

Western Women's Lacrosse League (WWLL)

Bylaws

Approved January 19 2012

I. Annual WWLL League Meetings:

Annual meeting of the Commissioner, Executive Committee and Members will be held in early October at a site agreed upon by all of the officers (Fall Meeting). An attempt will be made to host the meeting at a centralized location (traditionally UC Santa Barbara) each year or at an alternating North/Central/South rotation if the league members deem this suitable. The meeting is mandatory for members and open to non-members of the league. Any member that misses a league meeting or fails to send a proxy (Fall or Spring) will be fined \$50.00. Failure to pay the fine will result in expulsion from the league.

Each WWLL Officer that is not affiliated with a specific WWLL member team may be allotted a travel stipend of \$50 to attend the WWLL Annual Meetings in a given season. A request must be made to the WWLL Treasurer to receive these funds. For those officers who are not sponsored by a member school the following reimbursement schedule is proposed: Ground travel will be at the current IRS Standard Mileage Rate after the first 25 miles. Road trips exceeding 650 miles round trip will be capped at \$160. Air travel will be capped at \$200. This is to be paid only with the presentation of an original airline, car and parking receipt for the days traveled that match the dates of the meeting. If the costs are lower, the officer is only reimbursed for what the actual costs are. If costs exceed \$200, there is no additional reimbursement without petitioning the WWLL Commissioner (henceforth; Commissioner).

II. Season

Division 1 - Requirements

All teams are required to play each team in their region once. Should two regional teams elect to play each other twice in the regular season, not including official tournaments, only one game will count towards regional standings. This should be agreed upon by both teams and noted properly on the official league schedule. In the event that the regional standings game is unable to be played, unable to be rescheduled and a regular season game has already been played between the two teams, the already played game will count towards regional standings at the end of the season. All Division 1 teams are required to play three inter-region games but not all three games can be played within one region. (i.e. a North team can play 2 South, 1 Central but not 3 South)

Inter-region games results will not count toward regional standing but will count for overall standing. Inter-division game results will not count towards regional standing but will count towards overall standing. Games against provisional members or B Division members will not count towards overall standing and are considered scrimmages.

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).

2012 WCLA Game Requirement

- 1) 9 regulation games versus any WCLA opponent to be an 'eligible' WCLA team
- 2) 9 games versus D1 WCLA teams 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 standing, and are also required to play 2 inter-region games.

Inter-region game results will not count towards regional standing but will count towards overall standing. Inter-division game results will not count towards regional standing but will count towards overall standing. Games against provisional members or B Division members will not count towards overall standing and are considered scrimmages.

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).

2012 WCLA Game Requirement

- 1) 7 regulation games versus any WCLA opponent to be an ‘eligible’ WCLA team
- 2) 7 games versus D1 or D2 WCLA teams 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.

The highest finishing Division 2 team after league playoffs can request to move to Division 1 for the following season. It is the league’s suggestion that the lowest finishing team in Division 1 of the 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 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.

B Division - Requirements

All teams are required to play each team in their region twice for regional standing. Inter-division game results or out of league results will not count towards regional standing and will not count towards overall standing as these games are classified as scrimmages. Games against provisional members will not count towards overall standing and are also considered scrimmages.

Provisional - Requirements

All provisional teams are encouraged to schedule games with other provisional members and/or other WWLL full member teams and complete their schedule of games. The League will track the win/loss record of a provisional member on the league website but all games against full member teams are considered scrimmages and should not reflect upon the overall standing of the full member opponent(s).

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 league Secretary one week prior to the annual league meeting.
- Final versions are due to the Assistant Commissioner by November 1. *In advance of submitting final versions, teams should individually confirm each game time, date, and location by email with EVERY scheduled opponent to insure 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 November 1. Assistant Commissioners will submit a master regional schedule to the Commissioner by December 1.
- The Commissioner will resolve discrepancies between inter-regional and inter-divisional games beginning December 1. Teams may individually negotiate changes in the schedule and notify the Commissioner and Assistant Commissioner for their region of any and all changes.
- Changes to a teams schedule should be completed by December 15 of each calendar year.
- The league schedule becomes final as of the first Monday in January of the new calendar year. Modifications (this includes adding/dropping games) will not be accepted after the first Monday in January for no reason except weather or other natural disasters.

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.

