



**Mason Dixon Collegiate  
Hockey Association  
2010-2011 Manual**

*Revised June 21, 2008*

*[www.mdchahockey.com](http://www.mdchahockey.com)*

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## **1) NAME**

- a) The name of the organization shall be the Mason-Dixon Collegiate Hockey Association (MDCHA).

## **2) PURPOSE**

- a) The purpose of the MDCHA is to provide standards and support competition among developing college and university ice hockey programs located in the Upper Mid-Atlantic Region of the United States.
- b) In addition to promoting intercollegiate hockey, the MDCHA shall emphasize academic performance and eligibility for athletes and regional recognition of its member programs, and linkage of regional intercollegiate programs with the American Collegiate Hockey Conference (ACHA).
- c) The purpose and activities of the Conference shall be limited at all times to those specified in Section 501 (c)(3) of the Internal Revenue Code.

## **3) ORGANIZATION MEMBERSHIP**

- a) The membership of the MDCHA shall consist of college or university ice hockey clubs approved for membership by an affirmative vote of two-thirds of the members of the MDCHA Board and current member organizations.
- b) New MDCHA members will be placed on a one-year affiliated period before being accepted as full MDCHA members. After the one-year affiliated period, the new member may be voted in as a full time member upon receipt of a two-thirds affirmative vote by the existing members.
- c) Both member and affiliated members must comply with all provisions of the bylaws of the MDCHA except as noted.
- d) Member organizations will be required to pay an annual MDCHA team registration fee set by the MDCHA Board. Affiliated members will be required to pay an annual fee as designated by the MDCHA Board. This fee will normally be equal to one-half of the annual fee paid by full members.
- e) Member organizations must maintain player/liability insurance through USA Hockey or other comparable coverage approved by the MDCHA Board.

- f) All eligible MDCHA members must be members in good standing with the American Collegiate Hockey Association (ACHA).
- g) MDCHA membership may be revoked by an affirmative vote of two-thirds of the MDCHA Board and member organizations.
- h) At the discretion of the MDCHA board, a member organization may be placed in a probationary status as determined by the Executive Board and Member Team Representatives as a result of disciplinary action. These reasons include:
  - i) Failure to pay league fees,
  - ii) Failure to comply with MDCHA by-laws,
  - iii) Formal complaints lodged against the organization that are determines to be detrimental to the conference as a whole,
  - iv) Other actions as determined by the MDCHA board.

#### **4) GOVERNANCE**

- a) Representatives of the member organizations and the MDCHA Board will govern the affairs of the MDCHA.
- b) Each member program will designate one MDCHA representative and one alternate representative. The designated representatives shall elect the MDCHA Board. Each member organization will be entitled to one vote. Voting by proxy is not permitted.
- c) The principal office of the MDCHA will be the address of the Commissioner unless designated by the MDCHA Board.

#### **5) MDCHA BOARD OF DIRECTORS**

- a) A single representative of each member organization shall vote during the election of the MDCHA Commissioner at the annual meeting.
- b) A single representative of each member organization shall vote during the election of the MDCHA Board at the annual meeting. The MDCHA board shall be made up of a minimum of two (2) single representatives voted upon by the representatives of the member organizations and the Commissioner.
- c) The Commissioner and Board members will serve one-year terms unless they are voted out by a two-thirds vote of member representatives.

