

Atlantic Sun Conference

2011 Cross Country Championships Handbook



10/29/2011
Nashville, Tenn.
Hosted by Belmont University

Atlantic Sun Conference

2011 Cross Country Championships

Host: Belmont

Date: Saturday, October 29, 2011

Site: Vaughn's Gap Cross Country Course

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Championship Personnel

Atlantic Sun Conference Staff

| | |
|-------------------------------------|--|
| Ted Gumbart | Commissioner |
| Steve Sturek | Senior Associate Commissioner |
| Sherri Booker | Senior Associate Commissioner |
| Matt Wilson (meet contact)..... | Associate Commissioner |
| Mobile: 478-731-1395 | E-Mail: mwilson@atlanticsun.org |
| TBA | Assistant Commissioner |
| Patrick McCoy (media contact) | Director of Sports Information |
| Mobile: 859-537-1355 | E-Mail: pmccoy@atlanticsun.org |
| John Roberts..... | Director of Sports Services |
| TBA | Director of Public Relations |
| Pat Bush | Business Manager |
| Brenda Tribble | Administrative Assistant |

Belmont Staff

| | |
|--|--|
| Mike Strickland..... | Director of Athletics |
| E-Mail: mike.strickland@belmont.edu | |
| John Langdon | Meet Director |
| Mobile: 615-512-9597 | E-Mail: john.langdon@belmont.edu |
| Jeff Langdon | Men's Head Coach |
| Mobile: 615-509-9762 | E-Mail: jeff.langdon@belmont.edu |
| Seth Sheridan | Women's Head Coach |
| Mobile: 615-339-5998 | E-Mail: seth.sheridan@belmont.edu |
| Michael Stevens | Medical Contact |
| Mobile: 615-428-0862 | E-Mail: michael.stevens@pop.belmont.edu |
| Dan Forcella..... | Media Contact |
| Mobile: 207-650-6790 | E-Mail: dan.forcella@belmont.edu |

Additional Meet Personnel

| | |
|----------------------|---------------|
| Official Timer | CFPI Timing |
| Referee | Randall Brady |

Administrative Schedule of Events (all times CENTRAL)

Thursday, October 27

3:00 p.m. *Deadline for online entries*

Online entries are due on CFPI Timing. The email from CFPI Timing must then be forwarded to Matt Wilson at mwilson@atlanticsun.org.

4:00 p.m. *Deadline for submission of eligibility list and CFPI Timing entry form.*

The list should contain only those student-athletes that will be competing at the championships. Lists should be sent to the A-Sun office via e-mail to Matt Wilson at mwilson@atlanticsun.org. Any changes to the entry form must be declared at the pre-championship coaches meeting.

Friday, October 28

2-6:00 p.m. Course available for inspection/practice

4:30 p.m. Coaches meeting at the championship site.

Saturday, October 30

9:45 a.m. National Anthem

10:00 a.m. Atlantic Sun Conference Men's Cross Country Championship

10:45 a.m. Atlantic Sun Conference Women's Cross Country Championship

11:30 a.m. Awards Ceremony

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CHAMPIONSHIP POLICIES

The rules for the Championships shall conform to those rules adopted by the NCAA for the Division I Outdoor Track and Field Championships, and the Atlantic Sun Conference as stated in the 2011-12 A-Sun Policy Manual and this manual. Any events not specifically mentioned in this championship manual will be scored and administered in accordance to the 2011 and 2012 NCAA Men's & Women's Cross Country & Track & Field Rules book.

Admission

There will be no admission charge for the 2011 A-Sun Cross Country. Spectators are not permitted in the competition area.

Athletic Training

A certified athletic trainer will be available for assistance for the duration of the championships. Please see Appendix D of this handbook for further details.

