

Constitution:

I. Name and Purpose

The name of the organization shall be the Novice Nationals Forensics Association.

II. Membership

A. Membership consists of all schools that have attended Novice Nationals within the last 3 years, or have expressed interest in attending Novice Nationals.

B. No membership fees shall be charged to be a member.

III. Officers and Duties

The organization shall be led by a tournament director, along with an advisory council.

A. Tournament Director duties

1. The tournament director shall be responsible for publicizing the tournament, and ensuring that it is included in appropriate COFO and other organization calendars.
2. The tournament director, in conjunction with the host school, shall be responsible for creating and sending out the invitation for the tournament.
3. The tournament director shall be responsible for receiving entries and for paneling the tournament.
4. The tournament director create a financial report that will be presented at the business meeting.

B. Advisory Board duties

1. The advisory board shall consist of three members from different institutions, as well as the host for the upcoming tournament and the previous tournament.
2. Members of the advisory board shall help to rule on judge and/or competitor eligibility questions, as well as to be part of one of the standing committees.
3. Members shall serve for a 2-year term, and will be elected at the business meeting held at the national tournament.

IV. Standing Committees

There shall be a minimum of three committees: one to help with extemporaneous speaking questions, and one to help create impromptu topics, and one to help with parliamentary debate topics. The duties are as follows:

A. Extemporaneous Speaking: This committee shall be charged with creating extemporaneous speaking topics for the tournament. The committee shall be

chaired by a member of the advisory board. The committee should ideally be composed of at least three members from different institutions.

- B. Impromptu Speaking: This committee shall be charged with creating extemporaneous speaking topics for the tournament. The committee shall be chaired by a member of the advisory board. The committee should ideally be composed of at least three members from different institutions.
- C. Parliamentary Debate: This committee shall be charged with helping to decide the resolutions used for parliamentary debate. The committee will utilize resolutions created by entering schools, but may edit those resolutions as needed for fairness in debate rounds. The committee shall be chaired by a member of the advisory board. The committee should ideally be composed of at least three members from different institutions.
- D. Additional *ad hoc* committees may be created as necessary.

V. Business Meetings

The business meeting shall be held during the tournament. It will be scheduled at such a time as to allow all head coaches/directors of forensics the opportunity to attend. Included in the business meeting shall be financial reports, discussions of site bids, as well as other appropriate business.

VI. Amendments

- A. Amendments to the Constitution shall be made at the national tournament, and should preferably be proposed 7 days before the tournament in order to allow all schools attending time to consider the amendments. However, amendments may also be made at the business meeting. In order to make any amendments, a minimum of 10 schools shall be in attendance at the business meeting.
- B. Changes to the constitution shall require a simple majority.
- C. In between national tournaments, the advisory board in conjunction with the tournament director, shall be empowered to make changes (for example, ruling on eligibility issues). These changes shall be reported to the business meeting and brought up for approval.

VII. Management of Assets

- A. The Tournament Director shall keep an agency (or similar type of fund) account for Novice Nationals expenses, and prepare a report to be given at the annual business meeting.
- B. When a new tournament director is named, any funds remaining in the account shall be transferred to the new tournament director.

Bylaws:

- I. The tournament shall be held during March, with the preference for the second or third weekend. The tournament will be listed on the COFO calendar.
- II. The tournament shall define novice by using the AFA guidelines:
 - A. A student must be in their first or second semester of intercollegiate competition. 3 tournaments shall constitute a semester of eligibility.
 - B. High school competition shall not count toward determining eligibility.
 - C. If a student has attended a national tournament (PRP, CEDA, NDT, etc.), then a student will not have eligibility in that genre (individual events/debate).
 - 1. If a student has never competed in individual events on the intercollegiate level, the student may compete in any individual event, provided she/he has 2 or less semesters of competition in individual events.
 - 2. If a student has never competed in debate on the intercollegiate level, the student may compete in parliamentary and/or Lincoln-Douglas debate, provided she/he has 2 or less semesters of competition in parliamentary and/or Lincoln-Douglas debate.
 - 3. The above rules should not allow a student who has competed in more than 2 semesters of parliamentary debate to compete in Lincoln-Douglas debate, or vice versa.
 - 4. An exception may be made for Readers' Theater: 1 out every 4 cast members may be a varsity member (someone with more than 2 semesters or 1 national tournament of intercollegiate experience).
 - 5. These rules would allow someone two Novice Nationals experiences: one in only individual events, and one in only debate.