- d) The MDCHA Board shall have the power and responsibility to:
- i) Interpret, define and explain all provisions of the Conference's Bylaws and Rules.
  - ii) Manage the business affairs of the Conference and have the authority to establish the management policies for the operation of the Conference and its activities and programs.
  - iii) Call meetings of the Conference.
  - iv) Impose and enforce penalties for violation of the Bylaws or Rules.
  - v) Remove any penalties for violation of the Bylaws or Rules.
  - vi) Appoint committees from the Board and/or the membership representatives, supervise committee work, and receive reports.
  - vii) Authorize collection of membership/registration fees and other funds on behalf of the Conference.
  - viii) Approve budgets and direct the expenditures of the Conference.
  - ix) Audit all books, vouchers, receipts and records of the Conference.
  - x) Determine who shall be authorized from time to time on the Conference's behalf to sign checks, drafts, or other evidences of indebtedness; to enter into contracts; or to execute and deliver other documents and instruments.
  - xi) Oversee game scheduling.
  - xii) Set player eligibility requirements.
  - xiii) Approve team caches on an annual basis (head coach must be non-playing).
  - xiv) Approve and sanction all rinks that will host a MDCHA game.
  - xv) Determine which amendments will be voted on by Board only, by members only, or by all eligible parties. Issues dealing with the business aspect of the Conference will be voted on by the MDCHA Board only.

## 6) OFFICERS

- a) The MDCHA Board will have elected officers serving in the following capacities:
- i) MDCHA Commissioner.
  - ii) MDCHA Board members (minimum 2)

## **7) MEETINGS**

- a) The MDCHA Board shall meet at least 2 times annually. Any team missing the league meeting will be fined \$50.
- b) The Commissioner may call special meetings of the Board or membership as required with 14 days written notice as a minimum.
- c) The Annual Meeting of the MDCHA shall be the first meeting of the organization starting the new fiscal year.
- d) A quorum for MDCHA Board meetings shall constitute attendance by at least 51% of the Board membership.
- e) The Commissioner shall preside at all Conference Meetings. In the absence of the Commissioner, a MDCHA Board member shall preside.

## **8) COMMITTEES**

- a) Executive Committee shall consist of the Commissioner and MDCHA Board members.
- b) The Commissioner shall appoint standing or Ad Hoc committees as required.

## **9) COMMISSIONER**

- a) The Board shall elect a Commissioner who shall serve as the administrative officer of the Conference, and act as a member of the MDCHA Board.
- b) The member organizations may elect to remove the Commissioner by an affirmative vote by two-thirds of the member organizations representatives.
- c) The Commissioner shall be responsible for the administration of approved MDCHA policies, rules and activities as outlines in the MDCHA By-Laws. The Commissioner shall be responsible to the MDCHA Board in the performance of duties and serve as a voting member of the Executive Committee.

- d) The Commissioner will rule in the event of a dispute between teams or Board Members that arises from a situation that is not covered by the By-Laws.
- e) As the presiding officer for general business meetings of the MDCHA membership, the Commissioner shall organize the agenda for each meeting (unless delegated to another Board Member).
- f) The Commissioner shall serve as a representative of the organization in matters where the Board has not designated another person as an organizational representative.
- g) The Commissioner of the MDCHA is the Chairperson of the Administrative Staff. The Commissioner will select an administrative staff from the best-qualified volunteers available. Each staff position will help the Commissioner in carrying out his duties to the board. The Administrative staff is made up of the following Departments and duties.
  - i) Referee-in-Chief
    - 1) Assist the Commissioner with any disciplinary issues pertaining to, but not limited to, interpretation of NCAA, ACHA and MDCHA rules.
    - 2) Act as a liaison between the league and the various officiating associations.
  - ii) Conference Statistician:
    - 1) Compile weekly conference statistics and forward them to the Commissioner for dispersal.
    - 2) Maintain the game sheets for the entire season.
    - 3) Collect all game sheets involving any Conference Team and examine each for any indications of Game Disqualification penalties. The statistician will inform the Commissioner of any such findings and issue appropriate information to the offending team/player at the Commissioner's discretion.
  - iii) MDCHA Treasurer
    - 1) Maintain the financial account of the MDCHA.

