NATIONAL CHRISTIAN COLLEGE ATHLETIC ASSOCIATION

Constitution

The NCCAA Constitution

ARTICLE I: NAME AND PURPOSE

Section I. The name of this organization shall be National Christian College Athletic Association (NCCAA).

Section II. The purpose: to supply wholesome athletic competition on a national scale among Christian institutions who adhere to the historic evangelical position as defined by our Statement of Faith.

ARTICLE II: PARTICIPATION IN THE NCCAA

Section I. Christian institutions in the United States and Canada offering a standard four-year program accredited by one of the six regional accrediting bodies, ABHE or TRACS are eligible to become an active participating institution in the association.

Section II. Participation in this association shall be by a majority vote of participating institutions on the regional level and by approval of the Board of Directors.

Section III. Participation in the NCCAA is by regional, Administration Committee, and Board of Directors vote only.

Section IV. Participation dues shall be determined by the Board of Directors.

Section V. Each NCCAA participating institution must sign the Statement of Faith.

Section VI. The NCCAA shall be divided into two divisions: Division I for institutions offering financial aid specifically for student-athletes and Division II for institutions not offering financial aid specifically for student-athletes.

ARTICLE III: BOARD OF DIRECTORS

Section I. The Board of Directors is the official governing board of the association.

Section II. The Board of Directors shall meet two times per year. One meeting may be conducted via teleconference or conference call format.

ARTICLE IV: OFFICIAL RULES

Section I. The NCCAA shall follow the rules as set forth in the eligibility policies in the official handbook of the association.

ARTICLE V: DUTIES OF OFFICERS

<u>President:</u>

Section I. Shall serve a three-year term.

Section II. In conjunction with the Board Chair, shall be responsible for the calling of regular and special meetings of the Board of Directors and association meetings.

Section III. Shall serve as Vice-Chair of the Board of Directors unless elected as Chair. Shall chair the Administration Committee and serve on all other subcommittees as an ex-officio member. Shall develop agenda for Administration Committee. Shall serve on the Executive Committee of the Board of Directors. Shall chair the Annual Meeting and present the State of the Association report at the Annual Convention. In concert with the National Office staff, shall attend any national athletic/educational meetings deemed appropriate. Shall sign such papers as deemed necessary by the Board of Directors or as required by various institutions (banks, etc.). Shall submit a report of activities to the Board of Directors at each meeting. Shall request necessary reports and/or information from National Office as deemed necessary. Shall appoint the President's Designate upon assumption of office on July 1. In concert with Board Chair, shall make interim

appointments to any vacant office (Executive Director, First and/or Second Vice-President, etc.). Shall work in concert with National Office staff to ensure proper procedural path for changes to NCCAA Handbook.

First Vice-President:

Section I. Shall be directly responsible to President and may assume duties of President in President's absence. Shall serve on the Administration Committee and, when the President is unable to do so, serve as an ex-officio member of all subcommittees. Shall assist in the development of the agenda for the Administration Committee meetings. Shall serve on the National Eligibility Committee. Shall attend Regional Coordinators' meeting and assist the Director of Membership as needed. Shall assume the President's office at end the of the three-year term (July 1) or upon resignation of President.

Second Vice-President:

Section I. Shall serve on the Administration Committee. Shall attend the National Sport Chairs' meeting and assist the Director of Membership as needed. Shall assume the First Vice-President's office at the end of the three-year term (July 1) or upon resignation of the First Vice-President.

Executive Director:

Section I. Shall be responsible for the administration of the National Office.

Section II. Shall assist in the development of agendas for Board of Directors' meetings.

Section III. Shall serve on all committees.

Director of Membership:

Section I. Shall work with all matters involving member institutions.

Section II. Shall work directly with Regional Coordinators and National Sport Chairs.

Section III. Shall receive and verify all NCCAA Eligibility documents via the Eligibility Coordinator.

Director of Advancement:

Section I. Shall provide leadership and management for the direction, planning, and execution of development related activities for the NCCAA.

Section II. Shall develop major gift fundraising, corporate and foundation relations, donor base, special events, and communications programs to increase stewardship support for the NCCAA.

Section III. Shall be responsible for creating a fund development, communications, and marketing plan.

Director of Communications:

Section I. Shall manage the association website, public relations, and social media.

Section II. Shall manage the NCCAA Network and coordinate production of championship streaming efforts.

Section III. Shall work with member Sports Information Directors to manage statistics reporting, Student-Athlete of the Week awards, submission of national rankings, postseason awards, etc.