Awards

The following awards will be presented in a brief ceremony that is scheduled to begin immediately following the conclusion of the championship:

- All-Conference – Men & Women (Top 7 finishers in each race shall be declared First Team All-Atlantic Sun; the next seven finishers in each race shall be declared Second Team All-Atlantic Sun)
- All-Freshmen Team – Men & Women (Top 5 freshman finishers in each race)
- Runner of the Year – Men & Women (Individual champion)
- Freshman of the Year – Men & Women (Top freshman finisher)
- Coach of the Year – Men & Women (Coaches vote)
- Championship Trophy – Men & Women

PLEASE NOTE: In case of a tie in team scoring, co-champions will be declared. Ballots for the Men's Coach-of-the-Year are due immediately following the conclusion of the men's race. Ballots for the Women's Coach-of-the-Year are due immediately following the conclusion of the women's race. These ballots should be submitted to a member of the A-Sun Staff. Freshmen may be either true freshmen or red-shirt freshman to qualify.

Course Markings

The course shall have kilometer and mile markings throughout the course. – **2011 CHANGE**

Directions

See Appendix B for directions to Vaughn's Gap Cross Country Course.

Entry Forms / Eligibility List

All entries must be entered at CFPI Timing by **4:00 p.m. ET on Thursday, October 27**. Any changes to the entry form must be declared at the Friday night championship meeting. Additionally, the eligibility list and a copy of the e-mail from CFPI Timing should be sent to Matt Wilson at the Atlantic Sun Office via email only (mwilson@atlanticsun.org) by **5:00 p.m. ET**. See Appendix G.

Evaluation

An evaluation form for this championship is available on the "Members Only" section of the A-Sun website (www.atlanticsun.org/a-sun/login.asp). This form is to be completed by an administrator (AD, SWA, Assistant AD) and transmitted to the Atlantic Sun Conference office via the web. The administrator should be responsible for completing and returning the form to the conference office no later than 14 days after the conclusion of the championship.

Gift

Each institution will receive participant gifts for their travel squad plus support staff (up to 5).

Hospitality

There will be no official banquet at the Championship. A Student-Athlete Hospitality area will be provided at the Start/Finish Line at the Course on Saturday morning.

Jury of Appeals

The Jury of Appeals for the Cross Country Championship will include the following:

| | | |
|--------------|----------|-------------------------|
| Bill Taylor | Lipscomb | Coaches Committee Chair |
| Jeff Langdon | Belmont | Host Representative |
| Ryan Bailey | Mercer | At-Large Representative |

Locker Room

Locker rooms will be available at the Curb Event Center on Belmont's campus by request only. Teams must submit requests via email to Championship Director John Langdon (john.langdon@belmont.edu) by Friday, October 14.

Lodging

See Appendix H. Each institution is encouraged to stay at one of the properties listed.

Media Relations Information

See Appendix F.

Meeting

There will be a Championship Meet meeting on Friday, October 28 at 4:30 pm. The meeting will be held at Vaughn's Gap Cross Country Course.

National Anthem

The National Anthem will be performed prior to the start of the Championships' first race.

Officials

The following officials will administer the championship: Referee, starter, timers, time recorder, judges of finish, finish place recorder, scorer. The host will also provide a finish line video.

Parking

On-site parking will be available for all teams. The host will have staff on hand to direct teams and spectators to the appropriate parking areas.

Photography

The A-Sun will provide a photographer throughout the championship. The photographer will take high quality digital action shots from each game as well as the championship ceremony. All photos will be available for download upon the conclusion of the championship, at no cost to the institution. Photos from each race will be displayed on the A-Sun website (www.atlanticsun.org) and all photos will be available for purchase on-line for fans.

Program

A Championship Meet program featuring each participating team will be available.

Protests

Protests relating to matters which develop during the conduct of the Championships should be made at once and not later than 30 minutes after the results of the event in question have been posted. An immediate oral protest may be filed by a competitor or coach; the formal protest may then be written

and presented to the head referee by the head coach. Any such protests should be made in writing by a head coach and submitted to the head referee, who will consult with any official or the Jury of Appeals as necessary, and render a decision. The Protest Form can be found as Appendix C of this handbook.

