2018-19 CHAMPIONSHIP POLICIES AND PROCEDURES

Updated – August 27, 2018
SECTION 1 - FORMAT

Championship Dates
The conference championship qualifier will be conducted in the fall on the fourth weekend after Labor Day. Wesleyan will host the 2018 qualifier, which will be conducted on Saturday and Sunday, September 29-30 at Lyman Orchards in Middlefield, Conn. The four teams with the lowest score at the completion of the event will advance to compete at the conference championship during the following spring. The four individual finishers with the lowest scores outside the four qualifying teams at the qualifier are eligible to compete at the conference championship.

A two-day, 36-hole conference championship will be held in the spring beginning on the last Saturday in April (April 27-28, 2019) and will be hosted by the team with the lowest cumulative score at the conclusion of the championship qualifier. If the team with the lowest score at the qualifier is unable to host the event, the team with the next lowest score from the qualifier shall be given the opportunity to host, and so on. If none of the four participating teams are able to host the conference championship, then a neutral site shall be chosen. The site of the conference championship shall be secured and announced no later than November 15.

Championship Qualifier Format
- A two-day, 36-hole stroke play event shall be conducted.
- Teams shall consist of four or five golfers, with the top four individual scores counting for each round.
- Individuals not competing in the event as part of an institution’s team will not be allowed to participate.
- The four teams with the lowest cumulative score and the top four individual finishers from institutions outside the four qualifying teams at the conclusion of the event shall qualify for the conference championship in April.

Day One – Saturday, September 29, 2018
- Day one/first round pairing of teams will be determined by random draw by the Games Committee.
- Pairings will consist of three groups/waves of teams. The Games Committee will determine each group/wave (e.g., group/wave 1 - three teams, group/wave 2 - three teams, group/wave 3 - four teams).
- Players will be grouped by position (No. 1 players paired, No. 2 players paired, etc.) within each wave.
- Tee times will begin with No. 5 players teeing off first, continuing in descending order with No. 1 players teeing off last in each wave.

Day Two – Sunday, September 30, 2018
- Day two/second round team pairings will be determined by team results from day one. Pairings within a group/wave will be determined from day one individual scores.
- Teams will be grouped as follows:
  - The three teams with the highest cumulative score from day one will form the first group/wave.
  - The next three teams with the highest cumulative score from day one will form the second group/wave.
  - The remaining four teams with the lowest cumulative team scores from day one will form the third group/wave.

Note: In the event two (or more) teams tie following day one and it is necessary to break the tie to determine group/wave pairings, the team with the lower drop score from day one will be placed in the later group/wave. If tied teams have identical drop scores from day one, then a random action (e.g., coin flip, drawing names from a hat, etc.) will determine which team(s) will be placed in the later group/wave.

- Once team pairings are determined, players will be grouped by individual score within each team from day one. The highest scores from day one will be placed in the No. 5 position, continuing in descending order with the lowest score from day one in the No. 1 position.
- If two or more players from the same team have identical scores after day one, then the positioning from day one will be used to determine the position for the tied players on day two.
- Tee times will begin with No. 5 players teeing off first, continuing in descending order with No. 1 players teeing off last in each wave.
Championship Format
- A two-day, 36-hole stroke play championship shall be conducted.
- Teams shall consist of four or five golfers, with the top four individual scores counting for each round.
- The four individuals with the lowest scores outside of the four championship qualifying teams from the championship qualifier may participate. The Conference office must be notified by February 16 whether the four individuals will be participating in the championship. If individuals elect not to participate, alternates will not be selected.
- The team with the lowest cumulative score at the conclusion of the championship shall be declared the conference champion and receive the conference AQ to the NCAA championship.

Day One – Saturday, April 27, 2019
- Players competing as part of a team will be grouped by position (No. 1 players paired, No. 2 players paired, etc.) within each wave. The four individual players will be grouped in a wave.
- Tee times will begin with the individual players followed by the No. 5 players from the four teams teeing off, continuing in descending order with No. 1 players teeing off last in each wave.

