



2019 DIVISION III
**CROSS COUNTRY
CHAMPIONSHIPS**
BRUNSWICK, ME • Bowdoin College, Host

PARTICIPANT
2019-20 MANUAL
Regionals

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Introduction.



The NCAA Division III Cross Country Regional Championships Participant Manual is intended to serve as a guide to the policies and procedures of the 2019 NCAA Division III Cross Country Regional Championships. Included in this manual is information about the championship location, site, entry procedures, travel, lodging and reimbursement. Coaches are strongly encouraged to read the entire manual and make use of the coaches' checklist.

SECTION 2 – Host Personnel and Contact Information

Title	Name/Title/Email	Contact Numbers
Meet Director	Lara-Jane Que Head Women's Track & Field Coach Assistant Cross Country	W: 207-798-4185 C: 201-931-5686
Division III NCAA Site Representative	Marlee Berg-Haryasz Student-Athlete Development Assistant XC/T&F Coach Westfield State University mberg@westfield.ma.edu	Cell: (978) 337-8133 Work: (413) 572-5633
NCAA Championships Liaison	Laura Peterson-Mlynski Championships and Alliances	C: 317-544-9425 W: 317-917-6477 E: lpeterson@ncaa.org
Media Coordinator	Jim Caton Assistant Athletic Director for Communications jcaton@bowdoin.edu	Work: (207) 725-3254 C: 207-208-7616
Head Athletic Trainer	Ashley Stambolis Assistant Athletic Trainer Dan Davies Director of Athletic Training ddavies@bowdoin.edu	W: 207-725-3696 C: 207-450-7975 W-207-725-3018 C-207-837-9607
Promotions/Marketing	Jim Caton Assistant Athletic Director for Communications jcaton@bowdoin.edu	Work: (207) 725-3254 C: 207-208-7616
Facilities Coordinator	Lynn Ruddy Associate Athletic Director/Facilities lruddy@bowdoin.edu	W: (207) 725-3623 C: 207-841-4155
Volunteer Coordinator	Peter Slovenski Head Coach pslovens@bowdoin.edu	W: (207) 725-3010 C: 207-725-8049
Hospitality Coordinator	Lynn Ruddy Associate Athletic Director/Facilities lruddy@bowdoin.edu	W: (207) 725-3623 C: 207-841-4155

SECTION 3 – NCAA Division III Track and Field Committee and Staff Liaisons

Division III Track and Field Committee and Staff Liaisons.

<p style="text-align: center;"><u>Atlantic</u></p> <p>Mike Howard, Cross Country/Indoor Track Liaison Director of Athletics Plattsburgh State University of New York Memorial Hall, 101 Broad Street Plattsburgh, New York 12901</p> <p>C: 315-564-4153 E: mhowa011@plattsburgh.edu Term expires: Sept. 1, 2022</p>	<p style="text-align: center;"><u>Central</u></p> <p>TBD</p>
<p style="text-align: center;"><u>Great Lakes</u></p> <p>Dara Ford, Cross Country/Indoor Track and Field Liaison Head MW Cross Country/Track and Field Coach Otterbein University 1 South Grove Street Westerville, Ohio 43081 C: 330-280-3975 E: dford@otterbein.edu Term expires: Sept. 1, 2021</p>	<p style="text-align: center;"><u>Midwest</u></p> <p>Greg Cooper Head MW Cross Country and Track and Field Coach Pennsylvania State University Erie, the Behrend College Junker Center, 5103 Station Road Erie, Pennsylvania 16563 C: 814-449-0002 E: gdc120@psu.edu Term expires: Sept. 1, 2023</p>
<p style="text-align: center;"><u>Midwest</u></p> <p>Joshua Schroeder Assistant Commissioner Northern Athletics Collegiate Conference PO Box 1536 Pewaukee, Wisconsin 53187 Office: 712-490--1985 Cell: 712-490-1985 Email: jeschroeder@naccsports.org Term expires: September 2023</p>	<p style="text-align: center;"><u>New England</u></p> <p>Marlee Berg-Haryasz, Cross Country/Outdoor Track and Field Liaison Assistant Track and Field Coach/Assistant to the AD Westfield State University Athletic Dept/577 Western Avenue Westfield, Massachusetts 01085 C: 978-337-8133 E: mbergharyasz@westfield.ma.edu Term expires: Sept. 1, 2021</p>
<p style="text-align: center;"><u>South/Southeast</u></p> <p>Natalie Bach-Prather, Cross Country Liaison Head MW Cross Country/Track and Field Coach East Texas Baptist University 1 Tiger Drive Marshall, Texas 75671 C: 903-742-9464 E: nbachprather@etbu.edu Term expires: Sept. 1, 2020</p>	<p style="text-align: center;"><u>West</u></p> <p>Kevin Reid, Indoor/Outdoor Track and Field Liaison Head MW Track and Field Coach University of La Verne 1950 3rd Street / Attn: Athletics La Verne, California 91750 C: 6226-523-1586 E: kreid@laverne.edu Term expires: Sept. 1, 2022</p>

