



2011 Southern Conference Cross Country Championships Manual



October 29, 2011

Charleston, SC

Host: College of Charleston

Trophy Lakes Course

Appalachian State University

College of Charleston

The Citadel

Davidson College

Elon University

Furman University

Georgia Southern University

UNCG

Samford University

University of Tennessee at Chattanooga

Western Carolina University

Wofford College



**2011 SOUTHERN CONFERENCE
CROSS COUNTRY CHAMPIONSHIPS
MANUAL**

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MISSION STATEMENT

Preparing student-athletes for life's challenges since 1921.



SOUTHERN CONFERENCE
702 N. Pine St.
Spartanburg, South Carolina 29303
864/591-5100
www.soconsports.com

Edited By: Brandon Neff, Assistant Commissioner for Championships – August 2011

2011 SOUTHERN CONFERENCE MEN'S & WOMEN'S CROSS COUNTRY CHAMPIONSHIPS INFORMATION

Important SoCon Championship Dates

Tuesday, October 11 – Online entries begins. Any questions on the web based entry system should be directed to Cleon Fowler at entries@cfpfitiming.com

Monday, October 24 – 11:00 a.m. Eastern Time deadline for submitting online entry form to Cleon Fowler at CFPI Timing & Data, Inc. Final declaration of roster by all coaches will take place at Friday coaches meeting.

Monday, October 24 – Noon Eastern Time deadline for submitting team entry form (Appendix B & C) into Brandon Neff, Assistant Commissioner for Championships, to be checked for eligibility. Brandon Neff, fax: 864/591-4282; e-mail: bneff@socon.org.

Friday, October 28 – 4:00 p.m. – 7:00 p.m. Eastern Time course inspection by teams.

Friday, October 28 – 5:00 p.m. Eastern Time coaches meeting at the course.

Saturday, October 29 – Southern Conference Cross Country Championship, Trophy Lakes Course Charleston, S.C., Men's 8K - 10:00 a.m. Women's 5K – 10:45 a.m.

Future Southern Conference Championship Dates

| | | |
|------|----------------------|---------------------------------------|
| 2012 | Saturday, October 27 | Charleston, S.C. (The Citadel) |
| 2013 | Saturday, November 2 | Birmingham, Ala. (Samford University) |
| 2014 | Saturday, November 1 | Davidson, N.C. (Davidson College) |

2011 NCAA Regional Championships

Wednesday, November 12 – South Regional - Alabama Harry Pritchett Running Park, Tuscaloosa, Alabama; University of Alabama, host.

Southeast Regional – E.P. Tom Sawyer State Park Louisville, Kentucky; University of Louisville, host.

2011 NCAA Championship Finals

Monday, November 21 - LaVern Gibson Championship Course, Wabash Valley Family Sports Center, Terre Haute, Indiana; Indiana State University, host. Contact: John McNichols, phone: 812/237-4164; e-mail: j-mcnichols@indstate.edu.

Cross Country Sports Committee

Larry Leckonby, Athletics Director (Committee Chair).....The Citadel
Dr. Mike Jones, Faculty Athletics Representative....University of Tennessee Chattanooga
Dr. Gibbs Knotts, Faculty Athletics Representative.....Western Carolina University
Laura Lageman, Senior Woman Administrator..... College of Charleston
Jen Straub, Head Coach.....Davidson College
Amy Seago, Head Coach.....College of Charleston
Brandon Neff, Staff Liaison.....Southern Conference

Southern Conference Staff

John Iamarino..... Commissioner
Geoff Cabe Senior Associate Commissioner
Sue ArakasAssociate Commissioner
Doug King.....Associate Commissioner for Compliance
Brandon Neff Assistant Commissioner for Championships
Jason Yaman.....Assistant Commissioner for Media Relations
Jonathan Caskey..... Associate Director of Media Relations
Laura HayesAssistant to the Commissioner
Jamie Severns.....Director of Multimedia Services
Patrick Hatcher..... Championships/Operations Assistant
Kristen Litchfield.....Media Relations Assistant
Grant FinleyMultimedia Services Assistant

CROSS COUNTRY CHAMPIONSHIPS ADMINISTRATIVE MANUAL

1. AWARDS

- 1.1 **Awards Ceremony.** Immediately following the conclusion of the Women's Championship meet, an awards ceremony shall be held at the awards presentation area. The head coaches and student-athletes of all teams should remain for the awards ceremony. The following awards shall be provided by the Conference office and distributed at the awards ceremony:
- 1.1.1 **Championship Trophies.** One trophy presented to the head coach and captains of the men's winning team, and one trophy presented to the head coach and captains of the women's winning team;
 - 1.1.2 **Runner-Up Trophies.** One trophy presented to the head coach and captains of the men's runner-up team, and one trophy presented to the head coach and captains of the women's runner-up team;
 - 1.1.3 **Individual Champion Plaques.** A large plaque shall be presented to the individual winners of the Men's and Women's Championships;
 - 1.1.4 **Second –10th Place Finisher Plaques.** Plaques shall be presented to each individual finishing in second through 10th place in the Men's and Women's Championships;
 - 1.1.5 **First and Second Team All-Conference Plaques.** Fourteen plaques shall be presented to those individuals earning men's All-Conference honors and fourteen plaques shall be presented to those individuals earning women's All-Conference honors. First team All-Conference shall be bestowed upon the individuals finishing first through 7th place. Second team All-Conference shall be bestowed upon the individuals finishing 8th through 14th place;
 - 1.1.6 **Runner of the Year Plaques.** One plaque shall be presented to the person winning the Men's Runner of the Year award, and one plaque shall be presented to the person winning the Women's Runner of the Year award. The Runner of the Year awards shall be presented to the individual winners of the men's and women's championships;