Day Two – Sunday, April 28, 2019
- Day two/second round pairings will be determined from day one individual scores.
- The four individual players will remain grouped together in a wave.
- Players competing as part of a team will be grouped by individual score within each team from day one. The highest scores from day one will be placed in the No. 5 position, continuing in descending order with the lowest score from day one in the No. 1 position.
- If two or more players from the same team have identical scores after day one, then the positioning from day one will be used to determine the position for the tied players on day two.
- Tee times will begin with the individual players followed by the No. 5 players from the four teams teeing off first, continuing in descending order with No. 1 players teeing off last in the wave.

SECTION 2 - SELECTION PROCESS
All NESCAC institutions that sponsor a men’s golf team shall participate in the championship qualifier. The top four team finishers will participate in the championship. The top four individuals outside of the top four teams from the championship qualifier are eligible to participate in the championship.

SECTION 3 – FACILITY REQUIREMENTS & EQUIPMENT
Facility Requirements
The host institution must secure an 18-hole golf course for the qualifier and the championship. The course shall be available for participants on the Friday prior to the event for a practice round, along with Saturday and Sunday for the event. The course should conform to USGA and NCAA guidelines.

The championship must be conducted at a course that meets the following minimum yardage relative to par:
- Par 70 – 6,100 yards
- Par 71 – 6,300 yards
- Par 72 – 6,500 yards

Tee Times
Tee times must be completed before 12:30 p.m. each day. Sunday tee times should be booked as early as possible.

Registration of Events
For the championship qualifier, the host institution is responsible for registering the event with Golfstat no later than September 15 and must file complete results with Golfstat no later than 14 days following the event. For the championship, the host institution is responsible for registering the event with Golfstat and for providing Golfstat with the results immediately following the conclusion of the championship.

Balls
Each institution shall provide its own golf balls for the practice round and all competition. The USGA one-ball rule (brand) will not be in effect.
Cars, Carts and Caddies
Motorized carts and caddies may not be used by participants, coaches and spectators at the site of the event, including during the practice round. Non-motorized push/pull carts may be used by participants. Golf carts will be provided to members of the Games Committee if necessary for the sole purpose of conducting the event. If a coach is injured or unable to walk to follow his/her team, the coach will be allowed to use a motorized cart to follow the team.

An exception to this policy will be made to allow a participant to use a motorized cart if the participant is permanently disabled and/or has written documentation from a physician requiring special consideration. A written request must be submitted to the Conference office and Games Committee two weeks prior to the event. Medical documentation from a physician must be submitted with details why the player is unable to walk the course.

SECTION 4 - PLAYING RULES
General
USGA and NCAA championship rules shall be followed.

Coaches Meeting
A mandatory coaches meeting will be held at the competition site by the Games Committee prior to the first wave to review all rules and conditions under which the tournament will be played. All head coaches are required to attend the meeting.

Championship lineups must be submitted no later than the coaches meeting.

Advice
In addition to the provisions of Rule 8-1, the Note under Rule 8 of the USGA Rules of Golf will be in effect. Thus, each team may appoint its head or assistant coach to give advice to, or ask for advice from, participants on that team provided that:

a. only one person is appointed to give advice to or ask for advice from participants on that team at any one time;
   b. if the person is anyone other than the head coach, the person is identified to the Games Committee before the start of the competition each day;
   c. the person does not give advice to, or ask for advice from, another team’s players or coaches;
   d. the person is not given advice by any other representative of that team; and
   e. the advice is given in a private manner that does not unduly delay play.

The player may ask for advice from, or give advice to, the appointed person in accordance with a, b and e above. Advice includes pointing out the line for putting.

Distance Measuring Device
A distance measuring device can be used by participants for all rounds of competition, provided that the device only measures distance. Devices that include slope/wind capabilities are not permitted, even if the features have been disabled on the device prior to competition. In addition, cell phones that feature GPS applications are not permitted. Failure to comply will result in disqualification from the event by the participant.

Headphones
Participants are not permitted to wear headphones during any part of the competition.

Squad Size
Each team is permitted a squad size of four or five players. Each institution is required to submit a lineup according to playing position to the Games Committee prior to the start of the championship.

Scorecard Procedure
The scorecard shall be deemed official when the head coach turns in card to the scoring official (e.g., scoring pro).

