

Tri-State Collegiate Hockey League (TSCHL) By-Laws

I. MISSION STATEMENT

The TSCHL is an organization comprised of American Collegiate Hockey Association Division II programs. The primary purpose of the TSCHL is to promote the growth of structured competitive regional collegiate ice hockey.

II. ADMINISTRATION

A. Executive Board:

- a. The Executive Board shall be the officials that oversee the league. It only has organization duties as described in the by-laws. It has no voting rights, except for the Commissioner – in the event of a tied vote between the Board of Directors. The Executive Board will consist of the following:
 - i. Commissioner
 - ii. President
 - iii. Vice President
 - iv. Secretary
 - v. Treasurer
 - vi. Member-at-Large
- b. The members of the Executive Board do not need to be affiliated with any member organization.
- c. Members of the Executive Board shall serve 3-year terms, except for the first term. The offices of Commissioner, Vice President, and Treasurer shall serve an initial 4-year term to maintain consistency and stability through a potential leadership transition. All subsequent terms, after the initial, will be 3-year terms.
 - i. The offices of President, Secretary, and Member-at-Large shall be elected every three (3) years beginning in 2022.
 - ii. The offices of Commissioner, Vice President, and Treasurer shall be elected every three (3) years beginning in 2023.
 1. The Executive Board shall be voted into office by the Board of Directors by majority vote. A supermajority vote of 75% or greater is needed to be cast by the Board of Directors to remove an Executive Board member from power in the middle of the term.
- d. The following fines may be levied by the Executive Board on member teams:
 - i. Each team has one warning per season prior to being fined for the following violations:
 1. The home team must enter all games scheduled between TSCHL teams on the ACHA website by September 15th of each season. A \$20 fine will be assessed for non-compliance.
 2. The home team must score all games between TSCHL teams no later than 11:59PM EST on the Monday after the game was played. A \$20 fine will be assessed for non-compliance.
 - ii. Each team will receive NO warning prior to being fined for the following violation.
 1. Failing to submit an academic certification form to the TSCHL league office by the due date listed on the form. A \$100 fine will be assessed for non-compliance.
 - a. Evidence that the form was submitted to the school registrar in a timely manner will negate the fine.

B. Board of Directors:

- a. The Board of Directors shall manage all business and affairs involving the TSCHL. It has the authority to establish policies and procedures for the operation and organization of the TSCHL. The Board of Directors will consist of one voting member from each team. Any coach or staff member associated with the team can be appointed by the team to sit on the Board of Directors.
 1. The Executive Board shall oversee the Board of Directors. The Executive Board only has organizational duties. All major proposals will be voted on by each team collectively as the

Board of Directors. In the event of a tied vote, the Commissioner will cast the deciding vote.

- b. Each Director may designate an alternate within his organization to represent his team at any given meeting.
- c. There is no limit to the number of years a member can sit on the Board of Directors.
- d. No one person can represent more than one school during the same season.
 - i. The Board of Directors shall vote on the following awards:
 - 1. TSCHL Coach of the Year
 - 2. TSCHL MVP
 - 3. TSCHL Rookie of the Year
 - 4. TSCHL All-Conference 1st Team
 - 5. TSCHL All-Conference 2nd Team
 - 6. TSCHL Honorable Mentions
 - 7. TSCHL Tournament MVP
 - 8. TSCHL All-Tournament Team
- e. Decisions to add or remove member teams or to remove members of the Executive Board shall be made by a supermajority vote of 75% or greater by the Board of Directors. All other decisions shall be made by majority vote. Each member of the Board of Directors shall have one vote. In the event of a tied vote, the Commissioner will case the deciding vote.

III. TEAM ELIGIBILITY REQUIREMENTS

A. Membership Requirements:

- a. League Dues
 - i. Annual payment of season membership due to the Treasurer by November 1st prior to the beginning of each season.
 - ii. Dues paid to the Treasurer after November 1st will incur a fine of \$100.
- b. Conduct
 - i. Teams must adhere to all American Collegiate Hockey Association Division 2 standards, policies, and procedures.
 - ii. Teams must participate in mandatory organizational meetings, provide timely response to requests for information and feedback, and communicate weekly with the TSCHL Commissioner. All scores and statistics are to be e-mailed each Sunday evening to the Commissioner.
 - iii. Teams should adhere to additional minimum recommended guidelines as set forth by the Board of Directors.

B. Membership benefits:

- a. Members shall benefit in the following: A website which includes standings, general TSCHL information, links to individual team websites and the ACHA; A Twitter account which includes game schedules, results, standings, photographs, news and general TSCHL information; a playoff tournament involving the top performing teams in the TSCHL; and players recognized for exceptional performance in the naming of an all-conference team.

