

# WIAC GOLF OPERATING CODE

## 2007 Season

[Note: The WIAC Sport Codes consist of those policies, procedures and practices unique or specific to the conduct and administration of each conference championship sport, and are intended as **supplements** to the *NCAA Manual*, *WIAC Handbook on the Governance of Intercollegiate Athletics* and the recognized playing rules of each sport, **not** as replacements for them. In addition, football, volleyball and men's/women's basketball have manuals that include expectations related to the administration of those sports.]

### I. RULES

#### A. Conference/National Rules

Coaches are expected to be knowledgeable of and abide by all WIAC and NCAA rules. When in doubt, coaches are expected to consult with their athletics director concerning the application of a rule.

#### B. Contest Rules

All meets will be governed by USGA rules except where local rules require adjustments. For the conference championship tournament, the tournament committee will determine playing conditions.

### II. SQUAD AND TRAVEL SQUAD LIMITATIONS

Squad size is unlimited during the season but may be limited for national competition. Teams must abide by travel squad sizes established for national competition by the national organization sponsoring the tournament (e.g., NCAA, USGA, etc.).

### III. SPORT SEASON

#### A. Length of Season/Contest Limitations

Refer to current NCAA Manual [Bylaw 17.12].

#### B. Official Conference Season

The fall season is considered the official conference season.

#### C. Results

Results of matches must be sent to the conference office by the home team within 48 hours of the contest. All non-conference results must be reported by the conference institution involved.

#### D. Scheduling

Dual matches between conference institutions are to be scheduled voluntarily. Conference institutions hosting invitationals are encouraged to invite other members of the conference.

#### E. Golf Attire

At all times conference teams and individual student athletes shall conform to all conference and national association regulations governing uniforms. In addition, no decals or printing related to alcoholic

beverages, controlled substances or tobacco products shall be permitted. No apparel with inappropriate language or pictures shall be worn.

**F. Coaching**

Only one designated coach is permitted to provide on-course coaching during any conference match/meet. All other coaches and spectators are prohibited from providing any coaching or direction during the match.

**G. Lost Balls**

In the event a ball is lost during a match, the five-minute time limit to find the ball will begin when all players in the group begin looking for the ball. In the event of two lost balls on the same hole, half the group will look for each ball. Spectators are encouraged to assist the players in locating the ball.

**H. Tie-Breaker Procedures**

USGA tie-breaker procedures are to be used for all regular season competition.

**IV. CONFERENCE CHAMPIONSHIP/NCAA AUTOMATIC QUALIFIER [See Guidelines for the Administration of WIAC Championships]**

**A. Team Champion/NCAA Automatic Qualifier**

The conference champion/NCAA automatic qualifier will be determined by the season-ending conference tournament. All eight WIAC teams shall participate in the conference championship.

1. In the event of a tie in the team score between two or more teams, a sudden death playoff (not to exceed four extra holes) will be conducted. The participants in the playoffs are left to the discretion of the coaches from the participating teams. If teams remain tied after four holes, the score of the 5<sup>th</sup> place finisher among each of the tied teams will be the tiebreaker.
2. A tie for medalist honors will be broken with a sudden death playoff (not to exceed four extra holes). If players remain tied after four holes, they shall be declared co-medalists.
3. All playoffs will begin on the first tee, or if the first tee is not available, the tenth tee.
4. In the event the tournament is cancelled prior to the completion of a minimum of 13 holes, the conference champion/AQ will be determined through the use of Golfstat.

**B. Date**

The conference tournament is to be held the first or second weekend in October. If inclement weather or scheduling of the facility prevents the tournament from being held at this time or site, the tournament may be moved to an alternative site. The tournament is to be held on two consecutive days between Friday and Monday at the discretion of the conference office and host institution.

**C. Site/Rotation**

The conference championship is to be held at a neutral site (i.e., not the home course of a WIAC institution) that has (at minimum) an 18-hole course. The championship is to be hosted jointly by the conference office and a designated "host" institution. The host rotation is alphabetical and the meet director will be from the institution that is scheduled in the rotation as follows:

2007 – River Falls	2011 – Platteville
2008 – Eau Claire	2012 – Stevens Point
2009 – Oshkosh	2013 – Superior
2010 – Stout	2014 – Whitewater

#### **D. Tournament Format**

1. Each team will consist of a maximum of nine (9) players, five of whom will be designated as the conference team for the entire tournament. All players are eligible for individual medal honors.
2. The players will play 36 holes of medal play (18 each day) unless weather conditions necessitate a reduction to 27 or 18 holes. A minimum of 13 holes must be completed in order to crown a team champion.
3. Players will be arranged in threesomes or foursomes for each day of the tournament. Pairings for the first day are based on an alphabetical order beginning with the host school. Pairings for the second day are to be established in the same manner in which they are determined for the NCAA Championship (i.e., by first round scores).
4. The “extra” players or individuals will go off last on the first day. The second day they will go off first.
5. The order of play on the first day will be #1 players off first. The second day will be reversed with the #1 players going off last.
6. The scores of the low four players designated from the five team players from each day's play shall be counted toward the team's total.
7. The tournament winner will be the team with the lowest gross score as determined by the above procedures.