- 1.1.7 **Freshman of the Year Plaques.** One plaque shall be presented to the person winning the Men's Freshman of the Year award, and one plaque shall be presented to the person winning the Women's Freshman of the Year award. The Freshman of the Year awards shall be presented to the first true freshmen to finish the men's and women's championships;
- 1.1.8 **Coach of the Year Plaques.** One plaque shall be presented to the person winning the Men's Coach of the Year award (Dave Walker Award), and one plaque shall be presented to the person winning the Women's Coach of the Year award. The Coach of the Year awards shall be voted on by the head coaches at the championship site. The voting shall be conducted by the Conference Office.
- 1.1.9 **All-Freshman Teams.** Seven certificates (seven for men and seven for women) will be awarded to the top 7 freshman (true freshmen, Redshirt or otherwise) finishers in the cross country championships to be named to the Cross Country All-Freshmen team.
- 1.2 **Other Awards.** Other awards presented in conjunction with the Southern Conference Men's and Women's Cross Country Championships are as follow:
- 1.2.1 **Individual Championships Team Plaques.** Nine individual plaques will be presented to the head coach of the men's championship team and nine individual plaques will be presented to the head coach of the women's championship team for presentation to the student-athletes of those squads. These plaques will be presented at the head coach's discretion.
- 1.3 **Awards Engraving.** Each institution is responsible for returning their plaques to Levy Awards & Promotional Products (A&PP) for individual engraving. The Conference contact person at Levy A&PP is Cheryl Panek. She can be reached at 813.879.7775. The address for Levy A&PP is 2614 W. Kennedy Blvd, Tampa, FL 33609.

2. CHAMPIONSHIPS INFORMATION

- 2.1 The 2011 Southern Conference Cross Country Championships will be held at the Trophy Lakes Course in Charleston, South Carolina and will be hosted by the College of Charleston. The Championships will be held on Saturday, October 29, 2011. For the position of the start and finish line, please reference (Appendix A).
- 2.2 **Start Times.** The Men's Championship will begin at 10 a.m. ET. The

Men's Championship distance will be 8,000 meters. The Women's Championship will begin at 10:45 a.m. ET. The Women's Championship distance will be 5,000 meters. Intermediate times may be given to runners at mile markers. Adjustments to start times may be made by the Games Committee in case of inclement weather.

2.3 **Admissions.** No fee will be charged for admission to the Southern Conference Cross Country Championships.

2.4 **Cross Country Committee Involvement.** The Southern Conference Cross Country Committee shall provide general oversight of the Men's and Women's Championships. The Cross Country Committee shall have the authority to discipline and/or fine any member institution that does not abide by Conference regulations.

2.5 **Games Committee.** A Games Committee shall be appointed for the Men's and Women's Championships consisting of Cross Country Committee members on site, the athletics director of the host institution or his/her designee, the Southern Conference liaison on site (who shall serve as chair of the committee), and the championships director. The Games Committee shall:

2.5.1 Ensure that the Championships are conducted in accordance with the rules and regulations of the Southern Conference as contained in the Southern Conference Sport Regulations and this manual;

2.5.2 Make decisions regarding situations that occur where resolution is not covered in the rules and regulations of the NCAA or the Southern Conference as stated in the Southern Conference Sports Regulations or this manual;

2.5.3 Inspect the meet facilities prior to the start of the event.

2.6 **Championships Directors: Amy Seago 843/364-4934 (c)
Josh Bryson 843/367-8294 (c)**

The host institution for the Championships shall appoint a championship director(s), who shall perform the following functions under the direction of the Cross Country Committee.

2.6.1 Serve as supervisor of the Championships;

2.6.2 Plan and coordinate all activities of the Championships in conjunction with the Southern Conference Cross Country Committee and local organizing committee(s);

2.6.3 Provide relevant Championships information to all chief executive

officers, faculty athletic representatives, athletic directors, senior woman administrators, head coaches, and other necessary personnel of competing institutions;

- 2.6.4 Oversee servicing the needs of the participants and spectators as prescribed in this manual;
- 2.6.5 Delegate duties and responsibilities to Championships personnel;
- 2.6.6 Secure a certified trainer and other medical personnel for the Championships.