C. Suspension of Membership Benefits:

- a. Membership affiliation and benefits may be suspended or withdrawn for non-compliance with any or all TSCHL rules or regulations. Suspension of benefits may include, but are not limited to, the removal of team participation from league post-season tournament, probationary status for one or more seasons, or forfeiture of games for violation of player eligibility requirements.
- b. All suspensions of benefits for violations shall be decided by the Board of Directors of the TSCHL. Each team in the TSCHL will have one vote on the Board.
- c. All suspension of benefits may be appealed in writing within 7 days to the TSCHL commissioner who shall present any new information to member teams and a decision shall be rendered within 5 days. All appeals decisions will be final.
- d. A \$100 fee applies to all appeals. The fee will be refunded in the event of a favorable decision for the appellant.

D. Membership Restrictions:

- a. Only teams affiliated with the ACHA Division II shall be eligible.

- b. Any team submitting a proposal to join the TSCHL must do so in writing to the office of the commissioner prior to December 1st. The application will be considered for the full season of play that starts during the next calendar year.
 - c. Any new league member joining the TSCHL is required to remit \$1,000 in addition to the annual league dues. The \$1,000 will serve as a deposit and will be applied to the new league member's annual league fees in its 3rd and subsequent seasons until this fund is depleted. This deposit will be forfeited should the new league member leave the TSCHL and resurface in a different ACHA Division 2 league or as an independent ACHA Division 2 team within a 12-month period. This policy applies to any team that may be fielded by the same academic institution. Should the team fold or move to a different division, then the deposit amount will be returned to the respective academic institution.
 - i. The Board of Directors may opt to waive this financial requirement for any prospective member based on various criterion including the courtship of an established D2 program, competition for a new league team against another league, other financial considerations, etc.
- E. Membership Operations Standards:
- a. Any TSCHL game that is not played on the predetermined date, a new date, time and location must be determined, and forwarded to the Executive Board, within two (2) weeks of the original date. The game must be played prior to the conclusion of the Regular Season. If the game fails to be rescheduled, the team(s) not honoring the scheduled commitment shall forfeit the game. Compensation shall be rendered to the relevant team, through the Commissioner's Office, for travel expense and/or ice and referee costs.
 - i. In the event an act of God prevents a TSCHL game from being played, and the game cannot be rescheduled, the league standings will be adjusted to a point percentage ranking system – rather than a points system.
 - 1. Point Percentage System: $\text{Total number of points earned} / \text{Total number of points possible} = \text{Point \%}$
 - b. Any team using an ineligible player in a TSCHL game shall forfeit the game in which the player participated. A notice to the ACHA shall be written alerting it of the incident.
- F. Team Uniforms:
- a. All players must wear all pieces of protective equipment required by the NCAA.
 - b. All teams must have at least two sets of jerseys, a home and an away – a light colored and a dark colored. Both sets shall consist of large permanent numbers on the backside of the jersey.
- G. Probation:
- a. Teams are subject to being placed in a probationary status by the Executive Board for conduct unbecoming of the TSCHL.
 - b. Teams placed in a probationary status will be notified, in writing, by the Executive Board.
 - i. All notifications of probation may be appealed in writing within 7 days to the TSCHL Commissioner who shall present any new information to the Executive Board and a decision shall be rendered within 5 days. All appeals decisions will be final.
 - ii. A \$100 fee applies to all appeals. The fee will be refunded in the event of a favorable decision for the appellant.
 - c. In response to a notification of probationary status, aside from a favorable decision for the appellant, the team in question has 7 days to provide a Course of Action to resolve the issue.
 - i. Teams that fail to provide a Course of Action in 7 days shall be declared ineligible for the TSCHL Tournament.
 - ii. Teams providing a Course of Action will remain eligible for the TSCHL Tournament and a review will be conducted, by the Executive Board, after the season to evaluate the steps the team took to resolve the issue at hand.
 - 1. A positive review shall remove the probationary status from the team.
 - 2. A negative review shall keep the team in a probationary status and the team may be subject to dismissal from the TSCHL.
 - a. A team receiving a negative review at the conclusion of the season, remaining in a probationary status for the following season, shall be declared ineligible for the following season's TSCHL Tournament. Another review will be conducted at the season's conclusion.
 - 3. Teams placed in a probationary status, for any period of time in a season, beyond 2 consecutive seasons shall be dismissed from the TSCHL.