Results

Championship Meet results can be accessed at the Atlantic Sun website (www.AtlanticSun.org).

Scoring

Scoring will be conducted pursuant to NCAA guidelines and will be tabulated by CFPI Timing. D-Tags will be used to conduct the scoring along with Finish Lynx, and a videotape back-up system will also be in place at the finish line.

Squad Size

The travel squad for this championship shall be nine (9) student-athletes.

Team Composition

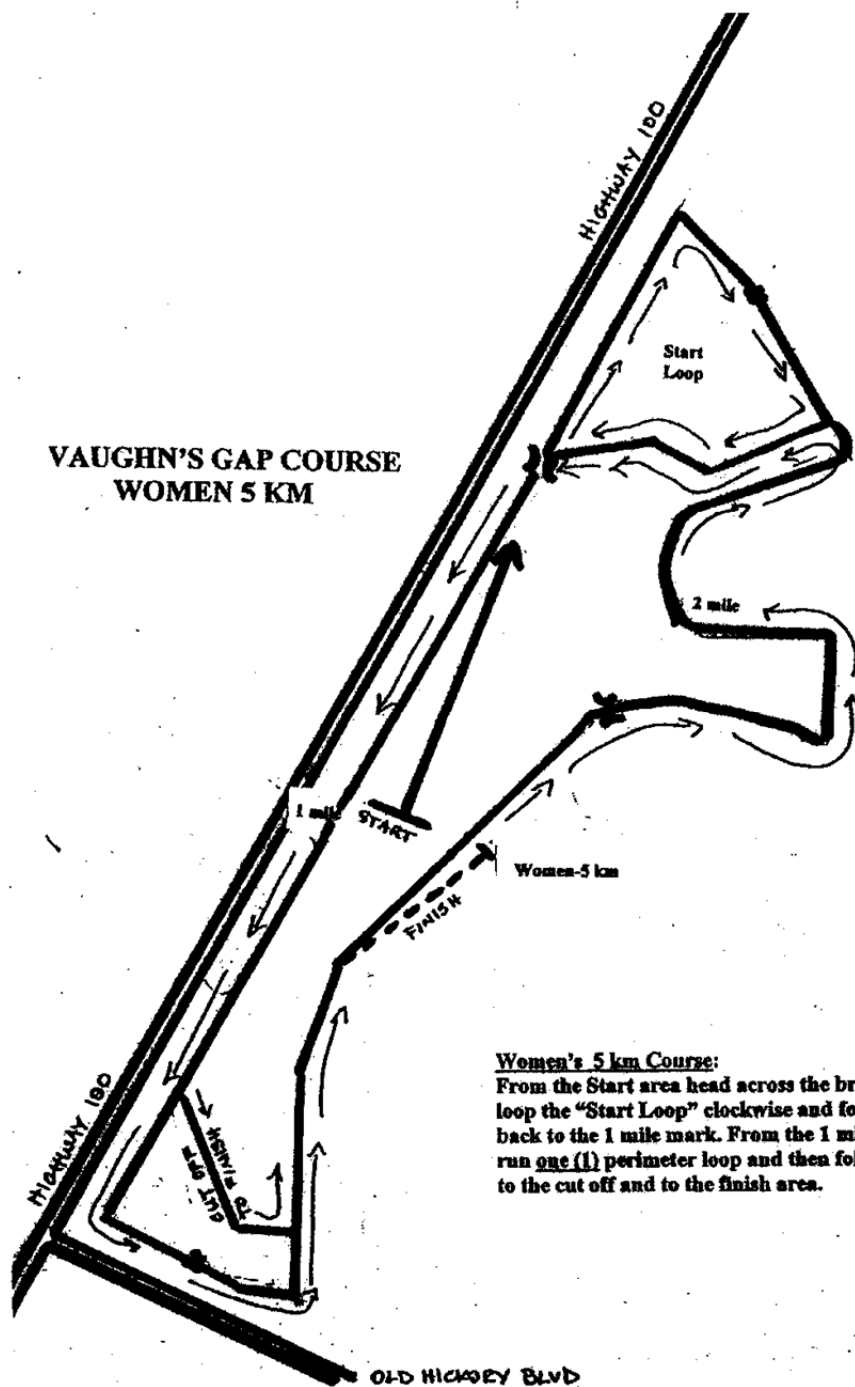
Each team may enter up to nine runners in the championship meet. However, under NCAA rules, only the first five will score. A sixth or seventh finisher for a given team may place in the race, allowing these runners to raise the place score of finishers behind them. All finishers for a given team shall be eligible for individual awards.

