

## TRACK AND FIELD

- 1.0 **ADMINISTRATION OF SPORT**
- 1.1 **PERSONNEL AND JOB DESCRIPTION:**  
**HOW SELECTED:** The chairperson and recorder shall be elected by the coaches at the end of the meeting which concludes the current administration's term.  
**LENGTH OF TERM:** Two (2) years.  
**HOW REPLACED:** Should the chair position be vacated, the recorder would serve as chair until the group meets for another election.
- 1.2 **DUTIES OF CHAIRPERSON:** The chairperson shall call for agenda items, organize and conduct the annual meeting.
- 1.3 **DUTIES OF RECORDER:** The recorder will take the minutes of the meeting and distribute the minutes to the coaches and to the liaison Athletic Director. The recorder will also provide copies of the "Motion Worksheets" to all Athletic Directors. Minutes for the December meeting shall be sent by the recorder to all head cross country track and field coaches postmarked no later than December 31. *(revised 5/01)*
- 1.4 **DUTIES OF LIAISON:** To make sure the chair and recorder are elected and assume their duties. To represent the Athletic Directors at the coaches meeting. To represent the coaches at the Athletic Directors meeting by presenting minutes and action items to the Athletic Directors.
- 1.5 **MEET DIRECTOR:** Will be hired to work with the coaches in organizing and directing the championship meet.
- 1.6 **DATE, TIME, PLACE OF MEETINGS:** The annual meeting will be on the Tuesday after the USTCA Convention, as long as the convention remains the first weekend in December (or the first Tuesday of December, should the USTCA move to the summer.) *(revised 5/02, 5/97)*
- 1.7 **OTHER:**
- 2.0 **SPORTS SEASON**
- 2.1 **TRADITIONAL SEASON:**
- 2.1.1 **LENGTH OF PLAYING SEASON:** Maximums – Indoor or Outdoor only = 19 weeks. Both Indoor and Outdoor = 24 weeks. *(revised 8/04)*
- 2.1.2 **FIRST DATE FOR COMPETITION:** Second Friday in January.
- 2.2 **NONTRADITIONAL SEASON:** NCAA Rules Apply
- 2.3 **NUMBER OF VARSITY CONTESTS:** 16 meets per athlete, plus conference meets (Indoor and outdoor counted together). A meet against alumni/ae will not be counted toward the maximum number of meets allowed. *(added 4/91)*
- 2.3.1 **NUMBER OF JUNIOR VARSITY CONTESTS:**
- 2.4 **CONFERENCE MEET:**
- 2.4.1 Conference Indoor meet-- to be scheduled one week prior to the NCAA indoor championships. *(revised 5/03)*
- 2.4.2 Contest the MIAC outdoor championships 2 weeks prior to the NCAA III outdoor championships but no earlier than May 7. *(revised 5/04)*
- 2.5 **SCHEDULING POLICY:**
- 2.5.1 **LAST DATE FOR CONFERENCE COMPETITION:** NCAA Division III National Championship.
- 2.6 **POLICY FOR POSTPONEMENT/RESCHEDULING, ETC.:** Sunday, the day following the second Saturday in May, shall be the designated makeup day in case of weather delay for the outdoor championship. *(revised 1995)*
- 3.0 **GAME/MATCH/MEET/CONDUCT**
- 3.1 **STARTING TIME:** Established by meet director and host school.
- 3.2 **RULES TO GOVERN CONTEST:** NCAA rules. Exceptions by mutual consent only.
- 3.2.1 Time schedule and events shall be established by host institution and meet director.
- 3.3 **SITE PREPARATION REQUIREMENTS:**
- 3.4 **HOME TEAM SHALL:**
- 3.5 **VISITING TEAM SHALL:**
- 3.6 **VISITING TEAM ROSTER LIMIT:**
- 3.7 **POLICY FOR VIDEO/MOVIES:**
- 3.8 **PRESS BOX PROCEDURES/ASSIGNMENTS:** The conference office shall publish indoor and outdoor track and field all-conf. teams as determined in 9.0. *(revised 1995)*

4.0 **GAME SUPPORT STAFF**

5.0 **MIAC/NCAA STATISTICS:**

- 5.1 The track and field coaches recommend that the sports information directors pick a liaison for each sport to assist in centralizing and stabilizing MIAC statistics and records. (Develop a Top 15 indoor and outdoor performance list, MIAC record, annual team finish results (place and points), lists of national qualifiers and All-Americans, and annual All-Conference lists.