2.7 **Media Coordinator: Jeremy Rosenthal 765/586-6624 (c)**

The championships director shall appoint a media coordinator who shall perform the following duties:

- 2.7.1 Coordinate and administer all media working areas and media hospitality;
- 2.7.2 Coordinate with the Southern Conference media relations liaison to cross country;
- 2.7.3 Process all media requests for working credentials;
- 2.7.4 Coordinate the activities of the timing crew and make sure that statistics are made available to all media and head coaches as soon as possible after the conclusion of each meet;
- 2.7.5 Write and distribute all releases as necessary prior to and during the Championships;
- 2.7.6 Be responsible for awards balloting;
- 2.7.7 Fulfill the needs of Conference sports information directors not on site;

2.8 **Promotions Director: Andrew McGlaughon 843/822-1439 (c)**

The championships director shall appoint a promotions director who shall ensure that a marketing and promotions plan is created to promote awareness to fans of member institutions and their local communities, as well as the local community in which the Championships are being held

2.9 **Additional Championships Personnel**

The following additional personnel shall be appointed by the championships director and/or media coordinator:

- 2.9.1 Official Timer;
- 2.9.2 Public address announcer;
- 2.9.3 Clock, scoreboard and matrix board operators;
- 2.9.4 Corral workers;
- 2.9.5 Finish line video camera personnel;
- 2.9.6 In addition, Southern Conference Cross Country Committee members (excluding the head coaches' representatives) may be assigned specific duties as necessary to ensure the orderly operation of the Championships.

3. CHAMPIONSHIPS PROCEDURES

- 3.1 **Scoring.** Each team in the Southern Conference Men's and Women's Cross Country Championships may run nine competitors. First place shall score one point, second place two points, third place three points, etc. The first seven runners from each team who finish the course shall be ranked and tallied in this manner. The team score shall then be determined by totaling the points scored by the first five runners of each team to finish. The team scoring the lowest number of points shall be declared the winner. If fewer than five runners finish for an institution, the places of all members of that team shall be disregarded except for individual awards purposes.
- 3.2 **Tie-Breaking Procedures.** In case of a tie for first place in the team or individual championships, the tying teams or individual shall be considered co-champions.
- 3.3 **Squad Restriction.** Squad Restrictions for the Southern Conference Men's and Women's Cross Country Championships shall be limited to nine student-athletes per team.
- 3.4 **Rules.** The rules for the Southern Conference Men's and Women's Cross Country Championships shall conform to those rules adopted by the NCAA for the Division I Cross Country Championships, and the Southern Conference as stated in this manual and the Southern Conference Sports Regulations.
- 3.5 **Uniforms.** All competitors must wear exclusively the official uniform of their institution in competition, warm-up and during the post-championships awards ceremony. In accordance with the NCAA rules, the institutions' official uniform (including warm-ups) and all other items of

apparel (socks, head bands, t-shirts, wrist bands, towels, etc.) should bear only a single manufacturer's or distributor's normal label or trademark. The label or trademark may not exceed 2¼ inches square in size. Equipment (i.e., shoes, bags) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public. Failure to comply with this regulation may cause disqualification or may jeopardize a student-athlete's eligibility.

- 3.6 **Student-Athlete Eligibility.** Each institution is responsible for submitting an entry form (see Appendix B & C) to Brandon Neff, Assistant Commissioner for Championships for the Southern Conference, no later than **Monday, October 24 at Noon ET.** The Conference office shall compare the list to previously submitted institutional squad lists and will notify an institution if a problem arises with any of its student-athletes. Student-athletes not deemed eligible to compete may not be in uniform during the Championships.
- 3.7 **Head Coaches' Meeting.** A head coaches' meeting will be held on **Friday, October 28th at 5:00 p.m. ET** at the course. The Southern Conference staff liaison will conduct the meeting and review information pertinent to the Championships. **The head coach of each institution is required to attend this meeting.** Head coaches who do not attend the meeting are subject to disciplinary action as imposed by the Cross Country Committee and enforced by the Commissioner.
- 3.8 **Entries and Final Declarations.** The following items address the issues of team entries and final declarations:
 - 3.8.1 The Conference office shall provide an official entry form (See Appendix B & C) to the head coach at each institution at least 14 days prior to the Championships;
 - 3.8.2 Entry forms shall allow a maximum of 12 entries per team;
 - 3.8.3 Entry forms shall also be electronically submitted to C.F.P.I. Timing & Data, Inc., no later than **11:00 a.m. ET on Monday, October 24, 2011.** On-line registration shall begin on **Tuesday October 11, 2011.** C.F.P.I. has provided each institution with a user ID and password which will enable the institutions to use C.F.P.I.'s web based entry system. If you are a new coach or have forgotten your user ID and password for the system or any other questions concerning C.F.P.I.'s web based entry system should be directed to Cleon Fowler at **entries@cfpiming.com** (please put SoCon XC Championship in the subject line);

