



2019 DIVISION II
ROWING
CHAMPIONSHIPS

PRE-CHAMPIONSHIPS
2018-19 MANUAL

NCAA General Administrative Guidelines

Contents

| | |
|---|----------|
| Section 1 • Introduction | 2 |
| Section 1•1 Definitions | 2 |
| Section 2 • Championship Core Statement | 2 |
| Section 3 • Concussion Management | 3 |
| Section 4 • Conduct | 3 |
| Section 4•1 Certification of Eligibility/Availability | 3 |
| Section 4•2 Drug Testing | 4 |
| Section 4•3 Honesty and Sportsmanship | 4 |
| Section 4•4 Misconduct/Failure to Adhere to Policies | 4 |
| Section 4•5 Sports Wagering Policy | 4 |
| Section 4•6 Student-Athlete Experience Survey | 5 |
| Section 5 • Elite 90 Award | 5 |
| Section 6 • Fan Travel | 5 |
| Section 7 • Logo Policy | 5 |
| Section 8 • Research | 6 |
| Section 9 • Division II | 6 |
| Section 9•1 Division II Philosophy | 6 |
| Section 9•2 Division II Code of Conduct | 7 |
| Section 9•3 On-Site Administrator at Team Championships | 9 |
| Section 9•4 Religious Conflicts | 9 |

THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

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Section 1 • Introduction

During the 2018-19 academic year, the Association will sponsor 90 national championships – 42 for men, 45 for women, and three for both men and women. Of the men's championships, three are National Collegiate Championships, 13 are Division I championships, 12 are Division II championships and 14 are Division III championships. Of the women's championships, six are National Collegiate Championships, 12 are Division I championships, 13 are Division II championships and 14 are Division III championships. The combined men's and women's championships are National Collegiate Championships.

The Pre-Championship Manual will serve as a resource for institutions to prepare for the championship. This manual is divided into three sections: General Administrative Guidelines, Sport-Specific Information, and Appendixes.

The first section applies to policies applicable to all 90 championships, while the other two sections are sport-specific.

Section 1.1 Definitions

Pre-championship Manual. Resource for institutions to prepare for the championship.

Administrative Meeting. Pre-championship meeting for coaches and/or administrators.

Appendixes. Any supplemental documents to be provided and distributed through the various resources.

Championship Manager. The NCAA staff member(s) responsible for the operational oversight of the championship.

Games Committee. The committee assigned to supervise the conduct of each championship session at a specific site. For finals sites, the games committee is typically the NCAA national committee.

NCAA National Committee. The sport committee with direct oversight responsibilities for the championship.

Non-predetermined Sites. Those sites that are selected to host at the time of the participant/team selections announcement.

Playing Rules. The rules under which the competition will be conducted.

Predetermined Sites. Those sites that are selected to host before the participant/team selections announcement.

Preliminary Rounds. The rounds of the championship before the final or championship round.

Regional Alignment. The geographic location of institutions or regional advisory committees.

Schedule of Events. Official event schedule – includes all required activities (e.g., practices, banquets, etc.).

Selection Criteria. Policies and procedures in place to guide the team selection process.

Site Selection Criteria. Policies and procedures in place to guide the site selection process.

Squad Size. Number of student-athletes per team allowed to dress in uniform and participate at the championship.

Tournament Physician. The physician designated by the host institution/conference to serve as the chief medical advisor for the championship.

Section 2 • Championship Core Statement

The championships and alliances staff strives to administer competition in a fair, safe, equitable and sportsmanlike manner so that the experience of the student-athlete is paramount.

This is attained by:

Ensuring student-athletes' optimal experience.

Executing championship events reflecting appropriate quality and values to/for stakeholders — student-athletes, coaches, administrators, member institutions, sport committees, fans, broadcast partners and corporate champions/partners.

Coordinating all aspects of the championship in an efficient, effective manner through common operating policies and practices, using internal and external resources.

Integrating championships with broadcast and corporate relationships in a manner that maintains the integrity of the championship.

Assuring effective management of the business aspects of the operation.

Enhancing the assets of the NCAA and their value by collaborating with internal and external expertise to achieve heightened exposure (e.g., community programs, fan events, banquets, anniversaries, etc.).

Section 3 • Concussion Management

[Reference: Concussion Management in Constitution 3.2.4.18 in the NCAA Division I Manual, Constitution 3.3.4.16 in the NCAA Division II Manual, and Constitution 3.2.4.16 in the NCAA Division III Manual.]

The NCAA has adopted legislation that requires all active member institutions to have a concussion management plan for their student-athletes. Traveling institutions shall follow their concussion management plan while participating in NCAA championships. If a participating team lacks appropriate medical staff to activate its concussion management plan, the host championship concussion management plan will be activated.

The legislation notes, in part, that a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions; a student-athlete diagnosed with a concussion is precluded from returning to athletics activity for at least the remainder of that calendar day; and medical clearance for return to athletics activity shall be determined by the team physician or the physician's designee from the student-athlete's institution. In the absence of a team physician or their designee, the NCAA tournament physician will examine the student-athlete and will determine medical clearance. Within the rules of the sport and policies established for the championship, medical staff should have access to the injured student-athlete without interference (e.g., coach).

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an "impulsive" force transmitted to the head. Concussions can occur without loss of consciousness or other obvious signs. A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having more severe and/or long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

For further details, please refer to the [NCAA Sports Sport Science Institute website](#) for additional guidance.

Section 4 • Conduct

Section 4•1 Certification of Eligibility/Availability

[Reference: Certification of Eligibility/Availability in Constitution 3.2.4 and Bylaws 12, 13, 14, 15, 16, 31.2.1.7.1, 31.2.1.7.1.2 and 31.2.2 in the NCAA Division I Manual, Constitution 3.3.4 in the NCAA Division II Manual and Bylaws 31.2.2 and 31.2.1.5 in the NCAA Division III Manual.]

Only student-athletes eligible under Bylaws 12, 13, 14, 15 and 16 may compete in NCAA championships. Member institutions are required to certify the eligibility of their student-athletes before the beginning of each academic year and to withhold ineligible student-athletes from all intercollegiate competition.

Member institutions are reminded to notify the NCAA national office before the selection date for each championship of any student-athlete who may have participated in regular-season competition but subsequently is determined to be ineligible or unavailable for NCAA championship competition.

DISCOVERY OF INELIGIBILITY OF A STUDENT-ATHLETE AFTER SELECTION

If an institution fails to report an ineligible student-athlete and the omission is not discovered until after the institution is selected to participate in the championship, necessitating the institution's withdrawal from the championship, that withdrawal shall be considered as one of the years of ineligibility, provided another institution participates in the championship in place of

the disqualified institution. If the discovery of the ineligible student-athlete occurs so near the beginning of the championship that the governing sport committee does not have a reasonable period of time to replace the disqualified institution in the bracket, that fact shall be taken into consideration in determining the number of years the disqualified institution shall be ineligible to participate.

Section 4•2 Drug Testing

[Reference: Bylaws 18.4.1.4 and 31.2.3 in the NCAA Divisions I and II Manual and Bylaws 18.4.1.5 and 31.2.3 in the NCAA Division III Manual.]

