2017-18

GOLF CHAMPIONSHIP POLICIES

AND

PROCEDURES
SECTION 1 – FORMAT

Championship Dates
The conference championship will be conducted in the fall on the second or third weekend in October. Saturday/Sunday are the preferred dates, with Friday/Saturday and Sunday/Monday as options if approved by the Athletics Directors Council.

Championship Host/Rotation
The conference championship host will rotate each year by state (Vermont/Maine/Massachusetts) and then within those states, it will rotate by institution. The list of past hosts is as follows:
- 2017 – MCLA
- 2016 – Husson
- 2015 – Castleton
- 2014 – Salem State
- 2013 – Maine Maritime
- 2012 – UMaine-Farmington
- 2011 – Johnson State (prior to MCLA joining the NAC)
- 2010 – Green Mountain (prior to Salem State and MCLA joining the NAC)

The host and site of the conference championship shall be secured and announced no later than the August Athletics Directors meeting, a year prior to the championship.

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

Day One
- Players will be grouped by position (No. 1 players paired, No. 2 players paired, etc.) within each flight.
- Tee times will begin with No. 1 players teeing off first, continuing in descending order with No. 5 players teeing off last in each flight.

Day Two
- Day two/second round pairings will be determined from day one team scores (not by individual scores).
- Tee times will begin with No. 5 players teeing off first, continuing in descending order with No. 1 players teeing off last in the flight.

SECTION 2 - SELECTION PROCESS & COACHES CALL/MEETING

All institutions that sponsor a varsity men’s golf team shall participate in the NAC championship.

Lineups
Championship lineups must be submitted no later than three days prior to the first round of the championship.
Coaches Conference Call
A mandatory coaches pre-championship conference call will be held on the Tuesday prior to the championship.

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

Coaches Packet
A coach’s packet should be made available to all coaches upon their arrival at the championship, which should include tee times, players’ scorecards, hole location sheet, and a local rules sheet.

SECTION 3 – FACILITY REQUIREMENTS & EQUIPMENT

Facility Requirements
The host institution must secure an 18-hole golf course for the championship. The course shall be available for participants the day prior to the event for a practice round. The course should conform to United States Golf Association (USGA) and NCAA guidelines.

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

Tee Times
It is recommended that tee times be completed by 12:30 p.m. each day. Second day tee times should be booked as early as possible.

Registration of Event
The host institution is responsible for registering the event with Golfstat and for providing Golfstat with the results immediately following each round of play.

The host SID will email a neutral tournament story to participating SIDs and media after each round. Results will be posted and available to coaches immediately following each round of play. Please see Appendix A for sports information requirements.

Balls
Each institution shall provide its own golf balls for the practice round and all competition. The USGA one-ball rule (brand) will not be in effect.

Cars, Carts and Caddies
Motorized carts and caddies may not be used by participants or spectators at the site of the event, including during the practice round. Non-motorized push/pull carts may be used by participants. Golf carts will be provided to coaches and members of the Games Committee.

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

NAC Alcohol and Tobacco Policy
Alcohol and tobacco use is not permissible at the venue which extends to clubhouse and other facilities (the golf course shall define “other facilities” – i.e. the parking lot).
Sports Medicine
An athletic trainer should be on site one hour prior to the first tee time each day and should remain on site through the last tee time each day.

SECTION 4 - PLAYING RULES

General

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

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

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

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

Head Phones
Participants are not permitted to wear headphones during any part of the stipulated rounds of competition.

Squad Size
Each team is permitted a squad size of four or five players. Each institution is required to submit a lineup according to playing position to the host at least three days prior to the start of the championship.

Scorecard Procedure
The scorecard shall be deemed official when a participant turns in a signed card to the scoring official (e.g., scoring pro, tournament director).

Tie-breaking
In the event of a tie during the championship, the following tie-breaker system will be used (in priority order):

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

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

- Individual competition will be conducted over 36 holes of stroke play. Ties for the low totals (which determines the Player of the Year and Rookie of the Year) will be settled by a sudden death playoff until the tie is broken starting from hole No. 1.
- If a sudden-death playoff cannot be completed (due to inclement weather, darkness, etc.), the following system shall be used to break ties:
  1. That round’s score.
  2. Score from previous round(s).
  3. Multiple Players of the Year will be named (co-, tri- Players/Rookies of the Year).
- The tiebreaker for All-Conference will be results from back nine, and then results from front nine on the final day.

**Play Suspended, Day Not Played or Not Completed (due to inclement weather, etc.)**
If weather precludes the completion of 36 holes of play, the maximum number of holes that have been completed by all participants will determine results.

In the event that the championship is cancelled due to inclement weather and that the championship is unable to be rescheduled in the spring, the team that receives the conference AQ to the NCAA championship will be selected from all teams that would have participated in the fall championship. The Games Committee for the championship will utilize the Golfstat Northeast Regional Rankings as of the date of the championship to determine at the site of the championship which team will receive the conference AQ to the NCAA championship.

**SECTION 5 – OFFICIALS**

Games Committee
The Games Committee will handle NCAA rules for the championship and shall be comprised of the NAC Commissioner or Associate Commissioner, the tournament rules official, the host athletic director (or designee), and one coach (the next or previous year’s host). The coach alternate will be the coaches sport chair.

Rules Committee
The Rules Committee for the championship will handle all of the USGA rules that govern play and shall be comprised of the host golf professional and their designated staff.

In the event the host institution’s coach serves as the golf professional at the host course, a local PGA Rules Official may be secured to serve as the golf professional representative on the Rules Committee.