Uniforms

NCAA uniform rules will be strictly enforced

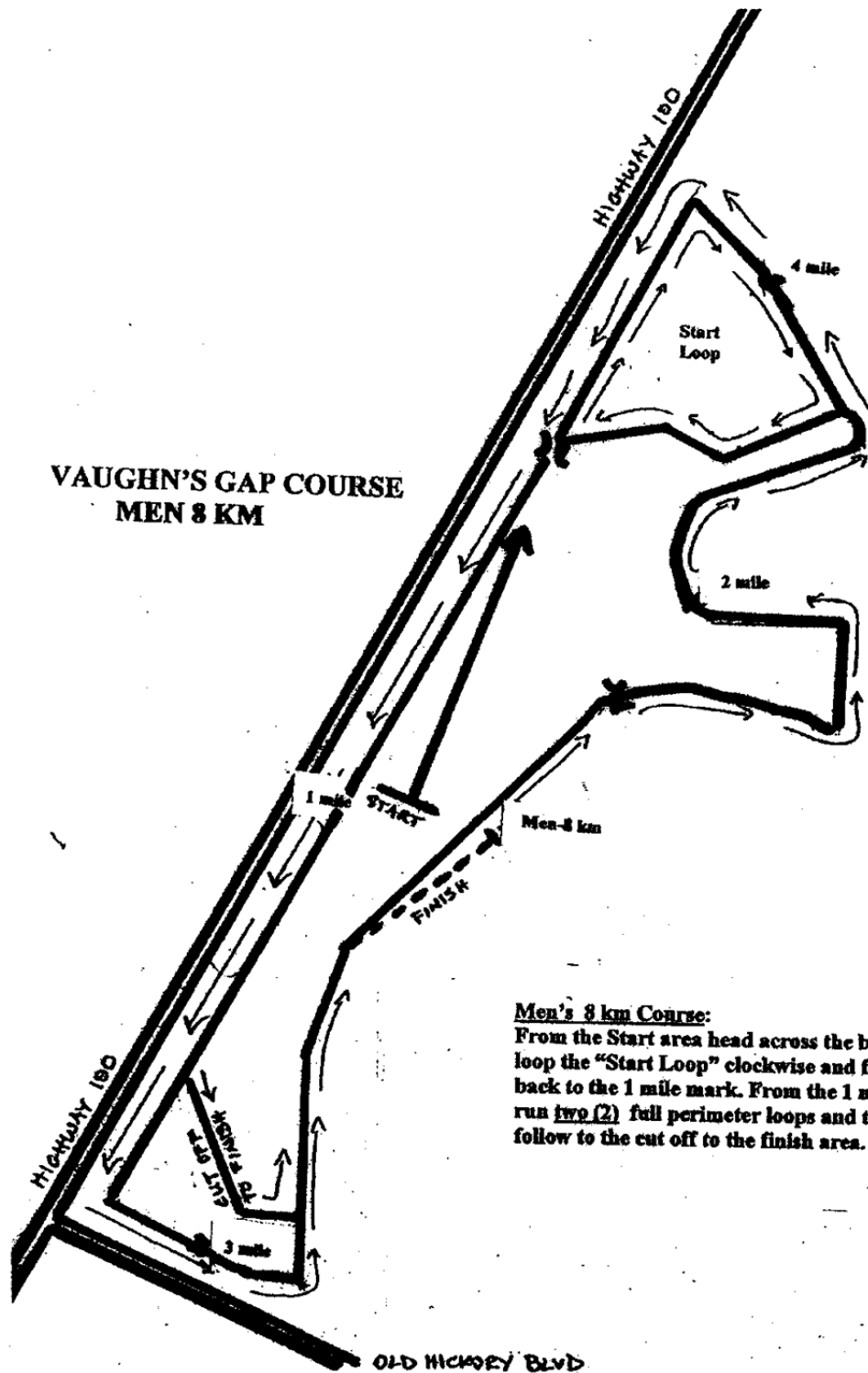
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COURSE MAP