Student-athletes who compete in NCAA championships may be subjected to drug tests in accordance with Bylaws 18.4.1.4 (Divisions I and II), 18.4.1.5 (Division III) and 31.2.3, and may be determined to be ineligible as a result thereof. Only student-athletes who have consented in writing to such testing are initially eligible for these championships; and thereafter, student-athletes who are tested shall remain eligible only if they test negative.

Section 4•3 Honesty and Sportsmanship

Individuals employed by (or associated with) a member institution to administer, conduct or coach intercollegiate athletics and all participating student-athletes shall act with honesty and sportsmanship at all times so that intercollegiate athletics as a whole, their institutions and they, as individuals, shall represent the honor and dignity of fair play and the generally recognized high standards associated with wholesome competitive sports.

Section 4•4 Misconduct/Failure to Adhere to Policies

MISCONDUCT

Misconduct in an NCAA championship is any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, which discredits the event or intercollegiate athletics. Each games committee shall hold an administrative meeting with the representatives of participating institutions to review and explain the policies related to misconduct.

FAILURE TO ADHERE TO POLICIES AND PROCEDURES

A governing sport committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing the administration of the competition. This includes, but is not limited to, failure to comply with the procedures and deadlines for submitting scores, score sheets, schedules, rosters and entry/march-in forms for qualification and other materials necessary for the efficient administration of the competition. [Click here](#) to see the full misconduct/failure to adhere to policies and procedures outline.

Section 4•5 Sports Wagering Policy

Sports wagering includes placing, accepting or soliciting a wager (on a staff member's or student-athlete's own behalf or on the behalf of others) of any type with any individual or organization on any intercollegiate, amateur or professional team or contest. Examples of sports wagering include, but are not limited to, the use of a bookmaker or parlay card; internet sports wagering; auctions in which bids are placed on teams, individuals or contests; and pools or fantasy leagues in which an entry fee is required and there is an opportunity to win a prize.

The current NCAA legislation against sports wagering prohibits NCAA student-athletes, member institutions' athletics staff and non-athletics staff with athletics responsibilities, and conference office staff from participating in sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activities concerning intercollegiate, amateur or professional athletics practice or competition in a sport in which the NCAA conducts championship competition, in bowl subdivision football and in emerging sports for women.

A wager is any agreement in which an individual or entity agrees to give up an item of value (e.g., cash, shirt, dinner, etc.) in exchange for the possibility of gaining another item of value.

STUDENT-ATHLETES

A student-athlete found in violation of the prohibition against knowingly participating in any sports wagering activities or providing information to individuals involved in or associated with any type of sports wagering activity that involves intercollegiate, amateur or professional athletics competition shall be ineligible for further intercollegiate competition, subject to appeal to the Committee on Student-Athlete Reinstatement for restoration of eligibility.

POSTSEASON

In championships in which a bracket format is used, student-athletes, coaches and administrators may not participate in bracket competitions when there is both a required entry fee and an opportunity to win a prize. Student-athletes and administrators may participate under current NCAA rules in bracket contests when there is no entry fee but a possibility of winning a prize. Some NCAA member schools, however, have chosen to ban student-athletes from participating in these types of bracket contests.

HOSTING OPPORTUNITIES

On May 16, 2018, the Board of Governors voted to suspend the NCAA championships policy related to sports wagering and to allow for championships to be hosted in locations regardless of whether a state is considering, or has legalized, sports wagering. The board's decision provides championship location continuity as states contemplate whether to allow legalized sports betting.

Section 4•6 Student-Athlete Experience Survey

After each championship, institutional administrators, coaches and student-athletes will be asked to participate in a post-event survey intended to capture feedback on their recent championship experience. Institutional administrators and coaches will receive an email containing a link to the survey and will be asked to ensure participation from all student-athletes.

Section 5 • Elite 90™ Award

The Elite 90 award was created to recognize the true essence of the student-athlete by honoring the individual who has reached the pinnacle of competition at the national championship level in his or her sport, while also achieving the highest academic standard among his or her peers. The award is presented in every sport, every division, and goes to the student-athlete who has the highest cumulative grade-point average of all student-athletes on all teams competing at the finals site. Each institution that has at least one student-athlete qualify for the final round/site is eligible to nominate a student-athlete for the award. One student-athlete per championship will receive the award, and the announcement of the winner will be made at the finals site.

Institutions that wish to nominate a student-athlete must do so through an online nomination process. To receive more information or access the online form and submit a nomination, go to ncaa.org.

Section 6 • Fan Travel

NCAA Travel provides an easy and affordable way for family and fans to follow their favorite student-athlete(s) and team(s) as they participate in NCAA championships competition. Travel arrangements completed through NCAA Travel help support NCAA student-athletes. Please direct your fans to NCAA.com/travel to search and book online hotel, car and air travel, all in one easy transaction.

Section 7 • Logo Policy

[Reference: Bylaws 12.5.4, 31.1.7 and 31.1.8 in the NCAA Division I Manual, Bylaw 12.5.4 in the NCAA Division II Manual and Bylaw 12.5.3 in the NCAA Division III Manual.]

GENERAL ADMINISTRATIVE GUIDELINES

A student-athlete may use athletics equipment or wear athletics apparel that bears the trademark or logo of an athletics equipment or apparel manufacturer or distributor in athletics competition and pre- and postgame activities (e.g., celebrations on the court, pre- or postgame press conferences), provided the following criteria are met:

1. Athletics equipment (e.g., shoes, helmets, baseball bats and gloves, batting or golf gloves, hockey and lacrosse sticks, goggles and skis) shall bear only the manufacturer's normal label or trademark, as it is used on all such items for sale to the general public; and
2. The student-athlete's institution's official uniform (including numbered racing bibs and warm-ups) and all other items of apparel (e.g., socks, head bands, T-shirts, wrist bands, visors or hats, swim caps and towels) shall bear only a single manufacturer's or distributor's normal label or trademark (regardless of the visibility of the label or trademark), not to exceed 2-1/4 square inches in area (rectangle, square, parallelogram) including any additional material (e.g., patch) surrounding the normal trademark or logo. The student-athlete's institution's official uniform and all other items of apparel shall not bear a design element similar to the manufacturer's trademark/logo that is in addition to another trademark/logo that is contrary to the size restriction.

Section 8 • Research

It is essential that all research efforts be coordinated by a single entity within the national office structure in order to ensure maximum efficiency and quality, avoid unnecessary duplication of effort on the part of staff and membership, allow the NCAA to prioritize research efforts given the limited time and resources of our members and adhere to federal guidelines on the responsibilities of researchers to properly protect research participants from harm.

For the purpose of this policy, "research" is defined as any systematic collection of data for the purpose of drawing generalized conclusions.

Any proposal to conduct research must be submitted to the NCAA research staff for review at least six weeks before the project begins. Research to be conducted during NCAA championships or related events, and which involves competing student-athletes or attendees, is also subject to review. This includes all research, including that conducted by or under the direction of any employee, contractor or paid consultant of the NCAA. It also includes any research conducted by other persons, but funded totally or in part by the NCAA. Any research that detracts from the student-athlete experience or requires physical activity may not be permitted at the championships (preliminary rounds and finals sites). The NCAA retains sole discretion as to whether to allow such research.