Tournament games may not be substituted for league games unless a regulation game is played and the tournament was listed on the member team schedule submitted to the Commissioner prior to the start of the regular season.

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 Monday in January, the Commissioner 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 date. If both teams are unable to negotiate an acceptable alternative, the originally scheduled/previously approved game is binding. The Commissioner must approve any change to the league schedule after first Monday in January and reserves the right to deny any request for good cause.

Rescheduling games after the first Monday in January: If games need to be rescheduled due to weather conditions, natural disasters, or field conditions due to weather or natural disasters:

- 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, the home team will pay that official.
- C. The home team shall propose at least three reasonable substitute dates and game times within 72 hours after 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, local assignor, assigned officials and the Commissioner, the status of the game prior to either team's departure. The method of communication should begin by phone and follow with an email. An attempt should repeatedly be made to contact any and all of the opposing team's contacts until contact is made should the first contact not be available to be reached.

Each team is responsible to maintain their schedule and should complete all league games at least 5 days prior to the scheduled start of league playoffs.

IV. League Divisional Standings

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

V. Score Reporting and All League Nomination Procedures

Game results are to be submitted electronically within the team's online administration page of the league website within 24 hours of the game by both teams. Teams can submit official games scores/player statistics/all-star nominations (as applicable) by logging into their individual team area of the league website. Score reports must include the Home and Away final score, half-time score, player statistics for the submitting team including goals, assists, total points, yellow cards, red cards, goalie saves/goals against, coaches yellow and red cards and appropriate All-League nominations (see below). Failure to submit complete score reports in a timely manner will result in the following: First Offense = Warning by the Commissioner, Second or Further Offenses = Probation for violating team and a \$100 fine as well as possible additional penalties levied by the Commissioner. "Additional penalties" levied by the Commissioner should be conveyed to the Executive Committee for appropriate feedback and fairness. Subsequent offenses by a probationary team may result in expulsion from the league.

WCLA member teams are ALSO required to submit their score to LaxPower within 24 hours of the game being played.

Note: All-League nominations are to be submitted electronically within the team's online administration page of the league website within 24 hours of the game by both teams. Teams can submit all-star nominations (as applicable) by logging into their individual team area of the league website. Games between inter-divisional opponents (ex: Division 1 vs. Division 2) do not need to be submitted on the Game Report. Failure to report All-League nominations in a timely manner will result in the following: First Offense = Warning by the Commissioner, Second Offense = Probation and \$100 fine. Subsequent offenses by a probationary team may result in your team forfeiting their qualifying All-League recipients.

VI. League Divisional Tie Breaking Procedures

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

- A. Comparison of win / loss records involving only the league games between the tied teams.
- B. Comparison of average goals allowed involving only the league games between the tied teams
- C. Comparison of average goals allowed involving all league games played by the tied teams.
- D. Blind draw conducted by the Commissioner 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 Executive Committee, 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 WWLL Executive Committee 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 WWLL at-Large seeding shall be broken according to the following (2 Teams, WWLL league 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 Executive Committee, 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 as well as possible probation for the team for a period of time, possible probation from post-season league play and the individual may be banned from All-League activities. These decisions are to be made by the Executive Committee and can be applied retroactively.

***Note for WCLA Member Teams:** be advised that student-athlete eligibility rules of the WCLA and WWLL 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 WWLL 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 WWLL Executive 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. Student-Athletes must be progressing satisfactorily towards a degree by their junior year.
- D. Students in bridge programs, sister schools, consortiums, or other such affiliated programs shall not be eligible to participate in Division 1 or 2.
- E. Community College players are eligible to play provided they are playing for the Community College institution they represent. Community College players are not allowed to play for another member team.
- F. Graduating Seniors: A student-athlete who has already accepted a diploma from her institution may no longer participate in any WWLL 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.)
- G. A player may only play four regular seasons of college lacrosse in the WWLL (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.
- H. 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 WWLL 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 WWLL 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 Executive Committee for a vote. A 2/3-majority vote of the members of the Executive Committee 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 Executive Committee 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 WWLL 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 Commissioner. 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 Commissioner 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.

*Note: For WCLA member teams, the WCLA has a **SEPARATE** WCLA Roster Form that is due to the US Lacrosse each season. Please review the WCLA Operating Procedures and Bylaws document annually to ensure compliance.*

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. Failure to provide a properly lined field will result in a forfeit by the home team.

