Use a TBD notation for each anticipated tournament opponent.
- Assistant Commissioners will resolve discrepancies in schedule submissions between regional opponents beginning at the league board meeting in November. Assistant Commissioners will submit a master regional schedule to the Head Assignor by December 1.
- The Assistant Commissioner will resolve discrepancies between inter-divisional games beginning December 1. Teams may individually negotiate changes in the schedule and notify the Assistant Commissioner and the Head Assignor for their region of any and all changes.
- Changes to a teams schedule should be completed by the second Friday in January of each calendar year.
- The league schedule becomes final on the second Friday in January of the new calendar year. Any game changes made after this deadline are subject to a \$25 fine for the change

The league office will administer only official regulation in-season games. The league is not responsible and will assume no liability with regards to unofficial scrimmages, warm-up games or other non-regulation games between member teams or other.

Schedule must be submitted on team page by second Friday in January

Schedule Modification and Rescheduling Process:

If a team requests a change in game time, date or location for reasons other than weather or natural disaster after the first second Friday in January, the Regional Assignor will only review your request if both teams are able to negotiate and agree on an acceptable alternative date, time, location and are able to have officials available for assignment to the newly agreed upon circumstances. If both teams are unable to negotiate an acceptable alternative, the originally scheduled/previously approved game is binding. The Regional Assignor must approve any change to the league schedule after the second Friday in January and reserves the

right to deny any request for good cause.

Rescheduling games after the second Friday in January: If games need to be rescheduled due to weather conditions, natural disasters that disrupt field conditions:

- A. The home team will notify the visiting team and both officials of the change as soon as it is known. If the team uses an assignor of officials, the home team shall follow the assignor's policy.
- B. If the game is cancelled after any officials have embarked to the location of the game, please refer to the US Lacrosse WCLA Umpiring Fees and Policies document.
- C. The home team shall propose at least three reasonable substitute dates and times within 72 hours of the cancellation.
- D. In the event of possible inclement weather for an upcoming game, it is **STRONGLY** suggested that both teams communicate to each other, the local assignor, assigned officials and the Regional Assignor, the status of the game prior to either team's departure. The method of communication should begin by phone, followed with an email. An attempt should repeatedly be made to contact any and all of the opposing team's contacts until contact is made, if the first contact not be available to be reached.

IV. League Divisional Standings

For Divisions 1, 2 the win/loss records of the participating teams shall determine regional standings.

V. Score Reporting and All League Nomination Procedures

Game results are to be submitted electronically by both team on the team's online administration page of the league, within 72 hours of the game. A \$5 fine will be assessed to any team not meeting this requirement for their first offense. A second offense results in a \$50 fine, a \$100 fine for the 3rd offense, and an additional \$100 increase for every violation thereafter. Teams can submit official games scores/player statistics/all-star nominations (as applicable) by logging into their individual team area of the league website. Additional penalties could also be levied by the Board, up to and including team probation and expulsion from the league. "These possible additional penalties" levied by the Board should be conveyed to the Board for appropriate feedback and fairness, and voted upon by the board. The home team for a WCLA game is also required to submit their score to LaxPower within 72 hours of the game being played.

VI. League Regional Tie Breaking Procedures

Should one or more ties occur when determining the regional standings, the tie or ties will be broken statistically in the following order:

- A. Head to head game outcome.
- B. Comparison of win / loss records, involving only the regional games between the tied teams.
- C. Comparison of average goals allowed, involving only the regional games between the tied teams
- D. Comparison of average goals allowed, involving all regional games played by the tied teams.

- E. Blind draw conducted by the President in the presence (either in person or by visual electronic means) of the tied teams. "Electronic means" should be mutually agreeable by both teams and not limited to live over-the-Internet methods or visually recorded and made available to both teams. If a mutually agreeable method cannot be reached by both parties, the Board, by majority vote, will determine the method of how the blind draw will be conducted to ensure fairness.

