



SOFTBALL

SECTION A Regular Season Structure and Procedures

1. NJCAA Eligibility rules will govern all college and individual participants, except where superseded by Region XIX rules. In all cases, determination of eligibility will be under the jurisdiction of the Region XIX Director of Eligibility/Standards and Ethics Chairperson.
2. Region XIX will follow the rules of the NCAA/NJCAA unless otherwise indicated. This includes following the NCAA tie game rule as stipulated in the NCAA rulebook for regular season games. In addition, speed-up rules are not in effect during the regular season.
3. Scheduling Protocol
 - a. All teams must schedule all other teams in their division twice.
 - b. Regular season Region XIX doubleheaders shall consist of two seven (7) inning games.
 - c. If the game is tied after the 7th inning the approved tie breaker rule goes into effect immediately. The tie breaker rule states: *“During each half inning of the innings used to enforce the tie breaker rule, the offensive team shall begin its turn at bat with the player who is scheduled to bat in the ninth position in that respective inning starting the inning at second base.”*
 - d. An eight (8) run mercy rule will be in effect for all Region XIX games, after the 5th inning. At this point the game is declared an official game.
 - e. For the purpose of establishing qualification for the Region Tournament, colleges may not add new games or drop originally scheduled games 14 days prior to the published seeding meeting for their respective tournament, unless to make up a region division game. Games previously scheduled, but postponed, may be rescheduled during this time period vs. the same opponent.
4. Cancellations/Postponements/Rescheduling
 - a. All scheduled games within your division must be played. Games outside of your division should, in good faith, be attempted to be rescheduled. If either college closes due to inclement weather, a scheduled game must be postponed. In the event a mutually agreeable make-up date cannot be determined between the participating Athletic Directors, the game must be played on the next available date when both teams are open and the home facility is available. This includes canceling or rescheduling a non-regional contest to allow a regional game to be played. Failure by one team to adhere to this rule will count as a forfeit for seeding purposes. The region team that

was willing to play on this date receives a win for seeding purposes. In the event all avenues have been pursued to the satisfaction of the region director, a “no-contest” shall be declared.

- b. Scheduling priorities when there is no available open date should be:
 - o Region XIX divisional opponents
 - o Region XIX opponents
 - o Other opponents
- c. Any team that drops their program after the start of the season will have all results, including regional and divisional games, from games that were played to that point count on overall records only.

5. Team Travel

If a team arrives late for a contest, but has notified the host institution that they will be late, the team shall be allowed at least a ten (10) minute warm-up period prior to the start of competition.

6. Bench Personnel

Each team shall be allowed the following personnel on their bench:

Institution certified coaches

Players in uniform

Medical personnel / athletic trainer

Statistician (1)

Injured players

Athletic Director or Administrator in charge

Please note that individuals sitting out a suspension (refer to Ejection Policy for clarification) due to any region offense, will not be allowed to travel with the team. Individuals who are academically ineligible will not be allowed on the bench, unless serving as the one (1) designated statistician.

7. Warm-up Procedures

The visiting team shall be provided the same opportunity as the home team for on-field or batting cage practice. The pregame schedule should follow the NCAA rulebook.

8. Official Game Ball

Softballs should be the officially sanctioned NJCAA Softball as outlined in the NJCAA manual.

9. Event Management

The following items relate to event management for all softball games within Region XIX.

- o It is recommended in Region XIX that a host institution provide an appropriate site manager (recognized Athletic Administrator) for each contest.
- o Water and cups must be provided for both teams

- Colleges are urged to remind spectators that appropriate behavior is expected at all times.

10. Club Teams

Any College fielding a club team must follow all NJCAA, NCAA and Region XIX regulations, including; filing an NJCAA Club Form, pay Region dues, report game results to Service Bureau, adhere to uniform rules, follow ejection policies for coaches and players as well as reporting these ejections, follow home game supervision requirements and use game officials under contract with Region XIX.

SECTION B Officials/Umpires

1. All institutions offering softball need to have umpires assigned through the Region XIX central assignor.
2. All regular season games should have 2 umpires
3. There will be three (3) umpires for the semi-finals and championship game(s) of the Region Tournament.
4. All umpires for tournament games will be assigned by the tournament director through the central assignor.
5. If less than the assigned number of officials arrives for a game the game will be played with available officials.

