



# Lewis University

Championship Tournament Handbook

Saturday, Nov. 8, 2014

## ADMISSION

There will be no admission charged at the 2014 Great Lakes Valley Conference Cross Country Championships. Parking will be charged at \$5 per vehicle.

## AWARDS

The following awards shall be provided by the Conference office and distributed at the awards ceremony:

### MEN'S

1 Trophy to the winning team  
1 Award to the Individual Champion  
15 All-Conference Awards  
1 Coach of the Year Award  
1 Freshman of the Year Award  
Champion T-Shirts

### WOMEN'S

1 Trophy to the winning team  
1 Award to the Individual Champion  
15 All-Conference Awards  
1 Coach of the Year Award  
1 Freshman of the Year Award  
Champion T-Shirts

All coaches will vote on the Coach of the Year immediately following the race. The Male and Female Top Runner will be determined by the top time finished, whereas the Freshman of the Year honor will be awarded to the top Freshman finisher.

## BANQUET

The championship banquet will be held at **7:00 p.m. (CST), Friday, November 7**, in the JFK Recreation Center. *(Please refer to Lewis Campus Map). Buses and vans should park in the GG parking lot.* All coaches and student-athletes are expected to attend.

Dress for the banquet is business casual (nice pants, and golf or button down shirt for men, dress slacks or casual dress for women).

## BIB/HIP NUMBERS

Racing bibs will be provided by the conference office.

## CODE OF CONDUCT/SPORTING BEHAVIOR

Game management policies shall be in place by the host institution to ensure control of all individuals participating in the championships, as well as spectators. These policies must include the GLVC rules related to noisemakers, mascots, motorized vehicles, explosive devices and any other means of celebration that has the potential to hinder athletic competition or make the championship experience uncomfortable for those involved. The host institution is expected to employ game management personnel, including athletic administrators, who are knowledgeable of these policies and procedures and be prepared to enforce those policies should unsportsmanlike behavior occur.

## COURSE LOCATION AND DESCRIPTION

Lewis Cross Country Course which is located on Lewis University campus. Please refer to maps in the Appendix section of the handbook.

## COURSE INSPECTION

The competition course shall be made available for inspection by all institutions on the afternoon prior to the championships. The course will be open from 12:00 p.m. to 5:00 p.m. on Friday, Nov. 7.

## CROWD CONTROL

For all Conference competition event management must enforce the following Conference policies:

- A. Non-permissible Items - patrons may not bring the following items into the park: Alcoholic beverages, bottles, cans, cups or containers, irritants (e.g., noisemakers) or strobe lights. In addition, the park may have additional restrictions on items that can be brought into the park.
- B. Irritants - "Irritants" include such items as oversized flags, banners, or signs that may block the view of other patrons. The management administrators are responsible for determining whether a specific item in

this category represents an “irritant” to other patrons and whether it should be prohibited. No flash bulbs shall be allowed during competition at Conference championships

- C. Distribution of Materials - No person or group may distribute the following materials in the park or adjacent areas that fall under the control of the arena management without the advance written permission of the GLVC including, but not limited to, handbills, flyers, newspapers, memorabilia or promotional materials for other events or activities.

### **GAMES COMMITTEE**

The primary function of the Games Committee is to give specialized assistance and guidance to the championship manager when questions and problems arise during the conduct of the championship where authority for resolution of such problems is not covered by this manual, the NCAA Track Rules Book, or the Conference rules, regulations and agreements.

### **INSURANCE**

Each team shall have adequate medical and accident insurance to cover all student athletes during the championship event, including all transportation involved. All institutions should also carry life insurance or other liability insurance.

### **LODGING**

Each team is responsible for making its own reservations, and is also responsible for all hotel costs. A more extensive list of hotel properties can be found in the Appendix section of the handbook.