- 3.8.4 The Conference office shall confirm receipt of entry forms for each institution by e-mail, fax or phone by **1:00 p.m. ET on Monday, October 24;**
- 3.8.5 Each team shall make a final declaration of a maximum of nine runners at the coaches' meeting on the evening prior to the Championships. Final declarations can be made by a team's head coach or a designate. Cleon Fowler will attend this meeting and make the necessary changes;
- 3.8.6 Final declarations may also be made by phone or fax prior to the coaches' meeting.
- 3.9 **Start Line Procedures.** NCAA Cross Country Rules and Regulations shall be followed at all times by the starter. The location and width of the starting line shall conform to NCAA Rules and Regulations. The starting boxes shall be numbered from left to right. Team starting positions shall be drawn by lot by the host institution prior to the championship. Each team shall be allotted 10 feet or more if possible in the starting box. There shall be a minimum of 200 meters between the starting line and the first turn on the course. A recall starter shall be located up to the 100-meter mark.
- 3.10 **Finish Line Procedures.** A videotape of the finish line shall be made from an elevated side view to determine order of finish in case of protest. The finish line shall be at least 10 meters wide and should narrow to a single person funnel in a length of between 15 and 25 meters from the line. An area should be roped off a distance of 100 feet from the finish line out toward the course on each side for crowd control purposes at the finish area. We will be using the chip transponder technology at the finish line. Student-athletes must turn in their chips after completion of the race to avoid a \$30 per chip charge.
- 3.10.1 **Finish line Construction.** The finish corral shall be constructed of rope, banners and stakes (padded if sharp or dangerous edges protrude). The corral should be a minimum of 100 feet long from the official finish to the end where the student-athletes exit. All student-athletes must deposit their chip in the appropriate bucket immediately after the race. Teams may be fined for chips that aren't returned.
- 3.11 **Course Markings.** The "course" is defined as the ground lying between the starting line and the finish line, assigned by the legal path of the runner while in the race. The course shall be properly measured. It must be marked by a continuous, clearly visible, unbroken line (or suitable flag system) on the running surface from start to finish. The inside edge of the

course extending from the inside edge of the first box, position or alignment on the starting line to the first turn shall be laid in a straight line.

3.11.1 **Direction Changes.** All changes of directions on the course should be indicated by the use of painted lines on the course and/or flags (blue when the course lies straight ahead, red when it lies to the left, yellow when it lies to the right) on seven-foot high guide posts. Signs and directional boundaries can be used to augment course directions. The construction and placement of these markings on the course shall not permit confusion on the part of the student-athlete as to the direction which the runner is to run and shall act as a curb toward the entire distance of the course.

3.12 **Course Inspection.** The competition course shall be made available for inspection and/or practice for all institutions on the afternoon prior to the Championships. The course will be open for a minimum of two hours. The course shall be available for inspection **Friday, October 28 from 4:00 pm until 7:00 pm ET.**

3.13 **Intermediate Times.** Intermediate times may be given at the mile markers during the Championships.

3.14 **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 meet in question have been posted. Any such protests should be made in writing by a head coach and submitted to the head referee (Ed McGinnis), who will render a decision. An official protest form is included in this manual (Appendix E).

3.15 **Disqualifications.** Competitors who fail to complete the prescribed course as defined by the legal marking system, thereby gaining an advantage, shall be disqualified if detected by an official at the meet.

3.16 **Numbers.** One number large enough for identification shall be worn by each competitor. The number shall be securely pinned on the front of each contestant's shirt to allow for plain visibility. The conference is responsible for the distribution of these numbers.

3.17 **Crowd Control.** The responsibility for crowd control rests with the athletics director, **Joe Hull**, or designated representative of the host institution.

3.17.1 **Evacuation Plan.** The host institution should provide a copy of its evacuation plan as well as other crowd control measures for review by the Games Committee;

- 3.17.2 **Banned Items.** Artificial noisemakers, air horns, electronic amplifiers and weapons are all prohibited and shall not be permitted on site during competition;
 - 3.17.3 **Sportsmanship.** The athletics directors of the competing institutions are expected to communicate with their student-athletes and other fans to encourage enthusiastic support within the confines of good sportsmanship;
 - 3.17.4 **Grounds for Removal.** Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, the consumption of alcoholic beverages and tobacco products is prohibited.
- 3.18 **Equipment.** The following equipment and/or arrangements shall be provided by the host institution and/or the official timer:
- 3.18.1 Stopwatches;
 - 3.18.2 Chronomix type timing clock (provided by timer);
 - 3.18.3 2 FinishLynx cameras and 1 identilynx camera (provided by timer);
 - 3.18.4 Clerk of the course system and qualified manpower to operate it;
 - 3.18.5 A large scoreboard for the posting of results;
 - 3.18.6 An awards presentation area;
 - 3.18.7 Public address system;
 - 3.18.8 Starting pistols and blanks;
 - 3.18.9 Automated equipment for results (copier, word processor);
 - 3.18.10 A communication system for the course (walkie-talkies);
 - 3.18.11 A chip return station near the end of the corral;
 - 3.18.12 Pins and numbers for the competitors (provided by Conference).
- 3.19 **Programs.** The Southern Conference is responsible for a program for the Championships. The program will be distributed to media, coaches,

student athletes and fans at the Championship at no cost. The program will include:

3.19.1 An equal number of pages devoted to all competing teams;

3.19.2 Southern Conference Cross Country information;

3.19.3 Championships schedules;

3.19.4 A neutral cover.

3.20 Team Entry and Parking. Parking attendants will direct all team vans and cars to parking areas at Trophy Lakes. All team buses will drop off at Trophy Lakes and then park at the Food Lion located at 2770 Maybank Highway near the course. A map for team buses can be found in Appendix G of this manual.

3.21 Merchandise. The Southern Conference retains the rights to all souvenir merchandising at the Championships. For information on merchandising, contact **Brandon Neff**, Assistant Commissioner for Championships (864/591-5100).

3.22 Student-Athlete Gifts. The student athlete gifts for the 2011 Cross Country Championships will be a Southern Conference hooded sweatshirt in their school colors. Head coaches of each institution will be required to provide their size needs approximately a month prior to the tournament. Please contact Patrick Hatcher at phatcher@socon.org for further information regarding the student-athlete gift.

4. INSURANCE

4.1 The host institution must have in place primary comprehensive general public liability insurance coverage, with combined single limits of at least \$1 million per occurrence for bodily injury and property damage.

5. LODGING

5.1 The headquarters hotel for the Conference office, referees and officials for the cross country championships will be the Comfort Suites West of the Ashley. The Comfort Suites is located at 2080 Savannah Highway, Charleston, S.C. 29407. Phone number is 843/769-9850.

6. MEDIA

6.1 **Media Policies.** All head coaches and student-athletes shall be available for interviews with the media following their respective meets. Interviews

with the media may take place following a 10-minute cooling off period, which shall begin when the final competitor has completed the course.

6.2 **Radio and Television.** The Southern Conference retains the radio and television rights for the Championships. For information contact Geoff Gabe, Senior Associate Commissioner (864/591-5100).

6.3 **Media Work Area.** A work area with electrical outlets and internet access (as needed), phone, statistical and team information will be available at the Championships. This work area will be located on the patio behind the Pro Shop.

7. MEDICAL / TRAINING INFORMATION

All medical staff for the Championships shall be appointed by the Championships Director, who shall ensure that:

7.1 **Athletic Trainer:** Colby Mangum 704/254-7238 (c) A Certified athletic trainer is available for all practices and present before, during and after all competitions;

7.2 **Physician.** A physician is on call before, during and after all competitions;

7.3 **EMS.** An EMS unit is on site during all competitions, unless cleared through the Southern Conference;

7.4 **Medical Facilities.** Pre-arranged access to a medical facility, including transportation service on site, is available at all times;

7.5 **Athletic Training.** Athletic training facilities and training supplies are available for all Championship events;

7.6 **Medical Information.** Information concerning medical and training accommodations is distributed to all head athletic trainers and head coaches prior to their arrival at the Championships site; and

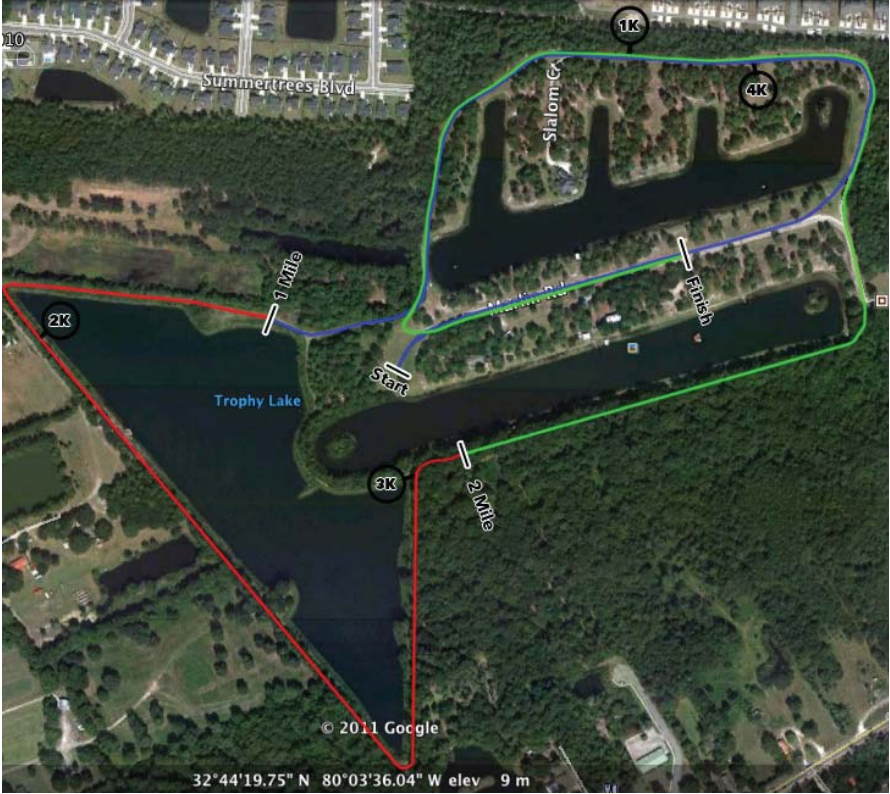
7.7 **Water.** Water and isotonicics will be provided at the course for all teams before, during and after competition.