6.0 **CONFERENCE CHAMPIONSHIP**

- 6.1 **HOW DECIDED:** A separate championship meet will be held for indoor and outdoor track with competition in all NCAA events. The host schools of the indoor and outdoor championships will supply coaches with tentative time/event schedules prior to the December coaches meeting. *(revised 5/97)*

- 6.1.1 The MIAC Track and Field Championship rotation be set with respect to the viability of an institutions facility and in consideration of the previous host/sites in the rotation. Institutions without a viable facility may opt to make a motion to host the championship at a site of their selection. If an institution does not have a viable facility and does not wish to host the championships at an alternative site, then the next team on the list has the option to host. Institutions that pass on their host year may be added into the rotation with at least three (3) years advance notice if a viable facility is constructed or becomes available. The host rotation for the MIAC Track championships will be as follows: *(revised 5/02, 5/00, 5/99)*.

**Indoor Rotation**

2009 - Concordia

2010 – Carleton

2011 – St. Olaf

**Outdoor Rotation**

2009 – Carleton

2010 – Gustavus

2011 – Concordia

- 6.1.2 The conference indoor pentathlon championships shall be a one day event run according to NCAA rules and held one day prior to the Conference Indoor Track and Field Championships. *(revised 3/92, 4/90)*

Thursday 2:15 pm 55meters

3:00 pm Long Jump

4:45 pm Shot Put

6:00pm High Jump

Friday 11:30 am 55 meter hurdles

1:00pm pole vault

5:30 pm 1000 meters - first event begins at 5:30 pm

- 6.1.3 The Carleton outdoor Decathlon-Heptathlon meet will be the determination of the MIAC Championship in those events and will be scored in the team outdoor track championships. *(revised 1989)*

- 6.2 **POLICY FOR TIE BREAKER:** In case of a tie, there shall be co-champions.

- 6.3 **PROCEDURE:**

- 6.3.1 The time schedule for the meet will be proposed by the host institution and approved at the annual coaches meeting.

- 6.3.1.1 The women's 20# weight event was added to the 1996 MIAC Indoor Track Championship. *(revised 1995)*

- 6.3.2 **The site of the meet:** Conference schools who are scheduled to host the Conference Meets (indoor and outdoor) must complete an "application to host an MIAC Championship" form. The proposed budget will serve as a guideline for the financial conduct of the meet. *(revised 5/01, 5/00, 5/98, added 4/90)*

- 6.3.3 **Entry Deadline:** Entries must be received by noon on Tuesday and be posted at or before 6 p.m. on the same day preceding both indoor and outdoor championships. *(revised 5/08, 5/02)*

- 6.3.3.1 **Late Entries:** There shall be a \$50 late entry fee assessed for any change in meet entries after Monday's entry deadline. A maximum fee of \$50 shall be charged, and these fees shall be deposited with the MIAC. Entries that do not fit the event (i.e.; 5'6" entry in the long jump) will also be subjected to the \$50 late entry fee. The seeder/scorer will be responsible for calling the coach of the team whose entry is in question. The seeder/scorer will be compensated at \$10.00/error. *(revised 5/97)*

- 6.3.3.2 **Establishing the Fields:** There shall be a designated field size (page 4 of MIAC Track and Field Book) *(revised 5/97)* for each event (except women's multi-events). The field shall be fielded using seed performances. However, the number of competitors from any one school shall be limited to six for the indoor championship and eight for the outdoor championship. If openings remain after all other competitors have been, additional competitors from a school (beyond six indoors and eight outdoors) may be added to the field. There shall be no option of designating first or second choices. *(revised 5/08)*