VII. League At-Large Divisional Selection / Seeding Tiebreaker Guide

The following guidelines should be used by the WCLL Board to break ties within their selection and seeding discussions. The Committee is charged with selecting the additional at-large teams until a complete field is filled as well as select two-additional alternate teams to be used should a team(s) forfeit their bid prior to the start of playoffs. (See Section XIX regarding conflicts of interest of voting members)

- A. Ties for WCLL at-Large seeding shall be broken according to the following (2 Teams, WCLL regional games only)**
 - 1. Head-to-Head (if available)
 - 2. Overall won/loss record versus common opponents
 - 3. Total Goals Against from all common opponents
 - 4. Total Goals For from all common opponents
 - 5. Best Net Goals from all common opponents
 - 6. If equal # of league games played, overall won/loss record
 - 7. Coin flip either in person or by visual electronic means according to the guidelines of Section VI.d.
- B. If Circular ties more than two teams, the following shall be used until one team is eliminated, then begin with VII.a.1**
 - 1. Head-to-head sweep. (Applicable only if one team has defeated each of the others or if one team has lost to each of the others.)
 - 2. Overall won/loss record versus common opponents (all tied teams only)
 - 3. Total Goals Against from all common opponents played (all tied teams only)
 - 4. Total Goals For from all common opponents played (all tied teams only)
 - 5. Best Net Goals from all common opponents (all tied teams only)
 - 6. If equal # of league games played, overall won/loss record

For unforeseen circumstances not covered by the above, the Board, by majority vote, will determine a fair and reasonable section and seeding process for League playoffs.

VIII. Student-Athlete Eligibility

It is up to the member institution and coaches involved to respect and carry out all eligibility rules so that all games involve equitable competition between students-athletes.

Use of an ineligible player will result in a team's automatic forfeiture of the game(s) in which the player played while ineligible. Use of an ineligible player may also result in probation for the team for a period of time, probation from post-season league play and the banning of the individual from All-League activities. These decisions are to be made by the Board and can be applied retroactively.

Note for WCLA Member Teams: be advised that student-athlete eligibility rules of the WCLA and WCLL are not identical. Teams are required to review the WCLA's Operating Procedures/Bylaws document regarding student-athlete eligibility to ensure annual compliance. Questions regarding WCLA eligibility rules should be directed to the WCLA's Eligibility Committee Chair or Commissioner.)

To eliminate ambiguity and disputes, the WCLL will use the following eligibility rules:

- A. Student-Athletes must be enrolled as a full time student in a program of studies as defined by the institution that they are representing. The WCLL Board and/or WCLA will rely heavily on the member school's registrar (not club sports office) to confirm a student-athlete's full-time status at the institution they are representing should it come in question. (Coaches and player reps are encouraged to verify their rostered players eligibility prior to playing them in a regulation game.)
- B. Student-Athletes must maintain a minimum of a 2.0 grade point average and be in good academic standing with the institution they are representing.
- C. Students in bridge programs, sister schools, consortiums, or other such affiliated programs shall not be eligible to participate in Division 1 or 2.
- D. Graduating Seniors: A student-athlete who has already accepted a diploma from her institution may no longer participate in any WCLL contest unless she is continuing her coursework at the same institution pursuing another degree and has eligibility remaining.
 1. Exemption: A student-athlete who has completed the required curriculum to graduate at her institution may still participate provided she remains enrolled at her institution and takes at least one unit or one course at her institution and has not accepted a diploma. (WCLA teams, please review the current WCLA Operating Procedures regarding player eligibility to ensure annual compliance.)
- E. A player may only play four regular seasons of college lacrosse in the WCLL (A and/or B), WCLA, NCAA, NJCAA, NAIA, or similar level combined.
 1. There is no clock. A player may have as many years as she desires to complete her four years of college play.
 2. There is no transfer rule that forces a student-athlete to sit out a year if she transfers institutions.
- F. Movement of athletes between Division 1 and B Division teams within a single program
 1. Should a member school have teams within both Division 1 and the B Division; a player is allowed to move up from the B Division team to the Division 1 roster but cannot be moved back down in the same season. Further, all players listed on the Division 1 roster at the beginning of the season may not be moved to the roster of the Division 2 team. Applicable and allowable changes in rosters must be updated with the league as required.
 - a. Please note, that the WCLA caps the number of players that can be moved between teams who have a defined A/B structure. Teams belonging to the WCLA are required to adhere to WCLA policy regarding player movement. Please review the current WCLA Operating Procedures regarding player movement to ensure annual compliance.
- I. A player that has played in any NCAA/NJCAA regular season regulation lacrosse game may not play in any WCLL level game in the same spring

season.

