



Commission on Athletics

Cross Country Guide

July 2007

CROSS COUNTRY

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POSTCONFERENCE COMPETITION

1. MEN'S & WOMEN'S CROSS COUNTRY CHAMPIONSHIPS

The cross country team state champions and individual champions for both men and women shall be determined in a single meet, including teams and individuals advancing through regional competition.

2. CONFERENCE REPRESENTATION

Conference competition shall end as specified in COA Bylaw 3.11. Advancement to the state championship will be in accordance with Section 4.4 of this guide.

3. GENERAL GUIDELINES FOR POSTCONFERENCE COMPETITION

3.1. ONSITE HOST ADMINISTRATORS FOR POSTCONFERENCE EVENTS (SEE COA BYLAW 6.12.)

3.2. ONSITE PROTEST COMMITTEES FOR POSTCONFERENCE EVENTS (SEE COA BYLAW 6.13.)

3.3. FINANCIAL CONSIDERATIONS (SEE COA BYLAW S 6.8, 6.15, AND 8.1.3.)

4. REGIONAL AND STATE CHAMPIONSHIPS

4.1. DATES (SEE COA BYLAW 3.11.) (4/7/06)

A. Regionals

Regional meets will be held on either the Friday or Saturday two (2) weeks prior to the state championship meet. The women's race will start at 10:00AM and the men's race will start at 11:00AM, or the women's race will start at 2:00PM and the men's race will start at 3:00PM, depending on the availability of the site. Alternate times may be used if determined by a majority vote of the regional rules committee.

B. State Championship

The state championship meet will be conducted on the Saturday preceding Thanksgiving. The women's race will start at 10:00AM and the men's race will start at 11:00AM, or the women's race will start at 2:00PM and the men's race will start at 3:00PM, depending on the availability of the site. Alternate times may be used as determined by the 5CTCA Executive Board.

4.2. SITE (SEE COA BYLAW 6.8.6 AND 6.14.3.)

A. Regionals (4/7/06)

1. North: The Northern California regional site and host college will be determined by a majority vote of the NorCal Committee at the January meeting at least two (2) years prior to the event.

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2. South: The determination of the host conference for the regional meet is based on a rotation. Once the rotation has been completed, the order will remain the same for subsequent years:

2007 Orange Empire Conference
2008 South Coast Conference
2009 Western State Conference
2010 Pacific Coast Conference
2011 Foothill Conference

The host conference will determine the site for the meet.

The host conference will designate the host college responsible for event administration.

B. State Championship (4/7/06)

1. Colleges wishing to host a men's and women's state meet shall submit a written application (two years prior to the meet) directly to the CCCCTCA President no later than the Monday prior to the CCCCTCA December meeting. (4/5/07)
2. Site applications shall include the following:
 - a. A description of the course to be used at the championship.
 - b. The name of the event manager and/or the meet director.
 - c. A description of the courses in case of inclement weather.
 - d. Methods to be used for event scoring, i.e., computer, film/tape, and backup systems to guarantee accurate finish placement and scoring.
 - e. The availability of transportation to the site.
 - f. The availability of appropriate inexpensive lodging, meals, and transportation for participants.
 - g. The availability of meeting rooms for various 5CTCA meetings, i.e. the 5CTCA Board of Directors will require a meeting room for 15 persons, and a meeting room will be needed to accommodate a minimum of 50 coaches plus exhibits.
 - h. The availability of the course for an early season invitational.
3. The awarding of a state championship meet will be done by the selection committee of the 5CTCA Board of Directors. The Board of Directors shall determine procedures to follow in situations when meet directors and/or meet sites change substantially from the time the meet is awarded to the actual time of competition.

4.3. REGIONAL AND STATE RULES AND MEET PROCEDURES (4/7/06)

A. Race Distances

The race distances shall be as close as possible to four (4) miles for men and 5,000 meters for women. Minor variations may be made to care for safe and equitable start and finish procedures.

B. Rules (4/7/06)

A scoring team will consist of no less than five (5) individuals and no more than seven (7) individuals from the same college. The meet shall be conducted in accordance with the rules set forth in the current NCAA Track and Field/Cross Country Rules and the Division I Cross Country Championship Handbook with exceptions as stated in this Guide. Uniform tops shall have one of the following forms of identification placed on the front of the school-issued uniform: college initials, college name, college mascot name, college logo or symbol.

C. Games Committee (See COA Bylaw 6.13.) 4/5/07

There shall be a Games Committee appointed by the 5CTCA president with input from each of the regional chairpersons, including two (2) persons from the north, two (2) persons from the south, plus one (1) recommended by the host college. A Games Committee member shall be appointed by the 5CTCA president to chair the Games Committee. In addition to its other duties (as defined in the NCAA Rulebook), the Games Committee shall select the outstanding male and female athletes of the meet.