Examples of activities considered research include: Conducting surveys of athletics administrators, college presidents, faculty, coaches and student-athletes; leading an organized focus group; funding an outside study under the auspices of the NCAA; conducting market research at championship events; secondary analysis of data originally collected by the NCAA from people for other purposes; any systematic collection of data from the membership or other entities; etc.

Section 9 • Division II

Section 9•1 Division II Philosophy

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern. *(Revised: 1/14/08 effective 8/1/08)*

Higher education has lasting importance on an individual's future success. For this reason, the positioning statement for the division and the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletics competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead.

Members support the following attributes in the belief that these attributes assist in defining the division's priorities and emphasize the division's position within the Association: Learning, Service, Passion, Sportsmanship, Resourcefulness and Balance. The positioning statement and the attributes shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs, initiatives and policies by member institutions, conferences and the Division II governance structure.

Furthermore, a member of Division II believes in a set of common features, which assist in defining the division. Such features include exceptional teacher-to-student ratios that provide student-athletes with a quality education, a unique model of staffing in which coaches provide additional services such as teaching and mentoring, and the development of community partnerships and student-athlete participation in community engagement activities. A member of Division II also believes in the following principles, which assist in defining the division: *(Revised: 1/14/97)*

- a. Promoting the academic success of its student-athletes, measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body; *(Revised: 1/12/04 effective 8/1/04)*
- b. That participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community; *(Revised: 1/12/04 effective 8/1/04)*
- c. Offering opportunities for intercollegiate athletics participation consistent with the institution's mission and philosophy; *(Revised: 1/14/97, 1/12/04 effective 8/1/04)*
- d. That championships are intended to provide national-level competition among eligible student-athletes and teams of member institutions; *(Revised: 1/9/06 effective 8/1/06)*
- e. Preparing student-athletes to be good citizens, leaders and contributors in their communities; *(Revised: 1/12/04 effective 8/1/04)*
- f. Striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors; *(Revised: 1/14/97, 1/12/04 effective 8/1/04)*
- g. That institutional staff members, including presidents and athletics personnel, shall hold prospective and enrolled student-athletes and themselves to the highest standards of personal conduct at all times, including exemplary behavior that reflects respect for the rights and dignity of opponents, teammates, officials, other students and the community at large; *(Adopted: 1/14/12 effective 8/1/12)*
- h. Scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit; *(Revised: 1/14/97)*
- i. Recognizing the need to "Balance" the role of the athletics program to serve both the institution (e.g., participants, student body, faculty-staff) and the general public (e.g., community, area, state); *(Revised: 1/12/04 effective 8/1/04)*
- j. Offering an opportunity for participation in intercollegiate athletics by awarding athletically related financial aid to its student-athletes; *(Revised: 1/14/97, 1/14/02 effective 8/1/02)*
- k. That institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The emphasis for an athletics department should be to operate within an institutionally approved budget, and compliance with and self-enforcement of NCAA regulations is an expectation of membership; and *(Adopted: 1/14/02 effective 8/1/02, Revised: 1/12/04 effective 8/1/04)*
- l. That all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II. *(Revised: 1/14/97)*

Section 9•2 Division II Code of Conduct

CONDUCT POLICY STATEMENT

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere

GENERAL ADMINISTRATIVE GUIDELINES

to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should be manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the Championships Committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and a misconduct incident at the competition.

Any institution that fails to submit a complete and accurate Division II Code of Conduct form before the start of the first competition of the championship will be issued a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president, university athletics director, senior woman administrator, sports information director and compliance director.

MISCONDUCT

The NCAA Division II Manual Bylaw 31.02.3 defines misconduct as: “... **any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship, that discredits the event or intercollegiate athletics.**”

EXPECTATIONS

Each games committee shall hold a pre-championship meeting with the representatives of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet and delivered to all institutional representatives attending the championship events.

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 rounds of a basketball tournament) 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 actions of misconduct shall be dealt with in a timely manner by the governing sport committee.

EXPECTATIONS FOR STUDENT-ATHLETES, COACHES AND ADMINISTRATORS

- Submit an accurate and complete Division II Code of Conduct Form before the start of the first competition of the championship.
- Cooperate and participate in game ceremonies, team meetings, community engagement and championship events.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in an honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by state and federal laws and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

POSSIBLE PENALTIES FOR MISCONDUCT

In accordance with Bylaw 31.1.8.3, the governing sport committee (or the games committee authorized to act for it) may impose any one or a combination of the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the competition or practice. The penalties include, but are not limited to:

- a. Public or private reprimand of the individual;
- b. Disqualification of the individual from further participation in the NCAA championship involved;
- c. Banishment of the individual from participation in one or more future championships of the sport involved;
- d. Cancellation of payment to the institution of the Association's travel guarantee for the individual involved;
- e. Banishment of the institution from participation in one or more future championships in which its team in that sport otherwise would be eligible to participate;

- f. Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships;
- g. Cancellation of all or a portion of the honorarium for hosting an NCAA championship; and
- h. Financial or other penalties different from (a) through (g) above, but only if they have prior approval of the
- i. Championships Committee.

All correspondence regarding a violation of the Code of Conduct will be sent to the president/chancellor of the institution, with a copy to the director of athletics and person(s) involved.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such.

Section 9•3 On-Site Administrator at Team Championships

All team sports require that a designated individual be identified from each institution participating in the championship as the on-site administrator. This person may be any individual from that school with no on-site responsibilities. The role of the on-site administrator is to be present at the competition site and attend all events that are mandated for the team (e.g., travel from institution to and from the championship site, teleconferences, pre-championship meetings, practices, competition and community engagement, where applicable).

If no one is sent or identified, the site representative is to notify the NCAA championship manager and Division II Championships Committee liaison to administer a fine of \$500, with a private letter of reprimand to be sent to the conference commissioner, university president/chancellor, university director of athletics, senior woman administrator, sports information director and compliance director. The NCAA championship manager will administer the fine and letter of reprimand to the institution(s).

Section 9•4 Religious Conflicts

Institutional Policy. If a participating institution has a written policy against competition on a particular day for religious reasons, it shall inform the NCAA national office prior to Sept. 1 of each academic year in order for it or one of its student-athletes to be excused from competing on that day. The championship schedule shall be adjusted to accommodate that institution. (*Revised: 1/12/99, 1/8/01, 1/9/01*)

Individual Championships. In individual championships, an athlete must compete according to the institution's policy regarding Sunday competition (i.e., if the institution has no policy against Sunday competition, the athlete shall compete on Sunday if required by the schedule).

