



## **SPORT GUIDELINES for MEN'S and WOMEN'S TRACK & FIELD (INDOOR and OUTDOOR)**

### ***ARTICLE I: Season of Competition Information***

#### **NAIA 24 Week Rule with KCAC Modifications:**

- Per NAIA guidelines, Men's and Women's Track & Field shall have a maximum 24-week practice and competition season as established by each member institution. For the KCAC, frequency of play, practice and scheduling policies shall be restricted to the following period of time: beginning on Monday of the week in which August 15 falls and ceasing no later than May 15 per NAIA guidelines.
  1. Frequency of play, practice, and scheduling outside of this period (beginning the Monday of the week in which August 15 falls until May 15 each year) is governed by each member institution and will not be regulated by the NAIA.
  2. Member institutions may be engaged in conditioning activities beginning on August 1 in preparation for the fall season of competition. However, no practice or outside competition is allowed between August 1 and the start of the practice and competition season, which begins on Monday of the week in which August 15 falls.
  3. There shall be no more than three break periods during the 24 weeks. NAIA approved postseason participation shall not be counted as part of the 24-week period. A week is defined as Sunday (12:01 a.m.) through Saturday (11:59 p.m.). Any practice or competition during this period shall constitute one of the 24 weeks permitted.

#### **Specific Rules on Contact:**

- Athletic-related contact, which includes practice, conditioning, and/or competition activities, will be limited to 20 hours per week once classes have begun for the fall semester at the specific KCAC institution.
  - Prior to classes beginning for the fall semester, specific to each KCAC institution, the 20 hour contact rule will not apply.

- Each contest, which includes games, exhibitions, and scrimmages, will be counted as 2 hours within the 20 hours of contact during the week.
- For all KCAC teams, there will be one day per week with no athletic-related activities, which includes practice, conditioning, or competition.

**ARTICLE II: Sport-Specific Rules for KCAC Track & Field**

**NAIA Coaching Manual:**

- **WEBLINK:** [NAIA Track & Field Coaches' Manual](#)

**Sport-Specific Rules for the KCAC:**

- The official edition of the current NCAA Track and Field Rules book shall be used. Exceptions shall be voted on by the KCAC track and field coaches. The order of competition in the preliminaries in all field events in the KCAC Outdoor Track and Field Championships will be in worst to best order.
- Weekly Performance Lists will be reported by each head coach to the sport chair and then posted on the KCAC website by the KCAC webmaster.

**ARTICLE III: Championship Event Information**

**Section 1: Date**

- The KCAC Outdoor Track & Field Championships will be the first weekend in May each year.

**Section 2: Event Location**

- KCAC schools will be given the option of hosting the KCAC Track and Field Championships in alphabetical order. Schools may choose to decline to host the meet, passing the option on to the next school in alphabetical order. The alphabetical order is as follows:

<b>LOCATION:</b>	<b>YEAR:</b>
Ottawa University	Spring 2010
Southwestern College	Spring 2011
Sterling College	Spring 2012
Tabor College	Spring 2013
Bethany College	Spring 2014
Bethel College	Spring 2015
Friends University	Spring 2016
Kansas Wesleyan University	Spring 2017
McPherson College	Spring 2018

**Section 3: Meet Director**

- The Meet Director shall be the head coach of the host school or a person from the host school designated by the head coach. The Meet Director's duties include the following:

- Prepare meet information and entry forms and mail to coaches by mid April.
- Fax or e-mail heat/flight sheets to all coaches on Thursday prior to the KCAC Meet.
- Determine the time and location of the coaches meeting, and include this information in the mailing to coaches.
- Arrange for, supervise, and instruct all meet help.
- Arrange for FAT timing equipment.
- Arrange for/schedule the starter.
- Provide athletic trainers and arrange for emergency care if needed.
- Arrange for presentation of awards following each event.
- Supervise the presentation of Most Valuable Athlete plaques, Team Championship plaques, and Coach of the Year plaques immediately following the meet.

#### **Section 4: Meet Expenses**

- Each KCAC institution sponsoring Track & Field will be assessed a \$300 fee to help with costs associated with the Track & Field Championship Meet.
  - The host school is responsible for all other expenses.

#### **Section 5: Games Committee**

- The Games Committee shall consist of the Meet Director, the KCAC track and field chair, and one additional KCAC head coach selected in alphabetical order by institution. The Games Committee shall make decisions regarding meet procedures, rules violations, disqualifications, order of finish, and any other issues that may arise.

#### **Section 6: Schedule of Events**

- The Schedule of Events and Time Schedule shall be established and finalized at the fall KCAC meeting. Any subsequent changes to that schedule (e.g. a change necessitated by the host school's facility setup for field events) must be voted on and approved by the KCAC coaches.

