

**2016**

**MEN'S AND WOMEN'S  
CROSS COUNTRY CHAMPIONSHIPS**

**PARTICIPANT MANUAL**



**October 29, 2016**

**Delaware State Outreach & Research Center  
Smyrna, DE**

**Hosted by Delaware State University**

# 2016 MEAC Cross Country Championships

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## KEY CONTACTS

Mid-Eastern Athletic Conference  
2730 Ellsmere Avenue | Norfolk, VA 23513  
Office Phone: (757) 951-2055 | Office Fax: (757) 951-2076

### MEAC Championship Personnel

Raynoid Dedeaux, Asst. Commissioner for Championships	757-951-2055 <a href="mailto:dedeauxr@themeac.com">dedeauxr@themeac.com</a>
Ryan McGinty, Asst. Commissioner for Media Relations	757-951-2055 <a href="mailto:mcgintyr@themeac.com">mcgintyr@themeac.com</a>
Cesley Tafoya, Director of Multimedia/Marketing Coordinator	757-951-2055 <a href="mailto:tafoyac@themeac.com">tafoyac@themeac.com</a>
Brian Howard, Asst. Director of Media Relations	Office: 757-951-2055 <a href="mailto:brian.howard@themeac.com">brian.howard@themeac.com</a>

### Delaware State University Athletics Department Staff

Louis Perkins, Assoc. Vice President and Director of Athletics	302-857-6030 <a href="mailto:lperkins@desu.edu">lperkins@desu.edu</a>
Mary Hill, Sr. Assoc. Athletic Director for Internal Operations/SWA	302-857-7633 <a href="mailto:mhill@desu.edu">mhill@desu.edu</a>
Dennis Jones, Asst. Athletic Director for Media Relations	302-857-6068 <a href="mailto:djones@desu.edu">djones@desu.edu</a>
Matt Fortune, Assoc. Athletic Director for Facilities	302-857-7258 <a href="mailto:mfortune@desu.edu">mfortune@desu.edu</a>
Terrence Jones, Director of Marketing and Promotions	302-857-6373 <a href="mailto:tjones@desu.edu">tjones@desu.edu</a>
Lori Leary, Director of Sports Medicine	302-857-7552 <a href="mailto:lleary@desu.edu">lleary@desu.edu</a>
Damion Drummond, Head Cross Country Coach	302-857-6040 <a href="mailto:drdrummond@desu.edu">drdrummond@desu.edu</a>

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## **CHAMPIONSHIP INFORMATION**

### **Pre-/Post-Championship Teleconference**

A teleconference will be held prior to the championship on Wednesday, October 12, 2016 to give an overview on championship procedures, rules, and policies. A teleconference will be held after the championship on Tuesday, November 9, 2016 to review the championship operations. The MEAC Office shall provide the head coaches with the call information and time at least one week prior to the calls. Head coaches attendance on the teleconferences are mandatory.

### **Coaches Meeting**

A coaches' administrative meeting will be held the day prior to the championship (Friday, October 28, 2016) to review championship procedures, rules and policies. Declarations and packet pick-up shall take place prior to the start of the meeting. The MEAC Office shall provide the head coaches with the meeting location and time by the pre-championship teleconference date. Head coaches attendance at the meeting is mandatory.

### **Student-Athletes Meeting**

A meeting with the cross country student-athletes and a MEAC Office representative will be held the day prior the championship (Friday, October 28, 2016) to gather feedback from the student-athletes regarding their championship experience. Each head coach shall select two student-athletes from their men's and women's teams to participate in the meeting. The MEAC Office shall provide the head coaches with the meeting location and time by the pre-championship teleconference date. Representation by each team participating in the championship is mandatory.

### **Event Entry Forms**

Championship event entry forms (i.e., MEAC Championship Entry Form and MEAC Academic/Senior Recognition Form) must be submitted to the MEAC Office by the institution's Athletics Compliance Office not later than Friday, October 7, 2016.

Additionally, the head coach of each team shall be responsible for entering the student-athletes to participate in the championship on DirectAthletics by 12:00 a.m. the Monday prior to the championship (Monday, October 24, 2016).

