



October 31 ← Hosted by **HOUSTON**.

***2009 CONFERENCE USA  
CROSS COUNTRY  
CHAMPIONSHIPS  
HANDBOOK***

UNIVERSITY OF HOUSTON  
October 31, 2009

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**CHAMPIONSHIP ADMINISTRATION**

Championship Headquarters.....The Woodlands Resort and Conference Center  
Conference USA Office.....214-774-1300  
Facility Phone .....281-364-6237

- |   |   |
|---|---|
| <p>1. <b>C-USA Liaison</b><br/>Name: Walter Brock<br/>Office: 214-774-1349<br/>Cell: 216-334-7075<br/>E-mail: wbrock@c-usa.org</p> <p>2. <b>Championship Director</b><br/>Name: Betsy Morin<br/>Office: 713-743-9000<br/>Cell: 713-748-9774<br/>E-mail: efmorin@central.uh.edu</p> <p>3. <b>Facility Coordinator</b><br/>Name: Willie Fowlkes<br/>Office: 281-210-3900<br/>Cell: 936-672-2232<br/>E-mail: wjfowlkes@catw-tx.org</p> <p>4. <b>C-USA Merchandising Coordinator</b><br/>Name: Keisha Dunlap<br/>Office: 214-774-1355<br/>Cell: 479-283-6283<br/>E-mail: kdunlap@c-usa.org</p> <p>5. <b>Merchandising Coordinator</b><br/>Name: Sarah Youngdale<br/>Office: 713-743-9446<br/>Cell: 713-775-5089<br/>E-mail: sjyoungd@central.uh.edu</p> | <p>6. <b>C-USA Marketing Coordinator</b><br/>Name: Kelly Carney<br/>Office: 214-774-1348<br/>Cell: 214-673-2034<br/>E-mail: kcarney@c-usa.org</p> <p>7. <b>Hospitality Coordinator</b><br/>Name: Betsy Morin<br/>Office: 713-743-9000<br/>Cell: 713-748-9774<br/>E-mail: efmorin@central.uh.edu</p> <p>8. <b>Sports Medicine Coordinator</b><br/>Name: Mike O’Shea<br/>Office: 713-743-0782<br/>Cell: 713-775-2512<br/>E-mail: moshea@central.uh.edu</p> <p>9. <b>C-USA Media Coordinator</b><br/>Name: Debbie Davis<br/>Office: 214-774-1353<br/>Cell: 972-802-8979<br/>E-mail: tmeisner@c-usa.org</p> <p>10. <b>Media Coordinator</b><br/>Name: Chris Burkhalter<br/>Office: 713-743-9409<br/>Cell: 713-775-1542<br/>E-mail: cburkha@central.uh.edu</p> |
|---|---|

## **STAFF ADMINISTRATION**

### **UNIVERSITY OF HOUSTON**

<u>Title</u>	<u>Name</u>	<u>Work Number</u>
Director of Athletics	Mack Rhoades	713-743-9370
Championship Administrator	Betsy Morin	713-743-9000
Sports Information Director	Chris Burkhalter	713-743-9409
Asst. Sports Information Director	Jillian Rogers	713-743-9407
Business Manager	Mathilda Christophe	713-743-9516
Ticket Manager	Mike Rea	713-743-9444
Head Athletic Trainer	Mike O'Shea	713-743-0782
Head Coach	Leroy Burrell	713-743-9399
Assistant Coach	Ryan Turner	713-743-9399
Assistant Coach	Will Blackburn	713-743-9399
Assistant Coach	Kyle Tellez	713-743-9399
Assistant AD, Facilities & Ops.	Alan Villavasso	713-743-9387
Fax Number (for tournament info)		713-743-9375
Sports Information Fax Number		713-743-9411

### **CONFERENCE USA**

Britton Banowsky .....	Commissioner
Judy MacLeod .....	Executive Associate Commissioner
Alfred White .....	Associate Commissioner
Kelly Carney .....	Associate Commissioner
Robert Philippi .....	Associate Commissioner for Compliance/Academics
Chris Woolard .....	Associate Commissioner for Sport Services
Catrina Gibson .....	Assistant Commissioner for Business Affairs
Russell Anderson .....	Assistant Commissioner for FB/Baseball Operations
Courtney Morrison-Archer .....	Assistant Commissioner for Public Affairs
Keisha Dunlap .....	Assistant Commissioner for Sports Services
Monay Scholle .....	Director of Events
Callie Hubbell .....	Director of Compliance and Student-Athlete Services
Debbie Davis .....	Associate Director of Media Relations
Tod Meisner .....	Assistant Director of Media Relations
Carmen Jones .....	Assistant Director of Marketing and Business Affairs
Walter Brock .....	Assistant Director of Sports Services
Darlene Winsett .....	Executive Assistant
Katie McGregor .....	Administrative Assistant
Kelly Ninemire .....	Intern
Tommy Schield .....	Intern
Erika Amstadt Hirschfield .....	Creative Services Consultant
Telephone / Fax .....	214-774-1300/214-496-0046