#### **Section 7: Scoring**

- The top 8 finishers in each event will score (10-8-6-5-4-3-2-1).

#### **Section 8: Entries**

- The entry deadline shall be 6:00 p.m. on Wednesday prior to the meet.
- After the entry deadline all athletes must compete as entered or they will be disqualified from the meet.
- No additions or substitutions are allowed after the confirmation/scratch deadline.
- A coach may enter up to six participants per individual event.

#### **Section 9: Uniforms**

- The uniform rules will be enforced.

**Section 10: Honest Effort Rule**

- The honest effort rule will be enforced. The following is the KCAC Policy regarding honest effort: "Athletes must participate honestly in all trials and finals of all track or field events in which they legally are declared or they shall be barred from all remaining events in the current meet." One honest effort in the field events satisfies the requirement (passing on attempts in the field events is allowed).

**Section 11: Weighing of Implements**

- All throwing implements shall be weighed prior to the meet.
- Implements not meeting rule book specifications shall be impounded until after the meet.
- Pooling of throwing implements is allowed.

**Section 12: Field Event Measurements**

- Metric measurements shall be used in all field events.
- Distances shall be recorded to the nearest lesser centimeter for the horizontal jumps and shot put, and to the lesser inch for the discus, hammer, and javelin.

**Section 13: Field Event Rules**

- The rules for each field event shall be attached to the event clip boards and provided to head field event judges. The host school is responsible for taking care of this.

**Section 14: Qualification for Finals**

- 8 participants shall qualify for the finals in the throwing events, the long jump, and the triple jump.
- 8 participants shall qualify for the finals in all running events.
- If the meet is being held on a track with 6 lanes around the oval, the finals in the 200 M, 400 M, and 400 M Hurdles shall be run in 2 heats of 4 against time, with the 4 highest seeded prelim times in the 2nd heat.

**Section 15: 800 meters – 10,000 meters**

- All middle distance and distance races, from 800 M through 10,000 M, will be run as timed finals – no prelims.
- If it is necessary to run heats against time, the slowest times entered will be in the first heat, and the fastest times entered in the last heat.

**Section 16: Relays**

- All relays will be run as timed finals – no prelims.
- If it is necessary to run heats against times, the slowest times entered will be in the first heat, and the fastest times entered in the last heat.

**Section 17: Heats/Flights**

- Heats and Flights shall be established according to the rule book. A computer program (such as HY-Tek) with NCAA rules programmed in, should be used.

- Heats/Flights shall be sent (fax or e-mail) to all head coaches on Thursday prior to the meet.

**Section 18: Fully Automatic Timing (FAT) Timing**

- Fully automatic timing shall be used for all running events.

**Section 19: Challenge Rule**

- Coaches should be able to substantiate all entry marks with printed meet results.
- Coaches may challenge entry marks if they believe they are not legitimate.
- If the coach who is challenged cannot verify the entry mark, the athlete/relay in question will be placed in a slow heat, and/or preliminary heats may be redrawn.

**ARTICLE IV: Awards**

**Section 1: All-KCAC Individual Awards**

- The top 3 finishers in each event, including relays, are designated as All-KCAC.
  - The top 3 finishers in each event are awarded KCAC medals
- Fourth through sixth place finishers are designated All-KCAC Honorable Mention.

**Section 2: Team Awards**

- Team plaques are awarded to the championship women's and men's teams.

**Section 3: Track & Field Athletes of the Year**

- The Women's and Men's high point scorers will be presented KCAC Track & Field Athletes of the Year plaques following the final event.
  - Relay runners get credit for ¼ of the points scored by the relay team.

**Section 4: Coach of the Year Awards**

- The KCAC Track and Field Coach of the Year for both men and women will be selected by a vote of the head coaches.
- KCAC Coach of the Year plaques will be awarded immediately following the meet.

**ARTICLE V: Duties of the Sport Chair**

- The duties of the KCAC Track & Field Chair are as follows:
  - Help determine the proper policies and procedures at the conference level.
  - Serve under the direction of the KCAC Commissioner:
    - Assist the KCAC Commissioner when requested
    - Represent the KCAC coaches to the KCAC Commissioner
    - Keep the KCAC Commissioner informed and updated of proposals and concerns
  - Send a copy of the KCAC Track & Field Guidelines to each conference coach prior to the start of the season.

- Chair the meetings of the KCAC Track & Field coaches.
- Serve on the Meet Committee at the KCAC Track & Field Championships.
- Inform the KCAC Track & Field Championship Meet Director of all procedures and guidelines.
- Compile Weekly Performance Lists from all head coaches and send to the KCAC webmaster for inclusion on KCACsports.com.