Women's 5 km Course:

From the Start area head across the bridge, loop the "Start Loop" clockwise and follow back to the 1 mile mark. From the 1 mile run one (1) perimeter loop and then follow to the cut off and to the finish area.



Men's 8 km Course:

From the Start area head across the bridge, loop the "Start Loop" clockwise and follow back to the 1 mile mark. From the 1 mile run two (2) full perimeter loops and then follow to the cut off to the finish area.

DIRECTIONS

Vaughn's Gap Cross Country Course

(Located near the corner of State Highway 100 and Old Hickory Boulevard)

From I-65 North (Louisville)

Take I-65 through downtown and follow to Exit 74A (Old Hickory Boulevard West). Follow the exit ramp around and merge onto Old Hickory Boulevard. Follow Old Hickory Blvd. (west) until it dead ends into State Highway 100. Take a right onto Highway 100 and within a 0.1 mile, look for the parking lot on your right. Pull into the parking lot and you are at the course.

From I-65 South (Huntsville, Birmingham)

Take I-65 North to Exit 74A (Old Hickory Boulevard West). Follow the exit ramp around and merge onto Old Hickory Boulevard. Follow Old Hickory to the west... Old Hickory Blvd. will dead end into State Highway 100. Take a right onto Highway 100 and within a 0.1 mile, look for the parking lot on your right. Pull into the parking lot and you are at the course.

From I-24 East (Chattanooga, Atlanta)

Take I-24 East to I-440 West towards Memphis. Take I-440 West to I-65 South towards Huntsville. Once on I-65 South, follow to Exit 74A (Old Hickory Boulevard West). Follow the exit ramp around and merge onto Old Hickory Boulevard. Follow Old Hickory Blvd. (west) until it dead ends into State Highway 100. Take a right onto Highway 100 and within a 0.1 mile, look for the parking lot on your right. Pull into the parking lot and you are at the course.

From I-24 West (Clarksville, Paducah)

Take I-24 to the I-65/I-24 split. Take I-65 South towards Huntsville. Follow I-65 through downtown and go to Exit 74A (Old Hickory Boulevard West). Follow the exit ramp around and merge onto Old Hickory Boulevard. Follow Old Hickory Blvd. (west) until it dead ends into State Highway 100. Take a right onto Highway 100 and within a 0.1 mile, look for the parking lot on your right. Pull into the parking lot and you are at the course.

From I-40 West (Memphis)

Take I-40 to Exit 199, Old Hickory Boulevard exit. Take Exit 199, go down the ramp, and then take a right onto Old Hickory Boulevard. Follow Old Hickory through Highway 70 South until you hit Highway 100 (the road will end at Highway 100). Take a left onto Highway 100 and follow through one light and you will see the Vaughns Creek CC Course on your right. Look for a parking lot on your right and take a right into it.

