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Section 1: Sponsoring Institutions

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

Austin Peay State University
Belmont University
Eastern Illinois University
Eastern Kentucky University
Jacksonville State University
Morehead State University

Murray State University
Southeast Missouri State University
Southern Illinois University Edwardsville
Tennessee State University
Tennessee Technological University
University of Tennessee at Martin

Section 2: Important NCAA Dates

2020

February 26-27

Ohio Valley Conference Championship
Birmingham Crossplex
Birmingham, AL

March 13-14

NCAA Indoor Track & Field Championship
Albuquerque, NM

For information regarding this handbook, please contact:

Jonathan Owens, Assistant Director of Championships
Ohio Valley Conference
215 Centerview Drive, Suite 115
Brentwood, TN 37027
(615) 371-1698(ext. 6693) – direct
(678) 595-2661– cell
jowens@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
Travis Tellitocci, Associate Commissioner/FB, BB, Officiating.....	615-371-1698 Ext. 6688
Kyle Schwartz, Assistant Commissioner/Media Relations.....	615-371-1698 Ext. 6685
Stephanie Castera, Assistant Commissioner/Institutional Services, SWA	615-371-1698 Ext. 6684
Kate Barnett, Assistant Commissioner/Championships.....	615-371-1698 Ext. 6682
Heather Brown, Director of Media Relations.....	615-371-1698 Ext. 6687
Trevor Reeves, Director of Compliances/Institutional Services.....	615-371-1698 Ext. 6683
Bryce Robinson, Director of Digital Media.....	615-371-1698 Ext. 6691
Jonathan Owens, Asst. Director of Championships	615-371-1698 Ext. 6693
Lauren Berst, Director of Administration.....	615-371-1698 Ext. 6692
Jon Kuka, General Manager, OVC IMG Sports Marketing.....	615-371-1698 Ext. 6686



Birmingham Crossplex, City of Birmingham

2337 Bessemer Road
 Birmingham, AL 35208
www.birminghamcrossplex.com

Preston Kirk, Facility205-279-8951
 Christy Mixon, Operation.....205-297-8305
 Dedra Miele, Catering.....205-541-0405

Preston.Kirk@birminghamal.gov
christy.mixon@birminghamal.gov
dedra@eatyellowbicycle.com

2020 Ohio Valley Conference Indoor Championship Wednesday, February 26 & Thursday, February 27

*All Times Central

Tuesday, February 25

6:00pm Coaches Meeting (Crossplex hospitality room)

6:00pm Practice Facility Open

Wednesday, February 26

(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

12:00 PM – Long Jump – M

12:00 PM – High Jump – W

3:00 PM – Long Jump - W

3:00 PM – Pole Vault – M

Running Events

2:40 – 60m H Trial – M

2:50 – 60m H Trial – W

3:10 – 400m Trial – M

3:20 – 400m Trial – W

3:40 – 60m Trial – M

3:50 – 60m Trial – W

4:05 – 800m Trial – M

4:15 – 800m Trial – W

4:30 – 200m Trial – M

4:40 – 200m Trial – W

4:50 – 5000m – M

5:10 – 5000m – W

5:35 – DMR – M

5:50 – DMR – W

Thursday, February 27

(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

12:00 PM – Triple Jump - W

12:00 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

2:10 PM – High Jump - M

Running Events

12:30 – Mile - M

12:45 – Mile - W

1:05 – 60m H- M

1:15 – 60m H- W

1:30 – 400m - M

1:35 – 400m - W

1:50 – 60m - M

1:55 – 60m - W

2:10 – 800m-M

2:15 – 800m-W

2:30 – 200m - M

2:35 – 200m - W

2:45 – 3000m -M

3:05 – 3000m -W

3:35 – 4 x 400m Relay – M

3:45 – 4 x 400m Relay – W

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. A coach's vote 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. A coach's vote at the conclusion of the championship 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.26 at 9:00 am. On Thursday, Feb. 27, 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 mornings.

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, Birmingham, AL.

Section 9: Credentials

All-Access Credentials. Administrators (Athletic Directors, Senior Women's Administrator, etc.) and their guests will also 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 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. Upon entry teams will be required to do a mandatory spike check. Spikes will be checked before entering the track and warm up area. Spikes must comply with Crossplex standards below.



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 warm up area.

Credential boards will be posting at entry point.

Section 10: Entry Procedures

Entry Deadline. The entry deadline is **Monday, February 24, 2020 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. Located on lower level of the facility. See venue map in Section A. Teams will need to provide their own towels.

Restrooms. Located through the track facility.

Concessions. Located in the main lobby. **Outside food and drink are not allowed in facility. For team meals, please contact the Crossplex catering.**

Dedra Miele, Catering.....205-541-0405

dedra@eatyellowbicycle.com

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 for the 60-Meter Dash and 60-Meter High Hurdles:

- a. Lanes for the first round of competition shall be drawn by lot
- b. For succeeding rounds, lanes shall be assigned in the following order, weighing place first (for those qualifying by place), and times second as follows: **4-5-3-6-2-7-1-8.**
- c. Heat winners will advance, with the next fastest times equal to eight (8).
- d. If more than four first-round heats are necessary, then trial heats will be run. See QUALIFYING METHOD A below.

