

MID-STATES FOOTBALL ASSOCIATION

2011-12 FOOTBALL GUIDELINES

The Mid-States Football Association began Association Championship play in 1994. The Association is a certified football conference in the NAIA.

The Association is divided into two certified leagues with the champion of each league qualifying for the NAIA National Championships. The league champions must meet playoff qualification criteria.

Begun in 1994, each team schedules the other league members and must schedule crossover game against team from the Association's other league each season. Crossover night games may be played upon mutual agreement by coaches.

The Association is divided into two leagues. For 2011 season:

Midwest League

Grand View University Vikings
Iowa Wesleyan College Tigers
McKendree University Bearcats
Olivet Nazarene University Tigers
St. Ambrose University Fighting Bees
University of St. Francis Fighting Saints
Trinity International University Trojans
Waldorf College Warriors
William Penn University Statesmen

Des Moines, IA
Mt. Pleasant, IA
Lebanon, IL **(Not eligible for NAIA post-season)**
Bourbonnais, IL
Davenport, IA
Joliet, IL
Deerfield, IL
Forest City, IA
Oskaloosa, IA

Mideast League

Concordia University Cardinals
Malone University Pioneers
Marian University Knights
Quincy University Hawks
University of Saint Francis Cougars
Saint Xavier University Cougars
Taylor University Trojans
Walsh University Cavaliers

Ann Arbor, MI
Canton, OH **(Not eligible for NAIA post-season)**
Indianapolis, IN
Quincy, IL
Fort Wayne, IN
Chicago, IL
Upland, IN
North Canton, OH **(Not eligible for NAIA post-season)**

SCHEDULING

The football coaches and athletic directors meet yearly to review the next four years' schedules to verify all member institutions having met the guidelines as established by the Association. **Football schedules are completed for four years into the future.**

It is recommended that each member institution who plans and operates according to a university master calendar submit their master calendar to the scheduling committee for consideration in future scheduling.

Football schedules are arranged on a home-and-home arrangement with no financial guarantees.

LEAGUE COMMISSIONER'S RESPONSIBILITIES

Complimentary Tickets

The Commissioner's office will develop and send each member 25 complimentary season passes for use as admission to away games (15 Family and 10 individual passes).

HOME TEAM RESPONSIBILITIES

Field Uniformity

Each home site for MSFA member schools should be consistent in the following:

1. 25 second clock
2. Official college goal posts
3. Hash marks and numbers per NCAA guidelines
4. Locker room accessibility should be secured and monitored by the host school
5. Media should be accommodated in the press box with regard to space, phone lines, fax capability, etc. Any corrections or additions to the stats must be done within 72 hours after the game is completed.
6. Display NAIA and/or conference banner

EACH HOME INSTITUTION MUST NOTIFY THE VISITING TEAM ABOUT ANY IRREGULARITIES. SUCH IRREGULARITIES WOULD INCLUDE: NO 25 SECOND CLOCK, USE OF HIGH SCHOOL GOAL POST, FIELD MARKINGS, UNSECURED LOCKER ROOMS, PRESS BOX SPACE FOR VISITING COACHES, MEDIA ACCOMMODATIONS.

Officials

1. Each institution shall utilize an approved officiating service to contract a minimum of seven officials for each of their home games.
2. Each institution is responsible for the officials' fee.
3. The officials' fee is consistent with that required by the approved officiating service. Rates for 2011, see page 18.
4. OFFICIALS MUST BE ESCORTED BY SCHOOL PERSONNEL OR SECURITY AT HALF TIME, TO AND FROM THE FIELD, AND MUST BE ESCORTED BY SCHOOL PERSONNEL OR SECURITY AT THE CONCLUSION OF THE GAME.
5. The Commissioner shall establish a review of official's through the Supervisor of Official's working for each member institution. A weekly report shall be submitted to the Commissioner's office of any unusual circumstances of issues surrounding the games of each week. At the end of the season the Supervisors of Officials will file a season-long report on assigned officials with the Commissioner.

Facilities/Equipment

The home team is required to provide all field equipment and dressing facilities. It is recommended each institution develop home team hosting guidelines and distribute to all opponents.

Press Box

1. Each member, at home games, will provide 2 spaces in the press box for visiting team coaches, especially as members develop new stadium or renovate old stadiums.
2. Each member at home games will provide a protective covered area for the visiting team film persons and radio station personnel.

Team Physician

Each host institution will provide a physician for both teams and an emergency medical vehicle, during the contest.