From I-40 East (Knoxville)

At the I-40 split, bear left to I-24/I-440, then right to I-440 west. Take I-440 to I-65 South towards Huntsville. Once on I-65 South, follow to Exit 74A (Old Hickory Boulevard West). Follow the exit ramp around and merge onto Old Hickory Boulevard. Follow Old Hickory Blvd. (west) until it dead ends into State Highway 100. Take a right onto Highway 100 and within a 0.1 mile, look for the parking lot on your right. Pull into the parking lot and you are at the course.

Atlantic Sun Conference

2011 CROSS COUNTRY CHAMPIONSHIPS

CHAMPIONSHIP PROTEST FORM

Event (Men or Women): _____

Student-Athlete Name/Number: _____

Time of Protest: _____

Issue: _____

Cite NCAA Rule Governing Issue: _____

Submitted by (Coach): _____

Referee's Decision: _____

Referee's Signature: _____

Protests must be made in writing and submitted to the head referee, who will render a decision.

ATHLETIC TRAINING/MEDICAL INFORMATION

The Belmont Athletic Training Department and Vanderbilt Sports Medicine welcome you and your team to our services during the Atlantic Sun Conference Cross Country Championship. We look forward to providing the most opportune service and care available to use for your visit to Vaughn's Creek Cross Country Course in Nashville, TN.

Modalities other than ice will not be available at the course. Should a modality be needed, prior request should be made with the Belmont Sports Medicine Staff. The usual amenities of water, cups, ice, and biohazard supplies will be provided on site. The Belmont Sports Medicine Staff and team physicians will be available to you on site for Friday's races.

Please contact us if a Certified Athletic Trainer is NOT traveling with your team. Please send a written letter explaining the need and parameters of any modality use. Also, please supply your team with any supplies they need for the competition and notify us in advance for any special arrangements that may be needed.

Please contact Mike Stevens, Graduate Assistant Athletic Trainer for any questions regarding the sports medicine coverage for this event.

Athletic Training Staff

Primary Contact

Mike Stevens
Graduate Assistant Athletic Trainer
Office: (615) 460-8042
Cell: (615) 428-0862

Secondary Contact

Paul Malloy
Head Athletic Trainer
Office (615) 460-5585

Vanderbilt Sports Medicine Team Physicians

Dr. Gene Hannah, Dr. Doug Connor, Dr. David Liddle

Hospital and Emergency Number:

Vanderbilt University Medical Center
1207 17th Ave. South, Suite 212
Nashville, TN 37232
Phone: (615) 322-1000
Emergency Room: (615) 322-0160
Sports Medicine: (615) 322-7878

Pharmacy:

Walgreen's
2611 Franklin Pike
Nashville, TN 37204
Phone: (615) 269-6443

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ATLANTIC SUN CONFERENCE LIGHTNING POLICY

Guidelines

- This policy governs both regular season and conference championship play.
- In any case in which play is being conducted at a facility or university where the host conducts its events under stricter lightning suspension policies, the stricter policy shall be adhered to.
- Each facility hosting conference play shall have a prescribed plan for seeking safe shelter in case of lightning suspensions.

A. Monitoring Lightning Activity.

The Event Manager (Tournament Director) and the Athletic Trainer shall monitor any lightning activity. Should lightning activity be confirmed within six miles, the competition shall be suspended.

B. Methodology.

A lightning detection service shall be relied upon for registering lightning strikes and distance from field of competition.

[Note: For the 2011-12 academic year, the A-Sun shall utilize the WeatherSentry service by Telvent.]

C. Chain of Command.

The Event Manager (Tournament Director for Conference Championships) and the Athletic Trainer staffing the event shall determine when a suspension is necessary. If a suspension becomes necessary, the Athletic Trainer shall notify the officials and the head coaches; the Event Manager (Tournament Director) shall notify administrators (Conference delegate/games committee/visiting team administrator), the public address announcer, SID's and media.

D. Suspension Actions.

Appropriate announcements shall be made. Competitors shall follow the facility plan for seeking appropriate shelter.

