



November 18, 2017
Lake Shawnee & Bettis Family Sports Complex
Topeka, Kansas



COACHES PACKET

WELCOME

Visit Topeka, the City of Topeka, and Shawnee County, Kansas welcome you to the National Junior College Athletic Association (NJCAA) Half Marathon Championships, November 18, 2017. The races will begin at 7:45 a.m. (Central) at the Bettis Sports Complex and end in the same location: 3025 SE Croco Rd, Topeka, KS 66605.



OFFICIAL PHOTOGRAPHER

Earl Richardson
816.210.1013
713 Missouri St.
Lawrence, KS 66044.
EarlRichardson.com



ONLINE RACE REGISTRATION

DirectAthletics.com/Meets/xc/12384.html



ENTRY DEADLINE

10 p.m. Monday, November 13

EVENT DIRECTOR

Tom Trusdale and Jim Edwards will share duties of Event & Race Director. Tom Trusdale is a USATF certified official. Both have experience running events from amateur to collegiate.

MEDICAL FACILITIES

Should an illness or injury require medical attention, local medical facilities, their hours and locations are listed below. If emergency treatment is necessary, please call 911.

Stormont Vail Hospital

Hospital
1500 SW 10th Ave
(785) 354-6000
Open 24 hours

Cotton O'Neil Croco

Urgent care center
2909 SE Walnut Dr
(785) 267-0744
Open until 8 p.m.



COURSE

The half marathon course will begin at Bettis Sports Complex heading north then across the dam counter-clockwise around Lake Shawnee twice. It will be run on grass, along with a short amount of road crossings.

Men's and Women's races will start 15 minutes apart. Coaches will not be allowed to follow athletes on bikes, for safety reasons. Bikes can be used to reach viewing points or aid stations throughout the course, but please be mindful of course route and all athletes. Pacing of athletes is not permitted. Any aid (energy bars, etc.) cannot be provided to athletes during the race, except at designated aid stations.

No headphones or ear-buds may be worn during the race.

Course officials will be monitoring for violations. There will also be a lead cart and last place cyclist for the race.



ELIGIBLE ATHLETES

The race is open to any eligible NJCAA athlete (men and women). The entry fee is \$35.00 per individual entered, regardless of number. There are no team entry fees. You must declare your top five men and women by the end of the coaches meeting on Friday, November 17, 2017. You can make a change up to one hour prior to the race if needed (per NJCAA rules). The coaches meeting will be held at the Downtown Topeka Ramada.



ELIGIBILITY

A separate eligibility form from the NJCAA Half Marathon Championship must be filed with the national office for both men and women. The deadline to submit NJCAA Half Marathon eligibility is Friday, November 3, 2017



PARTICIPATION REQUIREMENTS

All entries must be made by each college by 10 p.m. Monday, November 13, 2017. All eligibility requirements, entries, etc. must be complete and correct.

In the event of cold or inclement weather, meet participants can wear cold weather gear (i.e. running tights, team sweats, rain suits, etc.) with the approval of the meet director and NJCAA Representative. If runners choose to wear cold weather gear, it must be OF LIKE COLOR AND MATCHING TEAM COLORS (see NJCAA rulebook p.197, section 4, article D).

Special Weather Statement:

Weather in Topeka during November can be unpredictable and may change rapidly. Please prepare for all conditions.



ENTRY PROCESS

ENTRY DEADLINE: MONDAY, NOVEMBER 13, 2017 by 10 p.m. Central. ENTRY FEE IS \$35.00 PER INDIVIDUAL ATHLETE ENTERED. THERE ARE NO TEAM ENTRY FEES.

Online Race Registration:
DirectAthletics.com/Meets/xc/12384.html

Entries must be submitted no later than 10 p.m. on November 13 (Monday). Entry Fee will be based on entries sent as of November 15. Example, if you submit 20 runners but only run 10, your entry fee is \$700.00. You will pay at packet pick-up with check, cash, or credit card. If you pay with credit card, you are responsible for the 3% transaction fee. Please make checks payable to "Visit Topeka." You must pay your entire entry fee before your athletes will be allowed to participate. Athletes must run under their own name.



SCORING

Top three runners score and next two that finish are displacers. You may enter as many runners as you like, but only the declared FIVE runners are eligible for scoring purposes. Additional runners may not score OR displace.

In the event of a tie: First tie breaker is highest fourth place finisher. Second tie breaker is head to head competition of top three finishers. However, runners that are not declared in your top five are still eligible to receive All America honors. You must declare your top five runners by the conclusion of the coaches meeting. In the event of illness, or injury 60 minutes prior to start of the Half Marathon Championships, alternates can be substituted for declared runners. This must be done with the event director no later than 7 a.m. on November 18, 2017. Race day event director is Tom Trusedale.



