



★ *INDOOR TRACK & FIELD* ★
CHAMPIONSHIP

2024 | BIRMINGHAM, AL



FEBRUARY 21-22, 2024

BIRMINGHAM, AL

HOST: OHIO VALLEY CONFERENCE

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Section 1: Sponsoring Institutions

Ohio Valley Conference institutions that sponsor the sport of indoor track & field include:

Eastern Illinois University	University of Southern Indiana
Lindenwood University	Tennessee State University
University of Arkansas at Little Rock	Tennessee Technological University
Morehead State University	University of Tennessee at Martin
Southeast Missouri State University	Western Illinois University
Southern Illinois University Edwardsville	

Section 2: Important NCAA Dates

2024

February 21-22

Ohio Valley Conference Indoor Track Championship
Birmingham Crossplex
Birmingham, AL

March 8-9

NCAA Indoor Track & Field Championship
The Track at New Balance
Boston, MA

For information regarding this handbook, please contact:

Colin Parker, Assistant Commissioner for Sports Administration and Championships
Ohio Valley Conference
215 Centerview Drive, Suite 115
Brentwood, TN 37027
(615) 371-1698 (ext. 6682)
cparker@ovc.org

Section 3: Championship Personnel

OHIO VALLEY CONFERENCE

215 Centerview Drive, Suite 115
Brentwood, Tennessee 37027
(615) 371-1698 – phone
(615) 891-1682– fax
www.OVCSports.com



- Beth DeBauche, Commissioner..... 615-371-1698
- Greg Walter, Associate Commissioner/Football, Basketball, Baseball..... 615-371-1698 Ext. 6688
- Kyle Schwartz, Associate Commissioner/Strategic Communications..... 615-371-1698 Ext. 6685
- Stephanie Castera, Associate Commissioner/Institutional Services, SWA 615-371-1698 Ext. 6684
- Colin Parker, Assistant Commissioner/Championships..... 615-371-1698 Ext. 6682
- Bryce Robinson, Assistant Commissioner/Digital Media..... 615-371-1698 Ext. 6691
- Lauren Berst, Director of Administration..... 615-371-1698 Ext. 6692
- Jose Garcia, Director of Communication..... 615-371-1698 Ext. 6687
- Katie Risewick, Director of Compliance and Championships..... 615-371-1698 Ext. 6683
- Jahmil Taylor, Director of Creative Content..... 615-371-1698 Ext. 6694
- Jon Kuka, General Manager, Learfield..... 615-371-1698 Ext. 6686



Birmingham Crossplex, City of Birmingham

2340 CrossPlex Blvd.
Birmingham, AL 35208
www.birminghamcrossplex.com

- Joel Simmons, Facility.....205-279-8951 joel.simmons@birminghamal.gov
- Catering.....See Appendix D

2024 Ohio Valley Conference Indoor Championship

Wednesday, February 22 & Thursday, February 23

**All Times Central*

Tuesday, February 20

6:00 PM Coaches Meeting (Crossplex hospitality room)