2) Perform financial duties as listed below.

iv) Webmaster

- 1) Maintain the league website
- 2) Monitor content on team websites

## **10) FISCAL POLICIES**

- a) The fiscal year of the corporation shall be a twelve-month year, ending July 31 of each year.
- b) All moneys received by or in the name of the corporation shall be deposited in a bank account as authorized by the MDCHA Board. All cash disbursements from such bank accounts greater than a limit set by the MDCHA Board shall require authorization of the MDCHA Board.
- c) Annual financial statement shall be presented in writing to the MDCHA membership at the annual meeting.
- d) Upon dissolution of the corporation, after payment of just debts, any remaining assets shall be distributed to any qualified organization with a non-profit tax-exempt status, 501 (c)(3) determined by the Internal Revenue Service. Any such act of dissolution shall be made by the MDCHA at a special or regular meeting after due written notice to the corporate membership of each pending action.

## **11) NONDISCRIMINATION CLAUSE**

- a) All activities of the MDCHA shall be conducted in accordance with Sections VI and VII of the Civil Right Act.

## **12) INDEMNIFICATION**

- a) Members of the corporation shall not be personally liable for any debt or obligation solely by reason of being members. The MDCHA Board may authorize the payment of expenses incurred by, or to satisfy a judgment or fine rendered or levied against a present or former Board member, officer, or employee of MDCHA in an action brought by a third party against such person to impose a liability or penalty on such person, for an act alleged to have been committed by a person while the member, officer, or employee, or

by the corporation, or by both, whether or not the corporation is joined as a party defendant, provided, the Board determines in its sole discretion that such member, officer, or employee, was acting in good faith or what he/she reasonably believe to be, the scope of his/her employment or authority, and for a purpose which was, or which he/she reasonably believed to be, in the best interest of the corporation.

b) Payments authorized hereunder may include amounts of paid and expenses incurred in settling any such action or threatened action, including reasonable attorney's fees and cost of suit. The term "person" where used herein, shall include the estate, personal representative, heirs, legatees, or devisees of such person.

### **13) PLAYER ELIGIBILITY**

a) All players must maintain a cumulative GPA of at least 2.0 by the beginning of a student athlete's second year of eligibility. Undergraduate students must take a minimum of nine (9) credits per semester or equivalent, if on a quarterly system, to qualify for play. Graduate students must take a minimum of six (6) credits, or equivalent if on a quarterly system, to qualify for play. Players in the last semester or quarter prior to completing their degree are not required to meet the credit hour requirements.

b) Players who are rostered in at least twenty percent (20%) of their team's conference games, shall be deemed to have used a full year of eligibility.

c) All players must be fully registered with USA Hockey prior to the team's first practice to ensure full insurance coverage.

d) Eligibility forms must be completed and signed by each player, and full-time status as a student confirmed with signature by the respective team representative, and a qualified person working in the Registrar's Office. Forms must be returned to the Conference by October 31 (or first game), will result in immediate forfeiture of all games played by the team until the eligibility forms are turned in.

e) Eligibility rules are mandatory for all games, regardless whether or not the contest is an official Conference game or not.

f) To add a player to the roster, see Team Roster, XIV Sections 4.a and 5.

- h) Coaches cannot be players
- i) All MDCHA teams must follow ACHA player eligibility requirements as defined in the ACHA Manual.

#### **14) TEAM ROSTER**

- a) All players must meet the eligibility requirements as stated in Section 13.
- b) A maximum of 19 skaters and 3 goaltenders may dress for a team in a game or a team may play with a maximum of 20 skaters when only 2 goalies are dressed. MDCHA Division III teams do not have to comply with the 2 goaltender minimum rule, but cannot dress more than 19 skaters if they dress only 1 goaltender.
- c) Each team must consist of at least one Coach and/or one General Manager. The Coach's duties include running practices and all on-ice affairs of the team. The General Manager's duties include running all off-ice affairs and dealing directly with the Conference. These positions may be combined if necessary.
- d) Rosters, including all players and coaches, must be submitted to the Conference prior to the start of the season. Rosters must include the following information as a minimum: Full name, number, position, height, weight, hometown, last team played for.
- e) Any subsequent additions to the roster must be immediately sent to the Conference office before the new player(s) first game. Failure to do so may result in forfeiture of the game after review by the Commissioner.
- f) To add a player to the roster, all the pertinent information and paperwork, such as USA Hockey form, updated team roster and eligibility confirmation for that player, must be submitted to the Conference no less than seventy-two (72) hours before the ACHA Roster Freeze date (as specified by the ACHA on a yearly basis). A player may play before their paperwork is submitted, as long as the Conference is notified. In the event that their paperwork is not completed by the deadline or if they are deemed ineligible, the team will forfeit the games in which the ineligible player played.
- g) All other Roster requirements not mentioned in this text are outlined in the ACHA Manual.

