



Outdoor Track & Field Championship Manual

2023

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**SUN CONFERENCE
TELEPHONE DIRECTORY**

NAME/TITLE	PHONE NUMBER	EMAIL
Dustin Wilke, Commissioner	(402) 617-3853	dwilke@thesunconference.com
Kevin Nesfield, Championship Event Director	(765) 414-3548	kevin.nesfield@fmuniv.edu
Lorne Marcus, Chair & Meet Director	(914) 772-2437	lmarcus@stu.edu

IMPORTANT SUN CONFERENCE CHAMPIONSHIP DATES

April 19	Deadline for submitting entries via Direct Athletics by 5:00 PM EST.
April 20	Performance list will be sent to all coaches no later than 5:00 PM EST.
April 20	Starting lists will be sent to all coaches no later than 5:00 PM EST.
April 20	Coaches Meeting to be held via Zoom (time TBD)
April 21	Track open for shakeout from 5:00 p.m. to 9:00 p.m.
April 21	Packet pickup
April 22-23	Sun Conference Championships, Embry Riddle Track & Field Complex, Embry-Riddle Aeronautical University, Daytona Beach, FL

AWARDS

Awards Presentation

Medals for 1st, 2nd, and 3rd place will be awarded for each event. Individual event awards will be presented following the conclusion of each event. Student-athletes should report to the awards podium area if they finish in the top three of an event.

Awards and Trophies

The following awards will be awarded at the conclusion of the meet:

1 st Place	Women’s & Men’s Team
2 nd Place	Women’s & Men’s Team
Most Valuable Performer	Women’s & Men’s Student-Athlete **
Freshman of the Year	Women’s & Men’s Student-Athlete ***
Champions of Character Award	Women’s & Men’s Student-Athlete

** Most Valuable Performer (1 Male and 1 Female) will be awarded to the highest point scorer in each gender

*** Freshman of the Year (1 Male and 1 Female) will be awarded to the participant classified as a freshman by eligibility and is the highest point scorer across all events including relays (with relay points being split evenly across all participants).

The following awards will be voted on by the Head Coaches the week following the Championship:

Coach of the Year

Women's & Men's Team

Most Outstanding Performer

Women's & Men's Student-Athlete

Instructions for nominations will be provided to the Head Coaches before the beginning of the meet.

ENTRY INFORMATION

Entry Information

- All performances must be entered on the Sun Conference Performance List on TFRRS by April 16 at Midnight.
- All entries for the championship shall be completed through Direct Athletics and are due by April 19 at 5:00 PM EST.
- The Top 24 declared athletes in each event shall be entered into the meet.
- An event may have less than 24 entries.
- After the entry deadline all athletes must compete as entered or they will be disqualified completely from the meet.
- No additions or substitutions are allowed after the confirmation/scratch deadline.
- Any scratches which take place following the entry deadline, will result in forfeiture of all events for the scratched student-athlete. If a student-athlete is scratched from an event, they may be allowed to re-enter provided they are cleared by both their athletic trainer and the host athletic trainer.
- Each school may enter one team in each relay event
- Each institution may enter up to 3 athletes in the Heptathlon and the Decathlon
- Each institution may enter up to 3 athletes in the 5,000m Racewalk
- An athlete that qualifies in the 5,000m may also be entered into the 10,000m (up to 24 total athletes entered)

PERFORMANCE LIST

The TFRRS system will be used as the official performance list for the Sun Conference Outdoor Track & Field Championship. Only times and marks from the current Outdoor Season will be used as the entry mark into the meet for each student-athlete. The list is updated after each meet, and coaches are responsible for ensuring their teams' results are updated on TFFRS.

UNIFORMS

Uniforms

In all events and awards ceremonies, each competitor must wear an official team uniform with components governed by the NCAA Track and Field Rule 14, Section 4.

Shoes

All shoes must conform to NCAA Track and Field Rule, Rule 14, Section 4, Article 6; however, participants are permitted to compete in bare feet.

SITE/SCHEDULE

Site

The 2023 Sun Conference Women's and Men's Outdoor Championships will be held at Embry-Riddle Aeronautical University in Daytona Beach, FL.

Schedule of Events

The Sun Conference Championship will take place on Saturday, April 22nd and Sunday, April 23rd. Please refer to Appendix B for full schedule of events.

Admissions

All ticket purchases must be made online through the Sun Conference ticketing site at:

<https://thesunconference.com/sports/2020/6/26/Ticketing.aspx>

There will be no online ticket sales so tickets must be purchased online before the event.