D. Protests

Protests relating to matters that develop during the conduct of the state meet shall be made at once and no later than 30 minutes after the final result has been officially announced. Such protests shall be directed in writing to the chair of the Games Committee.

4.4. QUALIFIERS TO THE STATE MEET AND REGIONAL CHAMPIONSHIPS**A. State Qualifying**

A minimum of ten (10) teams shall qualify from each region (north and south), with the possibility of four (4) additional teams from each region also being added, based on the following qualifying procedure: At the regional championships, 50 percent of the scoring teams will qualify to the state meet, with a guarantee of a minimum of 10 and a maximum of 14 teams per region, rounding up if an uneven number. The top 25 individuals placing in the top 50 percent of the finishers in the race would also qualify from each region to the state championships, if not a member of a qualifying team.

B. Regional Qualifying—South

1. **Teams:** Each conference will be allowed one-half plus one, the number of teams in their conference to advance to the Southern California Regional. There will be a maximum of 28 teams running in the regional. At-large teams will be selected by a committee consisting of the Southern California Rules Committee chair and one representative from each of the conferences.
2. **Individuals:** There will be the same number of individuals qualifying to the Southern California Regional from each conference as there are teams that qualify from their conference, as long as those individuals finish in the top 50 percent of the field. No school can have more than four (4) individuals qualify.

Regional Qualifying—North

1. A minimum of 18 teams will qualify. Each conference will qualify the top half of the teams competing, plus one (1) additional team of the colleges scoring in the conference meet. Conferences with odd numbers of scoring teams will round up to determine the qualifying teams. Each team may have up to a maximum of seven (7) runners at the regional championship.

2. In addition, at least two (2) at-large teams will be chosen. If fewer than 18 teams qualify through the procedure listed in 1, then the following criteria will be used to determine the additional colleges to create a field of 18:
 - a. Placement in the conference championship meet; note, the At-large Seeding Committee shall not advance a team to the regionals that finished lower in its conference than any other non-advancing team.
 - b. Overall evaluation of the invitational meet results, with weighted consideration to later-season invitationals.
 - c. Overall season record, with weighted consideration to later season head-to-head competition.
3. The At-large Seeding Committee will consist of one (1) representative per conference and a chair assigned by the Northern California chairperson.
4. Individuals not on a qualifying team advance to the regionals if they finish in the top 50 percent of the finishers in their conference championship meet. If a non-qualifying team does not have a finisher in the top 50 percent, then that team will be allowed one individual qualifier. That individual must be a finisher in his or her conference championship meet.

4.5. RESULTS OF THE MEET

- A. The official results of the state championship shall include name, place, time, college, and year of eligibility (freshman or sophomore) of all qualifiers.
- B. The official results of the state championship shall be posted on the regional websites by the meet management as soon as possible. Results will be sent not later than three (3) days after the meet to:
4/5/07
 1. The COA office. 4/5/07
 2. The available wire services. 4/5/07

4.6. SCORING

- A. The regional and state championships shall be scored in accordance with the rules set forth in the current NCAA Guide.
- B. The mechanics of scoring the state meet shall include a system to ensure the accuracy of the results. The system shall utilize a computer system, filming, and a planned system of backup.

4.7. AWARDS (SEE COA BYLAW 7.2)

Medals will be given to third-place teams with the cost of awards paid by the 5CTCA.

4.8. FINANCES (SEE COA BYLAWS 6.8, 6.15, AND 8.1.3.)

Concessions and Souvenir Programs (See COA Bylaw 6.8.17.)

4.9. EMERGENCY MEDICAL CONCERNS (SEE COA BYLAWS 6.16 AND 9.)

Meet management shall provide for emergency care to include only:

- A. Trainers.
- B. Doctor on call and arrangements for ambulance service.
- C. Adequate supplies of ice and water.