Director of Championships

Section I. Shall approve schedules and arrangements for NCCAA championship events.

Section II. Shall work directly with Regional Coordinators and National Sport Chairs.

Regional Coordinator:

Section I. Shall be directly responsible to the Director of Membership and shall be approved by the Board of Directors.

Section II. Shall be responsible for their respective regions.

National Sport Chairs:

Section I. Shall be directly responsible to the Director of Membership and the Director of Championships and shall be approved by the Board of Directors.

Section II. Shall be responsible for the various functions of their respective sport.

ARTICLE VI: REGIONS

Section I. The Board of Directors may align regions annually in order to best serve the NCCAA.

ARTICLE VII: CHRISTIAN CODE

Section I. The Scriptures establish a framework of values which shall guide character, behavior, and thought. It shall be a participating institution's responsibility to apply and enforce the highest principles of Christian conduct, character, values, and courtesy from this Biblical framework.

Section II. Representatives of participating institutions, including coaches and student-athletes are expected to abide by their respective institutional code of conduct which shall be developed from the Biblical framework. Failure to refrain may result in penalties.

ARTICLE VIII: SPECIAL PERMISSION

Section I. Any participating institution desiring an exception of playing in a different region for playoffs due to the lack of viable regional opponents must make such requests in writing to the Director of Membership.

ARTICLE IX: SPORTS

Section I. The officially sanctioned national sports of the NCCAA are: baseball, basketball (men and women), cross country (men and women), golf (men and women), indoor track and field (men and women), soccer (men and women), softball, track and field (men and women), and volleyball (men and women).

Championship dates, both Regional and National, shall be set by the Administration Committee in concert with the National Administrative Council (NAC).

Section II. New sports may be added in accordance with the terms of the official Handbook.

Section III. Each national sport shall be represented by a National Sport Chair.

ARTICLE X: PRINCIPLES OF INSTITUTIONAL CONTROL AND RESPONSIBILITY

Section I. Irregularities and/or infractions shall be handled in a courteous and ethical manner.

Section II. All complaints against participating institutions must first be presented to the offending institution. If not resolved, then a formal complaint may be submitted in writing to the Director of Membership.

Section III. Per the recommendation of the Director of Membership, the Board of Directors shall review the reported irregularities and/or infractions and take appropriate action.

ARTICLE XI: ANNUAL MEETING AND VOTING PROCEDURE

Section I. The association shall meet in convention annually at a time and place designated by the Board of Directors.

Section II. Each participating institution shall be required to have a voting delegate in attendance or utilize the Proxy Ballot in accordance with NCCAA Bylaws.

ARTICLE XII: PARLIAMENTARY AUTHORITY

Section I. Robert's Rules of Order (revised) shall serve as the final authority in all parliamentary procedures.

ARTICLE XIII: AMENDMENTS

Section I. The Constitution may be amended by a two-thirds vote of the participating institutions present at the Annual Meeting.

Section II. All participating institutions shall receive written notice of proposed constitutional changes 45 days prior to the Annual Meeting. The written notice shall come from the Executive Director's office.

Section III. A mail or electronic vote is not permitted for any amendment of the Bylaws except when a majority of the applicable divisional delegates present at the Annual Meeting, after appropriate discussion, recommend such a vote to the membership. The ballots shall be sent on behalf of the Executive Director to the designated representative of each institution for an organization-wide vote, by the National Sport Chairs for sports-wide votes and by the Regional Coordinators for region-wide votes. A motion shall carry by majority vote of those institutions which respond within the stated time limit or, otherwise, within two weeks unless the Bylaws require a specific majority. Each participating institution shall have one vote, which shall be cast by the institution's Athletics Director unless the institution has authorized another person. No quorum shall be required because there are no legally designated members.

Section IV. The Administration Committee of the NCCAA Board of Directors, in conjunction with the NCCAA National Office Staff, shall be authorized to adopt (in the interim between annual conventions) noncontroversial legislative amendments that are necessary to promote the normal and orderly administration of the association's legislation.

That authorization shall require a majority vote of the Administration Committee, or the entity designated by the NCCAA National Office Staff. The Administration Committee shall then submit the amendment(s) and/or edits which have been adopted under this authorization at the next Annual Business Meeting.

If a member institution deems any issue is of importance for further discussion and/or should be brought to a vote, it may submit a request for that amendment to be considered at the next Annual Business Meeting. Such distinction is required to be made 30 days prior to the Annual Convention.