Prices are as follows:

Single Day Pass	\$12.00
Two Day Pass	\$20.00

Children 5 and under will be allowed in for free.

Parking

Teams can be dropped off in front of the track. Buses can park in the facility parking lot on site.

OFFICIAL SCORER/MEET MANAGEMENT
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Meet Management

Kevin Nesfield will serve as the Meet Manager. Timing and results will be handled by Elite Timing and Event Management.

Protests

All protests must be made in writing and shall be entered and managed as codified in the NCAA Track and Field Rule Book. All protests must be made in writing to the meet referee within 30 minutes of the completion of the event. Any appeals of the referee's decision would need to be made in writing within 30 minutes of that decision and turned into the Meet Director. The Meet Director will convene the Jury of Appeals to render a decision on the appeal.

Electronic Devices

Electronic devices (iPods, cell phones, etc.) are prohibited in the infield.

Event Check-In

Student-athletes must check-in with the Clerk of the Course thirty (30) minutes prior to the start of their event.

Implement Weigh-In

All implement weigh-in must be completed ninety (90) minutes prior to the start of event.

Infield Access

The infield area is limited to coaches, event staff, and those student-athletes currently competing in an event. Athletes' warm-up area will not occur in the infield.

Due to safety reasons, the infield area will be closed off during the Javelin.

Relay Cards

For conference championships, relay cards will be used. Relay cards must be turned into the Clerk of Course upon the relay team's check-in. After the completed card is given to the Clerk of

Course, there can be no change made in the personnel. Six individuals may be listed on the relay card. Any substitutions must come from the six names listed on the relay card.

JURY OF APPEALS

The Jury of Appeals will consist of a conference representative, the Head Meet Referee, and the Sport Chair.

HONEST EFFORT RULE

During the meet, an Honest Effort Rule will be enforced. Any athlete who scratches in any event will be eliminated from all subsequent events.

ARTIFICIAL NOISEMAKERS

Artificial noisemakers of any kind, megaphones used for distraction, air horns, electronic instruments, inflatable noisemakers, etc., are not permissible. The facility staff is responsible for confiscating prohibited items at the entrance points or removing such items from the facility. Megaphones may be used for voice amplification, but they shall not be used as a distraction.

BANNERS

Only authorized posters and banners may be displayed near or on the track. Sun Conference personnel reserve the right to remove or confiscated any banners which are unsportsmanlike or inflammatory.

SPORTS INFORMATION

Sports Information will be handled by the conference, who will be responsible for:

- Coordinating all media working areas for any sports information staff traveling with their team.
- Coordinating the activities of the stats crew and making sure that statistics and race results are made available to all media and head coaches as soon as possible after the conclusion of each race.
- Writing and distributing all releases prior to and during the Championship.

Scoring Area

The timing and scoring area will be located near the finish line of the track. This area is restricted to meet personnel only and is off limits to all coaches and student-athletes.

Results

All meet results and statistics will be recorded by Elite Timing and Event management. Results can be found on www.elitetiming.net

Photographer

All photographers, media and non-media, must abide by directions from meet officials.

SPORTS MEDICINE

All Visiting Athletic Trainers are welcome to utilize/setup near the Athletic Medicine Tent. The medical tent will have basic athletic medical supplies, ice and necessary emergency equipment.

The athletic medicine staff's primary focus will be on medical event management and emergency care.

Please keep in mind:

- The Sports Medicine area will be a medical facility and should be treated as such. In order to ensure quality treatment of all student-athletes, loitering, horseplay, interviews and team meetings will not be permitted within the Sports Medicine or treatment areas.
- Certified Athletic Trainers will be available at all times in case of an emergency. Sun Conference member ATC's will be in attendance to assist in medical needs during competitions.
- Due to HIPAA, information about injured student-athletes will only be released to the Head Coach of that team. Please do not send other individuals to check on the status of a student-athlete.
- OSHA/HIPAA rules and regulations will be followed at all times.
- There will be a medical tent within the infield for student-athletes to obtain any assistance.
- Institutions will be required to bring any supplies they may normally need for athlete care. Supplies will be limited on-site.
- There will be no modality access at the event (including moist heat packs).