SECTION C Reporting of Scores / Card Accumulations

1. Team schedules and rosters must be entered, prior to the start of the season, on the Region XIX and NJCAA websites.
2. Teams are responsible for inputting scores on both the Region XIX and NJCAA websites immediately after the completion of their contests.
3. Colleges that fail to update their respective sport rosters, schedules and/or scores will be assessed a \$50 fine by the respective sport committee. If no payment is received by the respective region director five (5) days prior to the seeding meeting the offending college(s) will be reported to the Standards and Ethics committee.

SECTION C1 Card Accumulations

1. Not applicable for softball

SECTION D Regional Tournament Format

1. The Region XIX Softball Tournament will be played the first and second weekends of May with the finals in both Division II and Division III being held the second weekend in May. Adjustments will be made to this schedule if/when District playoffs and/or NJCAA national tournament dates dictate.

2. The Region XIX softball final four will be held at a site predetermined and approved by the Athletic Directors of Region XIX and the Championship Events Committee.
3. All teams will be seeded and will maintain their seeds throughout the tournament.
4. Highest rank team(s) may receive a bye(s), depending on the number of teams that qualify for the tournament.
5. All tournament games will be seven (7) innings with the following exceptions: the eight-run mercy rule as stated in the NJCAA handbook. Teams can be eliminated by these rules except in the championship game(s).
6. There is no tie breaker rule in the tournament
7. Tournament games which are delayed because of rain, light failure and so forth will be resumed at the point of suspension regardless of the number of innings played. The second game played on the first day of play would be continued the next day site if this particular game should have to be halted.
8. If eight (8) or less teams are involved, the following format will be utilized:
 - a. Best 2 out of 3 series at the higher seed (higher seed is home team for all games in the series).
 - b. A doubleheader is played on Saturday, with game one at 12:00pm and game two starting 20 minutes after the completion of the first.
 - c. If a third game is necessary, it will be played on Sunday at 12:00pm at the higher seed.
 - d. All first round game scores must be reported to the tournament director immediately after the games (2nd game on Saturday).
9. If more than eight (8) teams qualify for the Region XIX tournament, the following process would be utilized:
 - a. A “rat-tail game” would be played to qualify for one of the eight (8) bracket spots
 - #9 seed would play #8 seed at the #1 seed
 - #10 seed would play #7 seed at the #2 seed
 - b. These games would be played at 12:00pm on Saturday as part of a doubleheader. The highest seed will be the home team. Teams will share equally in the cost of the umpires for the “rat-tail” game. The winner of the “rat-tail” will advance to a best 2 out of 3 series vs. one of the top four seeds. The loser of the “rat-tail” game is eliminated.
 - c. The first game of the best of 3 series will begin 20 minutes after the completion of the “rat-tail” game. The higher seed is the home team
 - d. The second and third (if necessary) games of the series will be played on Sunday at the higher seed, starting at 12:00pm. The third game (if needed) will start 20 minutes after the completion of game two. The higher seed is the home team for all games of the series.
 - e. All scores must be reported to the Tournament Director.
10. If the double-elimination tournament has not begun two days prior to the final day listed in the NJCAA handbook, the tournament shall become single elimination. Every effort will be

made to conclude the tournament one day prior to the final play date listed in the NJCAA handbook. Inclement weather may push the tournament to the final play date listed in the NJCAA handbook. Should play not be concluded on the final play date, the highest remaining seed of the final four teams in the tournament will advance to the national or district tournament.

SECTION E Regional Tournament Qualification

1. Forfeited Region XIX games, within your division, will count for qualification and seeding purposes.
2. Any program that drops their team after the start of the season will have those game results, including regional / divisional games that were played to that point, count on overall records only.
3. All Region Tournaments will consist of a minimum of four (4) teams that achieved a .500 overall record or .500 region division record by the day prior to the published seeding date. In the event that four (4) teams do not qualify under the .500 rule, the team(s) with the best region division record(s) will make the tournament. In the event of a tie in relation to the region division record to get the minimum number of four (4) teams, all teams that are tied will then qualify for the tournament.