1. After February 15th, any player currently receiving a lacrosse scholarship from her institution and/or is practicing/participating with the NCAA team is ineligible for WCLL play
- J. After February 15th or by your first game, whichever is earlier rostered players of a WCLA member team cannot practice with, scrimmage with or play with any organized or affiliated college level lacrosse team during the same regular season of WCLA play. This includes but is not limited to varsity level programs and programs with B/C/JV teams or other. Rostered WCLA players should be participating with the WCLA member ONLY during the regular season.
- K. WCLA Hardship waiver requests must be made to the WCLA Eligibility Chair by February 15th of each season.

VIV. Eligibility Appeals

In the event that a team believes that a student-athlete is eligible to compete despite not meeting all of the rules in Section VIII above, a written appeal may be made to the Commissioner. The Commissioner will forward all requests to the Board for a vote. A 2/3-majority vote of the members of the Board is required to grant the appeal. Players in question are not eligible to compete until their team has received a written confirmation from the Commissioner concerning their appeal. The Board must grant or deny an appeal within (5) days of receipt of the written appeal unless additional time is needed to complete their due diligence.

X. Team Rosters and Eligibility Reports

Each team is responsible for submitting their official WCLL Team Roster electronically within the team's online administration page of the league website by February 1 of the current season or by their first game, whichever is earlier. Teams are to update their rosters ONLINE when there are additions or deletions. Players whose names do not appear on a team's online roster will not be eligible to play in league games until the Team Roster is updated and approved by the President. Players listed as either "**suspended or ineligible**" on the team's online roster are not allowed to participate in games until their eligibility has been approved by the President and the player is listed as "**active**". All players listed on a team's online roster must adhere to the rules outlined in Section VIII.

Teams must also submit the official WCLA Roster Verification Form to the league President by February 1st. This form must be certified by the campus registrar.

XI. Game Guidelines

Rules: All league games will be played according to US Lacrosse - Official Rules for Women's Lacrosse. For games involving two WCLA opponents, the league will follow the current WCLA policy regarding length of play, overtime and timeout rules.

The home team will provide a properly lined US Lacrosse regulation field that will be available one hour before game time. It is the responsibility of the home team to make every effort to fix these issues before the game starts. If the field issues cannot be resolved prior to start of the game, both teams must be notified of the issues and can agree to proceed with the game. In addition, formal complaints should be elevated to the assignor after the game so that field condition issues can be addressed for future games.

Red and Yellow Cards: The league will follow US Lacrosse rules regarding penalties for players and coaches receiving green, yellow or red card(s) in a game. Any player or coach

who receives a red card or two yellow cards in one game will be ejected from the game. The offending team is also required to notate carded players and/or coaches on the electronic score report form when submitting the game result on the league website. The league will follow current US Lacrosse rules regarding follow-on game suspensions for the type of card received in a single game. Failure to withhold a suspended player (as a result of cards received in a previous game) will result in an automatic forfeiture of the game(s) in which the player played. The league will follow US Lacrosse rules regarding penalizing a team for failing to withhold the suspended player. Should a team have played the suspended player for multiple games without withholding the player and the US Lacrosse rulebook does not cover such a circumstance, the President, with the advice of the Board, will decide on an appropriate punishment.

For good cause, the President has the right to suspend a player for additional time for conduct deemed extraordinary or detrimental to the spirit and/or safety of the game. The length of the suspension will be determined by the President and approved by the Board. The ruling of the President is appealable.

Please note that suspensions for any reason will carry over into the following season as applicable.

Ties: If a league game score is tied at the end of regulation play, the procedure outlined in the USL-W Rule 11-C-1 through 5 should be used to break the tie. If two games are to be played on the same day, use the procedure outlined in the USWLA Rule 11-C-6.