#### **E. Tournament Site Regulations**

1. With the exception of the host team, no practice round may be played the day before the tournament. [This restriction can be waived by the commissioner in instances in which the championships are hosted on a course that the participating teams did not have the opportunity to play during the regular season.]
2. Players and coaches may walk the championship course the day prior to the first round if approved by the course manager. Each coach is responsible for coordinating the time for the walk with the tournament director.
3. If the host school schedules any event (other than a dual or triangular) at the site of the tournament, all conference schools should be invited to participate in the event.
4. Players must carry their own bags or use non-motorized pull carts. Players may ride in carts for shuttle purposes only. Coaches may petition the NCAA Division III Women's Golf Committee for use of carts in extraordinary conditions related to the weather, course requirements, etc.

#### **F. Results**

The tournament director is responsible for reporting results of the tournament to Golfstat immediately following the event and to the conference office and all member schools as soon as possible after the completion of the tournament.

**G. Tournament Committee**

A tournament committee shall be convened to address issues that arise during the conference championship tournament which are not covered in the Operating Code. The Tournament Committee shall be comprised of the Commissioner (or designee), the athletics director of the host institution and the sport chair.

**H. Championship Officials**

The conference office will secure the services of two (2) WSGA officials to provide rulings and enforce spectator rules. Any costs associated with these officials (e.g., fees, lodging, mileage) shall be divided equally among the participating institutions.

**I. Athletic Trainer(s)**

The conference office shall secure the services of a certified athletic trainer should the championship be conducted at a neutral site (i.e., course). Any costs associated with these services are to be divided equally among the participating institutions.

**J. Spectators**

Spectators must comply with the guidelines specified in **Attachment No. 2**. Furthermore, the host institution is responsible for announcing and distributing those guidelines to all spectators.

**V. AWARDS [See WIAC Administrative Regulation Article 25]**

**A. Conference Championship**

A championship award (plaque or trophy) will be awarded to the championship team(s). Each member of the championship team will receive a certificate.

**B. Top Eight Finishers**

The top 8 finishers (plus ties at the 8<sup>th</sup> place) will receive medals.

**C. Athlete-of-the-Week**

Each week during the season, the conference office will select a golf athlete-of-the-week when nominations and data are sufficient. The recipients will receive a plaque from the conference.

**D. Coach-of-the-Year**

A coach-of-the-year will be selected by the coaches at the conclusion of the season in accordance with the criteria established in WIAC Administrative Regulation 25.4. The recipient will receive an award from the conference.

**E. Scholar-Athlete Award**

A scholar-athlete will be selected at the conclusion of the season in accordance with the criteria established in WIAC Administrative Regulation 25.5. The recipient will receive an award from the conference. In women's sports, the award shall be entitled the "**Judy Kruckman Scholar-Athlete Award**".

**F. All-Conference**

The WIAC All-Conference Golf Team will consist of a five member first team and a five member second team. Each first team member will receive a plaque and each second team member will receive a certificate from the conference.

The All-Conference Team will be determined by using the NCAA Division III Golfstat rankings immediately following the conclusion of the WIAC championship.

**G. Player of the Year**

The WIAC Player of the Year will be the individual with the highest NCAA Division III Golfstat ranking immediately following the conclusion of the WIAC championship. She will receive a plaque from the conference.

**VI. SPORT CHAIR/SPORT COMMITTEE MEETING**

**A. Sport Chair**

The Sport Chair will be the coach from the institution designated to host the conference championship. [See WIAC Administrative Regulation 24.2 for duties and responsibilities of sport chairs].

**B. Golf Sport Committee Meeting**

The annual meeting of the golf sport committee meeting is to be held in conjunction with the conference championship.