6. In any event, if a student has competed during portions of at least 4 semesters – no matter how many tournaments that student has competed in – the student will not be eligible.
7. Violation of these rules will result in disqualification of the student with a forfeiture of all points earned. Debate teams shall be disqualified.

III. The tournament shall offer the 11 AFA individual events, Impromptu Sales, Lincoln-Douglas debate, Parliamentary Debate, and Readers' Theater.

A. AFA rules shall be used for all individual events except for Impromptu Sales and Readers' Theater. Phi Rho Pi rules shall be used for Readers' Theater.

B. NPDA rules shall be used for parliamentary debate, with the following points of clarification:

1. 3 topics will be provided for each round of competition. The opposition will strike one topic and the government will strike one topic. The topic that remains is what will be used.
2. Novice students competing in the event shall be allowed to coach each other during prep time; coaches or varsity members brought along by a school may not assist competitors with debate preparation after the resolution for the round has been announced.
3. 15 minutes shall be allowed for prep time.
4. Disclosure shall be allowed at the judge's discretion after ballots are turned in. However, judges are asked to make sure that disclosure does not make the tournament run behind.
5. No warm room will be provided.
6. The tournament's definition of novice, rather than the NPDA definition of novice, shall be used.

III. Preliminary Rounds (Individual Events):

A. Ballots will use a 70-100 point scale, with rankings of 1-5.

B. Every effort will be made to utilize 2 judges for each preliminary round. If insufficient judges are available (either in terms of numbers, or if having 2 judges per preliminary round would require all judges to judge 9 preliminary rounds), then 1 judge per round will be utilized according to the following criteria:

1. Specialty events (Impromptu Sales, RT) should drop to 1 judge per round.

2. Events with the smallest entries should drop to 1 judge per round.

IV. Elimination Rounds (Individual Events):

- A. Students shall be advanced into elimination rounds based on the following criteria:
 1. Lowest total ranks based on a student's 5 best rankings.
 2. If ranks are tied, then use the highest speaker points based on a student's 5 best speaker point ratings.
 3. The 5 best ranks and 5 best speaker points can come from different ballots.
 4. If two students are tied for the last finalist position, or are tied for a seeding position in events with semi/quarterfinals, then the tie shall be broken by reverting to the lowest rank based on all 6 ballots.
 5. If a tie remains after reverting to the lowest rank, then utilize all 6 speaker ratings.
 6. If a tie remains after (5) above, then advance all students involved in the tie.
 7. Events with only 3 judges shall not drop ballots.
 8. In events with only 3 preliminary judges, if there is a tie for the last finalist position, or are tied for a seeding position in events with semi/quarterfinals, then advance all students involved in the tie.
- B. Elimination rounds shall be held in individual events based on the following:
 1. If 35 or more students are in the event, then semifinals shall be held.
 2. If 80 or more students are in the event, then quarterfinals shall be held.
 3. Students shall be seeded into semi (quarter) finals using an A-B-B-A (or A-B-C-D-D-C-B-A) system. Seeding will not be broken to prevent matchups from the same school unless there is a tie in both ranks and speaker points. In such a case, then seedings may be altered.
 4. In (quarter) and semifinals, the top 3 students in each elimination section will advance into the next elimination round.
 5. Rankings shall be used from 1-6 (or 1-7 if there are seven in a round).
 6. The AFA system (modified for 3 judges shall be used):

- a. If a student has two 1st place rankings, then that student shall be declared the winner (majority of 1's).
- b. If two students are tied with the same total of ranks, then judges' preference shall be used.
- c. If three (or more students) are tied with the same total of ranks, the tie shall be first broken by attempting to use judges' preference. If this fails, then look to the total number of speaker points. If this brings the tie to two students, then procedure (b) shall be used to break further ties.

V. Preliminary Rounds (Parliamentary Debate):

- A. 6 preliminary rounds of competition shall be held.
 1. The first two rounds will be randomly paired.
 2. Power-matching will take place beginning in round 3.
 3. Pairings will be high-low in brackets, utilizing total points.
 4. Care shall be taken to attempt to prevent double pull-ups as it is possible to do so.
- B. After the 4th round, rankings shall be done based on adjusted (high-low) points. The tournament will use the NPDA guidelines to determine how many teams will break.
- C. Speaker awards shall be determined based on preliminary round performance, and shall be based on adjusted points.
- D. In both team and speaker awards, if there is a tie for either the last position, or for seeding, then ties shall be broken based on the following criteria:
 - a. Total points
 - b. Double-adjusted points (eliminate the two highest and two-lowest points)
 - c. Judge variance

VI. Elimination rounds (parliamentary debate):

- A. Brackets shall be broken.