Trainer: Each home team is strongly encouraged to provide a Certified Athletic Trainer (ATC) or a student-trainer, or EMT for each game. The league strongly encourages its members to have access to an Automated External Defibrillator (AED) at all games. Further, the league strongly encourages its members to ensure that players exhibiting concussion like symptoms be cleared by a certified medical professional prior to re-entering a game. The league will assume no responsibility for the medical advice and/or services provided by the medical staff hired by its members.

Goals: Official NCAA game goals, in good condition and approved by both officials. Home team is responsible for set up.

Facilities: Access to bathrooms, showers if possible, housing information (on and off campus) with detailed directions to accommodations and fields.

Equipment: The home team is responsible for making every reasonable effort possible to provide the following equipment for games: score table, score indicator, an air horn, time clock, water (coolers, bottles, cups, etc.), ice (for injuries) and game balls. If the trainer or any of the equipment listed above cannot be provided by the home team, then the home team should notify the opposing team of the exceptions 24 hours prior to the game, so the visiting team can come prepared.

XII. Uniforms

Each team will have uniforms with numbers on the front and back as provided per US Lacrosse, Women's Division College Rules regulations. The home team will wear light and the visiting team will wear dark color jerseys unless otherwise agreed to by both coaches and umpires prior to the game. The non-complying team is responsible for wearing pennies in the case of similar colors.

XIII. Forfeits

It is the expectation of the league that members will complete their scheduled contests according to league rules. When possible, teams should consult the Commissioner and notify the opposing team(s) in advance of any possible forfeit. The below guidelines apply to contests ruled as a forfeit in advance of or after a contest was scheduled/played.

A. Penalties

1. First Forfeit: \$100 fine, and a 1-0 victory for the opposing team
2. Second Forfeit: \$200, and the same 1-0 loss as listed above, but the team will also be ineligible for playoffs, and team is placed on probation for a period of one year from the date of the second infraction. In addition, after a second forfeit, a team will not be allowed to host a playday for the following season.
3. Third Forfeit and subsequent forfeits: Team is fined \$300 for each additional forfeit. Their divisional status is up for review at that the league meeting. To gain entry into the league the following season they must:
 - i. Submit a letter to the commissioner to state why they should be allowed to continue their membership in the league
 - ii. They are ineligible for playoffs and ineligible to host a tournament or play-day for the following season
 - iii. They are required to post a \$500 bond payment to the league treasurer at the league meeting. The bond will be deposited into the league bank account and held by the league as collateral to ensure the team fulfills its obligations during their next season. Should the team fulfill their league requirements as determined by the President and/or Board, the league will refund the bond amount at the end of the season.
4. For good cause, the President and/or Board can increase or decrease the above penalties in the best interest of the league. All rulings are eligible for appeal by the offending team.
5. It is the responsibility of the forfeiting team to pay for the officials hired for the game, including travel costs - as outlined in the US Lacrosse WCLA Umpiring Fees and Policies document. Failure/Refusal to do so will result in the offending team being placed on immediate probation and call for an immediate review of the offending team by the Board. Penalties for not paying for officials, including travel costs, include but are not limited to expulsion from the league.

B. Forfeit Scenarios

1. Failing to appear at a game within 10 minutes of start time without notification of delay will result in a forfeit. It is the responsibility of the host team to provide a reasonable method of notification for the visiting teams.
2. Any team refusing to play any league match for reasons other than weather, field availability, or umpiring availability will be put on league probation for up to one calendar year.
3. The failure to arrange for rated officials or failure to ensure that officials are assigned to a league game by the host team is a forfeit.
4. Use of an ineligible player will result in the team's automatic forfeiture of the game(s), possible probation from post-season league play, and the individual may be banned from All-League activities (see Section VIII).
5. For good cause, the Commissioner or Board reserves the right to rule a game a forfeit for reasons not limited to what is listed above. Appeals with regard to forfeits should be submitted in writing to the Commissioner.

C. Definition of League Forfeits

1. **Standard Forfeit:** The game in question is not played on the day or at the time or

in a situation agreed upon by the league and both teams involved.