6:00-8:00 PM Practice Facility Open

Wednesday, February 21

(All events) Implement Weigh-in 8:00-10:00am

Combined Events

9:00 AM – Heptathlon 60M / LJ / SP / HJ

Field Events

12:00 PM – Weight Throw – M

2:00 PM – Weight Throw – W

Weight Throw will be in the cage

11:30 AM – Long Jump – M

12:00 PM – High Jump – W

2:15 PM – Long Jump - W

3:00 PM – Pole Vault – M

Running Events

2:40 – 60m H Trial – W

2:50 – 60m H Trial – M

3:10 – 400m Trial – W

3:20 – 400m Trial – M

3:40 – 60m Trial – W

3:50 – 60m Trial – M

4:05 – 800m Trial – W

4:15 – 800m Trial – M

4:30 – 200m Trial – W

4:40 – 200m Trial – M

4:50 – 5000m – W

5:10 – 5000m – M

5:35 – DMR – W

5:50 – DMR – M

Thursday, February 22

(All events) Implement Weigh-in 9:00-10:00am

Combined Events

9:00 AM – Pentathlon – 60H / HJ / SP / LJ / 800m

9:10 AM – Heptathlon 60H / PV / 1000m

SP will be on west ring-cement

Field Events

11:00 AM – High Jump - M

12:00 PM - Triple Jump - W

2:00 PM – Triple Jump-M

12:00 PM-Shot Put – M-East Ring-cement

1:30 PM - Pole Vault-W

2:00 PM – Shot Put - W

Running Events

12:30 – Mile - W

12:45 – Mile - M

1:05– 60m H- W

1:15– 60m H- M

1:30 – 400m - W

1:35 – 400m - M

1:50 – 60m - W

1:55 – 60m - M

2:10 – 800m - W

2:15 – 800m - M

2:30 – 200m - W

2:35 – 200m - M

2:45 – 3000m - W

3:05 – 3000m - M

3:35 – 4 x 400m Relay – W

3:45 – 4 x 400m Relay – M

4:00 – Awards Presentation

Section 5: Awards

Team Trophies. The men's and women's champions of the Indoor Track & Field Championship shall receive a team trophy. The championship team shall also receive commemorative t-shirts. Each member of the championship team will receive an individual championship medallion.

Event Champion Medallions. The top three (3) male and female finishers in each event shall receive medallions. First place finishers will be recognized as All-Conference First Team performers while all second place finishers will be recognized as All-Conference Second Team performers. Event medallions shall be distributed shortly after the completion of each event.

Freshman of the Year. The highest point getting at the championship shall determine the male and female Freshman of the Year.

Athlete of the Year. A coach's vote shall determine the male and female track and field specific Athlete of the Year.

Athlete of the Championship. The highest point getter shall determine the male and female Athlete of the Championship.

Coach of the Year. A coach's vote at the conclusion of the championship shall determine the men's and women's Coach of the Year.

Championship Awards Ceremony. A championship awards ceremony will take place approximately 15 minutes following the conclusion of the final race. Team and individual awards will be distributed at that time.

Section 6: Championship Administration

Administration. Administration of the event is the responsibility of the Commissioner or designee of the Ohio Valley Conference and she shall delegate duties and responsibilities to Conference Office staff members, as necessary, to assure the efficient administration and promotion of the meet and shall utilize the following groups and individuals in the capacities indicated:

The Games Committee. The primary function of the Games Committee is to give specialized assistance and guidance to the Meet Director when questions and problems arise during the conduct of the meet where authority for resolution of such problems is not covered by this guideline, the NCAA Track and Field Rules, or the regulations of the Conference.

Josten's. Josten's is the official supplier of OVC championship memorabilia. One of their representatives will be contacting the winning coach post-championship to follow up on any championship rings or memorabilia orders the teams would like to place.

Section 7: Championship Format

Rules. NCAA Track and Field Rules shall govern all competition.

Championship Determination. The Conference champion will be determined by the results of the Conference meet.

Event Schedule. Events will start on Wednesday, Feb 21, at 9:00 am. On Thursday, Feb. 22, events will begin at 9:00 am. See Schedule of Events (page 5) for full schedule.

National Anthem. The national anthem will be played both days prior to the first running event.

Scoring. The OVC Indoor Track and Field Championship Meet will implement the following scoring system:

If six (6) or more institutions field a team for the championship (per gender), all events for that gender shall be scored to eight (8) places utilizing the following scoring: 10-8-6-5-4-3-2-1.

If five (5) or fewer institutions field a team for the championship (per gender), all events for that gender shall be scored to six (6) places utilizing the following scoring: 10-8-6-4-2-1. (*amended 2/8/2012*)

Events

High Jump	Weight Throw
400 M-Dash	Shot Put
Mile Run	Long Jump
Mile Relay	Triple Jump
Distance Medley Relay	60-M Hurdle
5000-M Run	60-M Dash
200-M Dash	3000-M Run
800-M Run	Pole Vault
Pentathlon	Heptathlon

Section 8: Championship Site

Site. The OVC Indoor Track and Field Championship will be conducted at the Birmingham Crossplex in Birmingham, AL.

Section 9: Credentials

All-Access Credentials. Administrators (Athletic Directors, Senior Women's Administrator, etc.) and their guests will be provided with All-Access credentials upon request.