### **LIGHTNING POLICY**

- A. The host institution's lightning policy shall be followed provided it is at least as stringent as NCAA guidelines.
- B. When the host institution does not have a lightning policy, NCAA guidelines shall be followed.
- C. If a lightning policy will be used that differs from NCAA guidelines, this policy will be communicated by the host institution to the participating teams and GLVC staff prior to the start of the Championship.

### **PRACTICE TIME AVAILABLE FRIDAY, NOV. 7**

The course will be open for self-guided tours and practice at Noon. Packets will be distributed Friday night at the coaches meeting.

### **SCHEDULE OF EVENTS FOR SATURDAY, NOVEMBER 8**

7:00 am - Course open

9:30 am - Coaches Meeting

10:30 pm - 8k meter Men’s Championship Race

11:30 pm - 6k meter Women’s Championship Race

12::30 pm - Awards Ceremony

### **FACILITIES**

Portable bathrooms will be available; however, no showers or changing facilities will be available. Athletes should come dressed to run. Locker rooms will not be available after race is finished for athletes to change.

### **COURSE DESCRIPTION**

Please refer to the maps in Appendix

### **RESULTS**

Preliminary results will be posted near the finish line as quickly as possible. Results will be posted on [www.glvc-sports.com](http://www.glvc-sports.com) after the completion of both races.

## **MEDICAL**

Athletic trainers will be available on site. Water and ice will be provided. There are no modalities available at the park. Teams are asked to please bring their own taping materials.

## **TIMING AND SCORING**

All timing, scoring and results services will be provided by Big River Running Company.

## **EVENT MERCHANDISE**

GLVC championship apparel will be available for purchase on-site. Cash or check is the only acceptable payments.

## **DRIVING DIRECTIONS**

Lewis University  
One University Parkway  
JFK Sports Center  
Romeoville, IL 60446

### **FROM THE NORTH**

Take the I-355 toll way going south until you reach I-55. Take I-55 south to WEBER ROAD. Continue south on WEBER ROAD to RENWICK ROAD. Turn LEFT (east) on RENWICK ROAD, and continue to ROUTE 53. Turn LEFT on ROUTE 53 north. The Lewis campus is 1/2 mile on your LEFT.

### **FROM THE EAST/WEST**

Take I-80 to the LARKIN AVENUE (ROUTE 7) exit in Joliet.  
Go North on LARKIN (it joins WEBER ROAD) to RENWICK ROAD.  
Turn right (East) On RENWICK ROAD and proceed to ROUTE 53.  
Turn LEFT on ROUTE 53 north. The Lewis campus is 1/2 mile on your LEFT.

### **FROM JOLIET**

Take LARKIN AVENUE north to join WEBER ROAD.  
Continue north on WEBER ROAD to RENWICK ROAD.  
Turn RIGHT (east) on RENWICK ROAD.  
Turn LEFT on ROUTE 53 north. The Lewis campus is 1/2 mile on your LEFT.

### **FROM CHICAGO**

Take I-55 (STEVENSON EXPRESSWAY) south to WEBER ROAD.  
Continue south on WEBER ROAD to RENWICK ROAD.  
Turn LEFT (east) On RENWICK ROAD and continue to ROUTE 53.  
Turn LEFT on ROUTE 53 north. The Lewis campus is 1/2 mile on your LEFT.

## **MEDICAL INFORMATION**

A certified athletic trainer, as well as EMT personnel, will be on site during the Championships. In addition, the training room at Lewis University will be open Friday, November 7 from 9 am – Noon and 1 pm – 5 pm. For more information, please contact Athletic Trainer Rachael Patera Cell 815-325-9809. You need to have a form from your training staff to receive treatment.

## MEETINGS

### **On-Site Meeting**

The head coaches meeting will be held **Friday, Nov. 7, immediately following the Championships banquet upstairs overlooking the indoor track.** Representatives from the GLVC, the Cross Country committee, event management, sports information, sports medicine, Illinois Prep Top Timing and other support areas will be in attendance to review information and answer questions pertaining to the championship. Please make all necessary transportation arrangements for your team at the conclusion of the Championships banquet. Coaches who do not attend the meeting are subject to disciplinary action.