SECTION F Regional Tournament Seeding

1. The criteria for seeding will be as follows:
 - o Region XIX / Division Record
 - o If two teams are tied, head to head competition will be used to break the tie. If a tie still exists, the team with the higher winning percentage against teams seeded higher, in descending order, than the teams which are tied will get the higher seed. If a tie still exists, the team with the higher winning percentage against teams participating in the tournament, in descending order, will be the higher seed. If a tie still exists, a coin flip will be used to determine the higher seed.
 - o Forfeited Region XIX games, within your division, will be counted as wins and losses for seeding purposes.
 - o In the event that three or more teams are tied, head to head competition among all the teams (as if they were in their division) will be used to break the tie. If this tie breaker defines one spot, but not all, the remaining teams head to head records will once again be compared, followed by the remaining teams records against the teams seeded higher in descending order. If a tie exists, a coin flip will be used to determine the higher seed. *Examples will be referenced in Appendix A.*

SECTION G Regional Tournament Entry Fees

1. The entry fee for the Region XIX tournament will be \$350. This fee will apply to all entrants.

SECTION H Regional Tournament Logistics

1. The host college will provide an official scorer during the tournament
2. The host college will provide dressing facilities
3. Housing and meals will be the responsibility of each entrant
4. The tournament host sets the sites for games 1 and 2 of the Final Four (when two fields are utilized).
5. For the first round games, the host college will pay for umpires and supply official NJCAA softballs.
6. In Division II and III, each team shall retain its seed throughout the tournament
7. All fields used for hosting the regional tournament must legal per NJCAA /NCAA rulebook. Portable fences are acceptable.
8. All teams in the tournament shall provide four (4) NJCAA approved softballs for each game.
9. A site director for each early round (preliminary and first round) game shall be appointed by the selection committee. This individual will make all necessary final decisions regarding the operation of the game at that site.
10. The tournament host shall have choice of dugout. If the host team is not competing, the higher seed shall have the choice of dugout.
11. Whenever possible the host team, or co-host team, shall play at their own field during the tournament for the ease of grounds keeping and handling emergency situations. If the hosts are playing each other, the game will be at the higher seeds field. In all instances, the higher seed will bat last.

SECTION I Regional Tournament Awards

1. The Regional Office will have the appropriate tournament awards shipped to the host institution. The host institution will receive an invoice from the Regional Director for the awards.
2. The following awards will be presented:
 - Championship Trophy/Plaque
 - Runner-up Trophy/Plaque
 - MVP Award
3. The MVP award shall be chosen by a committee, which typically involves the tournament director, the baseball committee chairperson, assistant chair, and/or available region executive committee members or athletic administrators providing coverage for the event.

SECTION J Regular Season Awards / All-Region Team

1. The coach of the team winning the Region XIX tournament will be named Region XIX Coach of the Year.
2. An All-Region Team will be selected by balloting of all the Region XIX coaches in their respective divisions.
3. The procedure for nominating and voting is as follows:

- Balloting Chairperson will send out the official *Region XIX nomination form*, which should be signed and returned to the chair by the date indicated. Coaches will nominate players in order of ability as indicated on the form.
 - Each coach may nominate a maximum of six (6) players from his/her team.
 - After all nominations are collected, each coach will receive the official *Region XIX ballot and voting form* from the balloting chairperson and will be asked to select and rank players according to their abilities. Coaches must vote for 4 infielders, 3 outfielders, 2 pitchers, 1 catcher, and 1 designated hitter per team. The number of teams being selected on the voting form will be based on Article IV Section D of the Region XIX Bylaws. Each All-Region team will consist of 4 infielders, 3 outfielders, 2 pitchers, 1 catcher and 1 designated hitter. The best player will receive the number of points equal to the number of players being selected, down to the final selection receiving one (1) point.
 - Coaches may not vote for their own players.
 - After tallying the votes, the players will be awarded All-Region status by being placed onto eleven (11) player teams. The number of teams selected will be in accordance with Article IV Section D of the Region XIX Bylaws.
 - Numerical ties for a player ranked in the top five (5) will be broken by awarding the higher place to the player with the most #1 votes. If still tied, #2 votes will be utilized, down the line until the tie is broken. Numerical ties for a player ranked out of the top five (5) will result in both players making the respective team.
 - The #1 ranked player in the voting will be named the “Region XIX Player of the Year”
 - Ballots must be received by the chairperson one (1) week prior to the start of the Region Tournament in order to be counted.
 - The ballot must be signed by the athletic director.
 - Coaches not voting will have student-athletes representing their institution removed from the ballot.
4. Nominations for NJCAA All-American will be derived from the All-Region Team results.