2. **Administrative Forfeit:** The game in question is played and would have counted as a league contest except for an administrative problem encountered before, during, or after the fact.
 - i. Such a forfeiture might include, but is not limited to, failure to pay dues by a pre-determined date, continued use of an ineligible player, failure to withhold a player(s) suspended from a previous contest, failure to reschedule canceled games within 72 hours, change/add/drop league games after the league schedule has gone final without Presidents approval.
- D. **Forfeit Scoring:** If the winning team was in compliance with league standards at the time of the contest, the score shall remain the same. If the winning team was not in compliance with league standards at the time of the contest, a forfeit loss (1-0) will be recorded. If no game is played and a forfeit is granted by the league the score will be recorded as 1-0 in favor of the team who was in compliance. Depending on the circumstance, the Board can rule a game as a no contest.

XIV. Season Play Period

League play will conclude one week, unless given special permission from the Commissioner, before the WCLL Playoff date. The actual date for each season is to be determined at the Fall WCLL meeting.

XV. Post Season Activities

Division 1: League Championships

The top team from each of the D1 regions will be invited to the WCLL Division 1 Championship. The Board will invite additional at-large teams to fulfill the tournament field (for a total of eight teams). Teams will be given at-large bids based on league standings and strength of inter-league play within the WCLL. The at-large selections shall be voted on by the Board. All of the teams selected to play for the Championship will then be ranked against each other based on overall league performance by the Board to determine tournament seeding. Regulation games against Division I and Division II members may be considered for at-large playoff bids. Games against non-WCLL member teams are not considered for at-large playoff bids.

Note: A 1st place finish in any given division does not guarantee a top 3 seed, furthermore at-large bids are not limited to only bottom of the bracket seeding.

Division 2: League Championships

The top team from each of the D2 regions will be invited to the WCLL Division 11 Championship. The Board will invite additional at-large teams to fulfill the tournament field (for a total of eight teams). Teams will be given at-large bids based on league standings and strength of inter-league play within the WCLL. The at-large selections shall be voted on by the Board. All of the teams selected to play for the Championship will then be ranked against each other based on overall league performance by the Board to determine tournament seeding. Regulation games against Division I and Division II members may be considered for at-large playoff bids. Games against non-WCLL member teams are not considered for at-large playoff bids.

Note: A 1st place finish in any given division does not guarantee a top 3 seed, furthermore at-large bids are not limited to only bottom of the bracket seeding.

Proposals to Host League Playoffs

Teams will submit bids to host Championships to the President, to be voted on at the Fall Meeting. Division I, II Championships may be played at different sites. Both Division I, II Championships may be hosted at the same site, if only one team from an entire division bids to host. It is suggested that sites should rotate between divisions. Proposals to host should include a detailed budget of ALL anticipated expenses. Bids to host should be received by the President well in advance of the league meeting to allow sufficient time for both the President and Treasurer to provide feedback to the bidding team(s). (Review Reimbursement Policy below)

The Treasurer shall then adjust the annual league budget and proposed annual team dues amount for the new season based on the proposal(s) received so that the full membership can discuss and vote on the various proposals.

Expense Reimbursement Policy for Tournament Host

Upon completion of Championship Weekend, reimbursements shall be submitted to the Treasurer and checked by the President prior to a check being issued to the host. If,

- a. Actual costs are within the host's 'approved' budget; the host receives 100% reimbursement on incurred expenses.
- b. Actual costs are OVER the host's 'approved budget; the host receives 100% reimbursement up to the approved allocated budget amount
 - i. \$0-\$500 over-budget: Host team covers this amount
 - ii. \$501-\$1,500 over-budget: League and host team split 50/50
 - iii. \$1,501+ over-budget: Board will review and decide on how to deal with the cost over-run

Note: Reimbursements will only be made out to the host team **directly** with an itemized receipt showing specific proof that the expense was incurred by a specific individual.

On-field/lodging umpire expenses are the responsibility of the league, NOT the host team.

Playoff and League Championship Officiating

The President, in conjunction with the official assignor(s) arranges for umpires based on:

- a. Current US Lacrosse rating
- b. Experience officiating WCLL games
- c. Ratings gained from coaches, players, and fellow umpires.
- d. Availability

An attempt is made to balance the strengths and weaknesses of individual umpires for the first round games with the strongest officials on the finals. This decision is based on the same criteria as above.