## OFFICIAL PARTICIPANT LISTS/ENTRY PROCEDURE

1. Head Coaches must enter the championship via <http://www.directathletics.com/>
2. Coaches either log-in OR create a new account.
3. Enter or upload your roster and save changes. Please be sure to include your athlete's TFRRS numbers. - **NOTE you are not done yet!**
4. Click link at the bottom of the page to return to main menu
5. Find the **GLVC Cross Country Meet (hosted by Lewis)** in the list of events and click the icon to enter meet.
6. Coaches will then choose which athletes will be participating. Once finished save changes and you are officially entered
7. Coaches should notice the entries icon (next to the meet name) increased with their entry.
8. Any questions please contact Bob Geiger at [bgeiger357@gmail.com](mailto:bgeiger357@gmail.com)

## PARKING

Parking at Lewis University will be located in lots GG and N. Parking is \$5 per vehicle.

## PARTICIPANT GIFT

For the 2013-14 academic year, the Conference Office provided logo and detailed bibs that is to serve as a keepsake and is part of the league's branding initiative.

## RULES

The rules for the GLVC Men's and Women's Cross Country Championships shall conform to those rules adopted by the NCAA for the Division I Cross Country Championships.

### Schedule of Events

#### **Friday, October 25**

Training Room Open 8:00 a.m. – 12:00 p.m.	JFK Recreation Center.
Course Inspection 12:00 p.m. – 5:00 p.m.	Lewis Cross Country Course
Banquet 7:00 p.m.	Lewis University Indoor Track at JFK Recreation Center
Coaches Meeting immediately following banquet	Upstairs JFK Recreation Center

#### **Saturday, October 26**

Athletics Training By Appointment	inside JFK Recreation Center or Out by Finish Line
Course Opens 7:00 a.m.	Lewis Cross Country Course
Men's 8k 10:30 a.m.	Lewis Cross Country Course
Women's 6k 11:30 a.m.	Lewis Cross Country Course
Awards Ceremony approx. 12:30 p.m.	Lewis Cross Country Course

### **SPORTS INFORMATION/MEDIA INTERVIEW POLICY**

In an effort to promote the sport of cross country and the GLVC, all head coaches must cooperate and fulfill any reasonable media requests for interviews. In addition, coaches should make student-athletes available in the same manner. Interviews will be conducted on or near the course following a cooling off period. A member of the GLVC Media Relations staff or the Maryville University Media Relations staff will inform each institution's Sports Information representative or head coach of any requests for interviews following the contest.

### **TRANSPORTATION**

Each institution, its administration, staff, support groups, etc., shall be responsible for their own transportation before, during and after the championship event.

### **UNIFORMS**

All competitors must wear exclusively the official uniform of their institution in competition, warm-up and during the post-championships awards ceremony. Uniforms for all cross country team members must meet the following criteria:

- school issued; if they are singlets; they must be identical;
- pants may be of any length, but must have identical color; and
- visible undergarments shall be an identical and solid color.

*\*In accordance with NCAA rules, the institutions' official uniform (including warm-ups) and all other items of apparel (socks, headbands, t-shirts, wrist bands, towels, etc.) should bear only a single manufacturer's or distributors normal label or trademark. The label or trademark may not exceed 2 ¼ inches square in size. Equipment (i.e., gloves, shoes) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public.*

For detailed campus map [click here](#).

For a list of local hotels and restaurants [click here](#).