Coaches Credentials. Wristbands will be provided for each institution's coaching staff.

Event Credential. Event staff, officials and volunteers will be granted a credential upon request.

Media Credentials. All working media will be provided with an appropriate credential with access to media areas including the hospitality room.

Team Entrance. Buses may drop teams at the main entrance and ticket gate.

Each day of competition athletes must get their spikes checked. Spikes must be checked before entering the track and warm up area. Spikes must comply with Crossplex standards below. Athletes must get their spikes checked during posted hours. **Athletes that do not comply with regulated spikes will be disqualified from the event and/or championship.**

Spike Check hours: Wednesday, 8am- 9am & 11am -1pm
Thursday, 8am-9am & 10:00am-11:30am



Team Seating and Coaches' Area. Seating for student-athletes and coaches shall be on the bleachers. Spectator seating will also be seated in the bleachers. The competition area is restricted only to officials and contestants. Coaches must remain in their designated area. Athletes warming up will have access to the warmup area.

Credential boards will be posting at entry point.

Section 10: Entry Procedures

Entry Deadline. The entry deadline is **Monday, February 19, 2024, by 4:00 p.m. (CT).**

Final Declarations. Final entries and declarations shall include all athletes in all events for all the days of competition. No additions can be made after the Monday deadline. Flighting and heating shall be done by the Fully Automatic Timing crew hired to run the track and field meet. Each institution may declare no more than four (4) individuals in individual events, no more than three (3) individuals in multi-events, or no more than one (1) relay team (**Note: Declarations of the relay team can include up to (8) potential athletes up until the relay card is turned in at check in.**) Any athlete who is "declared" or "qualifies" for an event must compete, or he/she will be disqualified from subsequent events in the meet. *(amended 2018)*

Seed Marks. Coaches shall list their athlete's best performance from this indoor season as it appears on the TFRRS performance lists for the purpose of seeding. Any seed marks NOT listed on the TFRRS performance list will not be considered without verification. *(amended 2/8/2012)*

Section 11: Facility Amenities

Locker Rooms/Showers. Locker rooms/showers are on lower level of the facility. Teams will need to provide their own towels.

Restrooms. Restrooms are located throughout the track facility.

Concessions. Concessions is located in the main lobby. Outside food and drink are not allowed in facility. For team meals, please contact the Crossplex catering (See Appendix D).

Parking. The Birmingham CrossPlex provides over 1,500 parking spaces located on property. There are front and rear turnabouts for bus and van drop-off as well as dedicated bus/van parking located behind parking lot. The parking lot is equipped with 26 handicap parking spaces as well as hybrid car spaces. Fans will be charged \$5 per vehicle for parking.

University administrators attending will receive parking passes. Up to two (2) per institution will be given upon request.

Section 12: Heat, Flights, Qualifying Procedures and Stagger

Track Events. Electronic timing and photos shall be official. Official pictures under protest will be viewed only by the referee. The jury and the coach involved in the protest may view the pictures with the referee's consent. Eight (8) athletes will qualify for finals in all track events with preliminaries. The number of finalists shall be determined by the number of lanes available within a minimum of five. Some races will be run in two heats against time, slowest heat first (balanced or slow-fast).

Procedures. NCAA indoor track and field heating, flighting, and qualifying procedures shall be followed for all events.

Procedures for the mile (indoor)

The mile and 1500 meters shall be run as finals only. If 15 or fewer competitors report, the events shall be run as a single race final. If more than 15 competitors report, then 12 competitors shall run in the fast section and the remainder of the entries (up to 15) shall run in the slow section. If more than 27 competitors report, then 12 shall run in the fast section, 12 shall run in the next fastest section, and the remainder shall run in 3rd section. Heats will be run slow section to fast section. Heats will be adjusted if necessary after competitors check-on.

15 or fewer	1 heat
16-27 section	2 heats, 12 in fast section, up to 15 in slow section
28+	3 heats, 12, 12, and up to 15 in 3 rd section

Procedures for the 3000 meters (indoor), 5000 meters (indoor):

The 3000 meters and 5000 meters shall be run as finals only. If 18 or fewer competitors report, the event shall be run as a single race final. If more than 18 competitors report, then 14 competitors shall run in the fast section and the remainder of the entries shall run in the slow section. Heats will be adjusted if necessary after competitors check in.