8. Officials

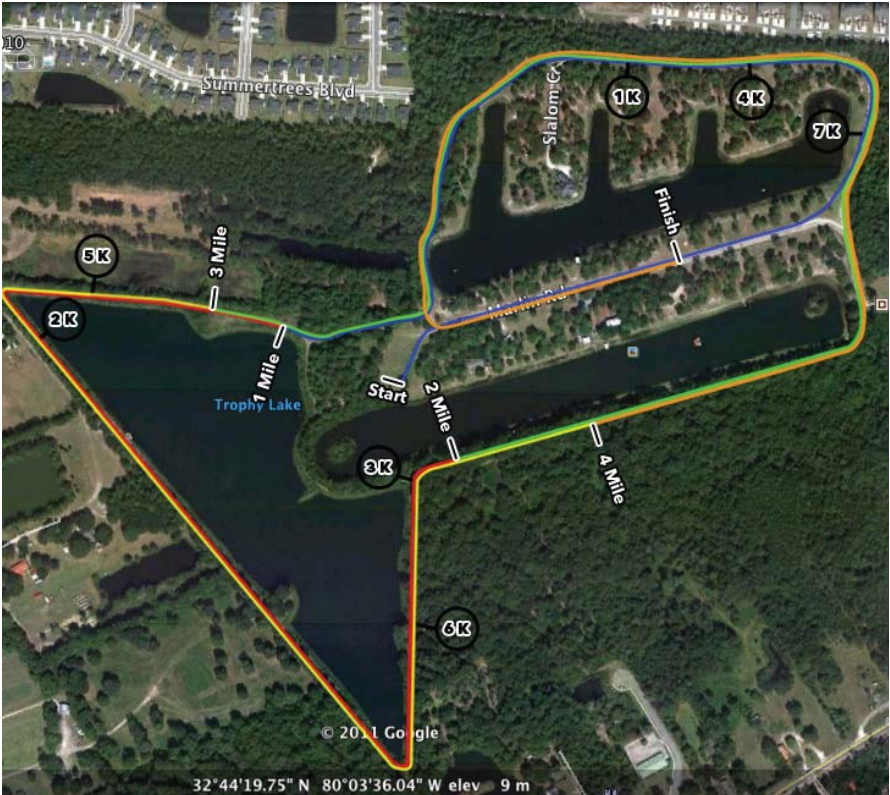
8.1 Officials and their duties are outlined in the NCAA Rules. Brandon Neff, Southern Conference staff liaison, working in conjunction with the Cross Country Committee, shall contract all officials to work the Championships and shall;

- 8.1.1 Assign a pool of officials to work the Championships. The pool of officials shall include the following
 - 8.1.1.1 Head Referee;
 - 8.1.1.2 Starter;
- 8.1.2 Conduct pre-event and post-event meetings as necessary with the officials.
- 8.1.3 Oversee the selection and training of all other meet officials with the Championships Director, and ensure that a training session is conducted for these officials prior to competition.
- 8.1.4 Ensure that the head referee remains at the Championships site for at least 30 minutes after the final results are posted or read and ensure that the head referee makes a written report before departing, of all actions, protests, and controversial decisions that may have affected the meet (the report shall be made available to all coaches at the site upon request).

Women's
5K



Men's
8K



**THE SOUTHERN CONFERENCE
MEN'S CROSS COUNTRY
CHAMPIONSHIP ENTRY FORM**

Team: _____

Please list your 12 entries of which you will select a maximum of 9 competing student-athletes for the Cross Country Championships

| | Name (First & Last) | Class | Hometown (City & State/Country) |
|------|--------------------------------|--------------|--|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ |
| 6. | _____ | _____ | _____ |
| 7. | _____ | _____ | _____ |
| 8. | _____ | _____ | _____ |
| 9. | _____ | _____ | _____ |
| 10.* | _____ | _____ | _____ |
| 11.* | _____ | _____ | _____ |
| 12.* | _____ | _____ | _____ |

Head Coach Signature (can be electronic) _____

Compliance Director Signature (can be electronic) _____

This form must be typed and a copy faxed or e-mailed to Brandon Neff at the Southern Conference office (864/591-4282) or bneff@socon.org no later than **NOON ON MONDAY, OCTOBER 24.**

*Each team is allowed to run a maximum of nine competitors at the championship meet. Final declaration will be made at the coaches meeting **on Friday, Oct. 28 at 5:00 p.m.**