- B. Pairings shall be high-low (#1 vs. #8, #2 vs. #7, etc.), unless such a pairing requires two teams from the same school to debate against each other.
- C. A minimum of three judges shall be used in each elimination round.
- D. Should sufficient judges become available, then more than 3 judges may be used at the discretion of the tournament director.

VII. Preliminary Rounds: Lincoln-Douglas debate

- A. There shall be a minimum of 4 rounds of Lincoln-Douglas debate.
- B. If there are 6 or less in Lincoln-Douglas debate, then a round-robin shall occur.
- C. If there are 7 or more, then rounds 1-2 shall be randomly set, and rounds 3-4 shall be power-matched.
- D. Power matching shall be based on wins, and then total points. Care shall be taken to prevent double-pullups as it is possible.
- E. Rankings shall be done based on total points. In both team and speaker awards, if there is a tie for either the last position, or for seeding, then ties shall be broken based on the following criteria:
 - a. Adjusted points
 - b. Judge variance

VIII. Elimination Rounds: Lincoln-Douglas Debate

- A. Brackets shall be broken.
- B. Pairings shall be high-low (#1 vs. #8, #2 vs. #7, etc.), unless such a pairing requires two teams to debate against each other.
- C. Three judges shall be used in each elimination round.
- D. Should sufficient judges become available, then more than 3 judges may be used at the discretion of the tournament director.

IX. Scoring: Scoring shall be done according to the following system

- A. Individual Events
 - 1. 3 points per 1st in prelim, 2 points per 2nd in prelim, 1 point per 3rd in prelim.

2. In 2 judge panels, the points for each prelim ballot shall be multiplied by 0.5.
3. In Readers' Theater, the points for each prelim ballot shall be multiplied by 1.5 for purposes of team awards. For individual speakers, points will be weighted normally.
4. Finalist points shall be awarded as follows:
 - a. 1st - 12; 2nd - 10; 3rd - 8; 4th - 7; 5th - 5; 6th - 4; 7th - 3 (should there be 7 in finals)
 - b. Quarterfinalists shall be awarded 2 points.
 - c. Semifinalists shall be awarded 3 points.
 - d. Readers' Theater points shall be multiplied by 1.5.
 - e. If there are semifinalists in RT, each semifinalist theater shall be awarded 12 points (8 x 1.5).

B. Debate:

1. Each preliminary win shall be awarded 2 points.
2. Elimination points shall be awarded as follows:
 - a. 1st - 12; 2nd - 10
 - b. Semifinalists shall be awarded 8 points
 - c. Quarterfinalists shall be awarded 5 points
 - d. Octafinalists shall be awarded 3 points

X. Awards: Awards shall be given in debate, individual events, and team as follows:

A. Debate

1. There shall be awards for the top 10 parli speakers, provided there are at least 40 competitors. If there are fewer competitors, the tournament may award fewer speaker awards.
2. Awards shall be given for parli debate elimination participants.
3. There shall be awards for the top LD speakers based on entry size.
4. Awards shall be given for LD debate elimination participants.

B. Individual Events

1. Awards shall be given for elimination round participants in each event.
2. Awards shall also be given to the top 6 in individual sweepstakes.
 - a. Individual sweepstakes shall be open to all students doing 5 or more events as follows:
 - 1) Students shall be required to do 1 platform event (Extemp, Impromptu, Impromptu Sales, LD, Parli, Informative, Persuasive, After Dinner, Communication Analysis)
 - 2) Students shall be required to do 1 interpretation event (Poetry, Prose, POI, DI, Duo, RT)
 - 3) If a student competes in more than 5 events, then the top 5 events from the student shall count toward individual sweepstakes.
 - 4) Ties in individual sweepstakes shall be broken based on the following criteria:
 - a) Number of 1's in finals
 - b) Number of total events in finals
 - c) Number of 2's in finals
 - d) If there are ties after (c) above, then an unbreakable tie shall be declared.

C. Team

1. Awards shall be given in three divisions based on entry size.
 - a) 5 awards shall be given in each division.
 - b) Care shall be taken to equalize the size of divisions so that they shall be as close to equal as possible. Natural breaks shall be used.
 - c) All entries shall count equally.
2. A team's top 4 preliminary round entries shall count, along with all of a team's elimination round entries, for team sweepstakes.
3. If there are ties within a division, then ties shall be broken based on:

- a) Number of 1's in finals
 - b) Number of total events in finals
 - c) Number of 2's in finals
 - d) If there are ties after (c) above, then an unbreakable tie shall be declared.
4. A quality award shall be given. The quality award will be determined by the total number of points divided by the number of entries.
- a) A team shall be required to have a minimum of 4 entries.
 - b) If a team has 5 or less entries, then at least 1 entry must be an individual event.