Division II Rowing

Contents

| | |
|--|-----------|
| Section 1 • General Administration | 11 |
| Section 1•1 NCAA Tournament Operations Staff Contact Information | 11 |
| Section 1•2 National Committee | 11 |
| Section 1•3 Regional Advisory Committees | 11 |
| Section 1•4 Division II Code of Conduct | 12 |
| Section 1•5 Important Dates | 13 |
| Section 1•6 Equipment | 13 |
| Section 1•7 Rules | 14 |
| Section 1•8 Uniforms | 14 |
| Section 2 • Determination of Championship Participation | 16 |
| Section 2•1 Championships Format | 16 |
| Section 2•2 Results | 17 |
| Section 2•3 Selection Information | 17 |
| Section 2•4 Selection Criteria | 18 |
| Section 2•5 Championships Site Information | 19 |
| Appendix A • Sport Sponsorship | 22 |
| Appendix B • Equipment | 23 |
| Appendix C • Points System | 25 |
| Appendix D • Determining Finalists | 26 |

Section 1 • General Administration

Section 1•1 NCAA Tournament Operations Staff Contact Information

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Section 1•2 National Committee

Current members of the committee are:

EAST REGION

Rachel Burleson
Director of Athletics
Franklin Pierce University

SOUTH REGION

Marlon Furlongue
Assistant Athletics Director, Compliance and Rules
Education
Nova Southeastern University

WEST REGION

Andrew Derrick
Head Women's Rowing Coach
Seattle Pacific University

For additional information about the NCAA Division II Women's Rowing Championships, contact:

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Championships and Alliances, Operations
317-917-6494 / mscovron@ncaa.org

Marlon Furlongue, chair
Assistant Athletics Director for Compliance
and Rules Education
Nova Southeastern University
954-262-8266 / mf685@nova.edu

Section 1•3 Regional Advisory Committees

| NAME | INSTITUTION | CONFERENCE |
|-------------------------|-----------------------------|----------------|
| EAST REGION | | |
| Rachel Burleson, chair | Franklin Pierce | Independent |
| Chris O'Brien | Thomas Jefferson University | Independent |
| Aline Seekins | Assumption | Independent |
| SOUTH REGION | | |
| Marlon Furlongue, chair | Nova Southeastern | Sunshine State |
| Nick Johnson | Barry | Sunshine State |
| Adam Thorstad | Florida Tech | Sunshine State |
| WEST REGION | | |
| Andrew Derrick, chair | Seattle Pacific | Independent |
| Britni Brannon | Central Oklahoma | Independent |
| John Fuchs | Western Washington | Independent |

Section 1•4 Division II Code of Conduct

The NCAA expects each championship to exhibit an experience that represents the highest level of fair play and good sportsmanship. The NCAA and the NCAA Division II Championships Committee expect that student-athletes, coaches and administrators do their best to ensure participation in intercollegiate athletics promotes character development for all participants, enhances the integrity of higher education and promotes civility; therefore, championship events should adhere to such fundamental values as respect, fairness, civility, honesty and responsibility. These values should manifest not only in athletic participation, but also in the broad spectrum of activities associated with the championship event. Accordingly, the championships committee will take strong action in response to any form of misconduct by student-athletes, coaches and/or administrators during the entire championship. This includes criticism of officials and misconduct incident to the competition.

Misconduct

The pre-championship manual and NCAA Division II Manual Bylaw 31.02.3 define misconduct as: "... any act of dishonesty, unsportsmanlike conduct, unprofessional behavior or breach of law, occurring from the time the championship field is announced through the end of the championship that discredits the event or intercollegiate athletics."

Expectations

Each games committee shall hold an administrative meeting before the start of the championship with the coaches of participating institutions to review and explain the policies related to misconduct (as defined in Bylaw 31.02.3). The Division II Championships Code of Conduct is to be part of the championship packet, and delivered to all institutional representatives attending the championship events.

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 rounds of a basketball tournament), or 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 actions of misconduct shall be dealt with in a timely manner by the governing sports committee.

Expectations for Student-Athletes, Coaches and Administrators

- Cooperate and participate in game ceremonies, team meetings, community engagement and championship ceremonies.
- Discuss misconduct and possible consequences with all members of the travel party.
- Have an administrator or designee present at all competitions.
- Communicate issues and concerns in an honest and timely manner with NCAA staff.
- Follow team, university and NCAA guidelines throughout all championship-related activities.
- Be respectful of other participants, spectators, coaches, administrators and other individuals at the championship site.
- Abide by state and federal laws and facility requirements throughout the championship event.
- Display acceptable behavior on and off the playing field to ensure a positive experience for all participants.

Possible Penalties for Misconduct

In accordance with Bylaw 31.1.8.3, the governing sports committee (or the games committee authorized to act for it) may impose any one, or a combination of, the following penalties on an institution or any student-athlete or representative of an institution guilty of misconduct that occurs incident to, en route to, from or at the locale of the championship event. The penalties include, but are not limited to:

- Public or private reprimand of the individual;
- Disqualification of the individual from further participation in the NCAA championship involved and/or banishment of the individual from participating in one or more subsequent championships of the sport involved;
- Cancellation of payment of the Association's travel guarantee to the institution for the individual involved;
- Withholding of all or a portion of the institution's share of revenue distribution;
- Banishment of the institution from participation in one or more subsequent championships in which its team in that sport otherwise would be eligible to participate;

- Disqualification of an institution for a period of time from serving as host institution for one or more NCAA championships; and/or
- Cancellation of all or a portion of the honorarium for hosting an NCAA championship.

Participation in an NCAA championship is an accomplishment and it is expected that individuals and teams are committed to ensuring that the championship is a positive experience for all participants, fans and volunteers. Participation in these championship events is a privilege for the student-athletes, coaches and administrators and should be treated as such. Again, congratulations to you and your team. We hope this year's championship experience is one that you will cherish for years to come.

Section 1•5 Important Dates

| | |
|--------------------------|--|
| Tuesday, March 25 | National committee and regional advisory committee rankings orientation call. |
| Monday, April 1 | Regional advisory committee practice ranking. |
| Tuesday, April 2 | National committee practice ranking. |
| Monday, April 8 | First regional advisory committee teleconference. |
| Tuesday, April 9 | First national committee teleconference and published ranking. |
| Monday, April 22 | Second regional advisory committee teleconference. |
| Tuesday, April 23 | Second national committee teleconference and published ranking. |
| Monday, May 6 | Third regional advisory committee teleconference. |
| Tuesday, May 7 | Third national committee teleconference and final published ranking. |
| Monday, May 20 | Final regional advisory committee teleconference and national committee selection teleconference (no published ranking). |
| Monday, May 20 | Selection and webcast via NCAA.com — 5 p.m. Eastern time (time subject to change). |
| Tuesday, May 21 | Mandatory conference call for selected participants, coaches and administrators, 1 p.m. Eastern time. |
| Thursday, May 23 | 5 p.m. Eastern time: Deadline for submission of lineup forms and championship information. <i>Reference: Entry Procedures in this manual.</i> |

CHAMPIONSHIP DATES

| | |
|---|---|
| Friday-Sunday, May 31-June 2 | Championships at Indianapolis Rowing Center, Indianapolis; hosted by Indiana University, Bloomington, and the Indiana Sports Corporation. |
|---|---|

DATE FORMULA

Last Friday in May through the last Sunday in May or first Sunday in June.

FUTURE DATES

| | |
|---------------------------------------|--|
| 2020: Friday-Sunday, May 29-31 | Championships at Oak Ridge Rowing Association, Oak Ridge, Tennessee; hosted by the University of Tennessee, Knoxville, and the Oak Ridge Rowing Association. |
| 2021: Friday-Sunday, May 28-30 | Championships at Nathan Benderson Park, Sarasota, Florida; hosted by the University of Central Florida and the Suncoast Aquatic Nature Center Association. |
| 2022: Friday-Sunday, May 27-29 | Championships at Nathan Benderson Park, Sarasota, Florida; hosted by the University of Central Florida and the Suncoast Aquatic Nature Center Association. |

Section 1•6 Equipment

[Reference [Appendix B](#) of this manual.]

