

## WIAC GOLF OPERATING CODE

### 2009 Season

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

#### I. RULES

##### A. Conference/National Rules

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

##### B. Contest Rules

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

#### II. SQUAD AND TRAVEL SQUAD LIMITATIONS

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

#### III. SPORT SEASON

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

Refer to current NCAA Manual [Bylaw 17.10].

##### B. Official Conference Season

The fall season is considered the official conference season.

##### C. Results

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

##### D. Scheduling

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

##### E. Golf Attire

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

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

**F. Coaching**

A maximum of two (2) coaches are permitted to provide on-course coaching during any conference match/meet. All other coaches and spectators are prohibited from providing any coaching or direction during the match. Per USGA Rule 14-2b, coaches may assist with “alignment” provided they are off the line of play or line of putt before the player initiates the swing or stroke.

**G. Lost Balls**

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

**H. Tie-Breaker Procedures**

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

**I. Distance Finders**

Distance finders are permissible provided they are utilized in accordance with those restrictions stipulated for the NCAA championship.

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

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

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

1. In the event of a tie in the team score between two or more teams, a sudden death playoff (not to exceed four extra holes) will be conducted. The participants in the playoffs are left to the discretion of the coaches from the participating teams. If teams remain tied after four holes, the score of the 5<sup>th</sup> place finisher among each of the tied teams will be the tiebreaker.
2. A tie for medalist honors will be broken with a sudden death playoff (not to exceed four extra holes). If players remain tied after four holes, they shall be declared co-medalists.
3. All playoffs will begin on the first tee, or if the first tee is not available, the tenth tee.
4. In the event the tournament is cancelled prior to the completion of a minimum of 36 holes, the conference champion/AQ will be determined through the use of Golfstat.

**B. Date**

The conference tournament is to be held the first or second weekend in October. If inclement weather or scheduling of the facility prevents the tournament from being held at this time or site, the tournament may be moved to an alternative site. The tournament is to be held on three (3) consecutive days between Friday and Monday at the discretion of the conference office and host institution.

### C. Site/Host Rotation

The conference championship is to be held at a neutral site (i.e., not the home course of a WIAC institution) that has (at minimum) an 18-hole course. The championship is to be hosted jointly by the conference office and a designated “host” institution (See Attachment No. 1.) The host rotation is alphabetical and the meet director will be from the institution that is scheduled in the rotation as follows:

2008 – Eau Claire	2012 – Stevens Point
2009 – Oshkosh	2013 – Superior
2010 – Stout	2014 – Whitewater
2011 – Platteville	2015 – River Falls (repeat)

### D. Tournament Format

1. Each team will consist of a maximum of nine (9) players, five of whom will be designated as the conference team for the entire tournament. All players are eligible for individual medal honors.
2. The players will play 54 holes of medal play (18 each day) unless weather conditions necessitate a reduction to 45 or 36 holes. A minimum of 36 holes must be completed in order to crown a team champion.
3. Players will be arranged in threesomes for each day/round of the tournament.
4. The first round of the tournament shall commence with a “shotgun” start at 12 noon. All participating teams (with the exception of the host institution) will be ranked using golfstat with the pairings as follows:

Host school and #1 ranked teams.  
#2, #3 and #4 ranked teams.  
#5, #6 and #7 ranked teams.  
Individuals

A reverse shotgun start will be used with two groups starting on each of the following holes: #1, #18, #17, #16, #15, #14, #13, #12, #11, #10 and possibly #9.

5. Pairings for the second and third rounds are to be established in the same manner in which they are determined for the NCAA Championship (i.e., by the previous rounds cumulative scores). Each team’s designated conference team will tee-off from Hole #1 and the “extra” players or individuals are to tee-off from Hole #10, if possible.
6. When using tee times, the #5 players will first off the tee.
7. The scores of the low four players designated from the five team players from each day's play shall be counted toward the team's total.
8. The tournament winner will be the team with the lowest gross score as determined by the above procedures.

### E. Tournament Site Regulations

1. No practice rounds or walkthroughs are permitted at the selected course the week of the tournament. A walkthrough is permissible prior to the start of competition on Day One provided arrangements have been made ahead of time with the course manager.
2. If any WIAC school schedules an event (other than a dual or triangular) at the site of the tournament, all conference schools are to be invited to participate in the event.