All runners entered to participate in the championship must have appeared on both the MEAC Championship Entry Form and the DirectAthletics entry. No event entries will be permitted after the submission date.

Entries received after the designated deadline must be approved by the championship games committee. A late fine will be assessed. Any exceptions to the roster policy will only be considered in extraordinary circumstances and should be addressed in writing to the Assistant Commissioner for Championships at the MEAC Office. Each head coach should print a copy of its entry forms to take to the championship site.

### **Squad Size and Travel Party**

Each team must have a minimum of five (5) runners to compete in the championship but may not have more than ten (10). Only the 10 student-athletes listed on the entry forms may compete in the MEAC Championship. Coaches will not be able to change the 10 student-athletes on the entry form.

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The travel party shall be not more than twelve (12) individuals (i.e., coaches, student-athletes, etc.).

## **Practice**

The course will be available to all teams for practice and viewing beginning the day prior to the championship (Friday, October 28, 2016). The MEAC Office will provide the head coaches with the time the course will be open by the pre-championship teleconference date.

The course may be closed due to weather or during early-morning hours if there is considerable frost on the race course. Runners will not be able to run on the course until it is cleared by meet management in order to preserve the best possible course conditions for championship races.

## **Team Check-In**

Teams will not be allowed to check-in at the start line. All teams must check-in at the clerking tent.

The head clerk controls the master list of all the teams/individuals that have and have not completed the check-in process. The clerks at the line will only be responsible for ensuring teams have reported to their appropriate boxes. There should be no need to check uniforms, chips, bibs, etc. at the start line.

If a team is missing from a box, the assistant clerk will communicate via radio to the head clerk. If a team has not checked in with the head clerk, the head clerk will radio the assistant clerk(s) to see if they are at the start line and have them report immediately to the tent for check-in.

## **Start Times**

The championship races will be held on Saturday, October 29, 2016. The women's championship race will start at 9:45 AM. The men's race will start at 10:30 AM. All participants must report to the start line at least fifteen (15) minutes prior to the start of the each race.

The games committee may adjust the race start times due to weather related conditions.

## **Starting Boxes**

Coaches will participate in a drawing to select their team's starting boxes during the coaches' administrative meeting the day prior to the championship (Friday, October 28, 2016).

## **Course**

The women's course shall be five thousand (5,000) meters in length. The men's course shall be eight thousand (8,000) meters in length.

## **Course Markings**

The courses shall be marked with white lines, natural boundaries and fencing. Umpires shall be stationed on the course. Kilometer and mile markers shall be located at men's and women's mile and kilometer locations.

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## **Finish Line**

A videotape of the finish line shall be made from an elevated view to determine order of finish only in case of a protest. The finish chute shall be constructed of rope, banners and stakes. Finish-line substitute (5-10) people shall be used in the chute for incapacitated runners.

## **Scoring**

NCAA rules for cross-country scoring will be followed. For scoring procedures, please consult the NCAA Men's & Women's Track and Field/Cross Country Rules Book.

All runners who finish the race will be given an overall finish place. However, only the first seven runners from each team will be used in scoring places. A team shall consist of a maximum of ten (10) participants, but only the first five (5) participants from each team will be counted for scoring. The team scoring the lowest number of points shall be declared the winner of the conference championship. In a case of a tie, co-champions shall be declared.

## **Protest**

A protest area shall be located near the finish line. All protests must be made to the Games Committee within ten minutes of the completion of the race. The ten-minute protest period begins when the results of the race have been posted. There shall be a \$50 protest fee for each protest. The head coach submitting the protest regarding an alleged incident or problem must cite the NCAA rulebook.

## **Games Committee**

The games committee shall consist of the Assistant Commissioner for Championships, Coordinator of Timing, Co-Chairs of the Cross Country Championships, and President of the Cross Country Coaches Association. The decision of the Games Committee is final.

## **Awards**

The following awards will be presented at the completion of the Men's and Women's Cross Country Championships: men's/women's championship trophy, men's/women's runner-up trophy, men's/women's Outstanding Performer Award (first place finisher), men's/women's Outstanding Coach Award (Head Coach of Championship team). Individual awards (medals) will be provided to the men's/women's top fifteen (15) finishers. No additional awards, unless otherwise approved by the MEAC Office, may be presented to the student-athletes and coaches of the participating teams.