## 15) GAME SCHEDULING

- a) Each team must play all other full-member conference teams twice in official Conference games, unless a divisional system is used. Teams that do not fulfill this criterion will lose the opportunity to earn the points, and will not have the ability to substitute winning percentage instead of points. Also, teams that forfeit Conference games for non-extenuating circumstances, to be determined by the Board, will not be eligible for the Tournament and will be subject to a monetary fine to the Conference as well as forfeiture costs to the aggrieved team as outlined in Section h.
- b) Teams may play conference and non-conference teams in non-Conference games, but they are still subject to the same MDCHA rules and requirements outlined here.
- c) A minimum of 33% of a team's regular season Conference games must be played as visitors. Failure to comply with this will result in re-scheduling of the games at the offending team's expense. The MDCHA Board will review the conference schedule prior to the beginning of the season and make appropriate adjustments. The MDCHA Board will also monitor schedule changes made during the season to ensure compliance.
- d) If a team has played the two Conference games against an opponent as visitors one season, they have the right of first refusal to schedule that team at their home rink the next season. (For example, if Team X played 2 official Conference games against Team Y at Team Y's rink, Team X has the right to schedule Team Y at Team X's home rink twice the next season.) However, if a dispute arises, the Conference Scheduler may arbitrate based on the best interests of the two teams and the Conference.
- e) The MDCHA Board reserves the right to determine a team's intra-Conference schedule with regards to whom and where they will play.
- f) Officials: The home team is responsible for securing referees for the contest. If the home and visiting teams switch venues two or more weeks prior to the game, it becomes the new home team's responsibility to secure referees. Otherwise, if the switch occurs less than two weeks (14 days) prior to the scheduled game, the original home team is responsible for obtaining referees.
  - i) If the home team is unable to obtain officials, and cannot demonstrate extenuating circumstances for this failure to the Board, the visiting team

will be awarded a forfeit victory.

- ii) A minimum of three certified referees is required to officiate each game. If, under extenuating circumstances, only two officials show up, it is the option of the visiting team to determine if they are willing to play. If the visiting team chooses not to play, the incident will be reviewed by the Commissioner and the Board to determine if a forfeit will be awarded to the visiting team, or, if, when and where the game will be replayed.
  
- g) The official Conference schedule must be on file with the Conference before the first game of the season and will be published on the web site. It is up to each team to confirm their schedule with the Conference's schedule.
  - i) If a team has a dispute with another team over the date of a game and asks the Commissioner and/or Scheduler to arbitrate, the first thing the arbitrator will do is check the master schedule. If the game is posted on the Conference web site, the arbitrator will side with the concurring date. For example, if Team X has Team Y scheduled for January 1, and Team Y has Team X scheduled for January 3, and the Conference web site says the game is scheduled for January 3; Team Y will win case. Team X will be forced to play the game or pay the subsequent damages (fines, forfeits, etc.)
  
  - j) To cancel or re-schedule games without the consent of the opposing team, the following must be observed.
    - k) If the visiting team cancels:
      - (1) Thirty days (30) before the playing date – no cost
      - (2) Fifteen (15) to twenty-nine (29) days before playing date – half the cost of ice
      - (3) Zero (0) to fourteen (14) days before the playing date – full cost of ice and referees, if paid for, and pre-sold tickets (see section i).
  
    - ii) If home team cancels:
      - (1) Thirty days (30) before the playing date – no cost
      - (2) Zero (0) to twenty-nine (29) days before the playing date – full cost of travel costs that were already paid and one two-hour slot of ice time at visiting team's home rink.