The WCLL will pay for mileage at the current IRS Standard Mileage Rate or flight (whichever is cheaper), hotel (if necessary), parking on site for each referee officiating in the WCLL Play-offs and League Championship. The WCLL will allocate a \$10.00 per day meal stipend for officials umpiring in the Championships.

League Championship: Playoff tournament format(s) will be based on proposed bracketing at the fall meeting and is subject to change on a yearly basis.

League Championship Site: The host team reserves the right to pick the time slots, provided that no visiting teams are inconvenienced. It is suggested that sites should rotate between divisions.

Tournament Planning: Coach, team representative, or school representative of hosting team will act as WCLL Tournament Coordinator. The President will work with (as geographic location allows) the Tournament Coordinator to ensure that all tournament expectations and responsibilities are met and or exceeded.

Responsibilities of League Championship-Tournament Coordinator:

Take the lead in coordinating the event's activities. Seek assistance from the league as reasonable and necessary. Participate as an active and regular member of the Tournament Planning Committee. Voice options on behalf of the league about game times, field locations, supplies, vendors, T-shirts, programs, etc. Pay for and then submit for reimbursement all expenses relating to hosting the event (excluding umpire travel and lodging expenses).

Communicate with the President about planning decisions, game scheduling, and staffing. Coordinate materials for the tournament program.

Tournament Expectations:

Game Conditions:

- A. No music during play of any of the Championship Game(s).
- B. Scoring table and score indicator.
- C. Score and commentary via PA system and electric score board (if available).
- D. Supplies - Stat book, pencils, clock (counts down), trained statistician, trainer timer, air horn, extra balls, two chairs, field table, ice, water, nets and goals, and accessible trainers.
- E. Three local rated (minimum) umpires per game (Semi's and Finals).

Schedule:

- A. Game times to accommodate teams traveling from the furthest distance.
- B. No games on the Friday before.
- C. At least the Championship and Semi-Final games (D1 and D2) are to be played in a stadium or "main game field".
- D. No other games to be played during the Championship Game.

Awards:

- A. Six trophies will be presented at the conclusion of the championship games.
- B. 1st and 2nd place teams for Division I/II/B will receive their respective trophies.
- C. The Commissioner or designee will present all trophies and awards.
- D. Individual awards and All-League selections including the league MVP, recipient of the Gretchen Schuyler award, will be announced in the awards ceremony the night before the championships.

Post Season All-League

All-League Coordinators will coordinate the tabulation of nominated players for Division 1 and 2 First, Second and Honorable Mention (if necessary) All-League teams. Further, they will coordinate the divisional League MVPs (D1 and D2 only), newcomer of the year, and Coach of the Year voting process. The President in coordination with the All-League Coordinators will select the final list of receiving award winners.

Responsibilities of the All-League Coordinators include but are not limited to:

Development, distribution and tallying the ballots, announcing the teams. The All-League Coordinator must also serve on the WCLA All-American Selection Committee, and submit all necessary paperwork to the WCLA.

Eligibility: All WCLL full member team players meeting the eligibility requirements for the

just completed season are eligible for selection to All-League teams. Team win-loss record is not a factor.

Procedure: The All-League Coordinators and President will determine the procedure for All-League selection and this procedure will be voted on at the Fall WCLL meeting.

Finances: Funding for all the All-League activities is to come from WCLL team dues.

XVI. Probation

Definition: For good cause, any team that is in violation of league policy or governance can be placed on probation by the President for a period of up to one-year from the date of the original infraction. Teams placed on probation are required to adhere to the following terms while on probation. Their eligibility relating to post-season play and activities will be under review for approval by the Board.

Probationary Requirements:

1. Fulfill all scheduling and game requirements without issue
2. Pay any outstanding dues amounts, fines, late fees, assignors fees and officiating expenses according to league requirements
3. Report scores, stats, cards and all-league nominations for all of their games played according to league requirements and deadlines
4. Abide by all student-athlete eligibility rules of the WCLL
5. Abide by all game requirement rules of the WCLL
6. For WCLA teams, fulfill WCLA requirements to remain an eligible WCLA program
 - o Please review the WCLA Operating Procedures and Bylaws for specifics
7. Fulfill any additional requirements placed upon the program by the Board and/or President
8. Respond to league requests in a timely manner
9. Adhere to US Lacrosse's Philosophical Statement regarding code of conduct/sportsmanship/spirit of the game
10. Abide by all WCLL policies not limited to what is listed above.