LEWIS UNIVERSITY  
AIRPORT  
ACCESS AVAILABLE

# Athletic Facilities

## LEWIS UNIVERSITY

### ROMEVILLE CAMPUS

Flyer Stadium

Press Box

Concessions  
Restrooms

Spectator  
Parking  
(269)

Spectator  
Parking  
(178)

Team Bus  
Parking

X-Country  
Start / Finish

Team  
Camps

Gate

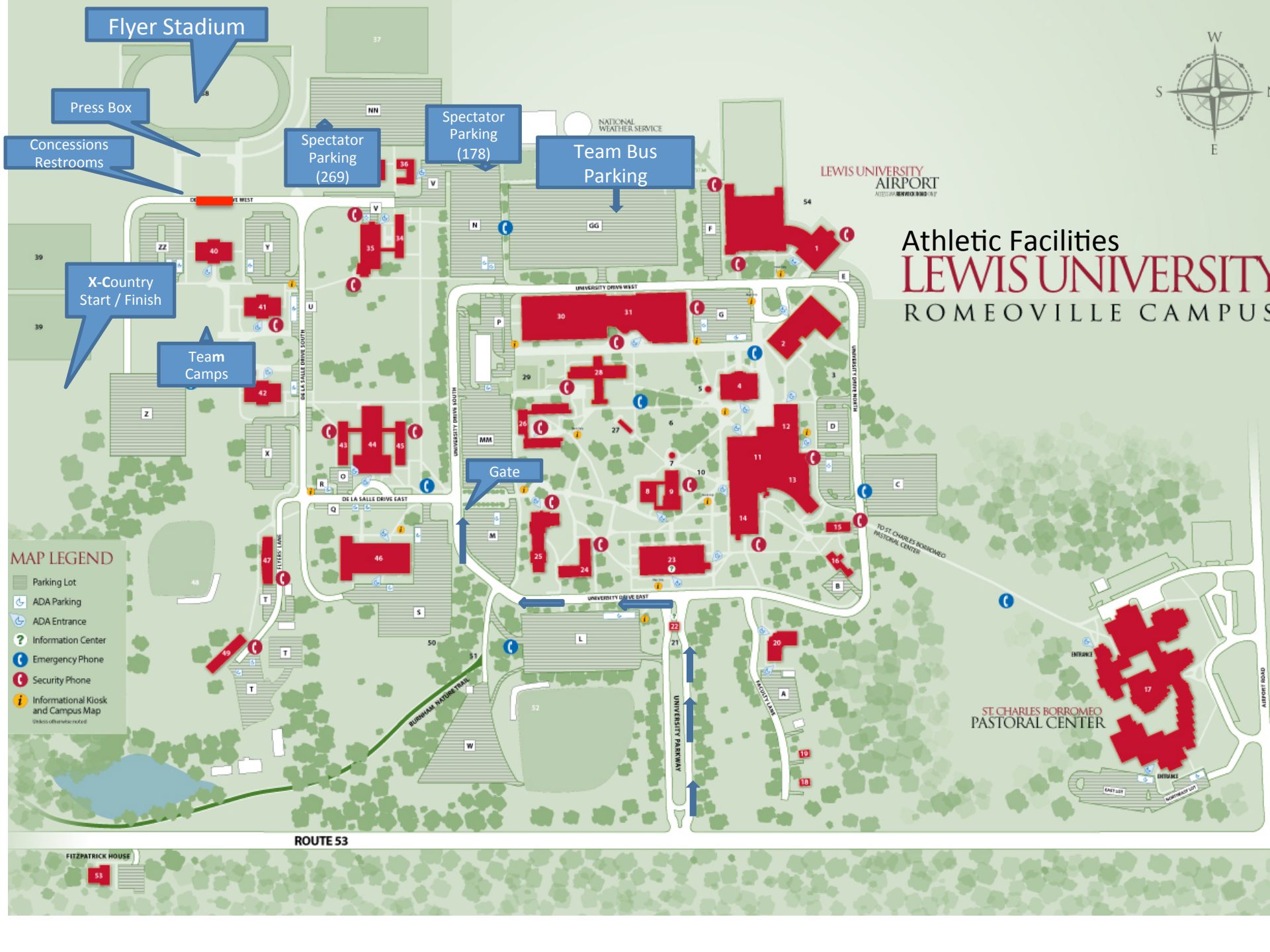
#### MAP LEGEND

- Parking Lot
- ADA Parking
- ADA Entrance
- Information Center
- Emergency Phone
- Security Phone
- Informational Kiosk and Campus Map (unless otherwise noted)