Athletic Trainers

The home MSFA Athletic Trainers are required to have available:

1. Water cooler, cups, ice chests and bags, crutches, and contaminated waste bags to be provided on the sidelines.
2. Water coolers, cups and ice to be available in the visiting team locker room upon arrival.
3. Transportation for training supplies to be made available from locker room/training room to the visitor sideline upon arrival and at the end of the game to visitor bus.
4. Information concerning team physician, hospital location, emergency phone numbers, and training room facilities shall be exchanged at the beginning of the season.

Review of Filming Procedure and Film Exchange Policies:

1. Each year at the spring meeting, the association filming procedure and film exchange policies will be reviewed and discussed by the football coaches.
2. Any changes or suggestions for filming procedures or film exchange policies will be discussed and voted on at the spring association meeting, or by an email vote following the spring meeting.

MSFA Game Film Exchange Guidelines & Policies:

1. The manner of game film exchange will be through **Hudl**.
2. **Summer 2011: Prior to July 10** - Each team must complete each of the following items:
 - All teams purchase at least Hudl Silver Package.
 - All teams have a working knowledge of Hudl editor to load game video files creating an intercut game with the wide angle followed by the end zone angle - all plays matching on both angles.
 - All teams must complete an exchange with Grand View University that includes 3 plays intercut. Note: wide angle followed by end zone angle. Results will be emailed to MSFA office.
 - The person responsible for the uploading and exchanging of video must be listed as an administrator under the manage tab/ coaches within Hudl account. To keep order exchanging, only one person should be responsible for exchanges. All administrators listed with Hudl will receive exchange email notifications and have authority to initiate and receive exchanges.
 - All teams must email gwells@grandview.edu the name and cell phone number of the person responsible for uploading games and receiving exchanges during the season (Primary Administrator). Also provide an additional name and cell phone number as an emergency contact (Secondary Contact). Finally, provide contact information for the Head Football Coach on your staff.
 - All MSFA film exchange contact information will be emailed to league members after each of these preliminary summer steps have been completed.

3. **2011 Football Season:** Each team is required to exchange intercut game video to all MSFA teams that remain on your schedule. Exception: those teams that have not played a regular season game this year. (Appendix A). After an MSFA team has played one regular season game, they are eligible to receive all intercut game video from future MSFA opponents.
4. All teams will exchange video intercut, with the wide angle followed by the end zone angle. Each play must match with both views (wide angle then end zone). All MSFA games will be exchanged with future opponents regardless if that team has a bye week. Any data shared will be decided by teams that are trading. Teams may trade video from previous season by agreement.
5. All MSFA home teams must exchange intercut video of the game just played to the MSFA away team (without asking for anything in return) by 7:00 a.m. central time the following day.
6. The next MSFA opponent on your schedule must receive video of your game just played by 7:00 a.m. central time the following day. Both teams are required to perform a full exchange by reviewing each teams intercut video. You must text or call the primary administrator to receive and send exchanges after you have intercut, uploaded, and sent an exchange using Hudl to your next opponent. This is to notify them that your game video is ready to be reviewed and that you are waiting for their intercut game video to be reviewed and accepted. MSFA Teams playing away against non-MSFA teams will have until Noon central time the following day to complete the exchange.
7. All teams must initiate an exchange of their last game played to all MSFA opponents that remain on their schedule by Noon central time the following day (without asking for anything in return).
8. The following materials should be provided to the opposing teams: Play-by-Play, current statistics, up-to-date roster, and an up-to-date depth chart, including player jersey numbers will be provided to the opposing teams via website, email, or fax.
9. MSFA teams agree to not provide game video of MSFA teams to non-conference teams and will not allow non-conference teams onto campus to view video of MSFA schools. (Exception: non-conference schools viewing non-conference opponents).

10. All MSFA teams are responsible to follow all game film exchange policies. In the event that film exchange issues occur and cannot be resolved by the two MSFA teams, contact the MSFA office:

Phone: 419-434-4551
Email: houdeshell@findlay.edu
Fax: 419-434-6974

11. Hudl will give technical support as needed. Hudl will not be responsible to contact any team to discuss trade issues.

Hudl Point Contacts

- Kim Burnham, MSFA Contact & HUDLTerritory Manager – MO, MN, IA, NE
kim.burnham@hudl.com, 573-356-8711
- Frank Steele, HUDL Territory Manager – KY, IL, IN, TN
frank.steele@hudl.com, 217-416-1049

Game Filming Procedures & Guidelines:

1. For taping of wide copy, each home team must provide space for one camera to each visiting team that is as adequate and comparable as possible to the home team space.
2. For taping of an end zone copy, each home team must provide space for one camera to each visiting team that is as adequate and comparable as possible to the home team space. If end zone space cannot be provided, or opponent does not bring a cameraman, home team shall provide an end zone copy immediately following the game prior to departure.
3. Film the coin toss to show who won the toss and what decision was made.
4. The game will be filmed straight through the offense-defense and kicking game in continuous sequence.
5. When an offensive team uses no huddle, zoom in on the offense (get all eleven players) and then open to all 22 in the picture with no “wasted” field.
6. On running plays, the camera will follow the ball. If it is a breakaway run, the camera should widen to view all blocking.