**2007 CHAMPIONSHIP**

Date:	Saturday-Sunday, October 6-7, 2007
Site:	Windwood of Watertown, WI
Host Institution:	UW-River Falls
Meet Director:	Rick Bowen
Sport Chair:	Reid Perry, UW-River Falls July 1, 2006 to June 30, 2007
Athletic Directors' Liaison:	Rick Bowen, UW-River Falls
Sport Committee Meeting:	Friday, October 5, 2007 Windwood of Watertown, WI

Notes on running the *WIAC* Golf Championships

CONTRACT (conference office)

- Finalize contract with host site/course and relay financial considerations (e.g., fees) and hotel accommodation information to all head coaches and athletics directors.

MEETING (conference office)

- Schedule/Conduct meeting involving staff members from the conference office, host institution and host site (i.e., course) four weeks prior to the championship.

INFORMATION PACKET (conference office)

- Send championship information packet to all athletics directors, senior woman administrators, sports information directors, head coaches and site coordinators three weeks before the championship.
- Packet should contain logistical information concerning the conduct of the championship including the following:
  - Contact information (e.g., phone numbers, e-mails) for all key personnel.
  - Submission of entries (e.g., deadline)
  - Entry fees, including those activities (e.g., practice rounds, range balls, breakfast) included in the entry fee.
  - Practice rounds (if applicable)
  - Range balls
  - Athletic training
  - Coaches meeting
  - Posting of results
  - Participant gift (if applicable)
  - Availability of carts for coaches

WEB PAGE (conference office)

- Create championship page on WIAC web site.

PAIRINGS (host institution)

- Establish and distribute pairings for the first day of competition the Wednesday immediately prior to the championship
- Determine pairings for the second day of competition based on Day One results.

PROGRAMS (host institution)

- Ensure that the WIAC corporate partner and ball-adoption ads are included in any program produced for the championships
- Include conferences' sportsmanship statement and spectator rules in the program
- Include rosters of all participating teams.

SUPPLIES AND EQUIPMENT NEEDED

- score cards (host institution)
- pin sheets (host institution)
- wall score sheets (host institution)
- programs (host institutions)
- t-shirts (host institution)
- Golfstat program ( )
- laptop computers (host institution & conference office)
- championship and corporate banners (conference office)
- walkie-talkies (conference office)
- draping for awards table (conference office)

ANNUAL COACHES' MEETING (conducted the evening prior to the start of competition)

- agenda (conference office)
- review course layout and rules of play. (host institution/site coordinator)
- pass out coach-of-the-year ballots (conference office)
- review limitations on coaching (conference office)

SET-UP (host institution/conference office)

- put up WIAC championship and corporate banners (supplied by the conference office)
- put up score charts on wall (supplied by host institution)
- Day 2 only—set up awards table and awards (conference office)

SPECTATOR RULES (conference office)

- distribute, post and announce spectator rules prior to the start of competition

RESULTS

- enter scores into golfstat program and post on wall charts. ( )
- send results to participating institutions and media after play concludes on Day 1 and then again on Day 2 and post on WIAC web site. (conference office)

DAY 2

- collect coaches' ballots for coach-of-the-year

AWARDS ( CONFERENCE OFFICE—AWARDS ARE PRESENTED AT THE CONCLUSION OF COMPETITION ON THE FINAL DAY OF THE CHAMPIONSHIP)

- recognize seniors from each team
- present athlete-of-the-week plaques
- present Top Eight finishers (plus ties) with medals
- announce coach-of-the-year
- announce scholar athlete nominees (certificates) and winner (plaque)
- announce order of team finish (8<sup>th</sup> - 1<sup>st</sup>) and present 1<sup>st</sup> place plaque and championship certificates.

WSGA OFFICIAL (conference office)

- Secure a WSGA official to serve on-site.

ATHLETIC TRAINING SERVICES (conference office)

- Arrange for athletic training services.

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## SPECTATORS

As per National Collegiate Athletic Association and WIAC regulations, there are some guidelines that must be followed by all spectators. Please do not jeopardize a player by ignoring these guidelines.

The penalty is two strokes if a violation occurs.

- Spectators should remain on cart paths or in the rough approximately 15 yards from the players. **No communication** between players & spectators that could be deemed **advice** in nature for the duration of the 18 holes is allowed.
- Please do not walk down the fairway behind a group as this may interfere with the players in the following group.
- No alcohol may be consumed on the grounds of the course (including the parking area) by spectators or team members.
- The use of motorized carts is limited to those spectators who have a verifiable need for motorized transportation (e.g., handicap parking sticker).
- Please do not give any advice concerning rules.  
**Spectators may help look for golf balls.**
- **No cellular phones allowed on the golf course.** Spectators using cellular phones will be asked to leave the golf course.

Your "job" is to cheer & support the school & players of your choice.

Thank you for your cooperation!