- iii) In any scenario, if a team cancels a game they are expected to find an adequate replacement for the team they cancelled on. Subsequent fines may be lifted if the canceling team finds an adequate replacement. The Conference, via the Commissioner, also reserves the right to take further action against any team that cancels a game for not acting in good faith when attempting to assist the cancelled team in finding a new opponent.
- i) If a team cancels a game, it is up to them to re-schedule the game at their expense with the canceled team. If they do not make a good faith attempt, and the game cannot be played, the Commissioner and Board reserve the right to award the canceled team a forfeit victory.
- l) The Commissioner will rule in the event of any scheduling incidents requiring third-party arbitration where the circumstances are not previously outlined in the by-laws. All appeals of the Commissioner's decision may be directed to the Board.
- m) Each MDCHA team is required to submit a list to the Commissioner by July 1 of the previous season, a list of primary and secondary dates on which it will be available to play at home. Teams should also provide blackout dates, when they cannot play at home because of other events in their arena or at their school.

## **16) GAME PROCEDURES**

- a) Official Conference Score sheets must be used for each game.
  - i) Captains must be designated on score sheet and/or uniform.
  - ii) At end of contest, the home team keeps the original score sheet with copies given to both the visiting team and the referee. Copies each must be sent within two (2) business days to the MDCHA Statistician's Office and the ACHA Statistician's Office, if applicable, via email, postal mail, or fax or website.
  - iii) If score sheets are not turned in by each Monday at 5:00 p.m. of every week in which games are played, as required by Section 1.b, a \$5.00 fine will be assessed to the home team. If the total of these fines are not paid by the MDCHA Spring Meeting, the team owing fines will not be eligible for tournament play.

b) Games must be a minimum of 60 minutes, or the approved standard set by the ACHA. The MDCHA standard will be (3) 20-minute periods with an ice cut between the 2<sup>nd</sup> and 3<sup>rd</sup> periods. Should time constraints exist, the length of periods and/or ice cuts may be adjusted as mutually agreed between the two teams. Circumstances preventing the completion of a complete game should be reported to the MDCHA Commissioner as soon as possible and a ruling as to the completion as a conference game will be made.

i) Suggested game procedures for MDCHA conference games are as follows:

- (1) 5 minute warm-up when officials start the clock
- (2) 20 minute first period
- (3) 20 minute second period
- (4) ICE CUT
- (5) 20 minute third period

ii) A 5-minute sudden death overtime period must be played following the end of regulation in the event of a tie. Should time constraints prevent the playing of a full 5-minute overtime period, the game will remain a tie.

iii) After overtime, if time permits, teams will engage in a five player shoot-out, in which all five players shoot from each team. If the score is still tied, and time permits, a sudden-death shootout begins with the sixth player of each team.

c) Teams must wear matching uniforms as full members of the MDCHA. Matching uniforms are defined as matching jerseys and socks by all members of the teams including goaltenders. Helmets, pants, and gloves of the same color are highly desired.

i) Players must wear the same number on both their home and road jerseys. White jerseys will be worn at home and dark jerseys will be worn away.

ii) The MDCHA Commissioner may take appropriate action against those teams not in compliance with the requirements listed above.

d) The following is the maximum number of penalties a player may receive in one game before receiving a game misconduct without a disqualification:

i) 2 majors = Game misconduct

- ii) 5 minors = Game misconduct
  - iii) 3 minors & 1 major = Game misconduct
- e) Players receiving a game misconduct as a result of Section d are ejected from the remainder of the game only. Supplementary discipline may be assessed for the penalties themselves.
- f) Non-Conference games that are played at a MDCHA-home rink must abide by Conference rules. Non-Conference games played at a non-MDCHA rink are subject to the home team's rules and procedures. The Conference does, however, maintain the right to punish any Conference team, whether through forfeiture, discipline or player suspensions, for any actions performed by a MDCHA team that are detrimental to the Conference.