Section 1•7 Rules

[Reference: Bylaw 31.1.6.2 in the NCAA Division II Manual.]

Per Bylaw 18.6, member institutions shall conduct all of their intercollegiate competition in accordance with the playing rules of the Association in all sports for which the NCAA develops playing rules. For those sports in which the Association follows rules that are developed by other governing bodies and modified by the governing sports committee, the adopted playing rules shall be used. The governing sports committee will not consider any results for selection purposes that are not played in accordance with NCAA rules, or those rules adopted by an outside organization.

USRowing rules will be followed, with the exceptions of:

1. **Honest Effort** — In addition to the USRowing definition of race cadence, honest effort will be enforced if an intentional slowdown is observed. Crews will be expected to maintain a race pace, which will be perceived in reasonable conditions as a minimum stroke rating for the Eight boats of 32+, and a minimum 30+ stroke rating for the Four boat. The referee will give instructions to the crew to increase its speed. If the crew does not respond, a red flag will be raised immediately after the completion of the race, and the crew will be advised of a possible violation. Within 10 minutes of the completion of the race, a jury comprised of members of the committee and selected referee/judges will be convened to determine if a violation of the rule occurred. A representative of a competing institution may challenge the Honest Effort rule regardless of an official's notification, within 30 minutes of the race. A penalty may be imposed on the involved boat, which may result in NOT advancing or receiving team points for that boat. In addition, if the final result/time or future results indicate that honest effort was not given by a specific crew, then that institution will be subject to the provisions of the misconduct policy.
2. NCAA rules regarding uniforms will be applied.
3. At least the last 500 meters of the race will be announced.
4. Participation by male coxswains is not permitted. Race results against boats using male coxswains will not count toward rankings or selections.
5. The use of aids such as an apparatus for wireless communication and water-soluble chemicals intended to reduce frictional resistance is prohibited. However, GPS systems and action/sports cameras (e.g., GoPro) will be allowed as long as there is no direct communication, or transmission of information, to land. Cameras on tripods are prohibited on boats.
6. Any weight violator would be relegated to last place in that race and a second weight violation would be an exclusion from the competition.
7. Minimum boat weights are listed in [Appendix B](#). The Fairness Committee will address any boat issue on a case-by-case basis.
8. Boats need to be weighed dry and certified before going on the water for practice, and any boat that is selected following a race for weight check will need to show the weight they were to place in the boat. Any intentional manipulation of boat weights before the initial weigh-in will result in misconduct proceedings against the institution's head coach.

Note: The NCAA will follow USRowing's revised start procedures.

Section 1•8 Uniforms

[Reference: Bylaw 12.5.4 in the NCAA Division II Manual.]

All competitors in a crew shall wear identical clothing for all competitions, practices, interviews and awards sessions. Such clothing shall cover the torso of the body and also may include warmup gear. The chief referee may grant exception to this rule on account of unusual weather conditions. Individual competitors in a crew may choose whether to wear a hat or other headgear, but it must be similar in color.

All apparel must conform to the NCAA logo policy.

Use of Logos on Equipment, Uniforms and Apparel. Athletics equipment (e.g., shoes, gloves) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public. 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 2¼ 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, 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 restriction.

LOGOS

[Refer to General Administrative Guidelines, Section 7.](#)

Section 2 • Determination of Championship Participation

Section 2•1 Championships Format

The NCAA Division II Women's Rowing Championships will provide for a maximum field of six teams in two events, requiring an Eight and a Four with a coxswain from each institution. One team shall be selected from each of the current three regions and three teams shall be selected at-large.

Selected teams shall be allotted two spare student-athlete positions and five nonathlete travel-party members. This provides for a total of 16 student-athletes and five nonathlete travel-party members for each selected team.

Individual rowers are not permitted to double at the championships.

Each of these events will cover a 2,000-meter course.

SCHEDULE OF EVENTS (TENTATIVE)

Wednesday, May 29

9 a.m.-6 p.m. — Crew registration, sheet pickup and boat weigh-ins

1 p.m. — Coxswain meeting

2-7 p.m. — Practice

2, 3:30 and 5 p.m. — Coxswain meetings

Thursday, May 30

6:30-9 a.m. — Boat weigh-ins

7 a.m. — Coxswain meeting

7-10 a.m. — Practice and boat weigh-ins

11 a.m. — Championships banquet

12:30 p.m. — Mandatory coaches meeting

3:30-7:30 p.m. — Practice

Friday, May 31

6:30-7:30 a.m. — Practice

11:24 a.m. — Eights Heat 1

11:36 a.m. — Eights Heat 2

11:48 a.m. — Fours Heat 1

Noon — Fours Heat 2

5:30-7 p.m. — Practice

Saturday, June 1

6:30-7:30 a.m. — Practice

10:36 a.m. — Eights Repechage

10:48 a.m. — Fours Repechage

3-5 p.m. — Practice

Sunday, June 2**6:30-7:30 a.m. — Practice****9:24 a.m. — Fours Petit Final (places 5-6)****9:36 a.m. — Fours Grand Final (places 1-4)****9:48 a.m. — Eights Petite Final (places 5-6)****10 a.m. — Eights Grand Final (places 1-4)****Approx. 11:30 a.m. — Awards ceremony**

Section 2•2 Results

In order to be considered for selection to the 2019 rowing championships, all institutions must ensure that the electronic submission of results from all eligible competition opportunities in which their student-athletes compete is reported by the regatta host to the row2k website results-reporting system.

Hosts are required to submit all results to www.row2k.com by the deadline indicated. Failure to submit the results in a timely manner may affect a team's regional ranking and selection to the championships. Late results submissions that are the basis for championships selection will result in a fine of \$200, with potential additional fines for repeated violations. See specific details as outlined in the document, Results Reporting, on the NCAA website, Division II Championships, Rowing, Results Reporting Instructions.

Institutions are requested to publish boat lineups on the official institutional athletics website in the post-race recap.

Regional Rankings. The NCAA Division II Women's Rowing Committee will release regional rankings on the following dates: Tuesday, April 9; Tuesday, April 23; and Tuesday, May 7.

Section 2•3 Selection Information

[Reference: Bylaws 31.02.4 and 31.3 in the NCAA Division II Manual.]

Participants in the championships will be selected by the NCAA Division II Women's Rowing Committee. One team from each region will be selected, provided there is a minimum of five competitions against Divisions I, II or III varsity intercollegiate programs and three of those must be in-region competitions against Division II varsity intercollegiate programs at 2,000 meters. In each of these competitions, the institution must have both an Eight and a Four competing with no doubling of student-athletes.

If these results are not provided, the regional slot may be awarded to an at-large team. The remaining three teams selected will be at-large teams, which also require five competitions and three race results against regional competition as previously described.

Each team will consist of two boats (an Eight and a Four boat) from Division II member institutions. Race results against boats using male coxswains will not count toward rankings or selections. Participation by male coxswains is not permitted.