SECTION 4 – Championship Location and Competition Site

Competition Site.

Bowdoin College Pickard Field Course:

Parking for the meet is located at 10 Watson Drive– the course is located on the fields behind Farley Field House.

Competition Site Maps.

The men's and women's course maps are included as **Appendixes [C](#) and [D](#)**.

For additional information, please go to the host website located at the following link:

<http://athletics.bowdoin.edu/information/facilities/files/cc>

Directions.

From the South

- Take Interstate 95 north to I-295 exit (South Portland/Rt. 295).
- Follow Route 295 through Portland to exit 28 (Route 1).
- Follow Route 1 for about two miles. As Route 1 bears off to the left at a set of lights, stay straight on Pleasant Street.
- Follow signs to Bowdoin College

From the North

- Take 295 South to exit 28 (Route 1)

Farley Field House/Pickard Field

Find Harpswell Road, which is also Route 123, in Brunswick. Around 74 Harpswell Road, Watson Drive and Farley Field House are on the right.

Locker Rooms.

Locker rooms for day use are located inside Farley Field House adjacent the indoor track. Additionally, 20 Portable Toilets will be located behind the starting line.

No spikes are allowed in the field house. Runners should put on outside, and should take spikes off before re-entering the field house.

Parking / Admission.

Parking/admission to the regional cross country meet is free. Parking is available in lots at Farley Field House and off Coffin Street. Street parking is available on Longfellow Avenue.

Dogs

It is better to leave dogs at home. If dogs are at the race, they must be on leashes at all times. Owners must clean up aggressively after dogs.

Team Areas

There will be 50+ tables in the field house which is enough for every team to have a team area next to a table in the field house. Team tents are allowed in the open green area between the finish corridor and the field house. Food is allowed if teams clean up their area at the end of the day.

SECTION 5 – Entry Procedures and Championship Format

Entry Procedures.

Entry Forms. Only the 10 student-athletes listed on the entry form may compete in the regional championship meet. Coaches will be able to change the 10 student-athletes on the entry form should the team qualify for the national championship meet. (See the [Pre-Championships Manual](#) for guidelines.)

Online entries will be available on DirectAthletics at 8 a.m. Eastern time beginning Monday, November 4. **Coaches must submit the forms ONLINE by 5 p.m. Eastern time, Sunday, November 10.** Institutions submitting late entries are subject to a fine of \$400 per gender. Any exceptions to the roster policy will only be considered in extraordinary circumstances and should be addressed in writing to the Track and Field and Cross Country Committee and NCAA championship manager, Laura Peterson. **Each institution should print a copy of its entry forms to hand-carry to the regional should any issues arise.**

The qualifying finish of teams and individuals at the regional meets will constitute entry into the national meet. After the regional championships, coaches will have until 9 p.m. Eastern standard time the Sunday prior to nationals to make changes to their roster for the national championship on Direct Athletics. **The system will shut down at 9 p.m. Eastern time sharp so please give yourself enough time to make the necessary changes to your rosters. If there are no changes to the 10 student-athletes on the entry form, coaches will still need to declare their team in TFFRS. No action will constitute a scratch.** Any exceptions to the roster policy will only be considered in extraordinary circumstances and should be addressed in writing to the committee and NCAA championship manager.

Administrative Meeting.

The NCAA site representative and meet director will conduct a **mandatory** administrative meeting Nov. 15th at 7pm in Farley Field House. It is **mandatory** that each institution is represented at the meeting. An institution missing the meeting will be assessed a \$200 fine per gender unless prior arrangements have been made with the NCAA liaison (Laura Peterson, lpeterson@ncaa.org) at least 48 hours prior to the meeting.

Final Declaration – Clerking and Check-In Procedure.

