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ATHLETIC DEPARTMENT STAFF

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lynchfz@bc.edu

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Cell: 602.677.3496
Fax: 617.552.4335
athletic.operations@bc.edu

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Scott Gallan
Sports Medicine
Office: 617.552.8266
scott.gallon@bc.edu

BOSTON COLLEGE POLICE
Emergency: 617.552.4444
    From a campus phone: 2.4444
Non-Emergency: 617.552.4440
    From a campus phone: 2.4440

SPORTS MEDICINE EMERGENCY
From a campus phone: 2.6666

HOSPITALS
St. Elizabeth’s Medical Center
Main Number: 617.789.3000

Beth Israel Deaconess Medical Center
Main Number: 617.667.7000
Men's Basketball Specific Information

Concessions

Stands are located throughout the concourse of Conte Forum. All stand locations accept debit and credit cards including Visa, MasterCard, American Express, Discover, Diners Club, and Boston College Student ID cards for payment.

Driving Directions

The GPS address for Conte Forum is 2601 Beacon Street, Chestnut Hill, MA 02467. Please refer to Appendix A for directions to campus as well as Appendix B for a campus map.

Facility Information-Conte Forum

The Silvio O. Conte Forum opened in 1988 and serves as home to the men's basketball officesuite, locker room, strength and conditioning, and sports medicine facilities. The main arena of Conte Forum has a seating capacity of 8,606 and includes eight luxury boxes. Overlooking either end of the arena are two state-of-the-art Jumbotrons installed in September 2009. The facility is equipped with a 950-seat auxiliary gym for basketball practice and Olympic-sport competition. Conte also houses the Athletics Department staff offices and the Athletic Ticket Office, which is located at Gate B.

Locker Room Accommodations

The visiting team locker room is located on the South side of Conte Forum. A Representative from the Athletic Operations staff will be on site to meet your team upon arrival and will escort the team the locker room location.

The Atlantic Coast Conference policy of providing supplies in the visiting team locker room ensures your team of the following:

- 25 towels for workout day
- 25 towels for game day
- 1 ½ cases of electrolyte drinks
- 1 treatment-taping table
- 1 ice chest with ice bags
- 1 5-10 gallon cooler filled with water and a sufficient supply of cups
- 1 operating 4 pack hydrocollator with covers
- Biohazard supplies including:
  - Gloves
  - Hand antiseptic
  - Biohazard disposal bags
  - Sharps container
National Anthem Protocol

Per ACC policy, each institution must follow the protocol listed below for all women’s basketball games (conference and non-conference).

- The National Anthem will be played when there is 0:00 showing on the game clock.
- When the horn sounds at 0:00, all players AND all coaches will line up on their free throw lines extended for the playing of the National Anthem, immediately followed by a players/coaches handshake at mid-court before returning to their bench areas for introductions.
- The PA Announcer will introduce the Anthem by reading the script provided by the Conference Office.
- Introductions and starting lineups will immediately follow the playing of the National Anthem. Normal game procedures will follow.

*Please Note: The National Anthem Timing Protocol is subject to change based on the TV production company.

Parking

Team Parking
- Visiting Basketball teams must direct their bus driver to park their bus in the Conte Loop area outside of Gate B on the South side of Conte Forum.
- Access to this area is achieved by entering campus via 2601 Beacon St. Please refer to Appendix D for a map of the main campus.

Fan Parking
- The general public will be asked to enter campus via the St. Ignatius Gate. Parking will be provided in various lots such as the Commonwealth Avenue Garage, Robsham Lot, and the Flynn Complex parking lots. Boston College Police Officers will be available to direct general public to the nearest available parking location.
- Campus parking lots are open for event attendees 1.5 hours prior to the start of the event.
- Individuals attending these events should park in the Beacon Street Garage levels 3 & 4.
- Parking is free of charge in the Beacon Street Garage on Women’s Basketball game days.

Flynn Fund/University Issued Permit Holder Parking
- The Beacon Street Garage will be reserved for PERMIT HOLDERS ONLY (Boston College issued parking permits or Flynn Fund parking permits), and will be restricted through 15 minutes after the start of the event when all on campus parking will be open to the general public.
- Certain Flynn Fund Parking Permits will also be allowed to park on Campanella Way.
- Flynn Fund Permit Holders should follow the directions listed on the reverse side of their permit for best access to their parking area.
- Note: Fifteen minutes after the start of an event, a limited number of spaces will be reserved on Level 2 of the Beacon Street Garage. These spaces will be reserved through the duration of the event to accommodate faculty, staff, and students arriving later in the day.
**Practice Requests**

Using the link below, please complete the **Visiting Team Questionnaire** with your practice requests as soon as possible. The visiting team contact is Matt Conway (email: conwayml@bc.edu).