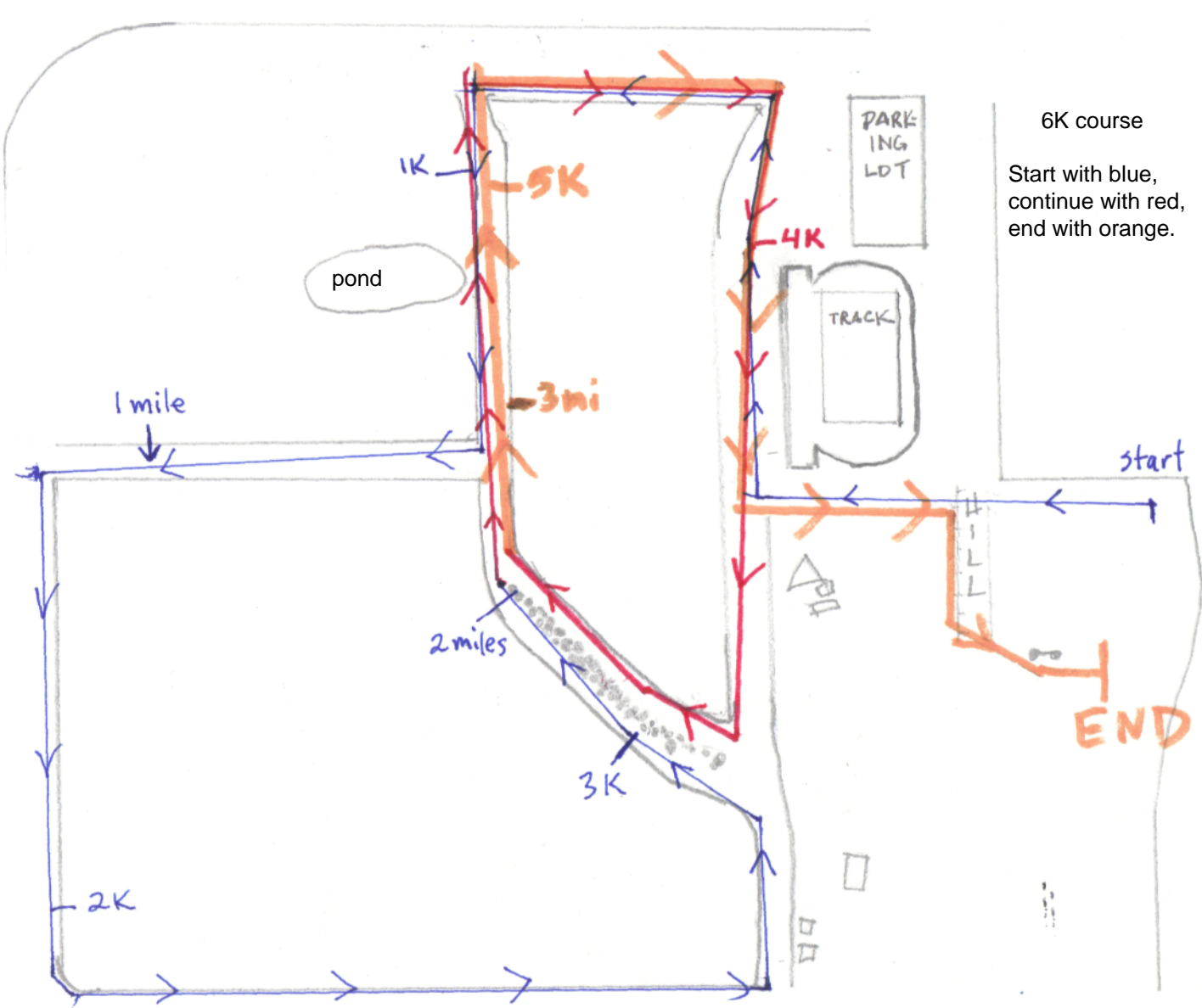
ROUTE 53

FITZPATRICK HOUSE

ST. CHARLES BORROMEO  
PASTORAL CENTER







6K course

Start with blue,  
continue with red,  
end with orange.