The window for check-in will open 80 minutes prior to the start of each race. Student-athletes are encouraged to check-in as soon as possible, and not later than 20 minutes prior to their race.

When teams and individuals check-in at the clerking tent, they will be required to show that they have their bibs on their jersey, chips are securely attached to the appropriate location (shoe or bib – see **Appendix A** for specific location for your meet), and that their uniforms meet the NCAA logo requirements. The head clerk will apply a small colored dot sticker to the bibs of student-athletes who have completed the check-in process. This will serve as a quick visual for assistant clerks at the start line that the student-athletes have completed the check in process. The clerking tent is also where teams are required to return any extra chips/bibs for additional student-athletes beyond the seven that were declared. Reminder: Teams may not run more than seven student-athletes.

Student-athletes will NOT be allowed to check-in at the start line. All student-athletes must check-in at the clerking tent located immediately adjacent to the start line 20 minutes prior to the start of the race.

The head clerk controls the master list of all the team and individual qualifiers that have and have not completed the check-in process. The clerks at the line will only be responsible for ensuring runners have reported to their appropriate boxes. There should be no need to check uniforms, chips, bibs, etc. at the start line.

Packet Pick-Up.

Packets will be available Friday, Nov. 15, from 1-5pm & 6:30-8pm located in Farley Field House.

Course maps and descriptions will also be available and host representatives will be there to answer any questions on the course.

Practice Schedule.

Practice access to the course is limited to Friday and the day of competition, weather permitting. Practice will be from 12:00pm to 4:30pm p.m. Friday, Nov. 15. It gets very dark in Maine after 4:30 p.m., so try to complete your tour of the course before 4:30. The field house and athletic fields will be open until 5:30 for runners to warm-up, but the trails are too dark after 4:30.

The course will be open again at 9 a.m. the morning of the race.

****Please check weatherunderground feeds for severe weather updates on race day if needed.**
<https://www.wunderground.com/>

Finish-Line Procedures.

Details on the timing chips and championship bibs are located in **Appendix A**.

The order of finish will be verified. Two cameras will be on each of the finish line mats. A secondary video system will be used as a backup. Timing mats may be used on the course at select marks. Men's and women's splits and team scores may be collected and displayed in the final results. While student-athletes may run over mats at other locations, splits may only be taken at the designated locations.

Runners should continue racing past both sets of mats at the finish line. Once they have crossed the mats, runners should continue to move through the finish chute to their designated box for retrieval of their warm up apparel. Runners need not maintain their order of finish in the chute. Water and athletic trainers will be available at the end of the finish chute. Coaches can wait for runners outside of the finish chute.

Results.

Race results will be posted on two bulletin boards in Farley Fieldhouse for the public. In a separate roped off area "For Coaches Only", a third set of results will be posted on another bulletin board. Official results will also be posted on the host website.

Protests.

A protest/appeals table will be located at the finish line. Forms will be available in the finish line for the head coach to provide information about the alleged incident or problem, citing the NCAA rulebook. The head referee's ruling and explanation will be posted along with the results of the race. The 15-minute protest period does not begin until the results of the last race have been posted.

Medical.

The following information pertains to athletic training and medical coverage for the championships:

- The training room in Farley Field House next to the course will be open from 1 p.m. until 5 p.m. Friday, Nov. 15th, and again from 9 a.m. until 2 p.m. Saturday, Nov. 16th. Athletic trainers will be available in the training room whenever it is open. The training room has muscle stim, ultrasound, hot packs and ice.
- Trainers will also be available in a medical tent near the finish line on Saturday. A Physician, EMTs and ambulance services, will also be on-site Saturday.
- Student-athletes needing treatments race day should go to the training room for modalities, and to the training room or the medical tent for everything else. Treatments will be performed from 9 a.m. until 2 p.m. Friday, Nov. 9th in the Farley Fieldhouse training room. Each team is responsible for bringing a fully-stocked medical kit along with insurance and emergency contact information. Student-athletes needing treatment Saturday, Nov. 16th must schedule an appointment with the sports medicine staff.
- Any student-athlete needing modalities must have a signed letter from their certified athletic trainer or team physician stating the parameters of the treatment to be rendered.

Athletic Training Contact Information.

Ashley Stambolis, Lead Athletic Trainer
ashley.stambolis@bowdoin.edu

Office: 207-725-3696

Weather Policy.