- 6.3.3.4 No late entries will be allowed after heat/sections and flights have been mailed to coaches. No seed is needed for entry in the indoor distance medley relay or the outdoor 4x800 meter relay. *(revised 5/02, 5/97)*
- 6.3.3.5 All challenges and corrections will be due back to the Meet Director by 4:00PM the Wednesday before the championship. Mistakes due to coach's omissions will not be corrected. If a performance which is challenged is not verified, a \$50 fine shall be assessed.
- 6.4 **ADMISSION:**
- 6.5 **OFFICIALS/MEET PERSONNEL:** The host institution is responsible for providing all meet officials. The host institution will provide a list of officials to the conference office immediately following the championship. *(revised 1995)*
- 6.5.1 Officials for the conference meet will receive payment according to the pay schedule submitted with the "application to host" form and approved by the Athletic Directors and Conference Budget Committee.
- 6.6.1 An EMT will be on-call for the MIAC Track & Field Championships. *(added 5/00)*
- 6.7 **PROTEST COMMITTEE:** An "Honest Effort Jury" shall be composed of the head finish judge, head time and assistant starter. The head judge shall act as "foreman" of this jury.
- 6.8 **OTHER:**
- 6.8.1 **Equipment:** The Co-Host Committee is responsible for providing the following equipment:
- 6.8.1.1 Accurate, tape measures, automatic timing devices, watches (12), and scales for weighing throwing implements. A video camera should be on the finish line as a back up in case of an automatic timing system failure. *(revised 1995, revised 5/99)*
- 6.8.2 The MIAC Conference Championship for track & field will follow the operational guidelines set forth in the track & field administrative manual.(MIAC Sport Code serves as policy for sport, track & field administrative manual serves as event module.) *(revised 1995)*
- 6.8.3 In the event that the NCAA should add or change events to be contested at the National Championship, the MIAC will add the event to the conference championship in the year preceding its inclusion in the Division III National Championships (transitional year). Should the new event be replacing another, both events would be contested at the conference level during the transitional year. All events at the conference championships will be scored events. *(added 5/99)*

## 7.0 POST SEASON POLICY AND PROCEDURE

- 7.1 **AUTOMATIC QUALIFIER:** Post season competition standards set up by the respective divisions of the NCAA and the NAIA will determine post season competition.

## 8.0 AWARDS

- 8.1 **CONFERENCE CHAMPIONS:** A conference championship trophy will be awarded to the men's and women's indoor and outdoor team champions.
- 8.2 **ALL CONFERENCE CERTIFICATES/EVENT CERTIFICATES:** See 9.0
- 8.3 **COACH OF THE YEAR:** A women's and men's Indoor and Outdoor Track and Field Coach of the Year will be awarded. Votes will be tallied with the same rankings currently used for track's outstanding athlete award (3-2-1 with the top vote receiving 3 points). If a tie occurs, go to the team place to break the tie. The MIAC office will provide each Coach of the Year with a plaque. *(revised 5/02, 5/00).*
- 8.4 **OUTSTANDING ATHLETE:** For both the indoor and outdoor championships, coaches will vote for the honors of MIAC Outstanding Track Athlete and Outstanding Field Athlete. **AD Liaison** is responsible for distributing voting forms and tabulating results. Release of results will be coordinated with the MIAC office and shared with SID's and coaches. Voting guidelines for both awards follow: *(revised 5/07, 5/03, 5/99, 4/92)*
- A. Coaches may vote for their own athletes.
  - B. Each head coach shall vote for three athletes and three performances for the gender they coach, ranked first, second, and third and earning 5, 3, 1 point, respectively.
  - C. A ballot which does not include three athletes will not be counted. For each award, a coach may list an athlete or performance only once when ranking their votes.
  - D. Co-awards will be given if there is a tie.
- 8.5 The MIAC shall recognize and athlete of the week during the cross country, indoor and outdoor track and field season. During the track and field season there will be both a track athlete and a field athlete honored. *(added 5/02)*
- 8.5.1 Recognize male and female athlete of the week based on previous week's performances for cross country, indoor and outdoor track and field, nominated and voted by coaches. *(added 5/03)*

8.6 **MIAC SPORTSMANSHIP TEAM:** Teams will elect one member from their team who displays good sportsmanship throughout the season to be a member of the All-MIAC Sportsmanship team. These individuals will be selected by the team and head coach, with the head coach bringing the selection to the coaches meeting (where applicable or sent to conference office at the end of season). Only one student-athlete from each team may be selected. All institutions will have one representative, with final team choice selected by the head coach. The award will be publicized with other conference awards at the end of the season. This award is in name only, no certificate or plaque provided (no ties allowed). *(added 12/06)*

9.0 **ALL CONFERENCE TEAM SELECTION**

9.1 The top three individuals in each event and the first place relay team will be designated “All-Conference” and will receive an MIAC “All-Conference” certificate. Fourth through sixth place finishers in the open events and second through sixth place finishers in the relays will be designated “All-Conference Honorable Mention”. *(revised 05/07, 5/99, 1995)*

10.0 **MISCELLANEOUS**