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

**SECTION 6 – PRACTICE**

Practice Round
The course shall be available for inspection and practice for all participants on the day prior to the start of the championship. Coaches are responsible for contacting the host course to obtain tee times for practice if their institution will be practicing on the day prior to the event.
Practice Range
Participants in the championship are permitted to use a practice range, including but not limited to, one that is present at the host site.

SECTION 7 – TRAVEL

Travel: Teams are responsible for making their own travel arrangements.

Lodging: Traveling teams are responsible for making their own lodging arrangements.

SECTION 8 – AWARDS

There will be a brief awards ceremony after the conclusion of the second round which will include the presentation of trophy/plaques to the team champion and the NAC All-Tournament Team (consisting of the medalist and the next five finishers).

- The champion team at the conference championship will receive an award.
- NAC All-Conference and annual individual player awards shall be based on the results of the championship. The NAC All-Conference First Team will consist of the medalist and the next five finishers, while the Second Team will be the next five finishers.
  - Ties for the low totals (which determines the Player of the Year and Rookie of the Year) will be settled by a sudden death playoff until the tie is broken starting from hole No. 1.
  - If a sudden-death playoff cannot be completed (due to inclement weather, darkness, etc.), the following system shall be used to break ties: That round’s score; Score from previous round; Multiple Players of the Year will be named (co-, tri- Players/Rookies of the Year).
  - The tiebreaker for All-Conference will be results from back nine, and then results from front nine on the final day.

SECTION 9 – RESULTS

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

The host SID is responsible for posting updated score results at the conclusion of each day of competition. The SID is also responsible for sending the results and a neutral summary of each day’s action to the Conference office and competing teams.

SECTION 11 – FINANCES

Participation Fees
All teams participating in the championship will share in the cost of conducting the event. The host institution will work with the course to then send out the amount required for each team to participate (which should include lunch for both days).

Practice Round Fees
Coaches are responsible for contacting the host course to obtain tee times for practice if their institution will be practicing on the day prior to the event and will be responsible for practice fees separately.

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

SID Checklist and Requirements

Registration of Event
The host institution is responsible for registering the event with Golfstat and for providing Golfstat with the results *immediately following each round of play*.

The host SID will email a neutral tournament story to participating SIDs and media after each round. Results will be posted and available to coaches immediately following each round of play.

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

Photography
- Host SID shall make sure a photo of the winning and runner-up teams with NAC awards are taken and sent to the respective SID and Conference office.
- Host SID may send the respective SIDs and Conference office photos of top performers.
- Action photos may also be shared with SIDs of participating institutions and Conference office if available.

Media Requests
Participants’ sports information directors should forward any post-tournament requests to the host SID the Tuesday prior to the championship. All scores will be entered into Golfstat after the completion of each round.

Live Scoring
If available, the host SID should provide links and information to each institutions SID and make the participating coaches aware to inform their student-athletes.
- Example: At the completion of 3 holes the competitors will be asked to provide their hole by hole score to an unofficial scorer.

Live scoring would not be considered an official score. The official scores will be tallied at the scores table at the competition of each competitors round. This service would be a benefit the student-athletes families and friends who wish to follow their progress throughout the championship.

Awards Script
The conference office will provide the SID of the host institution a short script for the awards ceremony.
APPENDIX B

Cold Weather Best Practice

In the interest of health and safety for student-athletes, coaches, athletics staff, and spectators, the NAC has instituted cold weather best practices to prevent cold weather-related injuries and illnesses to all participants. These recommendations are in accordance with the National Athletic Trainers’ Association and the guidelines set forth by the NCAA. The athletic training staffs of the NAC institutions have conferred and agreed upon these standards.

These best practices are to be enforced in instances of conference competitions only. This best practice is not intended to override any school’s practice policy.

The following best practices pertain to “Active” sports (Men’s and Women’s Lacrosse, Men’s and Women’s Soccer, and Field Hockey) and “Limited Activity” sports (Baseball, Softball, Men’s and Women’s Track & Field, Men’s and Women’s Tennis, Men’s and Women’s Cross Country, and Men’s Golf).

The concern for student athletes that participate in Limited Activity sports is the student-athlete will be exposed to wind and cold temperatures during long periods of inactivity. During these times, student athletes may have difficulty maintaining proper body temperature due to exposure and lack of metabolic activity, thus, additional considerations are to be made to protect those student-athletes.

All temperatures indicated below are to represent the Wind Chill Temperature. The effects of the wind are to be taken into account. Ideally, the on-field conditions are to be used to determine the participation status. Furthermore, whenever possible, indoor warming facilities are to be made available to participants and spectators. When indoor warming facilities are not available, postponement is required at the previous step.

Cold Weather Best Practice for “Limited Activity” Sports

>40 degrees F – No restrictions on activities are required. Advisement is to be given to coaches to the temperature. Maintain regular hydration breaks.

32-40 degrees F – Recommend skin coverage for all athletes including gloves, hats, long sleeves, and leggings/pants. Monitor for cold weather injuries and have indoor facilities available for rewarming if needed.

25-32 degrees F – Required skin coverage as described above. Indoor rewarming should be available. For timed events, allow indoor rewarming for no less than 15 minutes following on field warmups and during halftime. For non-timed events, allow indoor rewarming for no less than 15 minutes during the first stoppage of play after 45 minutes of activity. *If no indoor rewarming facilities are available, activities are to be postponed at <32 degrees F

<25 degrees F – Postponement of athletic contests are required.