7. On pass plays, the camera will keep all receivers/defensive backs and quarterback in the picture.
8. Cover scope of the field on all kicking plays using a wide angle without "wasted" field. Follow the coverage and get as much of the return as possible (do not follow the flight of the ball - follow the coverage and return).
9. On penalty plays, film the official as he gives the signal for the infraction and against the specific team.
- 10. Shoot (minimum 3 seconds) a close up of the scoreboard for the score and time remaining after every change of possession and score. Change of possession would include: any kick, lost fumble, interception, or turning the ball over due to downs. Also get a shot of the scoreboard during a called time out and at the end of each quarter.**
11. For any fight that occurs, keep the cameras running.

SPRING FOOTBALL PRACTICE

NAIA Guidelines are followed for spring football practice.

TIE GAMES

Tie games are decided by using the overtime procedures as outlined in the NCAA Rule Book.

LEAGUE CHAMPIONSHIPS

The team or teams with the best win-loss league record are recognized as the league champion or league co-champions. The champion team receives the championship trophy or if a co-championship exists, the tied teams receive like champion trophies.

NAIA PLAY-OFF REPRESENTATIVES:

- 1) Each league champion is the representative to the NAIA play-offs.
- 2) In case of a tie for the league championship, the head-to-head competition decides the play-off representative.
- 3) In the case of a three team tie for league championships, the best ranked team in the final NAIA poll determines the play-off representative.

AWARDS

MSFA All-League and All-American nominations

The following timetable will be followed for MSFA All-League selections and All-American nominations (AFCA and VSN).

- 2011 - Send for nominations – November 1**
- Vote by November 14 (last game is November 12)**
- Conference calls on Thursday, November 17**
- Sends pictures and info by express on November 17 or no later than November 18.**

The group approved the dates subject to the AFCA/NAIA selection process

The MSFA awards presented are as follows:

First Team All-League - Plaque
Second Team All-League - Certificate
Honorable Mention All-League - Certificate
Academic All-League - Certificate
Coach-of-the-Year (League) - Plaque
League Championship Teams - Plaque

Committee representation from MSFA

NAIA Raters Committee - Mike Magistrelli, St. Ambrose, MWL
Todd Hafner, William Penn, MWL
Ted Karras, Marion, MEL
Mike Feminis, St. Xavier, MEL

AFCA ALL-American Committee –

Midwest

- Ron Korfmacher, Taylor
- Mike Feminis, St.Xavier

Midwest

- Bill Terlisner, Quincy
- Mike Uremovich, St. Francis

MSFA Scheduling Committee – Todd Hafner, William Penn
Mike Feminis, St. Xavier
Kevin Donley, St. Francis
Mike Magistrelli, St. Ambrose
Jim Dennison, Walsh

ASSIGNORS OF OFFICIALS

Larry Snyder

5234 Wilton Wood Court
Indianapolis, IN 46254
Phone: 317-388-9573 Fax: 317-388-9573
Email: LarryASnyder@msn.com

Andy Pfaff

PO Box 16679
Cleveland, Ohio 44116-0679
Phone: 330-896-0810 (H) Fax: 440-871-4221
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Ray C. McCormick

401 Covey Court
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Phone: 309-454-7207/318-614-9278 Fax: 309-735-7950
Email: raymac401@gmail.com

Dick Honig

734-761-2255(W), 734-604-4079(C)
Email: dick@honigs.com

The Arbitor net will be used by Ray McCormick in 2011 season.

Each officiating crew for ALL MSFA games shall consist of seven officials.

OFFICIALS FEES:

Illinois-Iowa group- the fee is \$150.00 per official in 2011.

Indiana group –the fee remains \$160/Referee and \$145 remaining officials in 2011.

Ohio group – the fee is \$160/official for 2011.

Appendix A:

MSFA teams that are not eligible to receive video of games played on August 27, 2011 - due to open week at the start of the 2011 season.

- Concordia University.
- Malone University.
- Saint Xavier University.
- Saint Ambrose University.
- Taylor University.
- University of Saint Francis, IN.
- University of Saint Francis, IL.
- Waldorf College.

MSFA teams that are not eligible to receive video of games played on September 3, 2011 - due to open week at the start of the 2011 season.

- University of Saint Francis, IN.