## **Awards Ceremony**

The awards ceremony will be conducted immediately following the conclusion of the final championship race. Coaches, student-athletes and team personnel shall be in proper attire (e.g., official team uniform or warm-up suit) for the presentation of awards.

## **Evaluation Forms**

Each head coach shall complete and return the championship evaluation form to the MEAC Office prior to the post-championship teleconference date (Tuesday, November 9, 2016). The evaluation form may be accessed on the MEAC website (MEACSports.com) and submitted electronically.

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## **Competition Numbers**

The MEAC Office will provide each team with competitive numbers for each athlete listed on the team's entry form. Competitive numbers shall be worn on the front of each runner's uniform. The tag on the bottom of each finisher's competitive number will be pulled off at the finish line by the chute officials for scoring purposes.

## **Uniforms**

*[Reference: Rules 4-3.1, 4-3.3, 4-3.4, 4-3.5, and 8-8 in the Rules Book and Bylaw 12.5.4 in the NCAA Manual.]*

Uniform and logo rules contained in Rules 4-3.1., 4-3.3, 4-3.4, and 4-3.5 shall apply, in addition to the following.

In all events and award ceremonies, competitors must wear the proper uniform (warm-ups included) of the institution they represent in the championships.

Uniforms for all cross country team members must meet the following criteria:

- All cross country team members must wear uniforms clearly indicating, through color, logo and combination of all worn outer garments, that members are from the same team;
- Visible undergarments on top (e.g., t-shirts) worn by team members must be of an identical solid color. Visible undergarments on the bottom (e.g., tights of any length) must be of an identical solid color.

## **Logos**

An institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2¼ square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restriction.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2¼ square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution/conference.

These restrictions apply to all apparel worn by student-athletes during the conduct of competition, which includes pre-race or post-race activities.

This bylaw will be strictly enforced at all MEAC Championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the MEAC Office.

The logo restriction on student-athletes' apparel set forth in Bylaw 12.5.4 shall apply during MEAC Championships to all personnel (e.g., coaches, trainers, managers) for practices and competition or who participate in news conferences.

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## **Cups, Coolers, Water Bottles and Hydration Products**

Competitors of MEAC Corporate Partner Coca-Cola may not provide product (beverages, water, isotonic) for any MEAC championship, even if the competition offers product for free or at a reduced cost.

Participating teams may use other items. These items, however, must not display any commercial marks (e.g., logos and graphics of commercial products such as Gatorade), or such marks must be covered completely (this requirement applies on the sidelines and in competition areas, media areas or any other back-of-house areas).

## **Hospitality**

A hospitality area containing fruit and beverages will be available for student-athletes on the day of competition near the start and finish lines.

## **Medical Procedures**

An athletic training area will be available for student-athletes during the championships. The medical area will be located near the start and finish lines. A certified athletic trainer will be on site during the championship. The nearest hospital is:

Smyrna Health & Wellness Center  
100 S. Main Street  
Smyrna, DE 19977  
(302) 659-4444

## **Critical Incident Response/Emergency Plan**

The host institution's Critical Incident Response/Emergency Plan shall be used for the MEAC Cross Country Championships. The host institution representative will provide an overview of the plan during the coaches' administrative meeting on the day prior to the championship (Friday, October 28, 2016).

## **Weather/Lightning**

Following NCAA protocol, the host institution shall use WeatherSentry online lightning detection and weather monitoring system. Once lightning enters the 30-mile radius of competition, preparations shall begin to protect the student-athletes and spectators.

Once lightning enters within an eight-mile radius of the site, competition must stop and student-athletes and spectators shall be moved to safe areas. No activity shall begin until 30 minutes have passed since the last lightning strike inside the warning ring.

The host institution shall employ an automatic lightning prediction system that accurately measure the conditions suitable to lightning within a twelve-mile radius of the championship course.

The games committee shall determine when conditions have returned to normal.