E. Resumption of Play.

Lightning activity shall continue to be monitored. Play shall not resume until there has been no lightning activity for a period of thirty (30) minutes.

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MEDIA INFORMATION

The Atlantic Sun Conference Communications staff will serve as the primary contact for the 2011 Atlantic Sun Conference Cross Country Championships.

FILING A STORY

Contact a member of the Atlantic Sun Conference Communications staff for assistance in filing a story during the championship.

VIDEO

Highlights, interviews and the awards ceremony from the 2011 Championships will be available on ASun.TV and AtlanticSun.org following the event.

RESULTS

Results will also be posted on the A-Sun Cross Country Championship pages on the Atlantic Sun website (www.atlanticsun.org) as soon as they are available.

Results and a recap will also be e-mailed to all A-Sun Cross Country media contacts as soon as they are available. Additionally, video interviews from select participants and a slideshow featuring the day's action will be available online.

For specific media distribution requests, provide contact name and e-mail address to Patrick McCoy, A-Sun Director of Sports Information.

CONTACT INFORMATION

Patrick McCoy
Director of Sports Information
859-537-1355 - Mobile
E-mail: pmccoy@atlanticsun.org

2011 CROSS COUNTRY PARTICIPANT ELIGIBILITY LIST / ENTRY FORM

Please list ONLY your athletes who will compete in the championship in alphabetical order.

| | | | | |
|---------------|------------------|-------------------|-------------------|--------------|
| School | | | | |
| WOMEN | Last Name | First Name | Shirt Size | Class |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |

| | | | | |
|---------------|------------------|-------------------|-------------------|--------------|
| School | | | | |
| MEN | Last Name | First Name | Shirt Size | Class |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |

I certify that each of the above listed student-athletes has been certified as eligible and appears on a current squad list.

SUBMITTED by: _____

Submit via EMAIL ONLY to Matt Wilson (mwilson@atlanticsun.org)

DEADLINE: FORM MUST BE SUBMITTED PRIOR TO DEPARTURE FROM CAMPUS FOR THE CHAMPIONSHIP and NO LATER THAN 5:00pm on THURSDAY, OCTOBER 28

HOTEL PARTNERS

Holiday Inn Express Brentwood – 615-221-5001 – \$85 A-Sun Championship Rate
Includes complimentary breakfast at the hotel

Hilton Suites Brentwood – 615-370-0111 – \$99 A-Sun Championship Rate

Hampton Inn and Suites Green Hills – 615-777-0001 - \$135 A-Sun Championship Rate
Includes complimentary breakfast and parking

Hampton Inn Brentwood – 615-373-2212 – \$119 A-Sun Championship Rate
Includes complimentary breakfast at the hotel

RESTAURANT PARTNERS

Nashville Deli: Midtown
1918 Broadway
615-329-6674

Longhorn Steakhouse
774 Old Hickory Blvd
615-376-5555

Nashville Deli: Green Hills
4014 Hillsboro Cr
615-269-3535

Pizza Perfect
1602 21st Ave South
615-329-2757

Otter's Chicken Tenders
1528 Demonbreun St
615-255-1415

The Cheesecake Factory
2133 Green Hills Village Drive
615-463-2400

Panera Bread
782 Old Hickory Blvd
615-370-805

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RISK MANAGEMENT STATEMENT

The Atlantic Sun Conference recognizes that the host institution is familiar with the facilities it will be providing for use for the Atlantic Sun Conference Men's and Women's Cross Country Championships, and that the institution's staff members are in the best position to oversee safety preparations and inspections. Accordingly, on behalf of the host institution, its staff members must agree to perform such preparations and inspections and to provide such facilities free from all defective and hazardous conditions. If any conditions cannot be corrected before the Championships, specifics must be provided to the Conference in writing as far in advance as possible. Receipt of any such notice will obligate the Atlantic Sun Conference to make every effort to alleviate the condition in question and to bring that condition to the attention of all affected parties prior to the conduct of the event.

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