## COMPETING INSTITUTIONS' ADMINISTRATION

**East Carolina**

Athletic Director .....Terry Holland  
 SWA .....Rosie Thompson Smaw  
 Head Coach .....Curt Kraft  
 SID .....Sarah Fetters

**Houston**

Athletic Director .....Mack Rhoades  
 SWA .....DeJuena Chizer  
 Head Coach .....Ryan Turner  
 SID .....Jillian Rogers

**Marshall**

Athletic Director .....Mike Hamrick  
 SWA .....Beatrice Crane Banford  
 Head Coach .....Jeff Small  
 SID .....Ted Feeley

**Memphis**

Athletic Director .....R.C. Johnson  
 SWA .....Lynn Parkes  
 Head Coach .....Mike Power  
 SID .....Mark Taylor

**Rice**

Athletic Director .....Chris Del Conte  
 SWA .....Leslie Claybrook  
 Head Coach .....Jon Warren (M)  
 .....Jim Bevan (W)  
 SID .....Jay Jameson

**SMU**

Athletic Director .....Steve Orsini  
 SWA .....TBD  
 Head Coach .....Cathy Casey (W)  
 SID .....Rob Buerlein

**Southern Miss**

Athletic Director .....Richard Giannini  
 SWA .....Sonya Varnell  
 Head Coach .....Kevin Stephen  
 SID .....Shirley Hill

**Tulane**

Athletic Director .....Rick Dickson  
 SWA .....Maria Ochoa Woods  
 Head Coach .....Eric Peterson  
 SID .....Kevin Wilkinson

**Tulsa**

Athletic Director .....Bubba Cunningham  
 SWA .....Crista Troester  
 Head Coach .....Steve Gulley  
 SID .....Nathan Brooks

**UAB**

Athletic Director .....Brian Mackin  
 SWA .....Derita Ratcliffe  
 Head Coach .....Blake Boldon (W)  
 SID .....Sarah Fitzpatrick

**UCF**

Athletic Director .....Keith Tribble  
 SWA .....Jessica Reo  
 Head Coach .....Caryl Smith Gilbert (W)  
 SID .....Andrew Gavin

**UTEP**

Athletic Director .....Robert Stull  
 SWA .....Lisa Campos  
 Head Coach .....Paul Ereng  
 SID .....Ana Chavez

## **SCHEDULE OF EVENTS**

(All times listed are Central)

### **Thursday, October 29, 2009**

<b>Noon to 4:30 pm</b>	<b>Course available for inspection and practice</b>	<b>Bear Branch Sportsfields</b>
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### **Friday, October 30, 2009**

<b>All day</b>	<b>Course available for inspection and practice</b>	<b>Bear Branch Sportsfields</b>
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<b>6:30 pm</b>	<b>Coaches Meeting</b>	<b>Resort - Vista Room</b>
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### **Saturday, October 31, 2009**

<b>9:00 am</b>	<b>Men's 8K Race</b>	<b>Bear Branch Sportsfields</b>
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<b>10:00 am</b>	<b>Women's 5K Race</b>	<b>Bear Branch Sportsfields</b>
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<b>11:00 am</b>	<b>Awards Presentation</b>	<b>Bear Branch Sportsfields</b>
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# ***CHAMPIONSHIP POLICIES***



October 31 → Hosted by **HOUSTON.**

## **CHAMPIONSHIP POLICIES**

**Unless stated otherwise in the Handbook, all Conference USA Cross Country procedures are in effect during the Championship.**

**Awards.** Conference USA will provide the following awards at the championship.

- A. **All-Conference Team (21 members).** The first 21 finishers, men and women, of the Conference USA Cross Country Championship will be designated as First (1-7), Second (8-14), and Third (15-21) All-Conference Teams.
- B. **Coach of the Year.** A Cross Country Coach of the Year, men and women, will be selected by the head coaches following the meet.
- C. **Freshman of the Year.** The highest placing freshmen, men and women, will be awarded Freshman of the Year honors.
- D. **Outstanding Senior.** The highest placing senior, men and women, will be awarded Outstanding Senior honors.
- E. **Team Champion Awards.** Champion team members will receive individual awards.
- F. **Individual Champion Award.** The individual winner, men and women, will be awarded Individual Champion honors.
- G. **Team Awards.** The first and second place teams, men and women, will receive trophies.