Section 13: Hospitality

Administration. The hospitality room will be located on the first floor near the lobby entrance. The hospitality room will be available for coaches, athletic trainers, administrators and meet officials. Credentials will be required to enter the room.

Media. Members of the media will be allowed into the administrative hospitality area with the appropriate championship credentials.

Catering. During posted meal hours the hospitality room will be **ONLY** available for officials.

Hospitality room meal hours: Wednesday: Lunch 11-1, Dinner 4-6, Thursday: Lunch 11-1

Section 14: Medical/Training Room Information

Athletic Training Services. The Athletic Training room will be located on the west side of the facility.

The Athletic Training area will be open approximately 1 hours before and 1 hour after conclusion of the meet.

Teams will be able to set up team ATC on the East side of the facility under the bleachers.

The following services will be available:

- Hydrocollator - Water coolers w/ cups
- Electric Stimulation - Ice bags/ice wrap
- Ultrasound - Biohazard/First Aid supplies
- Treatment/Taping tables

***Crutches, splints, and AED will be available. ***

If your team needs any special accommodations or will be traveling without a Certified Athletic Trainer, please notify the OVC in advance of any athletic-training related needs (taping, treatments, etc.). Only Certified Athletic Trainers will be allowed to administer treatments in the Crossplex Facility. **No treatments will be administered to visiting athletes without prior notification or written prescription from a Certified Athletic Trainer or Physician.**

Section 15: Official Travel Party/Squad Limitation

Travel Party List. All participating institutions must complete and submit the official travel party list (Appendix Section B) to the Conference office no later than **Monday, February 19, 2024, at 12:00 PM CT**. This list should include all eligible student-athletes, coaches, managers, trainers, and support staff.

Squad Limitation. Each institution shall be limited to 27 entrants, who must be declared at the coaches' meeting on the evening prior to the start of the championship.

Section 16: Protests

Protests. Protest forms will be made available for this purpose. All protests will be made and handled in accordance with the NCAA Track and Field Rules, which spell out this procedure. A fee of \$25 collectable at the time the protest is filed shall be assessed for all protests, with the fee refunded if the appeal is successful. (*revised 7/4/05*)

If Applicable, video review will be used during this championship.

Section 17: Responsibilities of Participating Teams

Coaches' Meeting/Final Declarations. There will be a mandatory pre-championship meeting of participating coaches, available officials and OVC staff. This meeting will take place at 6:00 p.m. CT in the Crossplex hospitality room.

Uniform. Each institution's athletes will wear only the university's official equipment (warm-ups and competition equipment) as covered in the OVC Rules. Extra equipment, hats, etc., will be allowed only if reasonable and causing no objections from other competing student-athletes and their coaches.

Post Championship Survey. Championship participants (coaches, student-athletes, and administrators) are encouraged to complete the online OVC Post Championship Evaluation following the event.

Section 18: Sports Information Procedures

Results. Results will be available at the results table immediately following the posting of the event. Live results will be available at <http://www.cfpitiming.com/> and posted on the OVC website.

Section 19: Sportsmanship Statement

Administrator Responsibilities. It is expected that institutional administrators create an environment of sportsmanship during the event. The conference office will deal with any situation that violates the Ohio Valley Conference sportsmanship standards.

Section 20: Ticket Policies

Ticket Prices.

Adult All-Session	\$10.00
Adult Single Day	\$5.00
OVC Student Single Day All-sessions (with ID)	\$2.00
Children 13 and under All-Session	\$5.00
Children 13 and under Single Day	\$3.00

Credentials. Credentials will be provided to the coaches at the coaches' meeting on Tuesday, February 20, 2024. Please notify Colin Parker or Katie Risewick in the OVC office if any additional credentials are needed for Athletic Department or University Administrators attending from your campus.

University administrators attending will receive parking passes. Up to two (2) per institution will be given upon request.

Section 21: Transportation and Parking Procedures

Team Parking. Buses will be able to park at the facility.