IV. PLAYER ELIGIBILITY REQUIREMENTS

- A. General Player Eligibility:
 - a. All players must meet ACHA requirements. Any annual rules changes by the ACHA Division 2 shall be adopted accordingly by the TSCHL.
 - b. Any player or coach whom was suspended from the ACHA, USA Hockey, or from any other sanctioned hockey league may not be eligible according to the terms of the suspension.
- B. Academic Requirements:
 - a. The TSCHL shall use the same academic requirements established by the ACHA Division 2. Any annual rule changes by the ACHA shall be adopted accordingly by the TSCHL.
 - b. As a requirement of membership, each team must submit the fall and spring semester academic certification forms to the TSCHL league office.
- C. Rules of Play:
 - a. The TSCHL will use the rules of play specified in the NCAA Rule Book unless specified otherwise in the ACHA Division 2 Policies and Procedures.
 - b. Roster Guidelines
 - i. Teams shall be permitted to have the option of dressing a maximum of 18 skaters and 3 goaltenders or 19 skaters and 2 goaltenders.
 - ii. Teams unable to dress a minimum of 13 skaters and 1 goaltender, for a TSCHL game, shall forfeit the game.
 - c. All league contests will consist of three twenty-minute periods.
 - d. The standard ACHA overtime period format will be followed for any games that are tied at the end of regulation.
 - e. For league standings only, a shootout procedure will be followed for any games that are tied at the end of the overtime period.
 - i. Shootouts will consist of three (3) shooters per team. If a winner is not determined, the shootout will continue with one (1) additional shooter, per team, until the game is decided.
 - f. A minimum of 2 ½ hours of ice time shall be slotted for each league contest to avoid curfewed results.
 - g. At least two resurfacings of the ice surface shall be completed during a normal three period game. The home team shall have discretion as to how many resurfacings of the ice and when they occur.
 - h. The home team is responsible for managing the penalty boxes. The home team can manage both penalty boxes or notify the visitor team of the need to manage the visitor penalty box.
 - i. Disqualification (DQ) procedures will adhere to the procedures recognized by the ACHA. No special situations shall be taken into consideration regarding the disqualification of a player or coach.
 - j. A point system will be followed when determining seeding for the TSCHL Playoff Tournament. The points system for league standings is as follows:
 - i. Regulation Wins in a league game are worth 3 points.
 - ii. Overtime/Shootout Wins in a league game are worth 2 points.
 - iii. Overtime/Shootout Losses in a league game are worth 1 point.
 - iv. Regulation Losses in a league game are worth 0 points.
 - v. In the event an act of God occurs, and the Board of Directors declares a league game a Tie – it is worth 1 point.
 - 1. An act of God is defined as: An accident or event that cannot be prevented by ordinary human foresight (i.e. natural disaster, inclement weather, unacceptable ice conditions, etc.)
- D. Forfeits
 - a. A forfeit is defined as:
 - i. A TSCHL scheduled game, not played on the predetermined date, that is not rescheduled and played by the end of the TSCHL Regular Season.
 - 1. The official scoring of the game shall be zero (0) for the violating team and one (1) for the opposing team.
 - ii. A TSCHL game, that is played, in which a team uses an ineligible player.

1. The official scoring of the game shall be zero (0) for the violating team and the actual number of goals scored for the opposing team. In the event the opposing team scored zero (0) goals, the official scoring will reflect one (1) goal.
- b. A team that intends to forfeit a game must provide notice as soon as possible to the opposing team and the league commissioner so the opposing team can take steps to mitigate their costs. Upon notice, the opposing team must take all reasonable steps to mitigate the costs of the forfeited games (if hosting, attempting to cancel ice and officials; if traveling, attempting to cancel bus/van rentals and hotels). If, due to a limited time window, the opposing team is not able to eliminate all costs, the forfeiting team shall reimburse the remaining expenses incurred by the opposing team.
 - i. Failure to reimburse the opposing team will put the forfeiting team in a probationary status until the opposing team has been reimbursed. The Executive Board shall determine when the forfeiting team has reconciled all financial obligations.
- c. Any team using a player who is academically, or otherwise ineligible, shall forfeit all points earned and/or all goals for from the game in which the ineligible player participated. The violating team shall be deducted one (1) additional point from the league standings. The opposing team shall be deemed the winner and shall receive three (3) points for the game.
 - i. Any team in violation of eligibility rules in excess of two games shall be disqualified from participation in the TSCHL Tournament
- d. If a team forfeits 2 or more games in one season, the team shall be placed on probation for the following season.