Excerpted from the COA Constitution and Bylaws, Bylaw 4:**4.3 Decorum**

4.3.1 Decorum at California community college events is the responsibility of all participants. For the purpose of this policy, the following definitions apply:

- A. PARTICIPANT — is a player, coach, team member, team attendant, official, or college staff member.
- B. DISQUALIFICATION — is removal from an event for an accumulation of personal or technical fouls, yellow cards, etc. and is not under the jurisdiction of this policy, but are covered by the rules of the sport.
- C. EJECTION — is defined as the immediate removal from further participation in an event as a result of abusive, verbal or physical behavior.
 - 1. First Offense: In addition to immediate ejection from the contest, the individual shall be suspended from the following contest. Each ejection shall be reviewed by the conference commissioner to determine if the ejection is a “strike” and covered by this policy.
 - 2. All ejections shall be treated as first offenses unless a previous “strike” has been declared by the conference commissioner.
 - 3. Second “strike” (same Individual): In addition to immediate ejection from the contest, the individual shall be suspended from all remaining contests including PC.
 - 4. Determination of whether or not an ejection is a “strike” may only be appealed to the conference appeals board. A decision by the conference appeals board is final.
- D. VERBAL OR ABUSIVE BEHAVIOR — is defined as, but not limited to: unsportsmanlike tactics, such as using profanity or vulgarity, taunting, spitting on an opponent, ridiculing, pointing a finger, making obscene gestures, throwing gang signs, baiting of opponents, or inciting undesirable crowd reactions which results in ejection.
- E. PHYSICAL ABUSE — is defined as any physical act that results in ejection.
- F. EVENT — is defined as the time a visiting team or participant arrives at the site until the time the visiting team or participant leaves the site.
- G. FOR WATER POLO: Game disqualification — The official may issue a participant a disqualification which results in disqualification from that contest for overaggressive play or actions that are unacceptable within the spirit of the rules and are likely to bring the game into disrepute. All applications of the rule per the NCAA Rule Book.

(Adopted: April 6, 2007; Effective: July 1, 2007)

4.3.2 Where official playing rules and COA decorum rules differ, the most stringent rules shall be enforced.

4.4 Punishment for Physically Assaulting Officials

Physically assaulting or attempting to physically assault an official shall result in immediate ejection and the individual shall be disqualified from participation in California community college athletic activities for a period of sixty (60) months.

4.5 Punishment for Leaving Bench Area

Coaches or participants entering the field of play from the bench area in reaction to a confrontation shall be ejected and punished as outlined in Bylaw 4.3. If, in the opinion of the officials, a coach going onto the field of play was helpful to the officials in the effort to control players, the penalty against the coach may be waived.

4.6 Punishment for Violation of the Tobacco and Substance Abuse Policy

4.6.1 The use or possession of any form of tobacco, alcohol, or other controlled substances by any participant during California community college-sponsored athletic activity shall be punished by ejection.

4.6.2 Ejection for violation of Bylaw 4.6 shall be the same as those outlined in Bylaw 4.5.

4.7 Reporting of Ejections

4.7.1 Within 24 hours after a contest where there has been an ejection of a player or a participant, the coach of the team shall report the names and circumstances to the athletic director who, in turn, shall immediately inform the conference commissioner. Failure by a coach to report shall be penalized the same as in Bylaw 4.3 and 4.4. Failure of an athletic director to report may be referred to the conference commissioner for disciplinary action. Conference commissioners shall cause the report of ejections to be sent to the next team on the college's schedule.

4.7.2 Coaches or team attendants penalized by any of the above rules are prohibited from participation during a game only, not from carrying out assigned non--game responsibilities.

4.7.3 Each person participating in a California community college athletic event shall receive a copy of this decorum policy and provide a written acknowledgment of understanding.

Sports Information:

If your college does not have a sports information professional to assist you, the California Community College Sports Information Association (CCCSIA) has compiled the following to help you better serve your student athletes.

Prior to the start of each season, each coach should provide a *complete* roster (in column order: Number, Name, [first, then last], Position, Height, Weight, Year of Eligibility, Hometown, High School) to his/her college's sports information office or whoever handles sports information functions (public information, athletic secretary, athletic director, etc.), his/her sport's state statistician and the COA office. Updates should be sent as necessary.

The coach and his or her staff should also know who the local media are and have a directory (phone and fax numbers) of those media outlets. Results of each contest should be reported to the local media regardless of the outcome (win, lose, tie, rainout postponement). The coach is responsible for making sure adequate statistics are being kept on each contest and that a copy of those statistics can be provided to members of the media following each contest. Members of the California Community College Sports Information Association (CCCSIA) have adopted the NCAA standards for statistical reporting.

Coaches should also be willing to serve as ambassadors for their colleges and for the good of the entire community college athletic scene, working closely with their own sports information director, the opponent's sports information director, and the media covering the contest.

The CCCSIA was created in part to help provide direction in the practice of sports information. For other information on sports information responsibilities, questions on various functions of the sports information professionals, or training and instructions for individuals who will be handling sports information responsibilities, please contact a member of the CCCSIA Executive Board.

CCCSIA EXECUTIVE BOARD:

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