THE SOUTHERN CONFERENCE
WOMEN'S CROSS COUNTRY
CHAMPIONSHIP ENTRY FORM

Team: _____

Please list your 12 entries of which you will select a maximum of 9 competing student-athletes for the Cross Country Championships

| | Name (First & Last) | Class | Hometown (City & State/Country) |
|------|---------------------|-------|---------------------------------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ |
| 6. | _____ | _____ | _____ |
| 7. | _____ | _____ | _____ |
| 8. | _____ | _____ | _____ |
| 9. | _____ | _____ | _____ |
| 10.* | _____ | _____ | _____ |
| 11.* | _____ | _____ | _____ |
| 12.* | _____ | _____ | _____ |

Head Coach Signature (can be electronic) _____

Compliance Director Signature (can be electronic) _____

This form must be typed and a copy faxed or e-mailed to Brandon Neff at the Southern Conference office (864/591-4282) or bneff@socon.org no later than **NOON ON MONDAY, OCTOBER 24.**

*Each team is allowed to run a maximum of nine competitors at the championship meet. Final declaration will be made at the coaches meeting on Friday, Oct. 28 at 5:00 p.m.

**THE SOUTHERN CONFERENCE
CROSS COUNTRY COACH OF THE YEAR
AWARDS BALLOT**

YOUR NAME: _____

2011 MEN'S COACH OF THE YEAR (Dave Walker Award)

Name: _____

School: _____

2011 WOMEN'S COACH OF THE YEAR

Name: _____

School: _____

This form must be returned to Brandon Neff no later than 10 minutes following the conclusion of the last race of the championship.

**THE SOUTHERN CONFERENCE
CROSS COUNTRY CHAMPIONSHIPS
PROTEST FORM**

Event (Men or Women): _____

Athlete/Number: _____

Time of Protest: _____

Issue: _____

Submitted by (Coach): _____

Referee's Decision: _____

Referee's Signature: _____

- 1. Protests must be made in writing and submitted to the head referee, who will render a decision.**
- 2. A second protest (appeal) may be made to the referee. Upon receipt of an appeal, the referee will turn over the decision to the Games Committee. The decision of the Games Committee is final.**

Directions to Trophy Lakes

GPS Address: 3050 Marlin Road, Charleston, SC

From I-26:

Merge onto I-526 via Exit 212B toward Savannah. Turn LEFT onto Savannah Hwy/US-17. Turn RIGHT onto Wesley Dr./SC-171. Continue to follow SC-171. Turn RIGHT onto Maybank Hwy/SC-700. Travel approx. 4.9 miles. Turn RIGHT onto Sailfish Dr. (prominently marked with a sign for 'Whitney Lake'). Take your first LEFT – this is Marlin Dr. Continue down Marlin Drive to the gravel road and arrive at Trophy Lakes. Parking will be on your left.

From the South:

Take I-95N, merge onto US-17N via Exit 33 at Point South toward Charleston/Beaufort. Turn RIGHT onto Main Rd. Proceed over Intracoastal Waterway bridge onto Johns Island. Turn at 1st LEFT onto River Rd. Turn RIGHT onto Maybank Hwy/SC-700. Travel approx. 0.7 miles. Turn RIGHT onto Sailfish Dr. (prominently marked with a sign for 'Whitney Lake'). Take your first LEFT – this is Marlin Dr. Continue down Marlin Drive to the gravel road and arrive at Trophy Lakes. Parking will be on your left.