V. REGULAR SEASON

- A. TSCHL Calendar
 - a. The TSCHL shall operate on a calendar year beginning on May 1 and concluding on April 30.
- B. League Structure
 - a. If the TSCHL membership is comprised of nine (9) or less teams, the league shall operate as one (1) division.
 - i. Each team will play all teams twice.
 - b. If the TSCHL membership is comprised of ten (10) or more teams, the league shall operate as two (2) divisions.
 - i. Each team will play its division opponents twice and opposite division opponents once.
- C. Games:
 - a. Each team will play TSCHL opponents in accordance with the guidelines set forth in Article V.B.
 - b. Any additional games that are played between TSCHL teams will count neither towards league play nor as a post-season tiebreaker.
 - i. If more than the TSCHL Conference required number of games are scheduled between TSCHL teams, the game(s) that will be played as a part of the TSCHL schedule must be determined prior to the commencement of the season.
 - c. TSCHL games shall take precedent over non-conference games.
- D. Officiating System:
 - a. A 3 person officiating system consisting of two (2) referees and one (1) linesman shall be utilized. In the event that only 2 officials are present, or only 2 officials can finish the game, then they shall employ a 2 person officiating system.
 - b. It is the preference of the league, when possible, to utilize a 4-person officiating system consisting of two (2) referees and two (2) linesmen.
- E. TSCHL Standings Tie Breaking Procedure
 - a. Most league wins
 - b. Head to head win/loss record (total league points in head-to-head games)
 - c. Head to head goals for/goals against differential in league games
 - d. Goals For/Goals Against differential in TSCHL regular season games
 - e. Team with less non-extenuating forfeits
 - f. Team not owing any financial obligations to the TSCHL
 - g. Least penalty minutes in league games
 - h. Coin flip
 - i. Note: In the event of a multiple-team tie-breaker, if one team owns a head-to-head win/loss tie-breaker advantage over all other teams involved, then it will advance. If a team has a head-to-

head win/loss disadvantage over all other teams involved, then it will be eliminated. Tie-breaker criteria starts over if a team is eliminated from a multiple-team tie-breaker scenario.

- F. If a TSCHL game fails to declare a winner in regulation, overtime or a shootout the points will be forfeited by both teams involved unless one team is clearly at fault for the game ending without a winner (A team skates off the ice or refuses to finish). The Board of Directors will review the incident and award points or withhold points as deemed necessary.
 - a. If the game ends without a winner due to an act of God, the Board of Directors will review the circumstances and may declare the game as a tie.
- G. Qualified Medical Personnel
 - a. All teams are required to have one, or more, qualified medical personnel on-site to render medical treatment. Qualified medical personnel is defined as an individual capable of assisting with an injury that occurs during the course of a game and is CPR certified.

VI. Post Season Tournament

- A. Sites
 - a. The TSCHL Playoff Tournament shall be hosted by bid. Bids must be in by March 31st prior to the start of the season.
 - i. The host must be prepared for multiple overtime games as curfews are forbidden.
- B. Tournament Format:
 - a. The TSCHL Playoff Tournament shall be played before the ACHA Division 2 Regional Tournaments.
 - b. If the TSCHL is operating as one (1) division:
 - i. All teams will qualify for the TSCHL Playoff Tournament
 - ii. The tournament will be played with the following format:
 - 1. Bracket #1
 - a. 1 vs. 8 (or winner of play-in game if 9 teams)
 - b. 4 vs. 5
 - 2. Bracket #2
 - a. 2 vs. 7
 - b. 3 vs. 6
 - iii. There will be no reseeding between rounds.
 - iv. The winner of Bracket #1 will play the winner of Bracket #2 for the TSCHL Tournament Championship in the Sunday ice slot.
 - v. There will be no consolation games.
 - c. If the TSCHL is operating as two (2) divisions:
 - i. The top four (4) teams from each division will qualify for the tournament.
 - ii. The tournament will be divided into two (2) brackets with the following format:
 - 1. Bracket #1
 - a. N1 vs. S4
 - b. S2 vs. N3
 - 2. Bracket #2
 - a. S1 vs. N4
 - b. N2 vs. S3
 - iii. There will be no reseeding between rounds.
 - iv. The winner of Bracket #1 will play the winner of Bracket #2 for the TSCHL Tournament Championship in the Sunday ice slot.
 - v. There will be no consolation games.
- C. Auto-Bid Declaration
 - a. The TSCHL Tournament Champion will earn the TSCHL Auto-Bid to the ACHA Southeast Regional Tournament.
- D. Tournament Player Eligibility:
 - a. Only rostered players as of January 31st shall be eligible to participate in the TSCHL tournament. Each player must have played at least 1 game prior to the January 31st date to be eligible.