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## **MEDIA RELATIONS**

### **Media Credentials**

To request media credentials, contact Brian Howard, Assistant Director of Media Relations at 757-951-2055 or at [brian.howard@themeac.com](mailto:brian.howard@themeac.com). Credential applications will also be available online at [www.MEACsports.com](http://www.MEACsports.com). Approved credential requests will be available Saturday, October 29, 2016, one (1) hour prior to the start of the women's championship at a location to be determined.

### **Results**

Results will be updated on the conference website, [www.MEACsports.com](http://www.MEACsports.com), immediately following the meet. Results will also be e-mailed to all MEAC sports information directors, head coaches and media outlets at the conclusion of the meet.

### **Post-Race Interviews**

Post race interviews will take place in a designated media area immediately following the championship photos and all-tournament team announcements.

### **Press Release**

On the day of the championship, the awards will be publicly recognized, the MEAC Media Relations staff will send out a standard press release to the sports information directors of the conference. This release will also be provided to national and local media by the MEAC Media Relations.

### **Media Obligations**

At the conclusion of the races, the head coach and two members of champion teams are required to participate in a post-race interview.

## **SPORTSMANSHIP AND CONDUCT**

### **Sportsmanship**

The Mid-Eastern Athletic Conference (MEAC) proposes to promote mutual trust and friendly relations among its members by controlling athletic competition and keeping such competition within the bounds of sound educational activity; by promoting clean sportsmanship; and by developing public appreciation for the educational values that accrue from participation in intercollegiate athletics.

The officers and administrators of the MEAC place a high premium on professionalism, sportsmanship, and ethical conduct. As such, there are significant penalties for any breach of conduct during the course of regular season competition and to an even greater extent during the conduct of MEAC Championships.

For the purposes of general definition, misconduct in a MEAC Championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law on the part of any recognized university representative, occurring incident to, en route to, from or at the locale of the competition or practice that discredits the event or intercollegiate athletics.

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## **Misconduct Incident to Competition**

If the act of misconduct occurs during the competition, under normal circumstances, the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between rounds of basketball tournament) when no competition is being conducted, or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition, and conduct the hearing after this action. Other acts of misconduct may be dealt with at the sports committee's convenience.

## **Penalty for Misconduct**

The sports committee (or games committee/jury of appeals authorized to act for it) may at its sole discretion impose any one (1) or a combination of the following penalties on an institution or any student-athlete or representative of any institution, guilty of misconduct occurring incident to, en route to, from, or at the locale of the competition or practice.

- A) Public or private reprimand to the individual;
- B) Disqualification of the individual from further participation in the Conference Championship(s) involved;
- C) Banishment of the individual from participating in one (1) or more subsequent championships of the sport involved;
- D) Withholding all or a portion of the institution's share of revenue distribution;
- E) Banishment of the institution from participation in one (1) or more subsequent championships in which its team in the sport otherwise would be eligible to participate;
- F) Financial Penalties shall be as follows:
  - i) First Offense: \$500 institutional fine and letter of reprimand.
  - ii) Second Offense: \$1,000 institutional fine.
  - iii) Third Offense: \$2,000 institutional fine and one (1) game suspension for the offending coach, institutional staff member and/or student-athletes.

## **Ban from Subsequent Championships**

When a student-athlete or institutional representative is banned from participation in a subsequent championship, such penalty shall be applied to the next Conference Championship event(s) in which the individual's team is involved and the individual otherwise is eligible to participate. In the case of an individual event, the penalty shall be applied to the next Conference Championship event(s), meet(s), or tournament(s) for which the individual qualifies and otherwise is eligible to participate.