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 Commissioner, with the advice of the Executive Committee, will decide on an appropriate punishment.

For good cause, the Commissioner 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 Commissioner and approved by the Executive Committee. The ruling of the Commissioner 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.

Officials: The home team is responsible for arranging officials and ensuring officials are assigned to their scheduled game by checking the [Arbiter website](#) in advance of a game. Any coach or team parent of a team may not referee any league game involving that team, unless agreed upon by both teams prior to the game/referee assignment. Two USL-W rated (Local or above) officials are required for each league game to be played.

The fee to be paid to officials will be the approved game fee by US Lacrosse. This will be disclosed to teams at the annual league meeting. In addition to this fee, officials will receive mileage reimbursement for each additional mile traveled exceeding a grace of 25 miles round trip at the current IRS Standard Mileage Rate. Coaches may negotiate reimbursement with umpires when they travel long distances. (e.g. plane, train, etc.) When air travel is involved and the cost of an airline ticket is less than the mileage reimbursement then the cost of the airline ticket will be reimbursed.

Unless otherwise negotiated, all officials for league games shall be paid prior to the start of the game. Failure to provide payment will result in forfeiture by the home team. Parking fees will be an additional fee paid to officials where appropriate.

Coaches will be encouraged to evaluate umpires performances in league games by completing an evaluation form online through the Arbiter website. This will allow the head official to critique umpires.

Statistician: Each team must provide one person to record statistics (goals, assists, saves and cards) for their team during the game. The home team is required to provide a statistician to maintain the official score sheet at the center table and make the score sheet available for official's signature and visiting team review at the end of the contest. This person should arrive 20 minutes before game time. Both coaches will provide game rosters with player's names and numbers 20 minutes before game time. At the conclusion of each game the statistician will summarize all stats and get them to the coaches as soon as possible. Game results are to be submitted electronically on the Game Report Form of the league website within 48 hours of the game by both teams. Score reports should include the home and away score, player statistics for the submitting team (including yellow and red cards received by player)

Time Keeper: The person used to keep time as described in the USL-Rules. The timekeeper may also assist the statistician with spotting while the ball is in play. The home team is required to provide a time keeper to maintain the official time at the center table and make the official game time available to both teams at all times from this central location. The time

keeper should not be positioned within either team's bench area and arrive 20 minutes before game time.

Cell Phone: Coaches and player reps are required to have access to a cell phone to dial 9-1-1 in the case of any emergency.

Trainer: Each home team will provide/assign 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: Home team is responsible for score table, score indicator, an air horn, time clock, water (coolers, bottles, cups, etc.), and at least (3) game balls.

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: \$200 Fine, and the team is placed on probation for a period of 30 days
2. Second Forfeit: \$300 Fine, team is ineligible for playoffs, and team is placed on probation for a period of one year from the date of the second infraction.
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. Further, 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 prepay all of their officials fees for the next season in advance of their first game
 - iv. 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 Commissioner and/or Executive Committee, the league will refund the bond amount at the end of the season.

4. For good cause, the Commissioner and/or Executive Committee 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. 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 Executive Committee. Penalties for not paying for officials, including travel costs, 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. If it is discovered that the playing field for a league game is lined improperly, significant errors that affect the play of the game, or not at all, and the situation can not be remedied within 10 minutes of the scheduled start of the game, the game will be forfeited.
5. 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).
6. Failure to pay WWLL dues by the set date will result in an Administrative Forfeit (see definition below) of all games played prior to receipt of payment.
7. For good cause, the Commissioner or Executive Committee 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 Commissioner 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 Executive Committee 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 WWLL Playoff date. The actual date for each season is to be determined at the Fall WWLL meeting.

XV. Post Season Activities

Division 1: League Championships

The top team from the Northern, Central, and Southern First Division will play in the WWLL Division 1 Championship. Another five teams (for a total of eight teams) will be given at-large bids based on league standings and strength of inter-league play within the WWLL. The at-large selections shall be voted on by the Executive Committee. All of the teams selected to play for the Championship will then be ranked against each other based on overall league performance by the Executive Committee to determine tournament seeding. Regulation games against Division I and Division II members may be considered for at-large playoff bids. Games against non-WWLL member teams are not considered for at-large playoff bids.