ALLOCATION OF BERTHS

One team from each region will be selected, provided the team has met the minimum requirements stated above. In addition, there will be three at-large teams selected, which also require five competitions and three race results against regional competition.

IN-REGION COMPETITION

To be eligible for selection, an institution must compete in three in-region competitions against Division II varsity intercollegiate programs at 2,000 meters. To be eligible for selection, an institution must have both an Eight and a Four competing with no doubling of student-athletes.

DIVISION II ROWING

Due to the geographical distances between member institutions from different regions, and the resulting lack of comparative, head-to-head racing between regions, each region is to provide at least one racing opportunity to its respective regional members in which all member institutions can be present if they choose to attend. Those institutions not in attendance at the designated racing opportunity (or opportunities) in their region may jeopardize their chances for selection to the championships. Each regional racing opportunity that encompasses all candidates seeking a bid to the NCAA championships should be a late-season race, if possible, providing fair opportunity for each team to attend and compete.

Note: A competition is defined as a race between two or more teams regardless of heat, semifinal or final.

ENTRY PROCEDURES

Lineup Form. The lineup form must be submitted properly (information in the selections memo) by 5 p.m. Eastern time on May 23. Coaches will have a chance to make all final changes at the coaches administrative meeting at the NCAA Women's Rowing Championships.

Late Lineup Form. Forms received after the deadline will be considered late and subject to a fine of \$50 per individual, up to a maximum of \$300 per team.

Substitutions. The lineups to be raced at the national championships in the Eight and the Four must follow suit with the selection criteria in that 50 percent of the declared lineup, excluding coxswains, must race together in that event at least once during the season. Once the lineup form has been submitted at the coaches meeting on site at the championships, coaches can change the order/seats of student-athletes in a boat without approval, but cannot change student-athletes between boats without following official protocol. This process is initiated with the change-of-lineup approval form, found in the participant manual, and only granted for student-athletes who have been seen by the host physician and declared unable to race due to illness or injury. If an illness or injury occurs to a competitor and that competitor is later restored to health, the crew must revert to that which was originally submitted before the start of competition. All proper medical forms must be completed for exemption from competition, as well as clearance to return to competition.

ADJUSTED PLACE STANDINGS

[Reference: Bylaw 31.2.2.4 in the NCAA Division II Manual.]

If a student-athlete is found to be ineligible, the team standings shall be adjusted accordingly and any awards involved shall be returned to the Association.

TRAVEL INFORMATION

[Reference: Per Diem and Transportation in the Division II General Section and Bylaw 31.1.5 in the NCAA Division II Manual.]

Please refer to the NCAA Travel policies for all information regarding transportation and per diem expenses.

Travel policies can be found online at <http://www.ncaa.org/championships/travel/championships-travel-information>.

Lodging. All teams will be assigned hotel rooms by the NCAA. Following the selection to the championships, coaches will be notified which hotel they are assigned (rate, location, etc.). Room blocks are due Thursday, May 23. All teams are financially responsible for their allotted rooms. Teams are required to stay at their assigned hotel.

Transportation of Boats. In addition to reimbursing members of the official traveling party, expenses for transporting the boats to and from the competition site will be reimbursed by the NCAA.

The reimbursement rate is 74 cents per mile for an institution's own boats. If an institution also transports another institution's boats, the rate is 18 cents per mile for each additional boat, not to exceed \$1.42 per mile. The driver of the boat trailer shall not receive a per diem unless he/she is part of the institution's official travel party. Institutions requesting reimbursement for transporting boats must obtain prior approval from the committee for their method of transportation.

Section 2•4 Selection Criteria

Following the confirmation of the availability of student-athletes for NCAA championships and application of nullification, selection criteria should be utilized for all Division II team sports playing the minimum number of Division II and in-region games with the assessment of selection criteria focusing on the quality of results for the following five items (in no particular

order) along with a list of additional sport-specific selection criteria (not more than three) for each governing sports committee to select based on sport-specific nuances:

In accordance with Bylaw 31.3, the following selection criteria (in no particular order) will be used in selecting teams and individual boats:

- Overall Division II in-region winning percentage*;
- Overall Division II winning percentage*;
- Overall Division II strength of schedule (opponents' average winning percentage and opponents' opponents' average winning percentage)*;
- Division II in-region head-to-head competition;
- Results versus Division II common opponents.

Additional Sport-Specific Selection Criteria:

- Late-season performance (defined as competition taking place within 24 days before the selection date for the NCAA championships);
- Results versus ranked Division II opponents;
- Results versus Division II in-region common opponents.

The following criteria also will be used in consideration for selection of the at-large teams:

- Results versus teams already selected.*

**Due to the nature of women's rowing, data is not available in these categories. The additional criteria for at-large teams are meant to ascertain strength of schedule.*

Note: Teams will be selected based on the comparison of the selection criteria of both the Eight boat and the Four boat. Therefore, the six fastest Eight boats will not automatically be selected as teams but will be selected in conjunction with the team makeup of the Four boat. However, the Eight boat will receive higher consideration than the Four boat when making the team comparisons.

Note: In order to be selected for the championships, 50 percent of the declared lineup, excluding coxswains, must race together in that event at least once during the regular season. For ranking and selection purposes, the committee reserves the right to consider every race result regardless of lineup. The committee reserves the right to consider all results from spring competition, including those raced on courses that deviate from the recommended 2,000-meter distance and format of the NCAA championships. However, the committee strongly recommends that teams race on a 2,000-meter course.

Section 2•5 Championships Site Information

ANNUAL FORMS

Regular-Season Results. All results must be entered at www.row2k.com.

Lineup Form. The lineup form must be completed properly and submitted via the online link. You will have the opportunity to make any changes at the pre-championships meeting on site. You will receive the link via email from the national office.

Expense Reimbursement Form. Expense reimbursement forms with instructions will be available on the NCAA website in the championships administration section (<http://www.ncaa.org/championships/travel/championships-travel-information>). Forms can be mailed to the director of athletics of a competing institution if they are unable to be accessed via the website. Please contact the travel department at the NCAA national office (phone: 317-917-6757; email: travel@ncaa.org) to receive hard copies of the forms.

[Reference: Per Diem and Transportation in the Division II General Section and Bylaw 31.4.6 in the NCAA Division II Manual.]

JURY

A jury comprised of the committee and selected judges/referees will convene to settle any disputes that arise during the conduct of the competition. All protests will be administered according to current USRowing rules.

MEETINGS

[Reference: Misconduct in the Division II General Section and Bylaws 31.02.3 and 31.1.8 in the NCAA Division II Manual.]

A mandatory meeting for head coaches of the competing teams, chief referee and the women's rowing committee will be conducted before the competition. Administrators traveling with their teams are strongly encouraged to attend the meeting. The provisions of Bylaw 31.1.8, which prescribes conditions under which a student-athlete or representative of an institution may be disqualified from further participation in the championships for reasons of misconduct, as well as other pertinent information regarding the championships, will be presented.

POSTPONEMENT OF RACING/LANE REASSIGNMENT

The chief referee, in consultation with the rowing committee and the regatta director, will make all decisions regarding the postponement of racing and lane reassignment.