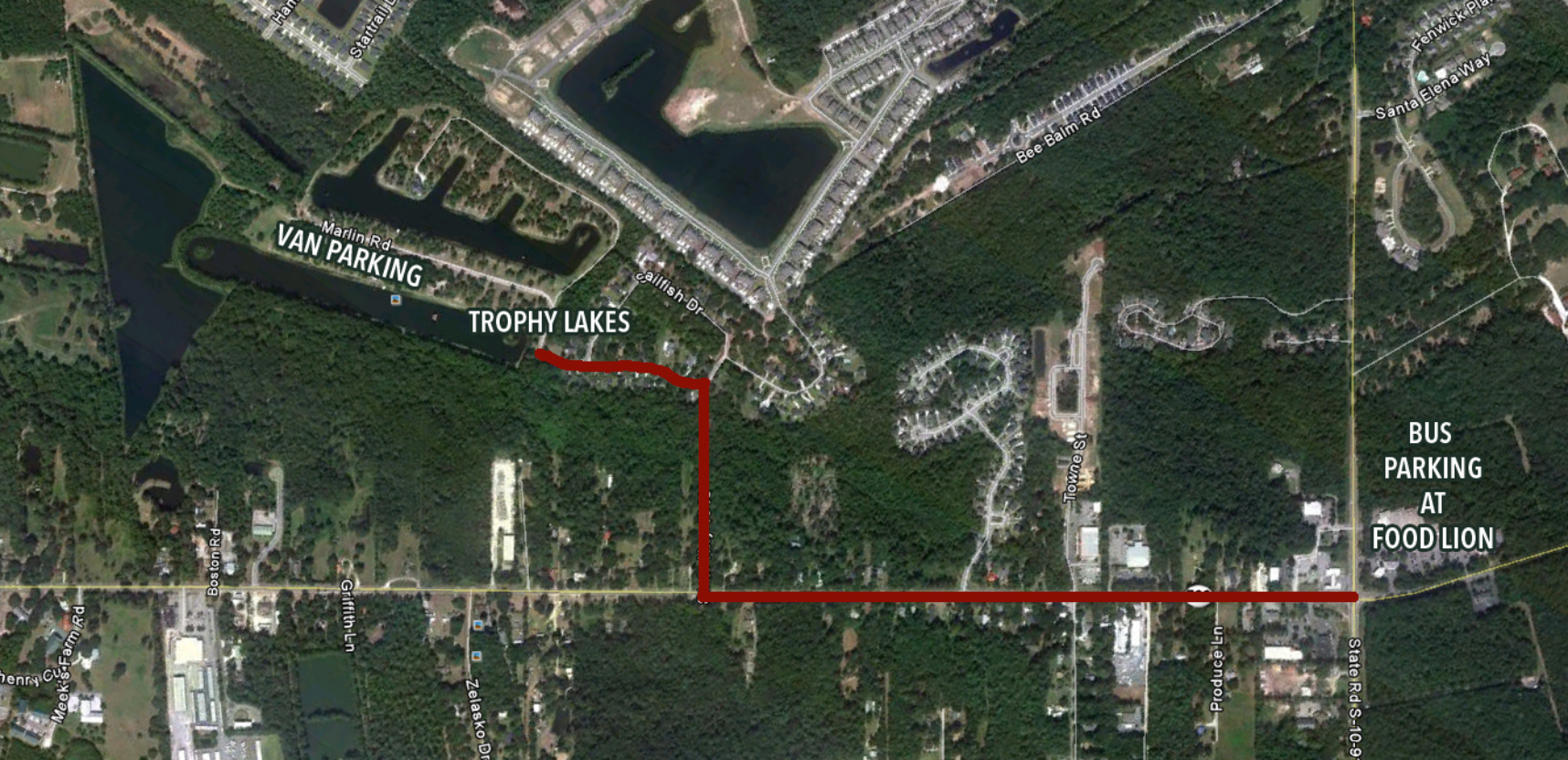
From Downtown Charleston:

Take Lockwood Dr. toward US-17. Lockwood travels underneath James Island Connector (SC Hwy 30). Go underneath next overpass. Turn left at next light heading South onto US-17. Road forks 500 yards after Ashley River Bridge. Take slight LEFT onto Folly Rd. Blvd./Folly Rd/SC-171). Turn RIGHT onto Maybank Hwy/SC-700 immediately after crossing Intracoastal waterway bridge. Proceed over fixed-span Stono River Bridge onto Johns Island. Travel about 1.4 miles. Turn RIGHT onto Sailfish Dr. (prominently marked with a sign for 'Whitney Lake'). Take your first LEFT– this is Marlin Dr. Continue down Marlin Drive to gravel road and arrive at Trophy Lakes. Parking will be on your left.

From Hampton Inn & Suites, Holiday Inn Express and Comfort Inn & Suites on Savannah Hwy:

If headed South on Savannah Hwy/US-17, you will need to turn LEFT on Main Rd. Follow remainder of directions 'From the South' that appear above.

If headed North on Savannah Hwy/US-17 then turn RIGHT onto Wesley Dr./SC-171. Follow remainder of directions that appear above for 'I-26.'



Marlin Rd
VAN PARKING

Trophy Lakes

**BUS
PARKING
AT
FOOD LION**

Boston Rd

Griffith Ln

Zelasco Dr

Towne St

Produce Ln

State Rd S-10-9

Bee Balm Rd

Santa Elena Way

Fenwick Pl

Meek's Farm Rd

**SOUTHERN CONFERENCE
RISK MANAGEMENT STATEMENT**

The Southern Conference recognizes that the host institution is familiar with the facilities it will be providing for use for the Southern 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 that are known to be reasonably defective. If any conditions cannot be cured before the championships, specifics must be provided to the Southern Conference in writing as far in advance as possible. Receipt of any such notice will obligate the Southern Conference to cure the condition in question or to relieve the host of its legal duties with respect hereto.

Crisis Management Protocol

1. **Safety and security first. Call Police and 911 immediately if there are injuries.**
2. Assess the situation.
3. Notify Conference representative on site.
 - a. Alert Commissioner of situation.
4. Designate person in charge.
5. Notify institution Athletics Director or senior-most administrator in charge.
 - a. Implement *institutional* Crisis Management Procedures.
 - b. Secure additional help.
 - c. Get Conference representative on site.
 - d. Contact university administrators, parents.
 - e. Have one central contact for releasing information (SID).
6. Contain/control activities around incident.