SECTION K Code of Conduct

1. All members of teams including players, coaches, trainers, scorekeepers, and spectators will follow the Code of Conduct enforced by the National Junior College Athletic Association throughout all contests.

SECTION L NJCAA / Region XIX Ejection Policy

1. If a coach is ejected from a Region XIX contest and there is no college approved representative designated by the Athletic Director present, then the game is terminated and forfeited at that point. Also the coach must sit the next scheduled contest. If the ejection occurs in the last game of the season the ejection will carry into the following year.
2. An athlete ejected from any Region XIX contest for any reason must sit the next game. If the ejection occurs in the last game of the season and/or playoff game the suspension will carry into the following season of eligibility used in this sport.
3. Any player ejected for fighting or violent act, will sit the next two (2) contests. If the ejection occurs in the last game of the season and/or playoff game the suspension will carry into the following season of eligibility used in this sport. A second ejection for fighting in a season will result in that player suspended from competition in that sport for the remainder of the season. Reminder: NJCAA and NCAA rules may allow for more severe penalties. Region XIX will impose the most severe penalty allowable.
4. In the event of any ejection, an ejection report must be filed with the Region Director. The AD's of both colleges should file the appropriate NJCAA ejection form to the Region Director.
5. Personnel and athletes suspended under the NJCAA rules shall not be allowed in the facility/gym/field complex before or during the contest and may not coach or participate before the game, during play or at halftime. Suspended coaches may travel with the team, but only to drive a van, they are not allowed in the venue. Suspended athletes may not travel with the team while serving a suspension.

SECTION M Health and Safety

1. In regard to an open wound, under circumstances when constant or profuse bleeding occurs, the participant shall be immediately removed from that contest by the coach or official and cannot return until the bleeding has stopped.
2. The use of all tobacco products by any coach, player, official, or other individual involved in the conducting of any NJCAA sanctioned or sponsored regular season or post season play is prohibited within the confines of the playing area. Any individual not in compliance shall be disqualified from further participation in that contest.
3. Visiting teams utilizing home team training services must provide athletic tape and other sports medicine related items.

SECTION N Region XIX Divisional Breakdown

Region XIX – Division II (8 schools) – 14 games

Burlington
 Morris
 Del Tech Owens
 Del Tech Stanton
 Lackawanna
 Mercer
 Raritan Valley
 Salem

Region XIX Division III (13 schools) – 24 games

Bergen
Brookdale
Camden
Cumberland
Gloucester
Middlesex
Ocean
Sussex
Northampton
Montgomery
Atlantic Cape
Lehigh –Carbon
Union

APPENDIX A

1. Teams A, B and C are tied for 5th place in an 8 team tournament. In head to head Region competition, Team A is 3-1 against B and C; Team B is 2-2 and Team C is 1-3. In this case, Team A is the 5th seed, Team B is 6th and Team C is 7th.
Note: the fact that A and B split with each other does not come into play.
2. Four teams are tied, Team A swept the head to head competition and is 6-0. The other 3 teams all split in head to head and are 2-4 against the group of tied teams. In this case, Team A will get the highest seed of the group. The next tie breaker will not be usable since the teams split with each other. Therefore, the record against the higher seeded teams in the tournament in descending order will come into play.
3. Four teams are tied. Their record in head to head competition is: Team A is 4-2, Team B is 3-3, Team C is 3-3, and Team D is 2-4. Team A gets the highest seed, Team D gets the lowest seed and Teams B and C begin the tie breaking process beginning with head to head against each other.

Approved: 10/01/03

Last Revision: 1/13/09

New Revisions: 7/28/2011 (TT)