PRACTICE

The course will be available for practice during the following tentative times:

Wednesday, May 29 — 2-7 p.m.

Thursday, May 30 — 7-9:30 a.m. and 3:30-7:30 p.m.

Friday, May 31 — 6:30-7:30 a.m. and 5:30-7 p.m.

Saturday, June 1 — 6:30-7:30 a.m. and 3-5 p.m.

Sunday, June 2 — 6:30-7:30 a.m.

Institutions are not permitted to practice on the race course before the first practice session. Boats will not be permitted to launch with fewer than 30 minutes remaining in a practice session.

Coaching from motor launches will not be permitted. Crews must practice in gear that complies with Bylaw 12.5.4. A course marshal will be on the water during all practice sessions to ensure that the traffic rules are observed properly during training. Specific traffic rules will be posted at the competition site.

SEEDING OF HEATS AND LANE ASSIGNMENTS

The following procedures will be used for seeding heats and assigning lanes:

- All six boats, for the Eights and Fours events, will be seeded using an S-curve with not more than two boats from the same region in the same heat (1, 4, 5 in one heat; 2, 3, 6 in the other heat). If there are more than two boats from the same region in the same heat, the following alternative heats will be used (1, 4, 6 in one heat; 2, 3, 5 in the other heat). However, if seeds 1, 4, 5, 6 or 2, 3, 5, 6 are from the same region, no alterations will be made to the heats.
- A predetermined progression system will be used after the completion of heats. (See [Appendix D.](#))

TRAINING FACILITIES

Training facilities will be made available to the competing teams by the host institution.

Appendixes

Contents

| | |
|---|----|
| Appendix A • Sport Sponsorship..... | 22 |
| Appendix B • Equipment..... | 23 |
| Appendix C • Points System..... | 25 |
| Appendix D • Determining Finalists..... | 26 |

Appendix A • Sport Sponsorship

| | |
|---|--|
| EAST REGION | |
| Assumption College Franklin Pierce University Mercyhurst University | Merrimack College Thomas Jefferson University |
| SOUTH REGION | |
| Barry University Embry-Riddle Aeronautical University (Florida) Florida Institute of Technology | Nova Southeastern University Rollins College University of Tampa |
| WEST REGION | |
| University of California, San Diego University of Central Oklahoma Humboldt State University | Seattle Pacific University Western Washington University |

Appendix B • Equipment

Appendix B

Equipment

Construction and Design

Free Construction of Equipment. Except as specifically limited in these rules, there shall be no limitations on the design and construction of boats, oars and other equipment. All boats, oars and other equipment must conform to USRowing Rules 3-101 through 3-205, except for rules pertaining to uniforms, male coxswains and equipment, for which NCAA rules will apply. All boats are required to have the name of the institution in letters at least two inches high on each side of the boat. It is preferred that the name be placed near the coxswain on the boat. A boat will not be allowed on the water until the institutional name appears on both sides of the boat. Manufacturers' normal identification may appear on participants' uniforms, per the provisions of Bylaw 12.5.4. Manufacturers' normal identification may appear on equipment; all other identification is limited to the name of the institution.

General Requirements for Boats.

1. A boat in the sport of rowing shall have all its load-bearing parts, including axes of moving parts, firmly fixed to the body of the boat, but the seat of a rower may move along the axis of the boat.
2. The use of "sliding riggers," in which the fulcrum of the oar is not stationary with respect to the body of the boat, is strictly forbidden.

Categories of Boats.

| Number of Rowers | Oar | Coxswain | (Abbr.) |
|------------------|-------|----------|---------|
| 4 | Sweep | With | 4+ |
| 8 | Sweep | With | 8+ |

Minimum Weight of Boats. All boats shall comply with the following minimum weights:

| Category | Weight (pounds) | Weight (kilograms) |
|----------|-----------------|--------------------|
| 4+ | 112.44 | 51 |
| 8+ | 211.64 | 96 |

For purposes of this rule, the weight of a boat shall not include oars or detachable loudspeaker or electronic systems. Seats, rudders, skegs, fixed loudspeakers, wiring, fins and riggers shall be included in the boat's weight. Other items that are not permanently affixed to the boat shall not be included in the boat's weight.

Bowballs. Every boat shall have a supple or plastic ball, of a white or fluorescent color, mounted on its bow unless equivalent provision for visibility and protection against puncture injury is included in the boat's basic construction. The bowball shall be at least four centimeters in diameter.

Electronic Devices. A boat may be equipped with an internal loudspeaker system and electronic devices that provide statistical information about the progress of the race or performance of the crew (such as elapsed time or stroke rate). Use of prohibited aids such as an apparatus for wireless communication and water-soluble chemicals intended to reduce frictional resistance are prohibited. However, GPS systems and Action/Sports Cameras (e.g. GoPro) will be allowed as long as there is no direct communication, or transmission of information, to land. Antennas or other devices that permit GPS communication must be removed or turned to the off position. Cameras on tri-pods are prohibited on boats.

Foreign Substances. No boat shall have on its hull any substance that is water soluble or partially soluble, or that alters the mechanical or chemical interaction between the hull and water, except that nonsoluble varnishes, paints or other similar surface finishes may be applied. The use of "bottom tape," including "3M Riblets™" on the outside of the hull is specifically prohibited.

Oars. The blade of an oar shall have the following minimum thickness: sweep oar, five millimeters (measured three millimeters from the tip of the blade). The following rules apply to each oar whether it is a sweep or sculling oar:

1. Oars must be uniform throughout the crew. The team colors may appear on oar blades.

2. Any portion of the loom or shaft beyond the collar must be free of any advertisement or inscription.
3. Nothing else (excluding the name of the school or its emblem) may appear on the oar, except that marks to identify the owner of the oar are permitted. In addition, a designation on the oar of the captain is also permitted.

Footgear Release. Where the feet of the competitor are held in place by footgear affixed to the structure of the boat, the design of such footgear shall provide for the quick release of the competitors' feet in case of emergency, without the use of hands. (Such design may consist of Velcro™ or pull strings at the heels.)

Boat Construction for Coxswains. A boat in which the body of the coxswain is enclosed or partially enclosed within the hull of the boat, shall conform to the following requirements:

1. The opening through which the coxswain enters and exits shall be at least 2.30 feet (70 centimeters) long when measured along the longitudinal axis of the boat. For a length of at least 1.64 feet (50 centimeters), the opening shall be as wide as the inner hull of the boat itself.
2. The inner surface within which the coxswain's body rests shall be smooth and free of any obstacles, devices, or other structures that would hinder quick exit.

Insignia

Bow Numbers. Each boat shall be capable of having mounted on its bow a card indicating the number of its lane in a race, and each crew shall be responsible for supplying the bow number card. The local organizing committee may have a supply of bow number cards for use in a regatta, but crews shall not rely on the local organizing committee to provide such cards. The local organizing committee also may require that a member of a crew wear a number marker affixed to her uniform.

Boat Manufacturer. The manufacturer's name, address, trademark and name of the product may appear on the inside of the boat on a plaque or equivalent marker, provided that plaque has a maximum area of not more than 50 square centimeters. The manufacturer's advertisement also may appear on the outside of the boat once on each side (including the gunwale and washboard), provided the maximum area of that advertisement does not exceed 30 square inches.