- i. All teams shall submit final rosters to the TSCHL Executive Board by January 31st. The most recent roster provided to the Executive Board on January 31st shall be used as each team's playoff roster.
 - ii. The Executive Board will ensure that all players on each team's final roster have played at least 1 game prior to January 31st and will notify teams of any players ineligible for the tournament.
 - b. Any team challenging the eligibility of any player shall do so in writing to the TSCHL Commissioner.
 - c. Any team using an ineligible player in the tournament shall forfeit the games in which the ineligible player participated based on the ACHA Rules and may be subject to suspension of membership by the Board of Directors.
 - d. Decisions by the Board of Directors may be appealed following the aforementioned process.
- E. Officiating System:
 - a. A 3 person officiating system consisting of two (2) referees and one (1) linesman shall be utilized in the TSCHL Playoff Tournament. In the event that only 2 officials are present, or only 2 officials can finish the game, then they shall employ a 2 person officiating system.
 - b. It is the preference of the league, when possible, to utilize a 4-person officiating system consisting of two (2) referees and two (2) linesmen.
- F. Rules of Tournament Play:
 - a. In the event of a tie after three twenty-minute periods, a twenty-minute sudden death period shall be played. Subsequent sudden death twenty-minute periods shall be played until the tie is broken. Overtime will consist of 4-on-4 play. Tournament games will not be curfewed.
 - b. All teams shall bring both home and away jerseys regardless of tournament seeding.
- G. Team Behavior:
 - a. It shall be the responsibility of each individual team to ensure the proper care of hotels, restaurants, ice rink facilities, etc. The Board of Directors shall act strictly upon any incident involving the above.

VII. MEETINGS

- A. Members of the league shall meet no less than twice annually. There shall be, at a minimum, a spring meeting and a fall meeting. At least a seven day notice is required for any meeting. This notice requirement may be waived by the Board of Directors or Executive Board for special circumstances.
 - a. Meetings may be conducted in person or via a conference call.
- B. The procedures of all meetings shall be governed by Robert's Rules of Order.
- C. At least 24 hours prior to each meeting, the TSCHL Commissioner will provide the Executive Board and Board of Directors with a meeting agenda.
 - a. If the meeting will be via a conference call, the TSCHL Commissioner will provide the Executive Board and Board of Directors with a Conference Phone Number and an Access Code.
- D. During each meeting, the TSCHL Treasurer will provide a Treasurer's Report.
- E. The TSCHL Secretary will provide a copy of Meeting Minutes to the Executive Board and Board of Directors no later than 72 hours after the meeting adjourns.
- F. Decisions to add or remove member teams shall be made by supermajority vote of 75% or greater by the Board of Directors. All other decisions shall be made by majority vote. Each member of the Board of Directors shall have one vote.
- G. Where stated that a majority of league members must vote in favor of a decision, a majority of league teams must vote in favor regardless of the number of teams in attendance. Where stated that a supermajority of league members must vote in favor of decision, a supermajority of league teams must vote in favor regardless of the number of teams in attendance.
- H. Meeting attendance is mandatory for all teams for all scheduled meetings. Any team not sending a representative may be fined, at the discretion of the Executive Board, \$100 per meeting.

VIII. SUPPLEMENTAL DISCIPLINE

- A. The TSCHL has the right to instill supplemental discipline to preserve the integrity of the league.
- B. The TSCHL will forward all game reports received from officials and any other pertinent information that may lead to potential supplemental discipline to the TSCHL Executive Board. The TSCHL Executive Board

will review and forward all information along with a recommendation to a rotating disciplinary board when they deem it that supplemental discipline is necessary.

- C. The disciplinary board will consist of representatives from three league teams as assigned by the Commissioner on a rotating basis. More specifically, the disciplinary board will be assigned on the basis of the next three teams in alphabetical order and will only consist of representatives of teams who are not a party to the issue at hand.
- D. Where possible, it will be expected that each team-affiliated disciplinary board member will be a non-coaching/administrative representative.
- E. Any party who receives supplemental discipline may appeal the decision to an appeals board in writing within seven days.
- F. The appeals board will be assigned by the TSCHL Commissioner on the basis of the next three teams in alphabetical order of team name and will only consist of representatives of teams who are not a party to the issue at hand.
- G. The appeals board has the right to uphold, rescind, or amend the penalties levied by the disciplinary board in whole or in part.

TSCHL Important Dates

5/1: Beginning of TSCHL season

10/1: Scheduling Opens

10/31: Scheduling Closes

11/1: League fees due

12/1: Deadline for non-member clubs to apply for membership for the following season

1/31: Tournament rosters due

3/31: Tournament host bids due for following season

4/30: End of TSCHL season