XI. Appeals

- A. Appeals for any issues related to the rules of the tournament shall go to the tournament director.
- B. If the tournament director rules against the appeal, then the team/individual may appeal to the advisory board.
- C. Members of the advisory board who are part of the appeal (either complainant or respondent) must recuse themselves from the appeal.

XII. Code of Ethics and Conduct

- A. The AFA Code of Ethics shall govern the conduct of students and judges at the tournament. Simply put: students and judges should engage in an environment of mutual respect and learning. Actions such as abusive behavior or speech, threats, and so forth detract from that environment.
- B. Students or judges who violate the code of ethics, may, at the discretion of the tournament director and advisory board, face sanctions including loss or forfeiture of a round, disqualification from an event or the tournament, and reporting of such actions to a school's director of forensics, or appropriate school authorities.

XIII. Bid Procedures for Novice Nationals

The tournament certainly would not continue if it weren't for schools being willing to host. We certainly would like to see schools host Novice Nationals. Bid proposals should be submitted to the Tournament Director prior to the tournament in order that the business meeting may consider those proposals.

- A. The bid proposals should contain the year the school would like to host, details about hotel availability and room information.
- B. Bid proposals will be voted on at the business meeting, and consensus should rule as far as where the tournament will be held.
- C. Hosts should have available the following:
 - 1. A minimum of 25 classrooms for parliamentary debate rounds on the first day of the tournament.
 - 2. A minimum of 35-40 classrooms for individual events and LD rounds on the second and third days of the tournament.
 - 3. A minimum of 6-8 FTE judges for the first day, and a minimum of 12-15 FTE (full time equivalent) judges for the second and third days of the tournament.
 - 4. Areas for ballot table, tabulation, etc.
 - 5. A minimum of three computers for tabulation purposes. It would be preferable for those computers to be setup to a printer for purposes of printing debate ballots, individual events results packets, etc.
 - 6. Assistance in terms of copying ballots, stuffing packets, providing directions, etc.
 - 7. Tournament hotel(s): the host should seek to secure a minimum of 60 rooms for a tournament block. Depending on the size of the tournament in a given year, more rooms may be necessary. If there are any free rooms given to the block, they shall be used to house hired judges and/or imported tournament staff.
- D. Costs and tournament responsibilities:
 - 1. The tournament will be responsible for paying:
 - a. Ballot and tally sheet costs
 - b. Tournament booklets
 - c. Cost for dinner on the first night of the tournament
 - d. Trophies (the tournament director will work with the host in terms of securing trophies. We tend to use trophy companies the host prefers.)
 - e. Round-by-round fees for guest judges
 - f. Costs for web entry and scheduling software (such as Joy of Tournaments or similar programs)
 - 2. The host is responsible for paying:
 - a. Any costs for duplicating awards packets and copying debate ballots
 - b. Any costs associated with janitorial or cleaning services
 - c. Any costs in providing a judge's lounge
 - 3. The overriding consideration of the tournament is not to create a huge surplus, but to have enough money to ensure that trophies and other

needed responsibilities of the tournament are paid for. The tournament aims to be affordable for new programs, and sensitive to the needs of schools toward the end of the year.

XIV. Statement of Assets (with thanks to the NFA for wording):

- A. No part of the net earnings of the tournament shall inure to the benefit of, or be distributed to its directors, trustees, officers, or other private persons, except that the association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this Constitution. No substantial part of the activities of the tournament shall be authorized and empowered to pay reasonable compensation for services rendered to make payments and distributions in furtherance of the purposes set forth in this Constitution. No substantial part of the activities of the tournament shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the tournament shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate of public office. Notwithstanding any other provision of these articles, the tournament shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under provisions of the Tax Code currently in force.
- B. Upon the dissolution of the tournament, the Tournament Director shall, after paying or making provision for the payment of all the liabilities of the association, dispose of all of the assets of the association exclusively for the purpose of the association in such manner, or to such organization or organizations organized and operated exclusively for charitable purposes as shall at the time qualify as an exempt organization or organizations under Provisions of the Code, as the Tournament Director and Advisory Board shall determine. Any such assets not so disposed of shall be disposed of by the Court in which the principal office of the tournament director is then located, exclusively for such purposes, or to such organization or organizations, as the tournament director and advisory board shall determine, which are organized and operated exclusively for such purposes.