Name of School. Each boat must carry once on each side of the shell the name of the institution that the crew represents. The letters used in any such name must be at least 2 inches high near the coxswain seat.

Electric Equipment. Any internal loudspeaker or electronic equipment permitted by the USRowing Association (see USRowing Rules of Rowing - "Electronic Equipment") may bear the name and trademark of the manufacturer of that equipment.

Footgear. Any footgear attached to the stretcher for use by a rower may bear the name and trademark of the manufacturer.

Appendix C • Points System

2019 NCAA Division II Women's Rowing Championship Points System

| Place | Eights | Fours |
|-------|--------|-------|
| 1 | 18 | 12 |
| 2 | 15 | 10 |
| 3 | 12 | 8 |
| 4 | 9 | 6 |
| 5 | 6 | 4 |
| 6 | 3 | 2 |

Note: Ties for team awards will be broken by the place finish in the Eights.

Appendix D • Determining Finalists

2019 NCAA Division II Women's Rowing Championships System for Determining Finalists

The lane assignments for the heats will be announced on the selection web cast on May 20. The committee will perform the draw for lane assignments within one-half hour after the conclusion of the heats and repechage for the next event using the methods outlined below.

If a crew withdraws from competition after the draw, but at least one hour before the start of the first heat, the committee shall require the remaining crew to race and maintain a racing cadence, of which it is capable in good faith throughout the heat, as indicated by its strokes per minute. Failure to comply with these provisions shall result in a five-second penalty, which will be assessed by the chief referee in the subsequent race.

Determining the Heats and Lanes

During the selection web cast, the two first-round heats of three boats in each event will be announced. The committee will seed all six boats in each event using an S curve with no more than two boats from the same region in the same heat (1,4,5 in one heat, 2,3,6 in the other heat). If there are more than two boats from the same region in the same heat, the following alternative heats will be used (1,4,6 in one heat, 2,3,5 in the other heat). However, if seeds 1,4,5,6 or 2,3,5,6 are from the same region, no alterations will be made to the heats. The highest seeded boat will be assigned lane one, while a random draw will be held between the other two boats for lanes two and three, as determined by a six or seven-lane course*. Only the winners of each heat will advance directly to the Grand Final. Nonwinners of each heat will progress to the repechage.

The rowing committee shall complete the lane assignments for the repechage within one-half hour after the conclusion of the heats. The lane draw for the four-boat repechage shall be for lanes one, two, three and four as determined by a six- or seven-lane course with the second-place finishers in the heats randomly assigned to the priority lanes*. The third-place finishers from the heats will be randomly drawn into the two non-priority lanes. The top two finishers of the repechage advance to the Grand Final.

The committee shall complete the lane assignments for the Grand Final within one-half hour after the conclusion of the repechage. The winners of the two heats will be randomly drawn into the two priority lanes while the top two finishers of the repechage will be randomly drawn into the two non-priority lanes. For the Grand Final, the lanes used shall be one, two, three and four as determined by a six- or seven lane course*. The winner of the Grand Final is declared the NCAA Division II Women's Rowing Champion for that event.

**Note: Under extenuating course conditions, the chief referee, in consultation with the committee, will make all decisions regarding lane reassignment.*

HEATS A AND B

Winners of heats A and B advance directly to the four-boat Grand Final.

Nonwinners proceed to the four-boat repechage.

REPECHAGE

Top two finishers of the repechage advances to the four-boat Grand Final.

GRAND FINAL

The Grand Final shall be a four-boat final to determine the event champion, second-, third- and fourth-place finishers.

PETITE FINAL

The Petite Final shall be a two-boat race consisting of the third- and fourth-place finishers from the Repechage.

Dead Heats

If there is a dead heat between two or more crews, the following procedure will be enforced.

1. In the heats, if a dead heat occurs between crews for first place, there must be a re-row between the crews involved. The re-row must take place the same day as the dead heat and not less than two hours after the race in which the dead heat occurred. The referee shall order the re-row, taking into account the scheduled time of the next race in the event and allowing for the rest interval. If a crew refuses to re-row, the referee shall award the higher place being contested to the other crew, and he or she may exempt the crew from re-rowing the course.
2. In a final, if a dead heat occurs between crews, they will be given the same placing in the final order and the next placing(s) will be left vacant. The NCAA will provide additional medals. Points awarded for ties will be calculated by averaging the points for the place tied with the points awarded for the next place.

Progressions: Seeding from lanes 1 → 6

NOTE: When the place from the prior round is equivalent, the lanes are considered equivalent and a combination exists with the alternate lanes; in cases where there is a placing difference, higher placings are closer to lane 1. (e.g. third place in a heat will go into lanes one and two in a rep, with an option for each; first place in a rep will always have a lower lane number than second place in a rep)

HEATS

1 version, set by committee when selecting teams and performing seeding

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|--------|---------|--------|--------|--------|--------|--------|--------|
| HEAT 1 | | 1 | 4 | 5 | | | |
| HEAT 2 | | 2 | 3 | 6 | | | |

REPS

2 versions for each rep option set in championships manual

2 options possible

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|-------|---------|--------|--------|--------|--------|--------|--------|
| REP | a | 2h1 | 2h2 | 3h1 | 3h2 | | |
| REP | b | 2h2 | 2h1 | 3h2 | 3h1 | | |

FINALS

2 versions of grand final, 1 version of petite final

2 combinations possible

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|--------------|---------|--------|--------|--------|--------|--------|--------|
| PETITE FINAL | a | 3r1 | 4r1 | | | | |

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|-------------|---------|--------|--------|--------|--------|--------|--------|
| GRAND FINAL | a | 1h1 | 1h2 | 1r1 | 2r1 | | |
| GRAND FINAL | b | 1h2 | 1h1 | 1r1 | 2r1 | | |

Progressions: Seeding from Inside → Out**HEATS**

Top 1 per Heat to advance to Grand Final, Remainder to Reps

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|--------|---------|--------|--------|--------|--------|--------|--------|
| HEAT 1 | | | 5 | 1 | 4 | | |
| HEAT 2 | | | 6 | 2 | 3 | | |

REPS

Top 2 per Rep advance to Grand Finals, Remainder to Petite Final

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|-------|---------|--------|--------|--------|--------|--------|--------|
| REP | a | | 3h2 | 2h1 | 2h2 | 3h1 | |
| REP | b | | 3h1 | 2h2 | 2h1 | 3h2 | |

FINALS

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|--------------|---------|--------|--------|--------|--------|--------|--------|
| PETITE FINAL | a | | | 3r1 | 4r1 | | |
| PETITE FINAL | b | | | 4r1 | 3r1 | | |

| Round | Version | LANE 1 | LANE 2 | LANE 3 | LANE 4 | LANE 5 | LANE 6 |
|-------------|---------|--------|--------|--------|--------|--------|--------|
| GRAND FINAL | a | | 1r1 | 1h1 | 1h2 | 2r1 | |
| GRAND FINAL | b | | 2r1 | 1h1 | 1h2 | 1r1 | |
| GRAND FINAL | c | | 1r1 | 1h2 | 1h1 | 2r1 | |
| GRAND FINAL | d | | 2r1 | 1h2 | 1h1 | 1r1 | |