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## **SCHEDULE OF EVENTS**

### **Friday, October 28**

Teams Practice Runs/Viewing

Coaches' Administrative Meeting  
(Head Coach Attendance Mandatory)

Student-Athletes Meeting  
(Each Team Representation Mandatory)

### **Saturday, October 29**

Women's Championship Race – 9:45 AM

Men's Championship Race – 10:30 AM

**Awards Ceremony will immediately follow the completion of the men's race.**

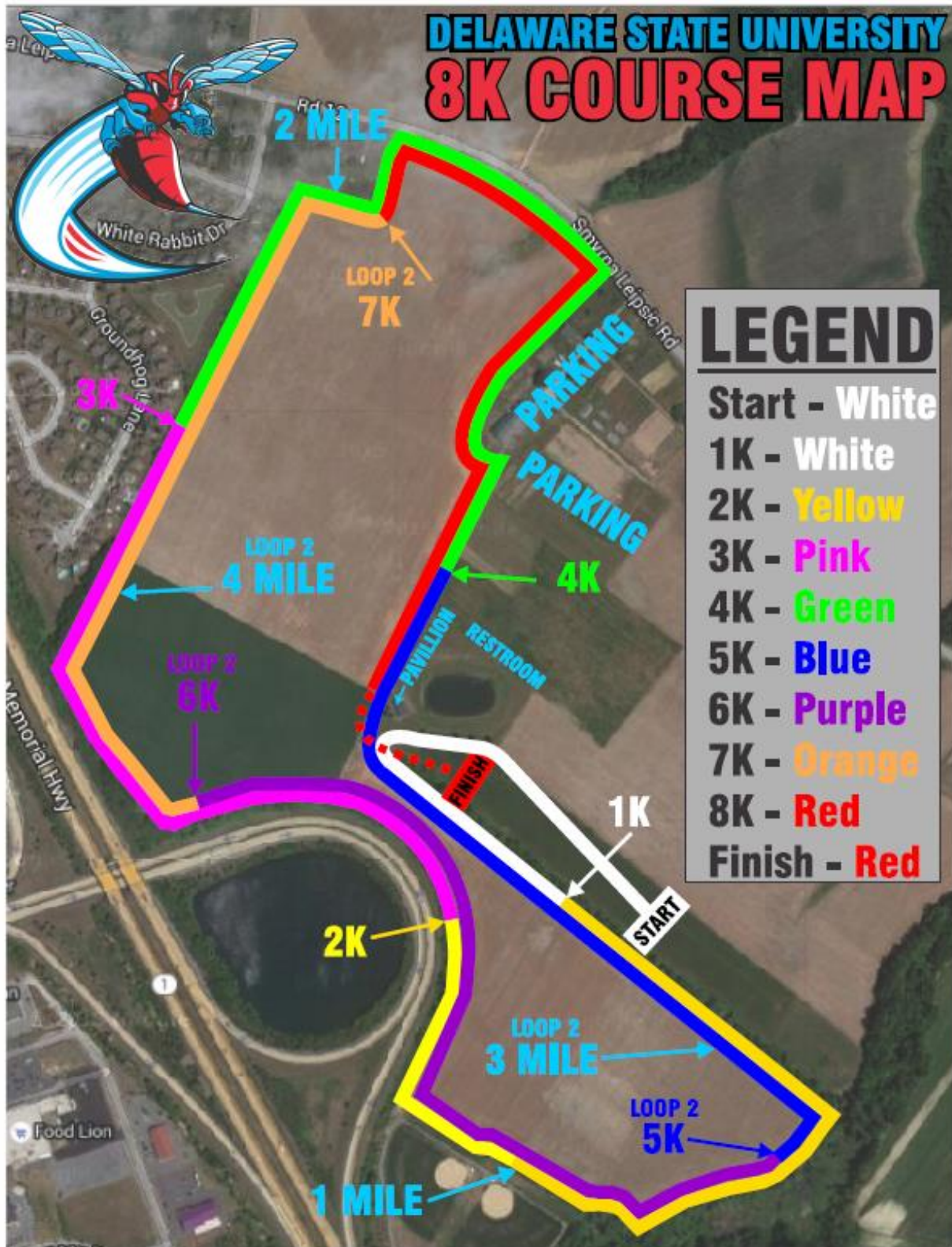
# 2016 MEAC Cross Country Championships

## WOMEN'S 5K COURSE



# 2016 MEAC Cross Country Championships

## MEN'S 8K COURSE

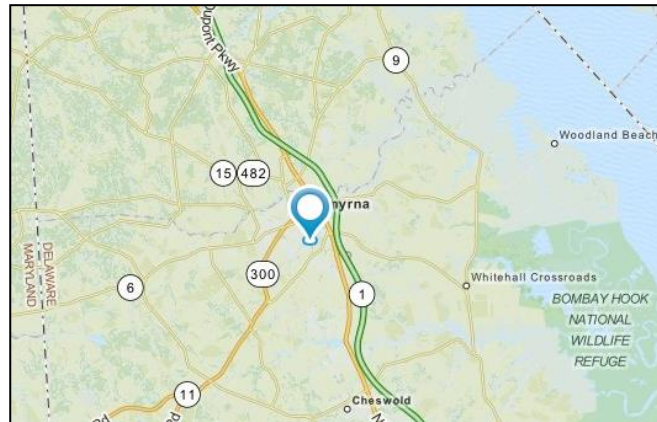


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## DRIVING DIRECTIONS

Delaware State University Outreach & Research Center  
884 Smyrna-Leipic Road |Smyrna, DE 19977



### **From Baltimore, MD and Washington, DC**

Take I-95 N toward New York and merge onto I-95 N  
Take exit 4A for DE-7 S/DE-1 toward Christiana Mall Rd  
Turn right onto DE-1 S/DE-7 S  
Merge on DE-1 S/US-13 S  
Continue onto DE-1 S  
Take exit 119A to merge onto US-13 S toward DE-6/DE-300/Smyrna  
Continue on US-13 S  
Turn left onto Rd 12/Smyrna Leipic Rd

### **From Hampton and Norfolk, VA**

Take I-64 E (Hampton Roads Belt) toward Norfolk  
Take I-264 E ramp to VA Beach  
Take exit 282 to merge onto US-13 N/Northampton Blvd toward Chesapeake Bay Bridge Tunnel  
Continue to follow US-13 N  
Turn right onto US-113 N  
Take the ramp onto DE-1 N  
Take exit 114 for US-13 toward DE-6/DE-300/ S Smyrna  