### **Championship Officials.**

Conference Liaison: Walter Brock

Championship Director: Betsy Morin

Referee: Shirley Crowe

Bear Branch Sportsfields Directors: Willie Fowlkes and Dan Green

**Coaches Meeting.** A meeting of the head coaches will be held on Friday, October 30, at 6:30 pm, to discuss pertinent championship information. The meeting will be held at The Woodlands Resort in the Vista Room.

**Coaches Packet.** This packet shall be available to coaches at the meeting Friday night. It shall include:

1. Nine numbers
2. Safety pins
3. 10 programs
4. 10 course maps
5. 2 quick score envelopes
6. 1 pen

**Competitive Numbers.** Runners shall wear numbers on the front of their uniforms.

**\*\*\*Bibs will have participants name. In order to accomplish this, please email Ryan Turner [ryanturner@uh.edu](mailto:ryanturner@uh.edu) all possible participants' names by October 9, 2009.**

### **Course Information.**

1. The C-USA Championship course will follow all NCAA guidelines.

2. The men's championship distance is 8,000 meters and the women's championship distance is 5,000 meters.

**Entry Forms.** Institutions should submit their entry forms to the Conference office two weeks prior to the championship. Coaches will declare athletes the day before the meet at the coaches meeting.

**Hospitality.**

Student-Athlete Hospitality. This area will be located by the **Athlete Village (see map)** and will be restricted to participating student-athletes only. Bagels, fruit, water and sports drinks will be provided for the participants. The tent will be identified.

Staff Hospitality. This area will be located by the **Athlete Village (see map)**. This area is restricted to each team's staff (e.g., coaches, trainers, SIDs), working press and officials. Breakfast sandwiches and beverages will be provided.

Post-event Meal. Box lunches from Chick-Fil-A will be provided for student-athletes and coaches at the conclusion of the championship.

**Hotels.** Below is the designated championship hotel. All teams **must** stay in the designated hotel.

**The Woodlands Resort and Conference Center**

**2301 North Millbend Drive**

**The Woodlands, TX 77380**

Clarissa Emrich-Mosbey

[Clarissa.Emrich-Mosbey@woodlandsresort.com](mailto:Clarissa.Emrich-Mosbey@woodlandsresort.com)

Office: 281-364-6237 Fax: 281-364-6338

**\$110.00**

**Inclement Weather.** Bear Branch Sportsfields is equipped with a Lighting Detector and also internet access to monitor the weather.

**Jury of Appeals.** The Jury of Appeals for the Conference USA Cross Country Championship will include three officials working the meet chosen by the host institution and the Conference liaison. It is the responsibility of this committee to make a final ruling on all appeals. The referee's decision is final unless appealed to this committee.

**Medical.** The following staff will be available to assist you with your training needs:

**Mike O'Shea, Head Athletic Trainer, 713-743-0782**

**Mabo Yamamura, Graduate Assistant, 713-743-0873**

The training area will be located in the **Pavilion area (see map)**. Medical tables, ice and water will be in this area. It will be available from **7:30 am to Noon** on Saturday. An ambulance will also be on site the day of the Championship.

**Meet Results.** Meet results will be available immediately after the event. Final meet results will be distributed at the awards ceremony to each head coach and will be posted. The results from the Cross Country

Championships will also be posted the day of the event on the Conference USA ([www.conferenceusa.com](http://www.conferenceusa.com)) and **University of Houston** ([www.uhcougars.com](http://www.uhcougars.com)) website.

**Merchandise.** Merchandise will be available for sale starting at **8:00 am - Noon** at the course on Saturday. A table will be set up at the course for athletes and spectators to purchase.

**Parking. Parking Lot A (see map)** will be reserved for team vans, coaches/staff cars and officials. **Parking Lots B and C (see map)** will be available for spectators.

**Pre-Championship Protocol.**

8:30 am – National Anthem

8:40 am – Men’s teams report to the starting line.

9:00 am – **Men’s championship 8K race begins.**

9:40 am – Women’s teams report to the starting line.

10:00 am – **Women’s championship 5K race begins.**

**Protests.** Intent to protest must be made immediately to the Conference liaison.

1. The Jury of Appeals shall handle all protests.
2. The formal protest shall be presented to the Conference liaison within 15 minutes after posting of results. It must include:
  - a. individuals involved;
  - b. the conditions that prompted the decision to protest;
  - c. the rule and section of the NCAA rulebook under which the protest is being made;
  - d. all essential facts involved in the matter being protested, and
  - e. rationale for the protest.