Guest parking. \$5.00

Section 22: Video

Video Content. This meet is scheduled to be on the ESPN+ network. Contact Bryce Robinson in the conference office for more information.

Directions:

From North

Follow I-65 South and take Exit 261B onto I-20/59
Take Exit 120 off I-20/59
Turn left onto Ensley Avenue and drive back over the interstate
Follow Ensley Avenue approximately 1 mile into Five Points West Intersection
Proceed through intersection onto Avenue W to enter CrossPlex

From South

Follow I-65 North through downtown Birmingham take Exit 261B to I-20/59
Take Exit 120 off I-20/59
Turn left onto Ensley Avenue and drive back over the interstate
Follow Ensley Avenue approximately 1 mile into Five Points West Intersection
Proceed through intersection onto Avenue W to enter CrossPlex

From East

From I-20 or I-59 merge onto I-20/59 West and follow signs to downtown Birmingham
Follow I-20/59 West to Exit 120
Take Exit 120 off I-20/59
Turn left onto Ensley Avenue and drive back over the interstate
Follow Ensley Avenue approximately 1 mile into Five Points West Intersection
Proceed through intersection onto Avenue W to enter CrossPlex

From West

Follow I-20/59 East to Exit 120
Take Exit 120 off I-20/59
Turn right onto Ensley Avenue and drive back over the interstate
Follow Ensley Avenue approximately 1 mile into Five Points West Intersection
Proceed through intersection onto Avenue W to enter CrossPlex

Section B: Travel Party Form



**OHIO VALLEY CONFERENCE INDOOR TRACK & FIELD CHAMPIONSHIP
OFFICIAL TRAVEL PARTY AND ELIGIBILITY LIST**

INSTITUTION:

Each participating team may be provided passes limited to each member of the official travel party. These passes are not transferable.

AWARDS: Only members of the official travel party listed below will be announced and presented with an individual championship award (32 medallions) during the awards ceremony.

IN ALPHABETICAL ORDER, PLEASE LIST THE 27 STUDENT-ATHLETES

NAME (First & Last)

1.		15.	
2.		16.	
3.		17.	
4.		18.	
5.		19.	
6.		20.	
7.		21.	
8.		22.	
9.		23.	
10.		24.	
11.		25.	
12.		26.	
13.		27.	
14.			

NAME (First & Last)

AFFILIATION (e.g. Coach, Manager, ATC)

28.		
29.		
30.		
31.		
32.		

Affirmation of Eligibility: By signing below, I acknowledge the above student-athletes' eligibility for participation in this OVC championship have been certified per applicable NCAA, OVC, and institutional rules. (Compliance officer or FAR, signature required)

Head Coach's Cell Number:
FAR or Senior Compliance Officer:

Date form was completed:



**OHIO VALLEY CONFERENCE
INDOOR TRACK & FIELD CHAMPIONSHIPS
PROTEST FORM**

Date_____ Heat_____ Flight_____

Event_____ Time of Protest_____

Student-Athlete_____

Number_____ Institution_____

Describe circumstances fully:

Coach's Signature

Referee's Decision:

Referee's Signature



CrossPlex's Preferred Catering List

Catering Service

1918 Catering
197 Vulcan Rd,
Birmingham, AL 35209
Jason Brown 205-518-5711

Chef Clayton's Food Systems
PO Box 2860
Birmingham, AL 35202
205-223-3084

Eugene's Hot Chicken
2268 9th Ave North
Birmingham, AL 35203
Crystal Williamson
Business 205-593-4695
Cell 205-915-9566

Tre Luna Catering
2513 5th Ave S
Birmingham, AL 35233
Sara Walker 205-910-7780

Yellow Bicycle/R & S Catering
195 Vulcan Road
Birmingham, AL 35209
Kim Zakarin 205-427-0806

Please include the following team members on all catering communication

- Christy.mixon@birminghamal.gov
- Joel.simmons@birminghamal.gov
- Calvin.bowman@birminghamal.gov

All payments will be made to the City of Birmingham not the caterer

Provide the caterer accurate delivery time/location

Provide the caterer a good contact person/number who will answer the phone

- The contact person must be present to receive all orders and confirm they are correct