

NATIONAL LEAGUE COMMITTEE GUIDELINES

28, DECEMBER 2003 - REVISED 12, JULY 2011

NATIONAL LEAGUE MISSION STATEMENT:

The National League exists to provide an opportunity to play senior recreational softball, and at the same time, maintain a reasonable degree of competitiveness. Participation is open to all qualified residents of Sun City and Sun City West. The League consists of players of widely varying skill levels and age. The objective of the league is to promote safe, organized play consistent with league rules while maintaining a high degree of player sportsmanship, camaraderie, and enjoyment.

NATIONAL LEAGUE COMMITTEE MISSION STATEMENT:

The National League Committee will: act as spokes group for the National League. Supervise and control activities that are only related to the National League. Provide leadership and direction for the league. Maintain an effective line of communication between all persons and groups that are involved in the day-to-day operations of the league.

NATIONAL LEAGUE COMMITTEE STRUCTURE

- A. The National League Committee will be comprised of four (4) members, (Chairman and three (3) members).
- B. The four members will be comprised of two Sun City West and two Sun City members.
- C. The chairman will be appointed from within the committee by committee members.
- D. Committee members must have at least (2) years of Sun Cities Senior Softball League experience, as a player, prior to appointment.
- E. Appointment term limit is five (5) years.
- F. New members to be selected by the remaining three (3) committee members.
- G. Past members may be reappointed by the committee after being off the committee for one year. **Exception: If a committee members term is up and there is a unanimous vote by the N. L. committee to retain the member they may serve consecutive terms.**
- H. Committee members who are unable to complete their term may be replaced by a new member who will finish serving the original committee members term. The replacement member must meet all prerequisites for being a National League Committee member.
- I. The National League Committee reserves the right to add committee members as deemed necessary by the committee.

- J. Should the American and National League Committees be unable to resolve an issue, that issue will be passed on to the two Club Presidents plus a 3rd party to reach a resolution to the problem.
- K. If either Club Board has a disagreement with either the American or National League Committee. A meeting should be scheduled for further discussion with the Club President and members of the respective committee.

COMMITTEE FUNCTIONS AND DUTIES:

- A. Brief the Sun City and Sun City West Softball Clubs Board of Directors.
- B. Conduct player surveys to collect player-available data.
- C. Determine number of teams for each session.
- D. Co-ordinate the Draft and Assign players to teams.
- E. Publish team rosters and schedules.
- F. Assign returning and new players to teams after original team rosters are completed.
- G. Establish, publish, and enforce RULES.
- H. Define manager's duties. (Listed below)
- J. Maintain an up-to-date National League player data base and player roster.
- K. Provide information to press and Angels in the Outfield.
- L. Schedule managers' meetings to provide for managers' inputs and manager briefings.
- M. Review incidents of player violations and disputes.
- N. Implement disciplinary action and appraise Sun City West and Sun City Club Boards.
- O. Act as point of contact to coordinate and select National League Teams for tournaments.
- P. Publish and post league information on bulletin boards and web site.
- Q. Rate all active National League players at or near the conclusion of the Fall, Winter/ Spring and Summer sessions. (Players rated from 1 to 4)
- R. In general, act as the spokes group for the National League.

COMMITTEE MEMBERS

	Term Expires		Term Expires
Rich McAndrews	Dec.31, 2013	Ron Eppley	Dec. 31, 2015
Len Wicketts	Dec. 31, 2014	Joe Emmons	Dec. 31, 2016

INDIVIDUAL COMMITTEE MEMBER RESPONSIBILITIES:

Rich McAndrews - Chairperson National League - Player evaluations, Tournament, Data Base and Web Information coordinator.

Joe Emmons - Player evaluations, Angels in the Outfield, Newspaper, Newsletter Reporter, coordinator, and assist with Green Team.

Ron Eppley - Player evaluations, Rules, Umpire, Scorekeeping, and Statistic coordinator.

Len Wicketts - Player evaluations, New player and Green team practice coordinator.

NATIONAL LEAGUE COMMITTEE CHAIRPERSON DUTIES:

- A. Schedule committee meetings.
- B. Schedule committee and team managers meetings.
- C. Insure compliance with the National League Committee mission statements.
- D. Post information on the data base, web site, and on bulletin boards.
- E. Supervise team selection process.
- F. Establish an agenda for committee meetings.
- G. Generally supervise and offer direction for all league functions.
- H. Insure that the decisions or changes made are a committee effort, not individually.
- I. Publish team rosters.
- J. Publish game schedules with instruction. (field preparations, umpires/scorekeepers responsibilities, time limits, equipment storage, courtesy runners, and substitution rules.
- J. Report any problems that are not a function of the National League Committee to the appropriate Sun City or Sun City West Board or responsible committee.