- Emergency equipment including splints, crutches, and AED will be on-site.
- Coolers of water and injury ice will be available.
- For any teams who are not traveling with an ATC and have student-athletes who will need to be treated on-site before competition, written instructions for taping, etc. must be sent with the team or emailed to the following individuals by **Friday, April 21st at Noon.**

SEVERE WEATHER PROTOCOLS

Severe weather will be monitored by the Head Athletic Trainer on site along with facility personnel. In the event of inclement weather, the announcer will direct teams to their buses, vehicles or, hotels, and fans to either the concourse under the stands or their vehicles.

In collaboration with Head Athletic Trainer and Sun Conference Track and Field meet administrators, decisions will be made on updates and when safe to return environments have been achieved.

Should suspension/delays happen, up-to-date information on resumption of competition will be available on social media and sent out via to the coaches/administrators via text.

APPENDIX A

ADMINISTRATION
OF EVENTS

ADMINISTRATION OF RUNNING EVENTS

Qualifying for Finals – Running Events and Qualifying Rounds**a. 100 Meters**

1. A preliminary round shall be run if there are more than eight (8) entries.
2. Competitors shall be assigned to preliminary heats in the order in which their names appear on the performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
3. Lane assignments in the preliminary round will be drawn by lot.
4. Heat order for the preliminary round will be drawn by lot.
5. Heat winners shall qualify for the final.
6. Any remaining positions in the final shall be determined by time.
7. In the finals, the preferred lanes will be 4-5-3-6-2-7-1-8.

b. 200 Meters

1. A preliminary round shall be run if there are more than eight (8) entries.
2. Competitors shall be assigned to preliminary heats in the order in which their names appear on the performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
3. Lane assignments in the preliminary round will be drawn by lot.
4. Heat order for the preliminary round will be drawn by lot.
5. Heat winners shall qualify for the final.
6. Any remaining positions in the final shall be determined by time.
7. In the finals, the preferred lanes will be 4-5-3-6-2-7-1-8.

c. 400 Meters

1. A preliminary round shall be run if there are more than eight (8) entries.
2. Competitors shall be assigned to preliminary heats in the order in which their names appear on the performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
3. Lane assignments in the preliminary round will be drawn by lot.
4. Heat order for the preliminary round will be drawn by lot.
5. Heat winners shall qualify for the final.
6. Any remaining positions in the final shall be determined by time.
7. In the finals, the preferred lanes will be 4-5-3-6-2-7-1-8.

d. 800 Meters

1. A preliminary round shall be run if there are more than eight (8) entries.
2. Competitors shall be assigned to preliminary heats in the order in which their names appear on the performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
3. Lane assignments in the preliminary round will be drawn by lot.
4. Heat order for the preliminary round will be drawn by lot.
5. Heat winners shall qualify for the final.
6. Any remaining positions in the final shall be determined by time.

7. In the finals, the preferred lanes will be 4-5-3-6-2-7-1-8.

e. 100/110 Meter Hurdles

1. A preliminary round shall be run if there are more than eight (8) entries.
2. Competitors shall be assigned to preliminary heats in the order in which their names appear on the performance list using the serpentine method. Two or more athletes from the same team may fall in the same heat.
3. Lane assignments in the preliminary round will be drawn by lot.
4. Heat order for the preliminary round will be drawn by lot.
5. Heat winners shall qualify for the final.
6. Any remaining positions in the final shall be determined by time.
7. In the finals, the preferred lanes will be 4-5-3-6-2-7-1-8.

Finals – Running Events without Qualifying Rounds

f. 1,500 Meters

1. 1,500 Meters shall be a timed final only. If there are more than 12 entries, it will have multiple heats.
2. Competitors will be seeded in the order their name appears on the performance list.
3. Heats will be run slow to fast.
4. Starting positions shall be by random draw for each section.
5. Runners are to be assigned to alleys and run on a one-turn stagger.
6. The fast section will be run with a total of 10 athletes. Each preceding section will be split as evenly as possible with the remaining athletes.
7. Lane preferences in the final round will be 4-5-3-6-2-7-1-8.

g. 5,000 Meters

1. The 5,000 will be a timed final only.
2. The top 16 are guaranteed to be in the fast heat.
3. Hip numbers will be assigned based on seed time. This will aid in the lap counting effort.
4. Runners are to be assigned to alleys and have a waterfall start.
5. Each section will consist of no more than sixteen (16) and no fewer than four (4) contestants. (*e.g., with 20 entries, 16 will run in the fast heat and 4 in the slow heat; with 21 entries, 16 will run in the fast heat and 5 in the slow heat, etc.*)
 - a. If during the meet, there are known scratches which will put the total number of runners at 19 or less, 1 hour prior to the start time of the 5k, it will be announced that it will be a one-section final.
 - b. This section will be run during the second time slot for the 5,000m run when the fast section would have been run normally.
6. The host institution/company (in addition to all FAT timing methods) must video the entire race being able to see the finish list.
7. Lap Counters shall be present.