**Rules.** Cross Country rules as specified in the NCAA Cross Country and Track & Field Guide will be followed.

**Scoring Procedures.** The first five runners to cross the finish line from each institution shall score, sixth and seventh, will displace; eighth and ninth will not displace.

**Sequence of Competition.** The sequence of competition shall be identical to that of the NCAA Regional meet that year (i.e., men will run first in odd years and women in even years).

**Squad Size.** The travel size of each squad is limited to nine; all nine (9) runners are permitted to compete.

**Timing System.** The event will be timed and scored using the following system:

1. IPICO Chip Timing System will be used for official timing.
2. Direct Athletics Internet Site will be used for entering participants for use by IPICO Chip Timing.

**Uniforms.** Athletes must compete in their respective team’s uniforms as described in the NCAA Guide.

**Videotaping.** The entire finish of each race will be recorded on videotape.

**ANY QUESTIONS REGARDING THE MEET SHOULD BE DIRECTED TO WALTER BROCK, AT THE CONFERENCE OFFICE 214-774-1349 OR BETSY MORIN WITH HOUSTON AT 713-743-9000.**

## RESTAURANTS

### NEAR HOTEL:

**The Woodlands Mall, 1201 Lake Woodlands Dr, The Woodlands, Texas 77380**

<http://www.thewoodlandsmall.com/html/index2.asp>

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<a href="#">Aroma Coffee Bar</a>	Lower Level by Customer Service
<a href="#">Auntie Ann's Pretzel</a>	Upper level towards Macy's
<a href="#">Brio Tuscan Grille</a>	Brio Tuscan Grille, located in the outdoor shopping area
<a href="#">Carousel</a>	Upper Level in the Food Court
<a href="#">Enchanted Soft Play Area</a>	Lower Level between Sears and Mervyn's
<a href="#">Fleming's Steakhouse &amp; Wine Bar</a>	Fleming's Steakhouse & Wine Bar
<a href="#">Food Court</a>	Food Court
<a href="#">Jasmine Smoothie &amp; Bubble Tea</a>	Lower Level by Dillard's
<a href="#">P.F. Chang's China Bistro</a>	P.F. Chang's
<a href="#">Panera Bread</a>	Next to Ann Taylor Loft
<a href="#">Pretzel Time</a>	Lower Level by JC Penny's
<a href="#">Rockfish Seafood Grill</a>	south side of the mall parking lot, near the Waterway turnaround
<a href="#">The Cheesecake Factory</a>	Between Macy's & Dillard's, adjacent to the Waterway
<a href="#">The Rock Wall</a>	JC Penney's Court
<a href="#">Thirsty's</a>	Lower Level by Sears

## **RESTAURANTS (CONTINUED)**

### **Quick Services**

Beck's Prime  
3020 College Park Dr.  
The Woodlands, TX 77384  
936-271-4510

Charley Grilled Subs  
The Woodlands Mall  
1201 Lake Woodlands Dr.  
The Woodlands, TX 77380  
281-465-4333

Freebirds World Burrito  
1640 Lake Woodlands Drive  
The Woodlands, TX 77380  
281-419-8011

Burger King  
2120 Buckthorne Place  
The Woodlands, TX 77380  
281-367-3600

Café on the Run in H-E-B Woodlands Market  
9595 Six Pines Drive Suite 1570  
The Woodlands, TX 77380  
281-292-2080

**Market Street The Woodlands, 9595 Six Pines Drive, Suite 6390, The Woodlands, Texas 77380**

<http://www.marketstreet-thewoodlands.com/tenant/index.lasso?s=Dining/Entertainment&ss>

## **HOTEL INFORMATION**

### **CHAMPIONSHIP HEADQUARTERS/PREFERRED HOTEL:**

**The Woodlands Resort & Conference Center  
2301 North Millbend Drive  
The Woodlands, TX 77380  
281-367-1100**

Clarissa Emrich-Mosbey  
281-364-6237 (Direct)  
281-364-6377 (Fax)  
Team Rate is \$110.00

### **ADDITIONAL AREA HOTELS FOR FANS:**

Residence Inn Marriott  
Susan Harnan  
9333 Six Pines Drive  
281-419-1542

Drury Inn  
Lucy Hardage  
28099 I-45  
281-362-7222

Residence Inn Marriott  
Tamara Sandford  
1040 Lake Front Circle  
281-292-3252

## **DIRECTIONS**

### **From Bush Intercontinental Airport to The Woodlands Resort**

Take I-45 North or Hardy Toll Road North to Woodlands Parkway (Exit 76B). Follow Woodlands Parkway to Grogan's Mill Road. Watch for The Woodlands Resort & Conference Center signs. Stay in right lane exiting at Grogan's Mill Drive. At traffic light, turn **LEFT** and continue to North Millbend Drive, and make a **RIGHT**. The entrance to the resort is immediately following on the **LEFT**.