NATIONAL LEAGUE COMMITTEE: Tournament Coordinator Duties:

- A. Receive information for other clubs or communities concerning planned tournaments
- B. Determine skill level of players who are participating in tournaments.
- C. Consult with the National League Committee to decide if participation in tournament.
- D. Post notices on bulletin board to determine player interest.
- E. Decide number of teams.
- F. Name Managers
- G. Assign players to teams.
- H. Act or appoint a tournament coordinator for National League.

NATIONAL LEAGUE COMMITTEE: Angels in the Outfield Coordinator Duties:

- A. Notify all team managers about the Angels in the Outfield program.
- B. Receive information from managers about player' serious injuries or hospitalization.

1. Notify Angels in the Outfield personnel
- C. If necessary send an appropriate card with players' signatures.

NATIONAL LEAGUE COMMITTEE: NEWSPAPER COORDINATOR:

- A. Establish line of communication with Daily Sun News.
- B. Work with the scorekeepers to document an accurate account of the game.
- C. Appoint league reporter.
- D. Work with the league reporter to help get game scores and summaries to the paper.

NATIONAL LEAGUE COMMITTEE : RULES COORDINATOR DUTIES:

- A. Spokesperson for all matters pertaining to National League Rules.
- B. Interpret SSUSA and National League Rules.
- C. Recommend any rule changes to the National League Committee.
- D. Publish rules, to include posting rules on web site (azsrsoftball.com).
- E. Instruct National League Managers about the rules and the correct interpretation.
- F. Observe league play on a game-to-game basis to encourage players and managers to follow the rules.
- G. Work with umpires on an as-needed basis.
- H. Work with other committee members to help insure we stay a recreational league.

NATIONAL LEAGUE COMMITTEE : GREEN TEAM COORDINATOR DUTIES:

- A. Organize and establish Green Team practices
- B. Introduce all new players to League rules and procedures
- C. Insure that all new players attend two (2) Green Team practices before being placed.
- D. Assist in evaluating new players for league placement.

NATIONAL LEAGUE COMMITTEE TEAM SELECTION PROCESS:

- A. Survey each player prior to the end of the current session to determine who will be available to play at the start of the next session. Use the most current session team roster for the survey. Annotate roster with YES to indicate who will play and NO for players who will not be playing. Also document on roster what position each player played during the session (or what position player desires to play). Applies to Fall, Winter/Spring and Summer sessions.
- B. Post notices on bulletin boards and web site to collect names of players who were not included in the session surveys. This is for new and returning players who are not on a current roster.
- C. Start surveys and post notices four games prior to end of each session.

- D. Start the first (1st) of September each year collecting names for the fall session player pool. Players are responsible for notifying National League Committee of their availability.
- E. Determine number of league teams. This will be based on total number of players that are available to start the session.
- F. Set a date for team selection.
- G. Name team managers.
- H. Assign players to teams using one of the following formats.
 - 1. Draft 11 to 12 players per team by team Managers.
(player rating to establish number of rated players per team)
 - A. Provide managers with list of players that will be available for the draft.
(List to include name, rating, preferred position, data base number and phone number).
 - 2. Assign players to team by National League Committee.
 - A. Use current roster, surveys, committee notification, and National League Team Selection Chart.
- K. Committee will not assign players not physically present for the first game of the session. Players who are not present at start of session will be placed in a placement pool and assigned to teams on a first-back basis as vacancies occur.

NATIONAL LEAGUE COMMITTEE : MANAGER DUTIES:

- A. Attend scheduled managers meetings. Relay player concerns to the committee.
- B. Issue team jerseys at start of session and collect from players at end of the session.
- C. Make sure players wear proper uniforms and jerseys.
- D. Advise new players about the list of banned bats.
- E. Appoint an assistant in the event you are absence.
- F. Understand the **RULES** of league play.
- G. Make sure that players on your team understand and abide by the **RULES**.
- H. Complete your team line-up and obtain substitutes according to league **RULES**.
- J. Present line-up to scorekeeper and opposing manager.
 - 1. Designate players needing a runner.
- K. Schedule your players as necessary for umpiring and scorekeeping duties.
- L. Prepare the field for the first game. (Home team)
- M. Secure the field after the last game (Home team)
- N. Review score sheets after games to assure accuracy and completeness.
 - 1. Document the highlights of the game **VERY IMPORTANT**
- O. Report all serious player injuries or hospitalization to the Angels in the Outfield.
 - 1. **It is the managers responsibility to fill out and file INCIDENT REPORTS.**

P. Report to the National League Committee any player violations or incidents worthy of disciplinary action.

Q. Notify your team players in the event of a cancellation or schedule change.

R. May collect dues and turn in to Sun City or Sun City West Club Treasurer.

S. Report any changes in player status to a National League Committee member.

Rich McAndrews

Ron Eppley

Joe Emmons

Len Wicketts