**Pre-Game Timing Protocol**

A sample pre-game timeline can be found in Appendix D.

**Radio**

Visiting team radio requests must be submitted to the Boston College Media Relations office prior to your visit. Please contact Matt Lynch at 617.552.2193 with your radio requests.

**Spectator Entrance**

Fans attending the game should enter Conte Forum through Gate C. In order to get to Gate C, fans should follow the foot ramp down to exit the Commonwealth Garage. Fans should take a right upon exiting the garage and continue straight down Campanella Way to Gate C. Ticket booths are located at Gate B on the opposite side of Conte Forum. Fans purchasing tickets should walk to the right of Gate C around Conte Forum and into Conte Loop, where Gate B is located.

Visiting team Will Call is located at Gate B of Conte Forum at the top of the stairs directly in front of the glass entrance doors.

**Sports Medicine**

The Athletic Training Room is located in room 124 on the North Side of Conte Forum and will open two (2) hours prior to the start of the game. Someone from the Sports Medicine staff will contact each school’s athletic trainer prior to their game to discuss specific athletic training needs. Please call 617.552.4828 with any medical questions.

**Tailgating**

Please note that tailgating is NOT permitted.

**Team Bench Policy**

Per ACC policy, there will be a maximum of 20 chairs placed on the visiting team bench. Due to fire code restrictions, it will not be possible to set up additional chairs at the end or behind the team bench. Any additional coaches, staff, or managers that are not able to sit on the team bench must be issued a ticket to sit in the stands from the visiting team allotment of 75 tickets.
**Tickets**

Per ACC policy, 75 complimentary tickets will be provided for the visiting team in Section N, directly behind the visiting team bench.

**Visiting Team Bench**

When facing the scorer’s table, the visiting team bench is located to the left.
**CBS**

Typically, CBS games are likely to tip 5 to 6 minutes into the broadcast window.

**ESPN, ESPN2 & ESPNU**

Single-game windows and the first game of a double or triple header will tip 2 minutes into the broadcast window. There will be a very few select games where they will alter this format and in those situations, member schools will be notified in advance.

The second game of double headers will tip 5 minutes into the broadcast window. They may ask for a five minute grace period prior to the start of the venue’s countdown clock. In rare instances ESPN or ESPN2 may seek a later tip when preceded by a live college football game.

**FOX Sports**

FOX Sports Net South, FS-FL (Sunshine), NESN and Comcast Regional games will tip 6 minutes past scheduled on air time. FOX Sports Net National games will tip 8 minutes past scheduled on air time*.

*All Sunday night games schedule to start at 7:45pm will tip at 7:45pm sharp.

**Holding TV Tip-Time for Second Game of Doubleheaders for RAYCOM/LINCOLN FINANCIAL**

In the event that a telecast is the second game of a doubleheader and the first telecast is running long, television has the right to request that the pregame timing clock at the second game be stopped for an interval of up to five minutes. This request must be relayed by the television producer on site to the time-out coordinator before the pre-game clock reaches the 20 minute mark. Any such request for a delay of tip-off received after the pre-game clock passes the 20 minute mark will be denied.
## Travel Information

### Airports

<table>
<thead>
<tr>
<th>Airport</th>
<th>Phone #</th>
<th>Miles to Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logan International Airport</td>
<td>800.23.LOGAN</td>
<td>10 miles</td>
</tr>
<tr>
<td>T.F. Green Airport</td>
<td>401.737.8222</td>
<td>55 miles</td>
</tr>
<tr>
<td>Manchester-Boston Regional Airport</td>
<td>603.624.6556</td>
<td>60 miles</td>
</tr>
<tr>
<td>Hanscom Air Force Base (no commercial service)</td>
<td>781.274.0010</td>
<td>20 miles</td>
</tr>
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</table>

### Bus Company

<table>
<thead>
<tr>
<th>Company</th>
<th>General Line</th>
<th>Contact</th>
<th>Direct Line</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peter Pan</td>
<td>800.343.9999</td>
<td>Lenny Rottenberg</td>
<td>617.799.1732</td>
</tr>
</tbody>
</table>