Turn right onto US-13 N/S DuPont Blvd  
Turn right onto Rd 12/Smyrna Leipic Rd

### **South North Carolina and Points South**

Take I-95 N toward Richmond, VA  
Pass through District of Columbia  
Take exit 19A to merge onto US-50 E  
Continue onto US-301 N  
Turn right onto MD-300 E  
Continue onto DE-300 E  
Turn right onto Rd 90/Sunnyside Rd  
Turn right onto Rd 90  
Continue onto Rd 12/Smyrna Leipic Rd

# **2016 MEAC Cross Country Championships**

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## **RESTAURANTS**

McDonald's  
333 N DuPont Blvd  
Smyrna, DE 19977  
(302) 653-6330

Wendy's  
10 N DuPont Blvd  
Smyrna, DE 19977  
(302) 653-2978

Subway  
349 N DuPont Blvd  
Smyrna, DE 19977  
(302) 659-3600

KFC Smyrna  
134 N DuPont Blvd  
Smyrna, DE 19977  
(302) 653-2077

Capriotti's Sandwich Shop  
456 W Glenwood Ave  
Smyrna, DE 19977  
(302) 659-1388

Chick-fil-A  
1440 N DuPont Hwy  
Dover, DE 19901  
(302) 736-5226

McDonald's  
1788 N DuPont Hwy  
Dover, DE 19901  
(302) 734-0950

Wendy's  
1710 N DuPont Hwy  
Dover, DE 19901  
(302) 730-3900

Subway  
1365 N DuPont Hwy #4016  
Dover, DE 19901

Chipotle Mexican Grill  
1141 N DuPont Hwy #101  
Dover, DE 19901

KFC Dover  
1030 Forrest Ave  
Dover, DE 19904  
(302) 730-1338

IHOP  
216 N DuPont Blvd  
Smyrna, DE 19977  
(302) 389-8774

Hardees  
100 Jimmy Dr.  
Smyrna, DE 19977  
(302) 653-7213

Taco Bell  
134 N DuPont Blvd  
Smyrna, DE 19977  
(302) 653-2077

Texas Roadhouse  
4568 S DuPont Hwy  
Camden, DE 19901  
(302) 698-4268