For the safety of all spectators, student-athletes, officials and coaches, the following will be used in case of severe weather (e.g., cold temperatures and/or heavy snow):

1. The meet director and NCAA site representative will monitor the weather during the week and morning of the regional championships.
 2. Information on weather-related delays and/or postponements will be posted on the Bowdoin College cross-country team web page.
 3. The games committee will determine whether the start of the meet should be delayed or if the meet should be postponed until the following day. All consideration should be taken in regard to the policies toward Sunday competition for each institution.
 4. If the race has already begun and would have to be suspended in the middle of the competition, the track and field and cross country committee would recommend the following:
 - a. **Women's 6,000 Meter.** If competition is suspended before the 2,000-meter mark, you may run the same day with a two-hour delay. If competition is suspended after 2,000 meters we would recommend postponement until the next day.
 - b. **Men's 8,000 Meter.** If competition is suspended before the 3,000-meter mark, you may run the same day with a two-hour delay. If competition is suspended after 3,000 meters we would recommend postponement until the next day.
- ** Appropriate provisions will be made to the facility to ensure the safety of competitors and spectators. The games committee reserves the right to make changes to the above policies and schedules as they see fit.

Drug Testing.

NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championships events.

Although knowing before competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.

Therefore, all coaches and student-athletes should presume that postevent NCAA drug testing will occur at this regional championships event. Please inform your student-athletes that in the event they are notified of their selection for drug-testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site. At individual championships, drug-testing couriers will be instructed to remind selected student-athletes of such.

Uniforms.

In all events and award ceremonies, competitors must wear the proper uniform (warm-ups included) of the institution they represent in the regional championships.

Uniforms for all cross country team members must meet the following criteria: (1) school issued; if they are singlets, they must be identical; (2) pants may be of any length but must have identical color; (3) visible undergarments must be of an identical solid color; and (4) other visible garments useful in team recognition (that is, T-shirts, arm-warmers, tights of any length, leg-warmers, each taken separately) worn by team members must be of an identical color. This does not apply to items of apparel above the shoulder or those covering the hands/feet. Uniforms must be clean and of a material and design so as not to be objectionable.

Bare midriff tops are not acceptable. (Note: The uniform top must meet or hang below the waistband when the competitor is standing.)

Uniforms must allow for competitors' numbers to be placed above the waist (front and back).

Logo Policy.

The provisions of NCAA Bylaw 12.5.3 indicate that an institution's official uniform and all other items of apparel (e.g., socks, headbands, T-shirts, wristbands, visors or hats, and towels) that are worn by student-athletes in competition may bear a single manufacturer's or distributor's normal trademark, not to exceed 2 1/4-square inches, including any additional material (e.g., patch) surrounding the normal trademark or logo. The logo or trademark must be contained within a four-sided geometrical figure (i.e., rectangle, square, and parallelogram).

In addition, an institution's official uniform cannot bear a design element similar to the manufacturer's that is in addition to another logo or that is contrary to the size restrictions.

A student-athlete representing an institution in intercollegiate competition is limited to wearing apparel items that include only the logo (not to exceed 2 1/4-square inches) of an apparel manufacturer or distributor. The student-athlete may not wear any apparel that identifies any other entity, other than the student-athlete's institution.

These restrictions apply to all apparel worn by student-athletes, and any and all credentialed personnel in the bench area during the conduct of competition, which includes any practices and pregame or postgame activities.

This bylaw will be strictly enforced at all NCAA championships and the names of individuals and institutions that are not in compliance with this bylaw shall be forwarded to the NCAA enforcement staff. Non-compliance with this legislation could result in loss of eligibility, forfeiture of points earned by those ineligible student-athletes and adjustment of team standings.

Misconduct.

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law occurring incident to, en route to, from or at the locale of the competition or practice that discredits the event or intercollegiate athletics.

Criticism of Officials.

Members of the coaching staff or other representatives of participating institutions or conferences shall not make public statements critical of officiating in any NCAA championship event. Failure to comply with this policy may subject the individual, institution or conference to the misconduct provisions of Bylaw 31.1.8.

Misconduct Incident to Competition.

If the act of misconduct occurs during the competition, under normal circumstances the individual shall be allowed to complete the competition in which he or she is participating at the time of the incident. An administrative hearing shall be held at the conclusion of the day's competition, during a break in the continuity of the championship (e.g., between races) when no competition is being conducted or at the conclusion of the championship. However, if the act of misconduct is so flagrant that it obviously violates the principles of fair play and sportsmanship, the games committee may immediately withdraw the student-athlete or institutional representative from the competition and conduct the hearing after this action. Other acts of misconduct may be dealt with at the governing sports committee's convenience.