## 2014 Men's and Women's Cross Country Championships

November 8, 2014

Hosted By: Lewis University

Hotel Partners

*(Updated August 13, 2014)*

Hotels are blocked for Check-In: Nov. 7, 2014 and Check Out: Nov. 8,, 2014. Please mention the 2014 GLVC Cross Country Championships when making reservations.

### **La Quinta Inn & Suites Bolingbrook**

Contact: Mr. Mike Chikani, General Sales Manager

225 SW Frontage Road

Bolingbrook, IL 60440

Email: [lq0744dos1@laquinta.com](mailto:lq0744dos1@laquinta.com)

Direct: (630) 226-0000

Fax: (630) 226-1111

Web: <http://www.laquintachicagobolingbrook.com/>

Rooms: 30 Double Beds and 25 Kings

Rate: \$59.00

Note: Free breakfast, parking and room wireless internet

### **Holiday Inn Hotel & Suites Bolingbrook**

Contact: Ms. Amy Goodwin, General

205 Remington Blvd.

Bolingbrook IL 60440

Email: [agoodwin@bolingbrookholidayinn.com](mailto:agoodwin@bolingbrookholidayinn.com)

Direct: (630) 679-1600

Fax: (630) 679-1616

Web: [www.bolingbrookholidayinn.com](http://www.bolingbrookholidayinn.com)

Rooms: 15 Double and 10 Kings

Rate: \$84.00

Note: Rate include two (2) Breakfast Vouchers per room per night

### **Joliet Fairfield Inn & Suites by Marriott**

Contact: Mr. Nick Mehr, General Manager

3239 Norman Avenue

Joliet, IL 60435

Email: [Nick.Mehr@TMIHospitality.com](mailto:Nick.Mehr@TMIHospitality.com)

Direct: (815) 436-6577

Fax: (815) 436-6577

Web: [www.tmihospitality.com](http://www.tmihospitality.com)

Rooms: 20 Double and 10 Kings

Rate: \$90.00

Note: Complimentary breakfast, bus and van parking, and room wireless connection



## Great Lakes Valley Conference

### Protest Form

Please list your school name and indicate your protest decision by checking one of the two options. If there is a protest, please indicate your protest to meet officials.

**School:**

\_\_\_\_\_ I confirm the 2014 GLVC Women's Cross Country Championship Results as posted.

\_\_\_\_\_ I would like to protest the 2014 GLVC Women's Cross Country Championship Results.



## Great Lakes Valley Conference

### Protest Form

Please list your school name and indicate your protest decision by checking one of the two options. If there is a protest, please indicate your protest to meet officials.

**School:**

\_\_\_\_\_ I confirm the 2014 GLVC Women's Cross Country Championship Results as posted.

\_\_\_\_\_ I would like to protest the 2014 GLVC Women's Cross Country Championship Results.



**Great Lakes Valley Conference  
November 8, 2014  
Postseason Awards Ballot**

Please list your name and school and write in your votes for GLVC Men's and Women's Cross Country Coach of the Year. You may not vote for yourself.

**Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**My selection for Men's Coach of the Year:** \_\_\_\_\_

**My selection for Women's Coach of the Year:** \_\_\_\_\_



**Great Lakes Valley Conference  
November 8, 2014  
Postseason Awards Ballot**

Please list your name and school and write in your votes for GLVC Men's and Women's Cross Country Coach of the Year. You may not vote for yourself.

**Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**My selection for Men's Coach of the Year:** \_\_\_\_\_

**My selection for Women's Coach of the Year:** \_\_\_\_\_