Failure to abide by the above guidelines can lead to additional penalties and/or expulsion from the league.

A team's probationary status is appealable.

XVII. Appeal Process:

Appeal Process: Any team placed on probation has the right to appeal the President's ruling. Appeals must be in writing and must be sent to the President by the coach or elected player representative. The President will forward the appeal to the Board for review. A majority vote of the Board is required to overturn the President's original ruling. In the event of the Board overturning the President's ruling, for good cause, the Board reserves the right to reduce, expand or eliminate the probationary status or punishment levied on the team. The ruling of the Board is final and cannot be appealed.

XVIII. Expulsion:

Definition: For good cause, any team that is in violation of league policy or governance can be expelled from the league. A 2/3-majority vote of the full Board (excluding conflicts of interest, Section XIX) is required to pass approval on a motion to expel a team. The President will notify the expelled team in writing of the Board's final decision. The expelled team and its members will not be permitted to participate in any WCLL activity or to play

against another team affiliated with the WCLL as soon as the President has notified them of the Board's ruling. The ruling of the Board is final and cannot be appealed.

Reentry: Teams who have been expelled by the league may seek reentry the following season. Teams who gain reentry into the league, per Section XX, will be placed on probation for a period of up to two consecutive years, beginning the date of approval into the league. The length of the initial probationary period will be decided by the full membership and disclosed to the team at the time of reentry. Appeals to shorten the length of the probationary period will be reviewed and voted on by the Board only after a minimum of five months time has lapsed.

XIX. Conflict of Interest and Ethical Practices:

No member of the Board or league member may vote on any matter in which he or she has a financial interest, or in which any member of the person's immediate family has a financial interest. If a member of the Board or league member becomes aware of any other matter that could be considered a conflict of interest or raise the appearance of a conflict of interest, the members shall immediately disclose that conflict to the President.

No member of the Board may vote on any matter that involves his/her affiliated team. *(Exception: For votes involving at-large bids to league championships or seeding of league championship brackets, teams who have multiple representatives seated on the Board are only allowed one Board member vote on the issue. This is to ensure no one team has additional influence over post-season play.)*

Board members holding more than one seat on the Board are only allowed one vote.

XX. Amendments to the Constitution and Bylaws

A majority vote by league members including the Board is required for entry of a new institution into the WCLL. Approval of this document is a pre-requisite for the institutions wishing to enter the league. Future changes to this document must be met by majority approval of the members of the institutions.

XXI. League Officers

Officer positions include: President; Secretary/Treasurer; Vice-President Four (4) at-large positions, and three (3) student-athlete positions.

RESPONSIBILITIES:

President: Represent the league as necessary. Enforce league policy in collaboration with the Board as necessary. Organize all league meetings, coordinate Assistant Commissioner activities, update and monitor Bylaws and Constitution, coordinate NCAA/WCLA eligibility, coordinate All-League and team roster selection and information with All-League Coordinators, supervise league expenditures and fundraising, act as liaison to chapters of US Lacrosse and the WCLA (in unison with the league nominated WCLA Liaison), regularly communicate league issues with the Board and attend the required WCLA summer meeting (or send a member of the Board) to ensure the WCLL has a representative, as mandated by the WCLA. Coordinate and collect annual WCLA Roster Verification forms from the WCLA members of the WCLL and send in one package to US Lacrosse by the WCLA deadline.