## **17) GAME OFFICIALS**

- a) The Home Team must provide and pay for referees and linesmen for each game. There must be at least one referee and two linesmen available or two referees available for each game.
- i) The Home Team must provide at least one (1) off-ice game official to be the official scorekeeper/timekeeper. Both these duties are outlined in the USA Hockey Off-Ice Officials Guidebook.
  - ii) Referees and Linesmen must be ACHA certified officials. Ideally, the officials will use the 3-man system outlined in the NCAA rulebook with the referee certified at USA Hockey's level 3 or higher and the linesmen certified to at least USA Hockey's level 2.
- b) The official NCAA Ice Hockey Rulebook will be used with exceptions as noted in these bylaws.
- c) Any complaints about specific referees must be directed to the attention of the Referee in Chief with a carbon copy to the Commissioner.
- d) It is highly recommended that each team sign a contract with their local associations to ensure minimum certification requirements and adequate scheduling of officials.

## **18) STANDINGS**

- a) The MDCHA will publish standings on the official web site. Two points (2) will be awarded for a win, one point (1) for a tie or overtime loss, and zero (0) for a loss.
- b) Results of the standings will determine the seeds for the Tournament. The first place team in the regular season will receive the first seed; second place will receive the second seed, etc.
- c) In the event of a regular season tie, the following will be used for tiebreakers:
  - i) Team with more wins,
  - ii) Head-to-Head competition (points assigned for each game as above),
  - iii) Team with less number of forfeits,
  - iv) Record vs. Teams seeded higher,
  - v) Higher goal differential (GF – GA)
- d) Forfeited or cancelled conference games will be considered a 1 – 0 win for the non-forfeiting team and a loss for the forfeiting team pending confirmation by the Commissioner. Non-conference games will not be considered in the official Conference standings.

## **19) YEAR END TOURNAMENT**

- a) Individual member programs and/or private rinks may bid to host the annual MDCHA Championship Tournament. All bids to host the tournament must be received by a date specified by the Commissioner. The MDCHA Board will determine the best site to host the tournament based on proximity, availability of ice time, costs, revenue potential and other intangible factors and announce the awarding of the tournament.
- b) The Tournament size may vary in number of teams, with no less than four (4) teams competing. The Commissioner will subsequently determine the format of the tournament and announce it before the season begins. Final regular season standings will be used to determine the tournament seeding.
- c) Teams that would like to host the tournament must submit a formal proposal to the Conference stating the following as a minimum:

- i) Number of teams in Tournament
  - ii) Site and Location
  - iii) Ice Times and Rink Capacity
  - iv) Crowd/Revenue Potential
  - v) Advertising Potential/Marketing Demographics
  - vi) Contact Name for Rink
  - vii) Contact Name for Tournament Coordinator
- d) The Host Team is responsible for staffing the event, including ticket-takers, scorekeepers, referees and off-ice game officials.
- e) A percentage of the Tournament revenue will go to the host team as determined by the Board. (60/40- League/Home)
- f) The Conference will pay for ice time, referees, trophies, advertising, and other administrative fees for the Tournament. The Commissioner is directly responsible for ensuring that all expenses incurred are reasonable and prudent.

## **20) DISCIPLINARY ACTION**

- a) All disciplinary action will be determined by the MDCHA Board to include forfeits, fines and suspensions against a team and/or player. The Commissioner will then inform the team and player affected of the Board's decision.
- b) Disqualification penalties will be dealt with utilizing the NCAA graduated system:
- i) A player receiving a disqualification penalty must miss the remainder of the game and the next game their team plays.
  - ii) A player receiving their second DQ of the season in a game will miss the remainder of the game and their next two games.
  - iii) A player receiving their third DQ of the season in a game will be suspended from the Conference for the remainder of the season and must serve a three-game suspension at the beginning of the next season.
- c) A team will forfeit their contest, with confirmation by the Commissioner, for the following reasons:
- i) Use of an ineligible player.