### **From Points North**

Take I-45 South to Robinson Road/Woodlands Parkway (exit 76), which will bring you to The Woodlands. Turn **RIGHT** onto Woodlands Parkway. Watch for The Woodlands Resort & Conference Center signs. Stay in right lane exiting at Grogan's Mill Road. At traffic light, turn **LEFT** and continue to North Millbend Drive, and make a **RIGHT**. The entrance to the resort is immediately following on the **LEFT**.

### **From Bush Intercontinental Airport to Bear Branch Sportsfields**

Take I-45 North or Hardy Toll Road North to Research Forest Drive (exit 77). At traffic light, turn **LEFT** onto Research Forest Drive. Continue down to Bear Springs Pl. (approx 3.2 miles). Fields are on your **LEFT** and there is a traffic light at intersection.

### **From The Woodlands Resort to Bear Branch Sportsfields**

Exit resort and make a **RIGHT** onto North Millbend Drive. Go **LEFT** onto Grogan's Mill Road. Follow Grogan's Mill to Research Forest Drive (approx 2.1 miles). Take a **LEFT** onto Research Forest Drive and drive to Bear Springs Pl (approx 2.3 miles). Fields are on your **LEFT** and there will be a traffic light.

### **From Bear Branch Sportsfields to Bush Intercontinental Airport**

Research Forest Drive to I-45 South to Hardy Toll Road or Beltway 8. Follow signs to Intercontinental Airport.

## **AREA MAPS**

### **Bear Branch Sportsfields**

8 and 5 k Course Maps (See Attached Maps Included In Championship E-mail)

**The Woodlands Resort Maps** (To access maps follow the below links)

[http://www.woodlandsresort.com/pop\\_map\\_interactive.html](http://www.woodlandsresort.com/pop_map_interactive.html)

[http://www.woodlandsresort.com/pop\\_map\\_airport.html](http://www.woodlandsresort.com/pop_map_airport.html)

<http://www.woodlandsresort.com/sitemap.html>

[http://www.woodlandsresort.com/pop\\_property\\_map.html](http://www.woodlandsresort.com/pop_property_map.html) -- Coach's Meeting location VISTA ROOM  
North Wing Second Floor

[http://www.woodlandsresort.com/gen\\_area\\_attract.html](http://www.woodlandsresort.com/gen_area_attract.html)

<http://www.thewoodlandsmall.com/html/index2.asp>



**2009 CONFERENCE USA CROSS COUNTRY CHAMPIONSHIP  
Entry Form & Travel Party Information**

<b>Institution:</b>	<b>Coach:</b>
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**ALL ENTRIES MUST BE TYPED OR WRITTEN LEGIBLY IN BLACK INK.**

<b><u>Men Student-Athletes</u></b>
(First Name, Last Name)
<b>1.</b>
<b>2.</b>
<b>3.</b>
<b>4.</b>
<b>5.</b>
<b>6.</b>
<b>7.</b>
<b>8.</b>
<b>9.</b>
<b>10.</b>

<b><u>Women Student-Athletes</u></b>
(First Name, Last Name)
<b>1.</b>
<b>2.</b>
<b>3.</b>
<b>4.</b>
<b>5.</b>
<b>6.</b>
<b>7.</b>
<b>8.</b>
<b>9.</b>
<b>10.</b>

- You are permitted to travel **nine (9)** to the Championship. All nine runners are permitted to compete. These nine runners will be declared at the coaches meeting on Friday, October 30, 2009.

**TRAVEL PARTY**

Please list everyone in your official travel party. This includes all coaches, administrators, SIDs, and trainers.

<b><u>Official Travel Party Members</u></b>
(First Name, Last Name)
<b>1.</b>
<b>2.</b>
<b>3.</b>
<b>4.</b>
<b>5.</b>
<b>6.</b>

It is important that we have the names of all members of your official travel party for the credentials.

**Please complete this form and return to the Conference office via fax to  
(214) 774.1380 or email to [wbrock@c-usa.org](mailto:wbrock@c-usa.org)  
by Friday, October 16, 2009.**