

CROSS COUNTRY OPERATING CODE

I. SPORT STRUCTURE

The Conference structure for cross country is an open-format championship.

II. GAMES COMMITTEE

A. Cross Country Chairpersons

The Conference shall appoint two Athletics Administrators to serve as the link between the athletics administrators and the coaches. The Cross Country Chairperson shall be responsible for communicating the concerns and recommendations of both groups thus ensuring that all parties are fully informed.

B. Cross Country Games Committee

1. Membership: The Games Committee shall consist of three coaches and the Cross Country Chairperson:

- a. present site coach (meet manager)
- b. future site coach
- c. past site coach
- d. Cross Country Chairperson

2. Duties: The Games Committee shall be responsible for:

- a. The organization and conduct of the Championship according to NCAA rules.
- b. Serve as a jury of appeal to act upon written protests submitted at the Championship.

III. MEETINGS

A. Annual Meeting

The annual joint business meeting for the PSAC Track and Field Coaches and the Cross Country Coaches will be held at the discretion of the conference office. Voting rights will be given only to those institutions represented by individuals representing a specific program (one vote per program per school).

B. Championship Meeting

The cross country coaches shall meet together at a site provided by the host school. The meeting will be held on the Friday prior to the Championship.

IV. CHAMPIONSHIP PROCEDURES

A. Officials

1. Meet Director(s): An Athletics Administrator of the host institution shall oversee the administration of the Championship.
2. Meet Manager(s): The head coach(es) of cross country teams of the host school or their designee shall serve as the meet manager(s) of the Championship. The meet manager(s) shall be responsible for the specific administrative duties related to the Championship.

B. Date

The Cross Country Championships shall be held annually on the Saturday three weeks prior to the NCAA Division II National Championship.

C. Site

1. The site of the Cross Country Championships shall be determined by the Conference upon the recommendation of the coaches. This recommendation shall be made two years in advance, if possible. Any member institution with adequate facilities may host the championship. The site of the meet to be recommended to the Athletics Administrators shall be determined by a majority vote of the coaches. Every effort shall be made to rotate the site from East to West every other year.
2. The Cross Country Championships shall be held at a common site.
Future Sites: 2009 – Edinboro (October 31, 2009)
 2010 – California (October 30, 2010)
 2011 – Mansfield (tbd)

D. Meet Procedures

1. The Cross Country Championships shall be conducted in accordance with the current NCAA Men's and Women's Cross Country Rules. The Games Committee is empowered to approve modifications of these rules for wholesome competition.
2. The men's and women's races will alternate starting times each year. (Based on NCAA Regional alternating rotation).
3. Each team will be limited to ten entrants per team to be declared at the Coaches meeting or before the start of the meet in case of emergency.
4. The host institution will be responsible for providing a lead vehicle for the cross country championships if the course is not marked specifically according to NCAA guidelines.
5. The host institution should mail out the information packet by September 1st.
6. Official meet results will be produced by use of a micro-chip/electronic timing device system. The host institution will work with the PSAC Office to secure use of the chips and timing system, and the PSAC Office shall be responsible for the funding of such timing system.

V. LETTER OF INTENT

Each Conference member agrees to abide by the regulations and procedures outlined in the National Letter-of-Intent Program.

VI. AWARDS

- A.** Plaques shall be awarded to the top ten (10) finishers and to each member of the first place team.
- B.** Trophies shall be awarded to the first and second place teams.
- C.** All-Conference certificates shall be awarded to the top twenty (20) finishers in each race.
- D.** A Coach of the Year award shall be awarded to a coach of the men's program and a coach of a women's program.
- E.** An Athlete of the Year award shall be awarded to the athlete who throughout the year best demonstrates outstanding athletic ability and sportsmanship during the entire cross country season at all levels (state, region, nation, etc.).
- F.** A Freshman of the Year award shall be awarded to the athlete who throughout the year best demonstrates outstanding athletic ability and sportsmanship during the entire cross country season as a first year participant (first year of intercollegiate competition).
- G. Voting Procedures** (Athlete, Coach and Freshman of the Year)
 1. Head Coaches shall vote during the week following the NCAA Division II Championships.
 2. Recipients shall be selected via votes for a first and second choice for each award.
 3. A Coach shall **not** vote for his/her own players or himself/herself.
 4. Ties shall be broken by a revote of uninvolved coaches.
- H. Championship Most Valuable Athlete**
 1. A most valuable cross country athlete for men and women from the Conference Championships shall be selected by a vote of the coaches.