QUALIFYING METHOD A:

- ≤ 5 Heats { 33-40 competitors } Top two (2) plus the next fastest times, equal to 16
- ≥ 6 Heats { 41+ competitors } Heat winners plus next fastest times, to equal 16

Procedures for the 200-M and 400-M Dash:

- a. Runners will advance to the final based on qualifying time only
- b. In the first round of competition, lanes will be drawn by lot
- c. Lanes 1 and 2 will be not be used in the 200-M dash
- d. Lanes 1 and 2 will not be used in the 400-M dash if possible
- e. Lanes shall be assigned as follows: **5-6-4-3**
- f. The finals will be run as split final with four fastest in second heat
- g. See QUALIFYING METHOD B for the method of qualifying from trial heats to the final.

Procedures for the 800-M:

- a. A two-turn stagger will be used
- b. In the first round of competition, lanes will be drawn by lot
- c. Eight (8) runners will qualify for the final
- d. Lanes for the final will be drawn by lot
- e. See QUALIFYING METHOD B for the qualifying criterion
- f. Follow in accordance with NCAA Rules (*amended 7/9/06*)

QUALIFYING METHOD B:

2-3 Heats {9-19 competitors} Top two (2) plus next fastest times, equal to 8
≥ 4 Heats {24+ competitors} Heat winners plus next fastest times, equal to 8

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	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.

18 or fewer 1 heat, 19+ 2 heats, 14 in fast section and all others in 2nd section

Procedures for Relays:

- a. All teams will run in one section of the Distance Medley Relay
- b. If there are more than six (6) teams declared for the 4 x 400-M Relay, the final will be run in two sections, with no fewer than four teams in the fast section.

Procedures for the Weight Throw, Shot Put, Long Jump, and Triple Jump:

- a. Nine (9) will qualify for the finals in each event
- b. Flights are drawn by performance, with best performers being randomly seeded in the last flight. *(revised 7/4/05)*
- c. A ten-minute warm-up period will be available between flights
- d. Two boards shall be available for the triple jump. In the women’s triple jump, one board will be set at a minimum of 32 feet. In the men’s triple jump, one board will be set at a minimum of 36 feet. *(approved 3/07)*

Procedures for the Pole Vault and High Jump:

- a. The order will be determined by lot
- b. A continuous flight of five (5) will be used
- c. Increments shall be 6 inches (Pole Vault) and 2 inches (High Jump) and the starting heights base should be as close to the following (qualifying standards):

	<u>MEN</u>	<u>WOMEN</u>
Pole Vault	3.82 – 12’6 ¼	2.74 – 9’0” <i>(amended 3/07)</i>
High Jump	1.73 – 6’0”	1.43 – 4’10 ¼

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, ATC and volunteers. Media and administration that have notified the conference office of attendance will be able to enter the OVC staff VIP room during these times.

Hospitality room meal hours: Lunch 11-2, Dinner 4-6

Section 15: Medical/Training Room Information

Athletic Training Services. The Athletic Training room will be located on the west side of the facility. See Facility Map, Section A.

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 travelling without a Certified Athletic Trainer, please notify us 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.

Important Contacts:

Jim Nave, Head Athletic Trainer 217-251-2710 (c)
 Alennix Merejo, Head Athletic Trainer 407-235-4037(c)

Section 16: Official Travel Party/Squad Limitation

Travel Party List. All participating institutions must complete and submit the official travel party list (Appendix Section D) to the Conference office no later than **Monday, February 24, 2020 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 17: Participant Gifts

Championship Programs. Official Ohio Valley Conference championship programs are available for download online at www.OVCSports.com (Championships page).

Section 18: Protests

Protests. There shall be a protest table with an official present at all times. 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 19: 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. See section A for facility map.

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. The evaluation can be accessed via the OVC Member's Only webpage or by entering the following web address into your web browser:

Section 20: 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 21: 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 22: 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	\$2.00

Credentials. Credentials will be provided to the coaches at the coaches' meeting on Tuesday, February 25, 2020. Please notify Jonathan Owens or Heather Brown 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 23: Transportation and Parking Procedures