SECTION 6 – Squad Size

Squad Size.

Teams are limited to a maximum of seven competitors. Institutions entering **five to seven** runners in the meet must compete as a team. If fewer than five competitors run, student-athletes will compete as individuals.

SECTION 7 –Awards

Awards.

After the conclusion of the regional meet the top two teams per gender will be recognized in a brief awards ceremony as automatic qualifiers to the 2019 Division III Cross Country Championship.

Awards Ceremony.

The awards ceremony will be held at 1:30pm p.m. at Farley Field House. USTFCCCA representatives will present 35 women and then men their All-Region awards.

SECTION 8– Host City Spectator Information

Websites.

Please see the following websites for spectator and venue information:

<http://athletics.bowdoin.edu/information/facilities/files/farley>

<http://athletics.bowdoin.edu/information/facilities/files/cc>

Tickets.

The cost of admission to the regional championship is free.

Parking.

Spectator parking is located in front of both Farley Field House and the Watson Arena. Overflow parking is in a large parking lot on Coffin Street. Additional street parking is on Longfellow Avenue.

SECTION 9 – Championships Operations

Emergency / * Evacuation Plan.

**See Appendix E for an emergency/evacuation plan for the regionals.*

Lightning Policy. The purpose of this lightning policy is to provide a uniform code of procedures to follow during weather where the risk of lightning strike is high. This is done to protect the health and wellbeing of the student-athletes.

Ceasing Activity. The NCAA has made arrangements through Schneider Electric to provide a lightning-detection and weather-monitoring system. Weather will be monitored electronically. In case there are issues with the Schneider Electric weather monitoring system, the SkyScan Lightning Detector (portable, electronic) and Internet Doppler radar will be used.

The primary method of communication, in case of inclement weather, will be through the public address announcer. The PA announcer will inform all teams, fans and spectators to seek shelter immediately.

Flash-to-Bang Method. The flash-to-bang method will also be used as a visual reference.

Shelter Locations.

Farley Fieldhouse is the emergency shelter on site.

Appendix A – Chips/Bibs Special Instructions

COACHES

All coaches will receive bib numbers and chips for each participant as part of the packet obtained during packet pick-up Friday, Nov. 15. Each packet will contain the following:

DO NOT WRINKLE THE BIB.

THERE IS A TIMING CHIP EMBEDDED IN THE BIB.

- Two championship bibs for each participant, which should be pinned on the front and back of the participant's singlet.
- Sixteen safety pins.
- Timing chip(s).

RUNNERS AND COACHES

Participants must wear timing chips and bibs in order to receive finishing time and place. The Finish Lynx system will record times and places; however, all close finishes will be verified by Lynx cameras, so bibs **MUST** be worn.

After the end of the races, the student-athletes can keep their timing chips as part of their championship experience.

Appendix B – Sample Schedule of Events

(All Times are local)

Friday, Nov. 15

12 p.m. – 4:30p.m. 12 P.M. – 5:30 p.m.	Course inspection/practice. (trails dark at 4:30) Field House & adjacent fields with lights open for arriving teams
1pm – 5:00 p.m. & 6:30pm-8pm	Packet pickup. Farley Field House
7pm	Mandatory administrative coaches' meeting. Farley Field House

Saturday, Nov. 16

9 a.m.	Course opens.
9:40 a.m.	Clerking begins for men's race. Clerking time period is from 9:40 to 10:40 a.m.
10:30 a.m.	First gun fired (30 minutes to start)
10:35 a.m.	National Anthem.
10:40 a.m.	Second gun fired (20 minutes to start). Men's competitors must report to assigned boxes. Clerking process is completed for men's race. Clerking process begins for women's race. Clerking time period is from 10:40 to 11: 40 a.m.
10:50 a.m.	Third gun fired (10 minutes to start).
11 a.m.	Men's 8,000-meter championship race.
11:45 a.m.	First gun fired (30 minutes to start).
11:55 a.m.	Second gun fired (20 minutes to start). Women's competitors must report to assigned boxes. Clerking process is completed for women's race.
12:05 p.m.	Third gun fired (10 minutes to start).
12:15 p.m.	Women's 6,000 -meter championship race.
1:30 p.m.	Awards ceremony.