3. Teams are limited to a maximum of two (2) practice/competition opportunities at the site of the championship beginning with the first permissible practice day in the fall.
4. Players must carry their own bags or use non-motorized pull carts. Players may ride in carts for shuttle purposes only. Coaches may petition the NCAA Division III Women's Golf Committee for use of carts in extraordinary conditions related to the weather, course requirements, etc.
5. A maximum of two (2) coaches are permitted to provide on-course coaching during the conference championship. All other coaches and spectators are prohibited from providing any coaching or direction during the event. Per USGA Rule 14-2b, coaches may assist with "alignment" provided they are off the line of play or line of putt before the player initiates the swing or stroke.

**F. Results**

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

**G. Tournament Committee**

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

**H. Championship Officials**

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

**I. Athletic Trainer(s)**

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

**J. Spectators**

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

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

**A. Conference Championship**

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

**B. Top Eight Finishers**

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

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

Each week during the season, the golf sport committee will select a golf athlete-of-the-week when nominations and data are sufficient. Nominations are to be submitted to and subsequently distributed by the conference office by noon on Monday of each week. Each head coach must then forward his/her choice to the sport chair by 8 a.m. on Tuesday who in turn will submit the recipient to the WIAC assistant commissioner for media relations no later than 9 a.m. on Tuesday. The recipients will receive a plaque from the conference.

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

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

**E. Scholar-Athlete Award**

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

**F. All-Conference**

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

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

**G. Player of the Year**

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

**H. All-Sportsmanship Team**

An All-Sportsmanship team will be named at the conclusion of the golf season. The team will consist of one member from each team (as selected from that team) who displays exemplary sportsmanship throughout the season. Each member of the All-Sportsmanship team will receive a certificate from the conference.

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

**A. Sport Chair**

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

**B. Golf Sport Committee Meeting**

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

## **2009 CHAMPIONSHIP**

Date: Friday-Sunday, October 9-11, 2009  
Site: Northern Bay Resort (Arkdale, WI)  
Host Institution: UW-Oshkosh  
Meet Director: Al Ackerman

Sport Chair: Tim Gaubatz, UW-Oshkosh  
July 1, 2009 to June 30, 2010

Athletic Directors' Liaison: Rick Bowen, UW-River Falls

NCAA Regional Advisory  
Committee Representative: John Means, UW-Eau Claire (term expires 9-2010)

Sport Committee Telephone  
Call: Friday, October 27, 2009  
11:00 a.m.

Notes on running the **WAC** Golf Championships

CONTRACT (conference office)

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

MEETING (conference office)

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

INFORMATION PACKET (conference office)

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

WEB PAGE (conference office)

- Create championship page on WAC web site.
- Include link and direction to host course and any lodging accommodations.

PAIRINGS (host institution)

- Establish and distribute pairings for the first day of competition the Wednesday immediately prior to the championship
- Determine pairings for the second and third rounds of competition based on the previous rounds cumulative results.

PROGRAMS (host institution)

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

SUPPLIES AND EQUIPMENT NEEDED

- score cards (host institution/host course)
- pin sheets (host institution/host course)
- wall score sheets (host institution/host course)
- copies of local course rules (host institution/host course)
- programs (host institution)
- t-shirts (host institution)
- Golfstat program (conference office/host institution)
- laptop computers (host institution & conference office)

- championship and corporate banners (conference office)
- bullhorn or portable sound system for announcing groupings on 1<sup>st</sup> tee. (conference office)
- walkie-talkies (conference office)
- draping for awards table (conference office)

#### COACHES' MEETING (Friday 11:00 a.m.)

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

#### SET-UP (host institution/conference office)

- put up WIAC championship and corporate banners (supplied by the conference office)
- put up score charts on wall (supplied by host institution)
- Day 3 only—set up awards table and awards (conference office)

#### SPECTATOR RULES (conference office)

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

#### RESULTS

- enter scores into golfstat program and post on wall charts. (conference office/host institution)
- distribute Round 1 and 2 results to coaches. (conference office)
- send results to participating institutions and media after play concludes for each round and then again and post on WIAC web site. (conference office)

#### DAY 2

- collect coaches' ballots for coach-of-the-year (conference office).

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

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

#### WSGA OFFICIAL (conference office)

- Secure two (2) WSGA officials to serve on-site.

#### ATHLETIC TRAINING SERVICES (conference office)

- Arrange for athletic training services.

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## SPECTATORS

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

The penalty is two strokes if a violation occurs.

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

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

Thank you for your cooperation!