Tie-breaking
In the event of a tie for determining the top four teams in the fall championship qualifier or the top two teams in the spring championship, the following tie-breaker system will be used (in priority order):

1. Count 5th player score from Day Two.
2. Count 5th player score from Day One.
3. Lowest cumulative individual total.
4. Second-lowest cumulative individual total.
5. Third-lowest cumulative individual total.
6. Fourth-lowest cumulative individual total.
7. Highest cumulative individual total.
8. Coin toss (or random action if more than two teams are involved).

* To break a tie among teams of five players, or a team with five players and a team with four players, begin with the first criteria.
^ To break a tie among teams of four players, begin with the third criteria and omit the seventh criteria.

Individual competition will be conducted over 36 holes of stroke play. Individual ties will not be broken at the spring championship. In the event of a tie at the fall qualifier among individuals vying for the top four spots (outside of the top four teams) to participate in the spring championship, the following tie-breaking procedure (listed in priority order) based on USGA tiebreaker rules will be used to determine the four participants.

- Head-to-head in last 18 holes of competition
- Head-to-head in last 9 holes of competition
- Head-to-head in last 6 holes of competition
- Head-to-head in last 3 holes of competition
- Head-to-head in last hole of competition
- Head-to-head in first 18 holes of competition
- Head-to-head in last 9 holes of first round
- Head-to-head in last 6 holes of first round
- Head-to-head in last 3 holes of first round
- Head-to-head in last hole of first round

Note: In the event of a tie among three or more individuals vying for the top four spots (outside of the top four teams), the criteria above will be applied in order until an individual is (or individuals are) separated and ranked on tie-breaking criteria. At that point, if any individuals remain tied, the process begins anew (returning to the first criteria) with the tied individuals who are in contention. The process is continued until the tie is eventually broken.

**Play Suspended, Day Not Played or Not Completed (due to inclement weather, etc.)**

In the event of inclement weather for the qualifier, the number of holes played may be reduced. If weather affects the completion of one day of competition, the four teams that shall advance to the championship will be determined by the 18-hole scores.

In the event the entire qualifying event is cancelled due to inclement weather, a committee (comprised of the coaches from the Executive Committee schools) will select the top four teams and the four individuals that will participate in the championship. The committee shall convene no later than November 5. The following criteria will be used by the committee to determine the four teams and the four individuals that will participate in the spring championship.

- Criteria (not in priority order)
  - First Golfstat Northeast Regional Ranking released in November that includes all fall competition for each team
  - Head-to-head results in all fall competition
  - Place finish in all fall competition
  - Stroke differential results against common opponents
  - Team or individual non-adjusted round scoring average

For the championship, if any portion of the scheduled 36-hole event is not completed, then the results will be based on the completed 18 or 27 holes. In the event fewer than 18 holes are completed or play has not begun, the team that finished first at the qualifier will be declared the champion.

In the event that both the qualifying event and championship are cancelled due to inclement weather, the team that receives the conference AQ to the NCAA championship will be selected from the four teams chosen to participate in the championship. The Games Committee for the championship will convene on site and will utilize the Golfstat Northeast Regional Rankings of the four teams participating in the championship as of the date of the championship to determine which team will receive the conference AQ to the NCAA championship.
SECTION 5 - OFFICIALS

Games Committee
The Games Committee for the championship qualifier shall be comprised of the coaches representing the host school, the next year’s host school and the previous year’s host school.

The Games Committee for the championship shall be comprised of the head coaches representing the four participating teams.

Rules Committee
The Rules Committee for the championship qualifier shall be comprised of the host golf professional and the coaches representing the host school, the next year’s host school and the previous year’s host school.

The Rules Committee for the championship shall be comprised of the host golf professional and the coaches representing the four participating teams.

In the event the host institution’s coach serves as the golf professional at the host course, a local PGA Rules Official may be secured to serve as the golf professional representative on the Rules Committee. The cost shall not exceed $100 per day.

When possible, the host school will secure a local rules official, who is not the golf pro at the course, to monitor the event.