h. 10,000 Meters

1. The 10,000m will be a timed final only.
2. The top 16 are guaranteed to be in the fast heat.
3. Hip numbers will be assigned based on seed time. This will aid in the lap counting effort.
4. Runners are to be assigned to alleys and have a waterfall start.
5. Each section will consist of no more than sixteen (16) and no fewer than four (4) contestants. (*e.g., with 20 entries, 16 will run in the fast heat and 4 in the slow heat; with 21 entries, 16 will run in the fast heat and 5 in the slow heat, etc.*)
 - a. If during the meet, there are known scratches which will put the total number of runners at 19 or less, 1 hour prior to the start time of the 10k, it will be announced that it will be a one-section final.
 - b. This section will be run during the second time slot for the 10,000m run when the fast section would have been run normally.
6. The host institution/company (in addition to all FAT timing methods) must video the entire race being able to see the finish list.
7. Lap Counters
 - a. The host institution/company is responsible for all lap counting obligations. The lap counters provided by the host institution/company will supersede all other lap counters.
 - b. If unsure, it is recommended for athletes to run an extra lap.

i. 5,000 Meter Race Walk

1. The 5,000m Race Walk will be contested as a mixed gender race.
2. Hip numbers must be assigned based on seed time. This will aid in the lap counting effort.
3. Runners are to be assigned to alleys and have a waterfall start.

j. 4x100 Relay

1. The 4x100 Relay shall be conducted as a one (1) heat final, will all teams entered taking part.
2. Hip numbers must be assigned based on seed time. This will aid in the lap counting effort.
3. If 9 teams are entered, then heats will be split 5 and 4 with slowest heat running last.

k. 4x400 Relay

1. The 4x400 Relay shall be conducted as a one (1) heat final, will all teams entered taking part.
2. Hip numbers must be assigned based on seed time. This will aid in the lap counting effort.
3. If 9 teams are entered, then heats will be split 5 and 4 with slowest heat running last.

l. 4x800 Relay

1. The 4x800 Relay shall be conducted as a one (1) heat final, will all teams entered taking part.
2. Hip numbers must be assigned based on seed time. This will aid in the lap counting effort.

3. If 9 teams are entered, then heats will be split 5 and 4 with slowest heat running last.

ADMINISTRATION OF FIELD EVENTS

1. Field events will consist of High Jump, Pole Vault, Long Jump, Triple Jump, Shot Put, Hammer Throw, and Javelin.
2. All throwing implements shall be weighed prior to the meet. Implements not meeting rulebook specifications shall be impounded until after the meet.
3. Competitors in the shot put, discus throw, hammer throw, long jump, and triple jump shall be arranged in flights not larger than 16 and not smaller than five. The order will be based on entry performance going from last to first. The order in the finals will be based on the qualifying marks going from last to first. For events with multiple flights, the flights shall be split as evenly as possible, with more athletes in the later flight if there is an odd number of competitors.
4. If there are multiple flights, the flight order will go worst to best.
5. In the Long Jump, Triple Jump, Shot Put, Hammer Throw, and Javelin, nine (9) competitors will advance to the finals.
6. Starting height for the pole vault shall be at the lowest seed entered and will be increased at 15 cm per round.
7. Starting height for the high jump shall be at the lowest seed entered and will be increased at 5 cm per round.
8. Competitors must use their own implements throughout the event.
9. Athletes competing in Pole Vault may wear their bib on back of uniform

ADMINISTRATION OF COMBINED EVENTS
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1. Combined events shall be run in the following order:

Decathlon

Day 1	Day 2
100 Meters	110 Hurdles
Long Jump	Discus Throw
Shot Put	Pole Vault
High Jump	Javelin Throw
400 Meters	1500 Meters

Heptathlon

Day 1	Day 2
100 Hurdles	Long Jump
High Jump	Javelin Throw
Shot Put	800 Meters
200 Meters	