Note: A 1st place finish in any given region does not guarantee one of the top 3 spots, furthermore at-large bids are not limited to only 4th-8th place seeding.

Division 2: League Championships

The top team in the North Region and the top team in the South Region for Division II based on league standing at the end of regular season will play in the WWLL Division II Championship. Another two teams will be given at-large bids based on league standing and strength of inter-league play within the WWLL. The at-large selections shall be on voted by the Executive Committee. The four teams selected to play will then be ranked against each other based on overall league performance by the Executive Committee to determine tournament seeding. Regulation games against Division I and Division II members may be considered for at-large playoff bids. Games against non-WWLL member teams are not considered for at-large playoff bids.

The teams will play each other in the following manner: the #1 and #4 seeds will play each other with the winner advancing to the Championship; the #2 and #3 seeds will play each other with the winner advancing to the Championship. Division II teams may not participate in the Division I Championship.

B Division: League Championships

The top four B division teams qualify for the B Division Championship tournament. Tournament seeding will be done in accordance with divisional standings at the end of the season. The teams will play each other in the following manner: the #1 and #4 seeds will play each other with the winner advancing to the Championship; the #2 and #3 seeds will play each other with the winner advancing to the Championship. B Division teams may not participate in Division I or II championship bracket.

Proposals to Host League Playoffs

Teams will submit bids to host Championships to the Commissioner, to be voted on at the Fall Meeting. Division I, II and B Championships may be played at different sites. Both Division I, II and B Championships may be hosted at the same site, if only one team from an entire region bids to host. It is suggested that sites should rotate between regions. Proposals to host should include a detailed budget of ALL anticipated expenses. Bids to host should be received by the Commissioner well in advance of the league meeting to allow sufficient time

for both the Commissioner 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 Commissioner 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: Executive Committee 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** unless 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 Commissioner, in conjunction with the official assignor(s) arranges for umpires based on:

- a. Current US Lacrosse rating
- b. Experience officiating WWLL 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 WWLL 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 WWLL Play-offs and League Championship. The WWLL 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 regions.

Tournament Planning: Coach, team representative, or school representative of hosting team will act as WWLL Tournament Coordinator. The Commissioner 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 Commissioner 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 as well as the 'B' Division All-League team. Further, they will coordinate the divisional League MVPs (D1 and D2 only) and Coach of the Year voting process. The Commissioner 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 (North, Central and South Division 1, 2 and B), providing the League Championship Tournament Coordinator with team names, numbers, home team, etc. for the Tournament Program, and finally design and coordination of any All-League awards to be given.

Eligibility: All WWLL 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 Commissioner will determine the procedure for All-League selection and this procedure will be voted on at the Fall WWLL meeting.

Currently, all stars are selected by using a combination of votes received in conjunction with comparing individual players statistical rankings (pts/g, goals/g, assists/g or save percentage) against their competition. Traditionally the first place team receives the most recipients and recipients by team are tiered downward depending on placement in standings. All teams must be awarded at least one representative in either the first or second team listing during the selection process.

Finances: Funding for all the All-League activities is to come from WWLL 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 Commissioner 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 Executive Committee.

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 WWLL
5. Abide by all game requirement rules of the WWLL
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 Executive Committee and/or Commissioner
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 WWLL 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 Commissioner's ruling. Appeals must be in writing and must be sent to the Commissioner by the coach or elected player representative. The Commissioner will forward the appeal to the Executive Committee for review. A majority vote of the Executive Committee is required to overturn the Commissioner's original ruling. In the event of the Executive Committee overturning the Commissioner's ruling, for good cause, the Executive Committee reserves the right to reduce, expand or eliminate the probationary status or punishment levied on the team. The ruling of the Executive Committee 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 Executive Committee (excluding conflicts of interest, Section XIX) is required to pass approval on a motion to expel a team.

The Commissioner will notify the expelled team in writing of the Executive Committee's final decision. The expelled team and its members will not be permitted to participate in any WWLL activity or to play against another team affiliated with the WWLL as soon as the Commissioner has notified them of the Executive Committee's ruling. The ruling of the Executive Committee 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 Executive Committee only after a minimum of five months time has lapsed.

XIX. Conflict of Interest and Ethical Practices:

No member of the Executive Committee 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 Executive Committee 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 Commissioner.