Qualifier Host Site/Rotation
The host rotation for the championship qualifier through 2020 is as follows:

- 2018 – Wesleyan
- 2019 – Tufts
- 2020 – Amherst

SECTION 6 – PRACTICE

Practice Round
The course shall be available for inspection and practice for all participants on the Friday prior to the start of the qualifier and championship. Coaches are responsible for contacting the host course to obtain tee times for practice if their institution will be practicing on the Friday prior to the event. For the 2018 championship qualifier, contact Lyman Orchards at (860) 200-3681 or (860) 356-3558 and ask for Ashley to secure tee times for practice.

Practice Range
Participants in the championship are permitted to use a practice range if one is present at the facility.

SECTION 7 – TRAVEL

Travel: Teams are responsible for making their own travel arrangements and must adhere to the travel regulations as stipulated in the NESCAC Manual.

Lodging: Traveling teams are responsible for making their own lodging arrangements. Andrea Casperson with BookMyGroup will be available to assist traveling teams with lodging arrangements. If assistance is desired, contact Andrea Casperson at 888-832-6745 (acasperson@bookmygroup.com).

SECTION 8 – AWARDS

- The champion and runner-up teams at the conference championship will both receive an award.
- Awards will be shipped to the Athletics Director of the institution hosting the tournament.
- If awards have not been received by 12:00 noon on the Wednesday prior to the championship, the Conference office should be notified immediately.
- The SID of the host institution or the host coach shall prepare a short script for the awards ceremony.
- Coaches will vote on All-NESCAC and annual individual player and coach awards following the spring championship.
SECTION 9 - PROGRAMS
See Appendix B for program specifics.

SECTION 10 - RESULTS
For the championship qualifier, the host institution must file complete results with Golfstat no later than 14 days following the event.

For the championship, the host institution is responsible for providing Golfstat with the results immediately following the conclusion of the championship.

A copy of the results from both days of the event and three programs shall be filed with the Conference office. Official results will include a neutral release and complete team results.

The host institution SID is responsible for sending separate team and individual results and a summary of each day’s action to the Conference office and competing teams. If you encounter problems forwarding information, contact Lisa Champagne, NESCAC Assistant Director for Media Relations (lisa.champagne@trincoll.edu or (413) 587-2078).

SECTION 11 – FINANCES
Hosting
The ten teams participating in the championship qualifier will share the cost of conducting the event. The host institution shall forward to each participating team (and the Conference office) a final financial statement detailing total expenses and each team’s share no later than 30 days following the event.

For the championship, the institutions participating in the championship will share in the cost of conducting the event. The host institution shall forward to each participating institution (and the Conference office) a final financial statement detailing total expenses and each institution’s share no later than 30 days following the event.

Traveling
All expenses associated with traveling (travel, meals, lodging) are the responsibility of the respective institution.
Appendix A

Golf Host Institution Responsibilities

The host Athletic Director is responsible for overseeing that the championship is carried out in accordance with NESCAC policies and guidelines. Host institutions should keep in mind that a NESCAC championship is not a home event. Therefore, hosts should not create a “home atmosphere” through the use of players on programs, displaying host institutions signage or similar measures.

Tournament Director
The host institution shall assign an administrator to serve as the Tournament Director. The Tournament Director will be responsible for overseeing all aspects of the championship. The head coach (or assistant coach) of that sport may not serve as the Tournament Director.

Format
See Section 1 – Format for information regarding the format of the championship qualifier and championship.

Course Set-up
The Tournament Director and/or host coach shall communicate course availability and Pro contact information to the participating coaches at least three weeks prior to the championship qualifier and championship.

NESCAC Banner
The NESCAC Banner should be displayed on both days of the qualifier and the championship.

Games Committee & Rules Committee
See Section 5 – Officials for information on the Games Committee and the Rules Committee for the fall qualifier and the championship.

Facility Requirements & Equipment
See Section 3 – Facility Requirements & Equipment for information on yardage minimums and tee times.

Golfstat
See Section 3 – Facility Requirements & Equipment for information on registration deadlines for the fall qualifier and championship.

Playing Rules
USGA and NCAA championship rules shall be followed.

Coaches Meeting
See Section 4 – Playing Rules for information on the mandatory coaches’ meetings at the fall qualifier and championship.

Play Suspended, Day Not Played or Not Completed (due to inclement weather, etc.)
See Section 4 – Playing Rules for information regarding the procedure if play is suspended, a day is not played, or not completed for the fall qualifier and the championship.