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

Guest parking. \$5.00

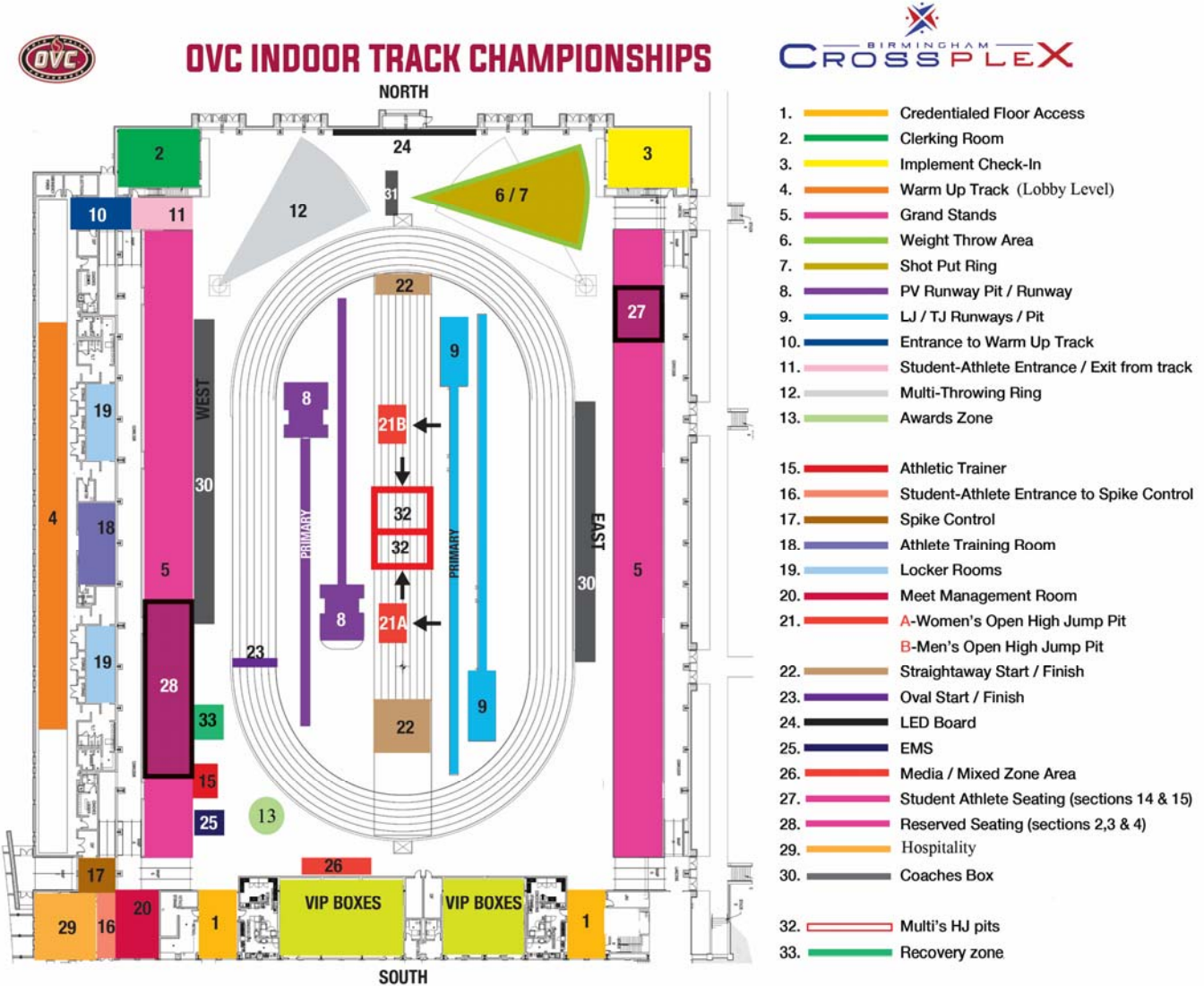
Section 24: Video

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

Section A: Facility Map

Birmingham Crossplex Venue

Link to facility map: <http://www.birminghamcrossplex.com/facilities/indoor-track-and-field/>



Section B: Travel Party Form



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

INSTITUTION: **MEN:** **WOMEN:**

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

PARTICIPANT GIFTS/AWARDS: 32 participant gifts will be provided to the entire championship travel party. 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.	<input type="text"/>
2.	<input type="text"/>
3.	<input type="text"/>
4.	<input type="text"/>
5.	<input type="text"/>
6.	<input type="text"/>
7.	<input type="text"/>
8.	<input type="text"/>
9.	<input type="text"/>
10.	<input type="text"/>
11.	<input type="text"/>
12.	<input type="text"/>
13.	<input type="text"/>
14.	<input type="text"/>

15.	<input type="text"/>
16.	<input type="text"/>
17.	<input type="text"/>
18.	<input type="text"/>
19.	<input type="text"/>
20.	<input type="text"/>
21.	<input type="text"/>
22.	<input type="text"/>
23.	<input type="text"/>
24.	<input type="text"/>
25.	<input type="text"/>
26.	<input type="text"/>
27.	<input type="text"/>

+	NAME (First & Last)	AFFILIATION (e.g. Coach, Manager, ATC)
28.	<input type="text"/>	<input type="text"/>
29.	<input type="text"/>	<input type="text"/>
30.	<input type="text"/>	<input type="text"/>
31.	<input type="text"/>	<input type="text"/>
32.	<input type="text"/>	<input type="text"/>

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 may type their name or print, sign and scan signature)

Head Coach's Cell: **Date form was completed:**

FAR or Senior Compliance Officer:

PLEASE TYPE AND RETURN THIS FORM TO JONATHAN OWENS, OVC OFFICE,
EMAIL JOWENS@OVC.ORG

Section C: Protest Form



**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