- ii) Failure to show for a game that was scheduled.
  - iii) If referee rules that a game is out-of-hand due to poor sportsmanship.  
Poor sportsmanship on the part of both teams will result in forfeit losses for both teams.
  - iv) Acts detrimental to the Conference.
- d) Disciplinary action may be taken against any MDCHA team as determined by the Board, for any of the following reasons:
- i) Failure to turn in paperwork on time.
  - ii) Use of ineligible player(s) as determined by the Conference through investigation.
  - iii) Canceling/forfeiting games, including games against non-Conference opponents.
  - iv) A player receiving a DQ at the end of the season and not being able to serve their suspension in its entirety because they are not returning for the next season.
  - v) Acts detrimental to the Conference.
- e) Monetary fines (if levied) must be paid within 30 days of official notification.
- f) Appeals over fines or suspensions must be made directly to the Commissioner in writing. The Commissioner may choose to investigate the appeal or turn it down. Should the Commissioner choose to investigate, he/she may appoint an arbitrator to review the situation and determine the outcome of the appeal.
- g) Disqualification from playoffs may only occur if a majority of member teams vote in favor of such disqualification.
- i) The team facing disqualification from playoffs may not vote in regards to their disqualification from playoffs, but is entitled to present the reasons why they should not be disqualified.

## **21) NEW MEMBER REQUIREMENTS**

- a) Should a program attempt to join the Conference, they must enter the first year as an affiliated team.

b) A team must submit a proposal to the Conference prior to the Fall Meeting and prepare to present at the Spring Meeting to the rest of the Conference on why they should be voted into the Conference as an affiliated member. The Conference reserves the right to deny any team full or partial membership into the Conference. Some of those reasons may include, but are not limited to:

- i) Inadequate finances
- ii) Inadequate structure/hierarchy/management
- iii) Inadequate player participation
- iv) Past History of canceling/forfeiting games
- v) Inadequate Facilities
- vi) Inadequate Coaching Staff
- vii) Inadequate participation in league events

c) Upon acceptance of an affiliated team, the Board will determine, through a majority vote of the full member teams, whether they are eligible for the Playoff Tournament for the upcoming season.

- i) Affiliated teams that are not eligible for the Tournament must attempt to play each Conference team at least once and play a full season schedule of at least 10 games.
- ii) Affiliated teams must also develop their management, finances, player development, and fan base in order to demonstrate to the Conference the ability to sustain their program for the long-term future.

d) Should an affiliated team wish to move up to full-member status, they must submit a proposal to the Conference prior to the league meeting, and prepare a presentation for the league meeting on why they should be voted into the conference as a full-time member. They may be denied membership for the reasons stated in Section b. If they are denied full-membership, they may stay as affiliated members for the next season, unless they are voted completely out of the Conference.

## **22) LIMITATIONS**

a) The Conference is not responsible for the actions or behavior of any of its member teams. All teams play at their own risk and release the Conference of any liability stemming from any Conference-related activity, including going to, participating or coming from a Conference-sponsored event.

b) In the event that a specific incident is not covered by these By-Laws, the Commissioner and/or the Board may use the following references in order to establish precedent:

- i) ACHA Rules/Guidelines
- ii) NCAA Ice Hockey Rules/Guidelines
- iii) USA Hockey Rules/Guidelines

### **23) BYLAWS MODIFICATION**

a) These bylaws may be amended by the affirmative vote of two-thirds of the members of the Conference present at a meeting publicized two weeks in advance. Proposed changes to the bylaws should be included in the meeting announcement.

### **24) DISSOLUTION OF THE MDCHA**

a) In the event the Mason-Dixon Collegiate Hockey Association finds it necessary or desirable to dissolve or cease to function, all remaining assets shall be distributed evenly to the member schools remaining in good standing with the MDCHA.