Practice Round
See Section 6 – Practice for information regarding the practice round and practice range for the fall qualifier and championship.

Travel and Lodging
All travel and lodging arrangements are the responsibility of participating schools. Host institutions do not need to block rooms. Traveling teams must adhere to the travel policies as detailed in the NESCAC Manual.

Locker Rooms
The Tournament Director and/or host coach should communicate the locker room policies to teams prior to their arrival at the course.
Awards and Award Ceremony
Championship trophies will be sent to the host institution (c/o the Athletic Director) for the spring championship only. Upon receipt of the awards, the host institution should inspect the awards to ensure the accuracy of the sport and year. If awards have not been received by 12:00 noon on the Wednesday prior to the championship, the Conference office should be notified immediately.

At the conclusion of the championship round, there will be a short awards ceremony involving all teams. The host SID or host coach shall prepare a short script for the awards ceremony.

Coaches will vote on All-NESCAC and annual individual player and coach awards following the spring championship. There will be no award ceremony at the fall qualifier.

Spectator/Crowd Control
The responsibility for communicating specific course policies to spectators/fans rests with the host institution and the Tournament Director. The ADs and coaches of the participating institutions are expected to communicate with their students and other fans that support for teams should be done in a positive manner. The NESCAC sportsmanship statement is to be included in the championship program.

Only institutional signage is permitted at the site of competition. Spectators are not allowed to affix anything (banners, signs, etc.) to a facility at the site of the championship.

Championships T-shirts and Merchandise
The Conference has entered into an agreement with Campus Customs to be the exclusive provider of championship merchandise. Product and purchasing information will be shared with institutions after the completion of the qualifier. Information will also be shared with the general public when appropriate.

If institutions wish to produce NESCAC Champions merchandise, all merchandise must be approved by the conference office. Vendors will need to be approved by Learfield Licensing Partners, the NESCAC’s licensing partner. More information, including Learfield contact information, can be found at nescac.com under the Administration heading.

Concessions
Host institutions are encouraged to have food and beverages available for spectators at events. Sales from such ventures remain with host institutions.

Alcoholic Beverages
Alcoholic beverages shall not be brought into any site during a NESCAC championship event.

Finances
The host institution shall communicate green fees with participating institutions at least three weeks prior to the fall qualifier and championship.

See Section 11 – Finances for information on hosting and traveling expenses.

Programs and Results
See Section 10 – Results for information regarding results for the fall qualifier and championship. See Appendix B for program specifics and Host SID Checklist.
Appendix B

Host SID Checklist

Championship Qualifier & Championship Programs
- Digital programs will be produced by the Conference office, and made available at nescac.com and on conference social media platforms.
- Host institution will be asked to display signage at venues informing spectators how to access digital program. Signage will be designed by the Conference office.

Results
Championship Qualifier
- Host SID is responsible for reporting results, including separate team and individual results generated by GolfStat, and providing a neutral release immediately after conclusion of each day’s action to the Conference office and competing teams.

Championship
- Host SID is responsible for reporting results, including separate team and individual results generated by GolfStat, and providing a neutral release immediately after conclusion of each day’s action to the Conference office and competing teams.

Photography
Championship Qualifier
- Host SID shall take a photo of the winning team and send it to the respective SID and Conference office.
- Host SID may send the respective SIDs and Conference office photos of top performers.
- Action photos should be shared with SIDs of participating institutions and Conference office if available.
- Conference office will not reimburse host institution for photography.

Championship
- Host SID shall make sure a photo of the winning and runner up teams with NESCAC plaques and “NESCAC Champions” banner is taken and sent to the respective SID and Conference office.
- Host SID may send the respective SIDs and Conference office photos of top performers.
- Action photos may also be shared with SIDs of participating institutions and Conference office.
- Conference office will not reimburse host institution for photography.

Awards
Championship Qualifier
- There are no team or individual awards for the fall qualifier.

Championship
- Awards will be shipped to the Athletics Director of the institution hosting the championship.
- Host SID or host coach shall prepare a short script for the awards ceremony.
- All-conference awards will be voted on by all coaches following the championship.