### Car Rental

<table>
<thead>
<tr>
<th>Car Rental</th>
<th>Phone #</th>
<th>Car Rental</th>
<th>Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo</td>
<td>877.222.9078</td>
<td>Enterprise</td>
<td>800.261.7331</td>
</tr>
<tr>
<td>Avis</td>
<td>800.230.4898</td>
<td>Hertz</td>
<td>800.654.3131</td>
</tr>
<tr>
<td>Budget</td>
<td>800.527.0700</td>
<td>National</td>
<td>800.227.7368</td>
</tr>
</tbody>
</table>

### Taxi Company

<table>
<thead>
<tr>
<th>Taxi Company</th>
<th>Phone #</th>
<th>Taxi Company</th>
<th>Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newton Taxi</td>
<td>617.244.6600</td>
<td>Veteran's Taxi</td>
<td>617.527.0300</td>
</tr>
<tr>
<td>Red Cab</td>
<td>617.789.3800</td>
<td>Newton Yellow Cab</td>
<td>617.332.7700</td>
</tr>
</tbody>
</table>

A map of the MBTA Train and Subway lines can be found at: [www.mbta.com/schedules_and_maps/subway/](http://www.mbta.com/schedules_and_maps/subway/)

### Hotels

<table>
<thead>
<tr>
<th>Hotel</th>
<th>Address</th>
<th>Contact</th>
<th>Phone #</th>
<th>Email</th>
<th>Miles to Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newton Marriott</td>
<td>2345 Commonwealth Ave, Newton, MA</td>
<td>Stephanie Gibson</td>
<td>617.969.1000</td>
<td><a href="mailto:stephanie.gibson@marriott.com">stephanie.gibson@marriott.com</a></td>
<td>5 miles</td>
</tr>
<tr>
<td>Crowne Plaza</td>
<td>320 Washington St, Newton, MA</td>
<td>Jill Cashman</td>
<td>617.630.2924</td>
<td><a href="mailto:jcashman@cpbostonnewton.com">jcashman@cpbostonnewton.com</a></td>
<td>2.5 miles</td>
</tr>
<tr>
<td>Sheraton Needham</td>
<td>100 Cabot St, Needham, MA</td>
<td>Tamyka Forrester-Riley</td>
<td>781.292.3870</td>
<td><a href="mailto:tamyka.forrester_riley@sheraton.com">tamyka.forrester_riley@sheraton.com</a></td>
<td>6 miles</td>
</tr>
<tr>
<td>Hotel Indigo</td>
<td>399 Grove Street, Newton, MA</td>
<td>Dawn Qadir</td>
<td>617.454.3402</td>
<td><a href="mailto:dawn.qadir@indigonewton.com">dawn.qadir@indigonewton.com</a></td>
<td>5 miles</td>
</tr>
<tr>
<td>Holiday Inn</td>
<td>1200 Beacon St, Brookline, MA</td>
<td>Valerie White</td>
<td>617.277.1200</td>
<td><a href="mailto:vwhite@brooklineinn.com">vwhite@brooklineinn.com</a></td>
<td>3.5 miles</td>
</tr>
</tbody>
</table>

### Catering/Food Delivery

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone #</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>BC Dining Services (Boxed lunches)</td>
<td>617.552.0311</td>
<td>Contact: Dave Early 753 Beacon Street, Newton, MA</td>
</tr>
<tr>
<td>Bill’s Pizzeria (Pizza, Sandwiches)</td>
<td>617.964.1116</td>
<td>275 Centre Street, Newton, MA</td>
</tr>
<tr>
<td>Bertucci’s (Pizza, Boxed lunches)</td>
<td>617.244.4900</td>
<td>2 Under Price Way, Natick, MA</td>
</tr>
<tr>
<td>Kelly’s Roast Beef (Sandwiches)</td>
<td>617.782.3999</td>
<td>11 Commonwealth Ave, Chestnut Hill, MA</td>
</tr>
<tr>
<td>Flatbreads Café (Sandwiches)</td>
<td>617.964.8484</td>
<td>1241 Centre Street, Newton, MA</td>
</tr>
<tr>
<td>Panera Bread (Sandwiches)</td>
<td>617.965.9850</td>
<td>2 Boylston Street, Chestnut Hill, MA</td>
</tr>
<tr>
<td>Comella’s (Pizza, Pasta)</td>
<td>617.278.2400</td>
<td>1 Boylston Street, Chestnut Hill, MA</td>
</tr>
</tbody>
</table>