### **25) MODIFICATIONS AND EMPHASES TO THE NCAA RULEBOOK**

a) The NCAA Rulebook will be modified as follows for all MDCHA conference games:

- i) All teams must follow the Policies and Procedures set forth in the American Collegiate Hockey Association's bylaw manual.
- ii) Submission of starting lineups prior to the game is recommended, but not required.
- iii) All players, including goaltenders, must wear mouth guards in accordance with the NCAA rulebook.
- iv) Incidents requiring supplementary discipline will be reported to the MDCHA Commissioner within 24 hours of occurrence.
- v) Goal judges will not be required during MDCHA games.

- vi) The announcing of goal scorers and penalties assessed is highly recommended, but not required during MDCHA games.
- vii) Appendix B of the NCAA rulebook will be utilized during MDCHA tournament play. The only exception is there will be no ice cut prior to the commencement of the overtime period.

## **26) THE MEMBERSHIP PRIVACY ACT**

### **a) Release of Player Information**

- i) The MDCHA may only obtain information from a player to verify compliance to the MDCHA, NCAA and ACHA policies.
- ii) Only designated league officials; to include a specifically assigned Board member, Commissioner and the player's Team President, may obtain, maintain, and release to each other, educational information about a player for the purpose of verifying compliance to the by-laws. These officials will determine a player's eligibility. Educational information will include:
  - 1) Social security number
  - 2) Student identification number
  - 3) Academic standing
  - 4) Current credit hours
  - 5) Grade Point Average (G.P.A.)
- iii) A player's signature on MDCHA eligibility form(s) will be considered a written consent to release educational information only to the designated league officials; unless it is specifically stated otherwise on the form(s).
- iv) The designated league officials may release to any third party a determination of "eligibility" or "ineligibility" for participation in the league; assuming there is no improper release of any supporting educational information.
- v) Only the respective player may appeal a determination of "ineligible" to the Board of Directors if the appeal is based on educational information. This appeal will be considered their consent to the release of such

information. This appeal will be considered their consent to the release of such information to the Executive Committee.

vi) Each team may create or use third party release form(s) (i.e. ACHA Team Eligibility Form) to obtain educational information or other personal information; the league will maintain no authority on the use or misuse of these form(s); unless the Board of Directors determines the action to be “detrimental to the league” and/or in violation of (ii).

vii) The Board of Directors will determine whether the Executive Committee will release “directory” information of player(s) to a third party. Directory information is defined as public information. Teams may determine how directory information is released. Directory information will include:

- (1) Phone number
- (2) Email address
- (3) Home address
- (4) School address

b) Release of Team Business Information

i) The Executive Committee will be authorized to request and obtain information from its teams, their respective university and other outside sources to investigate compliance to membership requirements. Any team that is a current member or has submitted a “Request for New Membership” agrees to disclose all pertinent information to the Board of Directors upon request; which may be disclosed to membership.

c) Opt-Out

i) At anytime a player or Team President may refuse to grant approval or revoke their prior approval to the release of information; by doing so the Board of Directors may determine the player or team “ineligible” and will face disciplinary action in accordance with these bylaws.

ii) Player(s) or a Team President will not be required to release “directory” information to any member of the league; unless the Board of Directors determines this information necessary in verifying compliance to the by-laws.

iii) The Executive Committee must release within 30 days, of a written request, all documents obtained about a player or team by that respective player or Team President.

d) Violations

i) Any Team President and/or player who are found to have violated any part of Section 26 will be disciplined by the Board of Directors in accordance with these bylaws.

ii) Any member of the Executive Committee who is found to have violated any part of Section 26 will be subject to removal in accordance with these bylaws.

**27) ACHA MEMBERSHIP FROM MDCHA TEAMS**

a) All FULL members of the MDCHA must also become members in the American Collegiate Hockey Association, Division III Level, so long as the ACHA is a viable college club hockey organization. Failure to do so may result in suspension of membership in the MDCHA, forfeiture of MDCHA league games, or a penalty as determined by the MDCHA Board of Directors.

b) All AFFILIATED members of the MDCHA are required to join the ACHA, so long as the ACHA is a viable college club hockey organization. Failure to do so may result in suspension of membership in the MDCHA, forfeiture of MDCHA league games, or a penalty as determined by the MDCHA Board of Directors.