Secretary/Treasurer: Receive preliminary schedules from teams and subsequently distribute a list of schedules to each assistant commissioner for divisional coordination. Take and distribute minutes of the WCLL meetings, create and distribute other administrative communications related to the WCLL, distribute the newsletter, update the Constitution and Bylaws yearly in unison with the Commissioner, participate and assist in all league activities and projects, maintain a record of official rulings by the Commissioner or Board. Maintain the league budget, report regularly on income and expenditures, collect dues and fees from league members, and maintain financial responsibilities of the league. The treasurer will annually submit the league accounts and books to a Certified Public Accountant for the filing of the League tax return. The Treasurer shall request email approval from the Commissioner on all league reimbursements prior to processing. All WCLL checks will have two signatures (President and Vice President) for approval.

A. **Vice President - :** Coordinate and mediate divisional scheduling disputes, coordinate and mediate communication between their divisional programs and the league office as needed, assist in planning play-off and League Championship tournaments, supply season summary of standings, establish preliminary divisional league schedules each fall with the Commissioner.

AT-LARGE- All at large members will assume organizational responsibility for the WCLL's compliance with the WCLA regulations and league protocol.

The Board will appoint, from the league membership the following positions:

- A. Division I and II Ranking Committee Members
- B. Division I and II Recognition Committee Chairs
- C. WCLA Liaison

WCLA Liaison: Distribute all critical important WCLA information regarding WCLA Bylaws, Operating Procedures, eligibility due dates and policy changes to the WCLL membership and ensure it is accurately posted on the league website.

STUDENT-ATHLETE MEMBERS: Three at-large student-athletes will participate in all league matters. These members will be non-voting members. Student-Athlete members will serve two-year commitments. Appointments will be made by vote of the WCLL Board.

Board Members:

The WCLL Board will consist of all League officers. League officer's required duties (1-7) Duties include:

1. Attend all WCLL meetings.
2. Advise the League on all business matters.
3. Decide on matters concerning WCLL, WCLA and NCAA eligibility appeals.
4. Establish league-operating budget and determine league membership dues.
5. Rule on playoff eligibility of any member teams on league probation.
6. Rule on league items presented by the President.
7. Decide team rankings and selection for Division 1, 2

Terms of Office:

All non-student athlete positions will serve a one year term.

Voting Procedure:

Each team may have one vote. League officers will have one vote. Full member vote is defined as all full member teams (not provisional) plus the Board. New teams must be voted into the league prior to the season. Provisional teams may not vote. No vote may take place on a proposal without an opportunity for discussion or commentary by the population of voters who will cast the vote. A team may use a proxy to vote if they submit this request to the President prior to the meeting.

Tie Breaking Procedures - Voting:

1. **General Voting:** In the event of a tie on a vote by the full membership, the Board will vote to break the tie.
2. **Board Voting:** In the event of a tie on a vote by the Board the President, Secretary/Treasurer, and Vice-President will vote to break the tie. In the event that the President, Secretary/Treasurer, and Vice-President are unavailable to vote or have a conflict of interest that prevents them from voting, one additional person will be added (by order of tenure of serving within the WCLL Constitution) until a three-person quorum is available to vote.

XXII. Assignor

The Head Assignor will be a non-voting member on the board. The Head Assignor will communicate with all regional assignors to communicate the rate to be paid, based upon the type of game set up (stop clock/running clock).

XXIII. Dues

Amount:

The amount of dues is to be determined by WCLL based on the predicted operating expenses set in the budget. The budget for the league is to be reviewed, modified, and approved by members of the league.

The amount is determined by identifying the costs and dividing it by the number of teams in the league, petitioning teams excluded.

Division 1 and 2 member teams are also required to pay annual WCLA member dues to US Lacrosse as part of their requirement to be WCLA members. Please check the WCLA website for deadlines to ensure annual compliance.

When possible, the league will attempt to coordinate seasonal expenses (WCLL dues, Assignor Fees, WCLA dues or other) into one payment from the member and coordinate payments to the relevant payee(s). This is intended to alleviate the administrative burden to teams.

Payment Schedule:

Dues will be paid on or before the date set by the Board for that season.

Failure to pay league dues by December 1st will result in a fine of \$5 per day until the check is received.

Method of Payment:

Dues are to be paid by checks issued by College or University accounts on behalf of the women's lacrosse team. Personal checks will be accepted. If a check is returned due to insufficient funds, payment is then required in the form of a cashiers check or money order for the amount of dues plus the service charge incurred by the league.