2. There shall be at least 30 minutes in between the end of an event and the time the next event begins. The referee shall have the authority to designate an approximate starting time for each combined event element.
3. All competitors shall compete in one or more flights as determined by the games committee. If there are more than 12 competitors, then two flights should be considered. If more than one flight is used, then the two flights should be split as evenly as possible and drawn by either lot or based on past seasonal performance in the combined event.
4. For the High Jump and Pole Vault, the crossbar height will be determined after consulting the competitors. The increment for the High Jump bar shall be 3 cm and the Pole Vault shall be 10 cm.
5. Any athlete failing to attempt a start or make a trial in any Combined Event shall be considered to have abandoned the Combined Event and shall not be allowed to participate in any following event in the Combined Event competition. *Note: A Combined Event is one event. Failure to participate in a Combined Event, affecting other events in the meet, occurs only if the competitor fails to start the first event within a Combined Event competition.*
6. In a Combined Event, a competitor shall be warned for the first false start and disqualified only after he/she has been charged with two false starts.
7. For in-lane Combined Event races, the lane shall be drawn by lot.
8. When possible, all competitors in the 800 meters and 1500 meters should run in one section. If the number of competitors in the 800 meter or 1500 meter exceed the number of lanes, then all groups shall use a waterfall start, which may be staggered. The referee shall be responsible for designating the competitors for these groups with the current points leaders running in the final section.
9. If it is deemed that a competitor has abandoned the Combined Event, he/she shall be listed as DNF in the final results with no total points recorded.
10. For protests involving Combined Events, protests should be made at once and not more than 15 minutes after the final results for the singular event have been announced or posted.
11. Athletes competing in combined events may wear their bib on back of uniform.

APPENDIX B

**SCHEDULE OF
EVENTS**

Saturday, April 22nd

7:00	Men's 10,000m	9:00	Men's Pole Vault
7:50	Women's 10,000m	9:00	Men's Shot Put
9:00	<i>Dec 100m</i>	9:00	Women's Discus
9:20	<i>Hep 100m Hurdles</i>	9:45	<i>Dec Long Jump</i>
9:30	Women's 100m Prelim	10:10	<i>Hep High Jump</i>
9:40	Men's 100m Prelim	11:00	<i>Dec Shot Put</i>
1:05	Women's 400m Prelim	11:00	Women's Pole Vault
1:20	Men's 400m Prelim	12:15	<i>Dec High Jump</i>
1:35	<i>Hep 200m</i>	12:15	<i>Hep Shot Put</i>
1:50	Women's 100m Hurdle Prelim	2:00	Women's Shot Put
2:05	Men's 110m Hurdle Prelim	2:00	Women's Long Jump
2:20	Women's 800m Prelim	12:00	Men's Discus
2:35	Men's 800m Prelim	2:00	Men's Long Jump
2:50	<i>Dec 400m</i>	3:15	<i>Women's Javelin</i>
3:00	Women's 400m Hurdle Prelim	4:15	Men's Javelin
3:15	Men's 400m Hurdle Prelim		
3:40	Women's 200m Prelim		
4:00	Men's 200m Prelim		
4:15	Women's 4x800 Relay		
4:30	Men's 4x800 Relay		

Sunday, April 23rd

8:00	<i>Dec 110 Hurdles</i>		
10:30	<i>Hep 800m</i>		
11:00	Women's & Men's Racewalk	8:45	<i>Dec Discus</i>
12:15	Women's Steeple Chase	8:15	<i>Hep Long Jump</i>
12:30	Men's Steeple Chase		
		9:00	Women's High Jump
12:50	<i>Dec 1500m</i>	9:30	<i>Hep Javelin</i>
1:10	Women's 4x100 Relay	10:15	<i>Dec Pole Vault</i>
1:20	Men's 4x100 Relay		
1:30	Women's 1,500m Final	11:00	Men's High Jump
1:40	Men's 1,500m Final	1:00	<i>Men's Hammer</i>
1:50	Women's 100m Hurdle Final	12:30	Women's Triple Jump
2:00	Men's 110m Hurdle Final	12:30	Men's Triple Jump
2:10	Women's 400m Final	2:30	Women's Hammer
2:15	Men's 400m Final	11:30	<i>Dec Javelin</i>
2:20	Women's 100m Final		
2:25	Men's 100m Final		
2:30	Women's 800m Final		
2:35	Men's 800m Final		
2:45	Women's 400m Hurdle Final		
2:55	Men's 400m Hurdle Final		
3:05	Women's 200m Final		
3:10	Men's 200m Final		
3:15	Women's 5,000m Final		
3:40	Men's 5,000m Final		
4:00	Women's 4x400 Relay		
4:15	Men's 4x400 Relay		
5:00	Awards		

Please Note: *All multi-events will start thirty (30) minutes after the finish of the event. All times listed are estimated times only.*