### Local Sit Down Restaurants

<table>
<thead>
<tr>
<th>Restaurant</th>
<th>Phone #</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheesecake Factory $$</td>
<td>617.964.3001</td>
<td>199 Boylston Street, Chestnut Hill, MA</td>
</tr>
<tr>
<td>Applebee’s $</td>
<td>617.731.0159</td>
<td>381 Chestnut Hill Ave, Brighton, MA</td>
</tr>
<tr>
<td>Legal Sea Foods $$</td>
<td>617.277.7300</td>
<td>43 Boylston Street, Chestnut Hill, MA</td>
</tr>
<tr>
<td>Stockyard Steakhouse $$</td>
<td>617.782.4700</td>
<td>135 Market Street, Brighton, MA</td>
</tr>
<tr>
<td>Bertucci’s $</td>
<td>617.244.4900</td>
<td>275 Centre Street, Newton, MA</td>
</tr>
</tbody>
</table>
In the event of an injury:

- First-responder: Sports Medicine Team Athletic Trainer
- If additional care is needed the trainer will signal to an operations staff member to call BCPD (2.4444)
- BCPD will request an ambulance and guide it to the proper location
- Student athletes will be transported to either St. Elizabeth’s Medical Center or Beth Israel Deaconess
- A team representative will travel with the student athlete
- Appropriate BC Athletic Administrators will be notified.

EMERGENCY PHONE LOCATIONS

- **Power Gymnasium:** Phone is located on the wall at the south end of the gym, near the water fountains.
- **Conte Forum:** Phones are located in the Boston College Athletic Training Room, the hallway outside of the Athletic Training Room, directly beside the north elevator and in the Skate Lobby.

AED LOCATIONS

- **Conte Forum North Entrance:** Inside the Sports Medicine Door in the North Lobby.
- **Conte Forum South Entrance:** In the Visiting Team locker room hallway near locker room D.

*If a student-athlete is injured and needs medical assistance/transportation, please call the Boston College Police Department at 617.552.4444 or on campus at 2.4444.

**St. Elizabeth’s Medical Center:** 736 Cambridge St. Brighton, MA 02135  Main Number: 617.789.3000
From Main Campus (140 Commonwealth Ave. Chestnut Hill, MA 02467)

Exit the North side of campus and proceed directly across Commonwealth Avenue (Rte. 30) onto Lake Street. Follow Lake Street to the bottom of the hill and at the first traffic light turn right onto Washington Street. Follow Washington Street, going straight through two traffic lights. Approaching the third light, you will see the Medical Center in front of you on the right.

For the Emergency Room, go straight at the third light, drive past the Medical Center (on your right), turn right at the next light (Warren St.), and follow signs for the Emergency Room.

To reach the main entrance of the Medical Center, go straight at the third light, drive past the Medical Center (on your right), turn right at the next light (Warren St.) and the main drive will be your first right.

**Beth Israel Deaconess Medical Center:** 185 Pilgrim Rd., Boston, MA 02215  Main Number: 617.667.7000
From Main Campus (140 Commonwealth Ave. Chestnut Hill, MA 02467)

Exit the North side of campus and proceed to Commonwealth Ave eastbound towards Boston. Proceed to the 4-way intersection and turn right onto Chestnut Hill Ave. At the next set of lights, turn left onto Beacon St. Proceed 1.6 miles and then turn right onto Harvard St. Take your first left onto Longwood Ave and after 0.7 miles turn right onto Pilgrim Road. Proceed to the Emergency Room.
Directions to Main Campus – Conte Forum

GPS Address: 140 Commonwealth Ave. Chestnut Hill, MA 02467

From Points North and South:
1. Take Interstate 95 (Route 128) to Exit 24 (Route 30).
2. Proceed east on Route 30, also known as Commonwealth Avenue, and follow for about five miles to Boston College.
3. Enter BC at the second entrance on the right, at St. Ignatius Church, and then bear left down St. Thomas More Drive.
4. Follow St. Thomas More Drive until you reach Beacon Street and go right.
5. Traveling on Beacon Street, take your first right and proceed to the Conte Loop area.

From Points West:
1. Take the Massachusetts Turnpike (Interstate 90) to Exit 17.
2. At the first set of lights off the exit ramp, take a right onto Centre Street.
3. Follow Centre Street to the fourth set of lights, and turn left onto Commonwealth Avenue.
4. Follow Commonwealth Avenue 1.5 miles to Boston College.
5. Enter BC at the second entrance on the right, at St. Ignatius Church, and then bear left down St. Thomas More Drive.
6. Follow St. Thomas More Drive until you reach Beacon Street and go right.
7. Traveling on Beacon Street, take your first right and proceed to the Conte Loop area.