Appendix C – Women's 6,000 Meter Course Map



Appendix D – Men's 8,000 Meter Course Map



BOWDOIN CROSS COUNTRY - MEN'S 8K COURSE



Appendix E – Sample Safety and Security Plan

Bomb Threat/Suspicious Package:

Upon receiving a verbal bomb threat by phone, collect as much information from the caller as you can while having another person contact Security or 911. Alternatively, a delivered package or envelope may be considered **SUSPICIOUS** if it exhibits one or more of the following traits: (1) the presence of unusual dusts, powders, oily stains, discolorations, crystallization, odors, wires, or protrusions; (2) the package is lopsided, bulky, misshapen, atypically rigid or heavy, or sealed with excessive tape or string; (3) the address is badly typed or written, misspelled, lacking a proper name, or lacking a return address; (4) the postage is excessive for the item, has not been properly canceled, a foreign country; or (5) persons handling the package are experiencing ill effects, such as respiratory distress, itching or watering eyes, sneezing, rashes, dizziness, or nausea. Based on the information provided to them, Security will likely evacuate the building and notify the police and fire/rescue services. All occupants of the building should turn their **CELL PHONES OFF** to prevent the accidental triggering of any radio-controlled device.

Active Shooters:

Upon hearing shots fired, run to the nearest exit, warning and helping others if you are able to do so, and make your way to a safe location before calling Security or 911. Do not pull the fire alarm. If your way out is unsafe or blocked, hide in a secure location within the building, blocking the door if possible, and staying away from windows. If multiple persons are sheltering together, spread out to avoid giving the shooter a massed target. Silence the ring/vibrate functions of any cell phones before calling Security or 911. IF approached by the shooter, use whatever means at hand (tools, furniture, fire extinguishers, etc) to fight. When the responders arrive their priority will be to take down the shooter, not to help you or others - do not approach or call out to them, keep your hands open and raised, and follow all instructions given by them.

Civil Disturbances:

It is not unusual for domestic or other personal disputes to spill over into the workplace. When confronted with a threatening person, remain calm and keep them occupied while another person calls Security or 911, or use the panic button if one is present in the workplace. IF the assailant becomes physically violent, react as for an active shooter.

Natural Disasters:

The primary hazards posed by severe weather, earthquake, or flooding are physical damage to persons and structures and the loss of utilities. If your workplace is impacted and immediate evacuation is impractical, seek a secure location within the building away from windows and other exposed areas, call Security or 911 and await rescue. Restrooms in the core of a building are preferred for the availability of drinking water and waste facilities should prolonged sheltering

become necessary. Bring practical personal items (i.e., winter coat, purse, medications, water bottle, etc.) with you, as it may not be safe to access them again. Do not light open flames, as gas leaks may occur - use flashlights or cell phones.

AED Locations:

An AED can be found in Farley Field House in the main lobby on the East wall, as well as in the Sidney J. Watson Arena in the main lobby on the South Wall. A more extensive map of AED on campus can be found at this link <https://www.bowdoin.edu/security/pdf/aed-map-2017.pdf>.

GPS Building Address:

Farley Field House/Pickard Field
35 Watson Dr.
Brunswick, ME 04011

If you have questions about these safety procedures or require additional assistance, please contact Bowdoin College Campus Safety (24 Hours) at 207-725-3314 or extension 3500 from an on-campus phone.

Local Emergency Contact Information

Head of Campus Security

Director Randy Nichols
207-725-3474

Brunswick Police Department

207-725-5521 or 911

Maine State Police (Bangor)

207-973-3700

Midcoast Hospital ER

207-729-0181

Brunswick Fire Department

207-725-5541 or 911

Poison Control Center

800-222-1222

Bowdoin College Security

Bowdoin Security (Emergency): 207-725-3314

Bowdoin Security (Non-Emergency): 207-725-3314

Appendix F – Coaches' Checklist

Make hotel reservations and provide hotel with your team's rooming list. _____

Read and understand the [medical](#) section of this manual and act if needed. _____

Read and understand the [weather](#), [drug-testing](#), [uniforms](#) and, [logo](#) and [misconduct](#) policies. _____

Post Regional: Make any desired roster changes for national championships on DirectAthletics no later than 9 p.m. Nov. 17. **If no changes, coaches will still need to log on to TFFRS and declare their team. No action will result in a scratch.** _____

Post National Championship

Complete the championship evaluations survey. You will receive a link to the survey in an e-mail after the championships. All responses are confidential and used to enhance future championships. _____