No member of the Executive Committee 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 Executive Committee are only allowed **one** Executive Committee member vote on the issue. This is to ensure no one team has additional influence over post-season play.)*

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

XX. Amendments to the Constitution and Bylaws

A majority vote by league members including the Executive Committee is required for entry of a new institution into the WWLL. 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.

Western Women's Lacrosse League Constitution

2011-2012 Season

I. Membership

For the 2011-2012 season, the WWLL is comprised of collegiate teams organized as follows:

DIVISION I:

North:

- California State University, Chico
- Santa Clara University
- Sonoma State University
- University of California, Berkeley
- University of California, Davis Club

Central:

- California Polytechnic State University, San Luis Obispo
- Chapman University
- University of California, Los Angeles
- University of California, Santa Barbara
- University of Southern California

South:

- Arizona State University
- San Diego State University
- University of Arizona
- University of California, San Diego
- University of San Diego

DIVISION II:

North:

- Humboldt State University
- San Jose State University
- Stanford University Club
- University of California, Santa Cruz
- University of Nevada, Reno

South:

- Biola University
- California State University, Fullerton
- California State University, Long Beach
- California State University, San Marcos
- Santa Barbara City College
- University of California, Irvine
- University of Nevada, Las Vegas

B DIVISION:

- California Polytechnic State University, San Luis Obispo "B"
- University of California, Davis Club "B"
- University of California, Los Angeles "B"
- University of California at Santa Barbara "B"
- University of Southern California "B"

PROVISIONAL:

- Loyola Marymount University
- Marymount College
- Northern Arizona University
- Pepperdine University

II. Objectives

- A. To establish a competitive atmosphere for Women's Collegiate Lacrosse in the Western United States and provide an immediate goal for which league members may aim: to determine the Western Women's Lacrosse League Champion, and earn a bid to the US Lacrosse WCLA National Championship(s).
- B. To increase the size of the league with the addition of teams from other western colleges and universities.
- C. To eventually split into multiple divisions based the competitive ability.
- D. Objectives are to be reviewed annually at the league meeting to determine if members are adequately working towards these goals.

III. Relationship with Northern California, Southern California, and Santa Barbara Women's Lacrosse Associations, and the US Lacrosse Women's Collegiate Lacrosse Associates (WCLA)

The WWLL will foster a working relationship with regional chapters of US Lacrosse, but maintain separate organizations.

WWLL Division I and II will be considered a League within the WCLA (the organizing body of college club women's lacrosse on the national level). Division I and II members of the WWLL must join the WCLA, and pay any fees associated with joining this organization. B Division and Provisional members may choose to join the WCLA, but are not required to do so.

IV. League Officers

Officer positions include: Commissioner; Secretary; Treasurer; Assistant Commissioners – Division 1 (North, Central, South), Division 2 (North and South), B Division; WCLA Liaison; All-League Coordinators for Divisions 1, 2 and B; Advancement Coordinator; Assistant Commissioner of Umpires and Officials - North and South; Commissioner Ex-Officio.

RESPONSIBILITIES:

Commissioner: Represent the league as necessary. Enforce league policy in collaboration the Executive Committee as necessary. Organization of all league meetings, coordination of Assistant Commissioner activities, update and monitor Bylaws and Constitution, coordinate NCAA/WCLA eligibility, coordinate and approve the regular season schedule and changes to it after the season has started, 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 Executive Committee and attend the required WCLA summer meeting (or send a member of the Executive Committee) to ensure the WWLL has a representative as mandated by the WCLA.

Secretary: Receive preliminary schedules from teams and subsequently distribute a list of schedules to each assistant commissioner for regional coordination. Take and distribute minutes of the WWLL meetings, create and distribute other administrative communications related to the WWLL, 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 Executive Committee.

Treasurer: Maintain the league budget, report regularly on income and expenditures, collect dues and fees from league members, and maintain financial responsibilities of the league. (i.e. establishing an interest bearing account at an FDIC insured bank with branches throughout the range 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.

A. Assistant Commissioners - Division 1 (North, South, Central), Division 2 (North/South) and B Division: Coordinate and mediate regional scheduling disputes, coordinate and mediate communication between their regional programs and the league office as needed, assist in planning play-off and League Championship tournaments, supply season summary of standings, establish preliminary regional league schedules each fall with the Commissioner.

