



## **ALBERTA COLLEGES ATHLETIC CONFERENCE (“ACAC”) POLICIES**

### **A. PREAMBLE**

The purpose of this document is to formalize the eligibility, recommendation, assigning and evaluating procedures for ACAC officials through a coordinated effort between ABOA and its local boards. The current policies of ABOA and ABOA/ACAC contract will apply.

### **B. ACAC OFFICIALS ELIGIBILITY**

#### **1. All Officials**

- 1.1 Be a member in good standing;
- 1.2 Meet the requirements as set out in the ABOA Policy Manual; and
- 1.3 Meet and remain up to date on ACAC Policies, ACAC Specific Operating Rules for Basketball in the Operating Code and ACAC Code of Ethics.

#### **2. First Year College Officials**

- 2.1 Meet the requirements in Section 1 above;
- 2.2 Have attended one of the following Alberta Schools Athletic Association (“ASAA”) provincials in the last three (3) years: 4A Boys, 4A Girls, 3A Boys, 3A Girls or an appropriate equivalent tournament as determined by the Director of Performance and Assessment;
- 2.3 Received a positive recommendation from the evaluator(s) at the ASAA provincial championship (or other tournament) to the Director of Performance and Assessment; and
- 2.4 Meet a satisfactory on-court performance assessment by a provincial evaluator or designate at an ACAC preseason, tournament or equivalent exhibition game.

#### **3. Future Prospect Officials**

- 3.1 Meet the requirements in Section 1 above; and
- 3.2 Attend and participate in ACAC meetings and training and development opportunities.

### **C. ACAC OFFICIALS LOCAL BOARD RECOMMENDATION PROCEDURES**

#### **1. First Year College Officials Identification**

- 1.1 Compile and rank a list of identified first year college officials supported by a local provincial evaluator, if any, for ABOA consideration submitted to the Director of Performance and Assessment by August 15<sup>th</sup> each year;

- 1.2 Present prior development history (up to three (3) years) for each identified official; and
- 1.3 Outline the three-year future development plan, areas for improvement and pathway for progression.

## **2. All Officials**

- 2.1 Confirm with the Director of Performance and Assessment the total number of officials required from the local board by September 1<sup>st</sup> each year;
- 2.2 Submit to the Director of Performance and Assessment a preliminary roster supported by a local provincial evaluator, if any, of officials for the current season for consideration to officiate ACAC games in each local board area by September 15<sup>th</sup> each year;
- 2.3 Prior to submitting a final roster of officials, confirm with the Director of Performance and Assessment a satisfactory on-court performance assessment and the acceptance for inclusion as a recommended official for any identified first year college officials following the last preseason or exhibition game; and
- 2.4 Submit a final roster of officials following feedback from the Director of Performance and Assessment for the current season for consideration to officiate ACAC games no later than seven (7) days following the last preseason or exhibition game.

## **3. Future Prospect Officials**

- 3.1 Identify and submit to the Director of Performance and Assessment future prospect officials supported by a local provincial evaluator, if any, of high potential officials for development to meet the first year college official criteria within the following three (3) years;
- 3.2 Present prior development history (up to three (3) years) for each future prospect official; and
- 3.3 Outline the three-year future development plan, areas for improvement and pathway for progression.

## **D. ACAC OFFICIALS ROSTER AND COMMUNICATION**

### **1. ABOA**

- 1.1 A final ACAC Officials Roster will be recommended by the ABOA Assignment/Evaluation Committee to the Executive for approval;
- 1.2 Following ABOA Executive approval a final ACAC Officials Roster will be distributed by the Director of Performance and Assessment to all ACAC officials, local board presidents, and prior to the start of the regular season to the ACAC;
- 1.3 ABOA is the only point of contact for officials with the ACAC; and

- 1.4 ABOA will communicate with officials from time to time on matters of importance to the ABOA and ACAC league, game day procedures, on-site protocol and/or any other matter pertinent to officiating.

## **E. ASSIGNING**

### **1. ABOA**

- 1.1 All ACAC games will be assigned by the ABOA through the Assignor;
- 1.2 The Assignor will follow the assigning guidelines as set by the ABOA in cooperation with the Director of Performance and Assessment and the Director of Officiating;
- 1.3 ABOA has full authority over the assigning (number and teams) without regard to equality in the number of games assigned;
- 1.4 Any official appointed to attend a Canadian Colleges Athletic Association ("CCAA") National Championship for the current season will be included in all related playoff matches and Final 8 (or other championship formats as set by the ACAC) ACAC Championships;
- 1.5 Payment for services and reimbursement of travel, per diems or other costs will be made twice annually;
- 1.6 Formal grievances on assignments, number of games assigned, partners or any other matter in respect to assigning will not be accepted; and
- 1.7 Game misconduct reports, game day incidents, breaches of ABOA or ACAC Policies or Codes of Ethics, or any other matters not specifically stated here are to be reported to the Vice President as specified in the ABOA Bylaws.

### **2. CCAA National Appointments**

- 2.1 ABOA will follow the current appointment procedures set by the Canadian Association of Basketball Officials ("CABO") and/or the Canadian Basketball Officials Commission ("CBOC") for guidelines and selection criteria of officials to the National Championships.

## **F. EVALUATIONS**

### **1. ABOA**

- 1.1 A minimum of one (1), and if scheduled ten (10) or more games two (2) observations, evaluations or assessments for each official will be undertaken by a provincial evaluator during the regular season, this may include Canada West assignments;

- 1.2 Evaluations under the National Officials Certification Program (“NOCP”) must be requested by the official as outlined under the ABOA NOCP Guidelines and unless specifically requested the evaluations outlined above do not meet those requirements; and
- 1.3 All officials will be deducted \$25 to support the evaluation program.

## **G. POLICIES**

### **1. ABOA**

- 1.1 ABOA reserves the right in managing the contract with ACAC and by virtue thereof the acceptance or decline of any proposed officials to the ACAC Officials Roster as well as the ability throughout the season to suspend or dismiss officials for any of the following, including but not limited to: breach of ABOA or ACAC Code of Ethics or ACAC Operating Code, lack of performance as established in the ABOA Standards of Excellence or on-court evaluation, or other disciplinary reasons without review or approval of the local board.
- 1.2 The ABOA may amend this document at any time by a majority vote of the Executive.