From Downtown Boston:
1. Take the Massachusetts Turnpike (Interstate 90 West) to Exit 17.
2. Take a left over the bridge after passing the Sheraton Tara Hotel.
3. Take the first right onto Centre Street.
4. Follow Centre Street to the fourth set of lights, and turn left onto Commonwealth Avenue.
5. Follow Commonwealth Avenue 1.5 miles to Boston College.
6. Enter BC at the second entrance on the right, at St. Ignatius Church, and then bear left down St. Thomas More Drive.
7. Follow St. Thomas More Drive until you reach Beacon Street and go right.
8. Traveling on Beacon Street, take your first right and proceed to the Conte Loop area.

From Logan Airport:
1. Follow signs to I-90 via the Williams Tunnel (Toll).
2. Take the Massachusetts Turnpike (I-90) to Exit 17.
3. Take a left over the bridge after passing the Sheraton Tara Hotel.
4. Take the first right onto Centre Street.
5. Follow Centre Street to the fourth set of lights, and turn left onto Commonwealth Avenue.
6. Follow Commonwealth Avenue 1.5 miles to Boston College.
7. Enter BC at the second entrance on the right, at St. Ignatius Church, and then bear left down St. Thomas More Drive.
8. Follow St. Thomas More Drive until you reach Beacon Street and go right.
9. Traveling on Beacon Street, take your first right and proceed to the Conte Loop area.
To Locker Rooms: Enter Boston College via Commonwealth Avenue at St. Ignatius Church and turn left on St. Thomas More Rd. Turn right onto Beacon St. then take the first right and continue in the Conte Loop.
BUILDING & COURT INGRESS/EGRESS FOR VISITING TEAM AND OFFICIALS IS THROUGH PORTAL IN BETWEEN SECTIONS X & W.

OFFICIALS & VISITING TEAM LOCKER ROOMS ARE LOCATED ON FIRST LEVEL UNDER SECTION W.

BACKUP STANTION IS LOCATED UNDER SECTION B THROUGH ZAMBONI ENTRANCE.

TV TRUCKS ARE LOCATED OUTSIDE OF THE ZAMBONI ENTRANCE BEHIND SECTIONS BB & CC.

STUDENT SEATING IS LOCATED IN SECTIONS 5, 13, E, F, G, H, Q, R, S, & T.

VISITING TEAM COMPLIMENTARY SEATING IS LOCATED IN SECTIONS 10, 11, AND N (ROW 1 SEATS 5-16, AND ROW 2 SEATS 12-14).

BAND SEATING IS LOCATED IN SECTION 13.
APPENDIX D

SAMPLE PRE-GAME TIMELINE –9:05 PM START

<table>
<thead>
<tr>
<th>Real Time</th>
<th>Event</th>
<th>Scoreboard Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:59 PM</td>
<td>Player Introductions</td>
<td>0:60:00</td>
</tr>
<tr>
<td></td>
<td>Visiting Team Starters Introduced</td>
<td></td>
</tr>
<tr>
<td>8:02 PM</td>
<td>Arena Lights Go Dark - Shutters Close - Player Intro Video :30 Seconds</td>
<td></td>
</tr>
<tr>
<td>8:03:30 PM</td>
<td>Boston College Starters Introduced</td>
<td>0:05:30</td>
</tr>
<tr>
<td>8:04:30 PM</td>
<td>Horn Sounds - Starters to the Court for Tip-Off</td>
<td></td>
</tr>
<tr>
<td>8:05 PM</td>
<td>TIP-OFF</td>
<td>20:00</td>
</tr>
</tbody>
</table>

PREGAME:
Both teams will be asked to line up in front of their team bench for the playing of the National Anthem followed immediately by introductions of the starting line-ups.

ELECTRONIC MEDIA TIMEOUTS:
In accordance with ACC policy, there will be timeouts at, or immediately following a dead ball, under the 16, 12, 8 and 4 minute marks on the clock during each half. During a timeout, the first horn will sound at 120 seconds (2:00). The second horn will sound at 135 seconds (2:15) at the end of the timeout. The first 30 second timeout of the second half will become a full timeout, regardless of which team calls the timeout or when it is called.

TEAM TIMEOUTS:
60 Second: One (1) per team, per game. It can be carried over to the second half.
30 Second: Four (4) per team, per game. Three can be carried over to the second half.
Each team will receive an additional 30 second timeout in overtime, along with carrying over unused 30 second/60 second timeouts.

OVERTIME:
There will be a two-minute (2:00) intermission between regulation and a five-minute (5:00) overtime period. The first timeout called by a coach in each overtime period will become an electronic media timeout.

GAME OPERATIONS PHONE NUMBERS:
BCPD Emergency 617.552.4444
BCPD Non-emergency 617.552.4440