WCLA Liaison: Distribute all critical important WCLA information regarding WCLA Bylaws, Operating Procedures, eligibility due dates and policy changes to the WWLL membership and ensure it is accurately posted on the league website. Coordinate and collect annual WCLA Roster Verification forms from the WCLA members of the WWLL and send in one package to US Lacrosse by the WCLA deadline.

All-League Coordinators: To oversee ballot distribution and tabulation and recognition of All-Leagues and league MVP including printing of award certificates.

Advancement Coordinator: Work with non-league schools or struggling full-member teams to further the development of women's lacrosse at the college and university level and to assist teams in maintaining their WWLL or WCLA eligibility status if difficulties arise but not limited to pursuing varsity status.

Assistant Commissioner of Umpires and Officials (North and South): Provide information about officiating from the USL-Women's Division, assist in official development, training rating and act as counsel to coaches and Commissioner about rules and regulations to the USL-W.

Commissioner Ex-Officio: The immediate former Commissioner assumes this office. Assist the Commissioner during their first year in office, primarily during the transitional stage (i.e. from the Fall meeting when the new Commissioner is elected until January 1 when their term commences).

Executive Committee Members:

The WWLL Executive Committee will consist of all League officers. League officer's required duties (1-6), optional duties (7-9).

Duties include:

1. Attend all WWLL meetings.
2. Advise the League on all business matters.
3. Decide on matters concerning WWLL, 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 Commissioner
7. Decide team rankings and selection for Division 1, 2 and B playoffs

8. Formulate and release one pre-season and one monthly poll during the regular season ranking teams in Divisions 1, 2 and B. Format to be decided by Exec. Committee.
9. Review final All-League team formulated by Commissioner.

Terms of Office:

Commissioner: Elected two-year term. Take office January 1 following the league meeting in which they were elected.

Commissioner Ex-Officio: One-year term. Take office January 1 following the league meeting in which the newly elected Commissioner takes office.

Assistant Commissioners: Voluntary one year term with the option for appointment to second year. If more than one candidate is interested, there will be a vote to determine the officer position.

All Other Officers: One-year term. Take office January 1 following the league meeting.

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 Executive Committee. 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.

Regional/Divisional Vote: Proposals may be designated for the full membership or for specific divisions or regions. Proposals not designated as regional or divisional will be voted upon by the full WWLL membership. The Commissioner will make the final determination if a proposal does actually affect only the particular region or division. WWLL Executive Committee will be allowed to vote on any proposal designated for the full membership.

Tie Breaking Procedures - Voting:

1. **General Voting:** In the event of a tie on a vote by the full membership, the Executive Committee will vote to break the tie.
2. **Regional/Divisional Voting:** In the event of a tie on a vote specific for a region or division, the full membership will vote to break the tie.
3. **Executive Committee Voting:** In the event of a tie on a vote by the Executive Committee the Commissioner, Secretary and Treasurer will vote to break the tie. In the event that the Commissioner, Secretary and Treasurer are unavailable to vote or have a conflict of interest that prevents them from voting, one additional person will be added (by order of listing within the WWLL Constitution) until a three-person quorum is available to vote.

V. Assignors

Local League Assignors (North, Central, San Diego and AZ/Las Vegas) are responsible for assigning US Lacrosse rated officials to staff 'official' regular season games between member teams in accordance with the approved master schedule. Assignors must be approved by the applicable teams for which the assignor position represents and applicants must submit their lacrosse resume to the Commissioner if they elect to run for office or seek a consecutive term(s). Terms are for three years with each term ending at the end of the WWLL season. There is no limit in the number of terms an assignor may serve.

- Term End-Date
 - Central: 2011, 2014, 2017, 2020
 - San Diego: 2012, 2015, 2018, 2021

- North and AZ/LV: 2013, 2016, 2019, 2022

It is requested that the Commissioner get additional feedback from teams, Local Umpire Board(s) and other assignors about each applicant.

VI. Dues

Amount:

The amount of dues is to be determined at the fall WWLL meeting 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.

Back dues may be charged if it is determined that the amount charged does not cover the league related expenses. This decision is to be determined by the Commissioner and the Executive Committee members.

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 (WWLL 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 Executive Committee for that season. Failure of the League Office to receive payment of the dues by the set date will result in an administrative forfeit of all league games played on or prior to the date payment 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.