AWARDS

The awards ceremony will be held at the Lake Shawnee Event Center at 10:30 a.m. or 30 minutes after the last runner finishes. Post-race food will be available for athletes and coaches at the conclusion of the race. Proper identification will be required to receive post-race food. The individual champions will receive a plaque from the NJCAA. Medals will be presented to the top three finishers in their respective divisions. Each individual runner on the first-place team and runner-up team will receive medals (5 medals). Trophies will be presented to the NJCAA team champions and runners-up.



CREDENTIAL

Race bibs will serve as credentials for student athletes.



MEDIA REQUESTS

All media requests can be sent to Mike Bell V.P. of Sales for Visit Topeka mike@visittopeka.com (785) 234-1030



SCHEDULE OF EVENTS

Friday, Nov. 17, 2017

2 - 5 p.m.

View Course at leisure

3 - 5 p.m.

Packet Pickup @ Bettis Sports Complex Lake Shawnee Events Center

5 - 6 p.m.

Coaches Meeting @ Bettis Sports Complex

Saturday, Nov. 18, 2017

6:30 a.m.

Event Center Open

6:45 a.m.

Training tent open

7:20 a.m.

First Call Women's Race

7:25 a.m.

Second Call Women's Race

7:30 a.m.

Third Call Women's Race/First Call Men's Race

7:35 a.m.

Second Call Men's Race

7:40 a.m.

Third Call Men's Race

7:45 a.m.

Women's Race Start

8:00 a.m.

Men's Race Start

30 minutes after final runner of Men's race:

Awards ceremony @ Bettis Sports Complex Lake Shawnee Events Center



MEDICAL INFORMATION

Visit Topeka, Shawnee County, and the City of Topeka would like to welcome you to Lake Shawnee for the 2017 NJCAA Half Marathon Championships. There will be four certified athletic trainers, as well as four to eight student athletic trainers from Kansas State University at the championship. In addition, EMS personnel will be at the course.

The athletic training tent will be located near the Lake Shawnee Event Center and will be open one hour prior to the start of the race. Due to space restrictions, only injured athletes and athletic trainers will be allowed in the training area during the event.

If you are not traveling with an athletic trainer, the training staff will be happy to provide ice and emergency medical attention to your athletes. No other treatments, including ultrasound, electrical stimulation, or therapeutic massage will be administered. No exceptions will be made. If your athletes need taping, please bring your own supplies.

Please contact Morgan Rakestraw, medical coordinator, at the following number/email address if you have any questions or concerns:
(785)-532-0175 | rmc7766@ksu.edu.



MEDICAL FACILITIES

Should an illness or injury require medical attention, local medical facilities, their hours and location are listed below. If emergency treatment is necessary, please call 911.

StormontVail Hospital

Hospital
1500 SW 10th Ave
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Open 24 hours

Cotton O'Neil Croco

Urgent care center
2909 SE Walnut Dr
(785) 267-0744
Open until 8 p.m.

ABOUT TOPEKA

Explore the capitol city and what it has to offer. Capital dome tours are free Monday to Saturday. Make the 296-stair climb, take in a 360° view of Topeka and you'll see one of the reasons we call it Top City. Then catch some amazing jumps and bone-breaking crashes at the Evil Knievel Museum, where you can even try a virtual reality jump. The Combat Air Museum is filled with historic planes and a flight simulator that lets you fly your own plane. Go on a geocaching adventure around Topeka, collect a prize from the Visit Topeka office if you collect them all. Topeka offers history, adventure, specialty shops and local eateries galore. Find information for these stops and more at VisitTopeka.com.

TEAM HOUSING

Ramada Downtown Topeka Hotel and Convention Center is the host hotel for the 2017 NJCAA Half Marathon Championships

Seven minutes from Lake Shawnee.

Please contact Linda Shove-Morgan (785) 215-8257
420 SE 6th Ave. Topeka, KS 66607
\$79.00 plus taxes includes a full hot breakfast buffet.



GETTING HERE

By Air

Kansas City International Airport (MCI)
<http://www.flykci.com/>
816-243-3000

Manhattan Regional Airport (MHK)
<http://www.flymhk.com/>
785-587-4560

By Car

Topeka is conveniently located in Northeast Kansas at the crossroads of I-70, Hwy 75, and I-335.



RESTAURANT GUIDE

Pizza

Try a unique slice, like the grilled cheese or the hot wing pie. Create your own winning combination with your choice of sauce, meat, veggies and cheese on a 10-inch pizza at **College Hill Pizza Pub**. With gluten-free crust options and a long list of fresh ingredients, everyone can get exactly what they want. Locally voted the best pizza year after year, **Glory Days** has both traditional and unique flavors, such as the baked potato pizza..

BBQ

Featuring amazing lunches and Saturday morning breakfast, the locals advise you to arrive early at **Henry's Grill** at Topeka Harley Davison because "when it's gone, it's gone!" And speaking of rave reviews, **Lonnie Q's** has a fiercely loyal local following, and Lonnie's famous cheesy taters are worth the trip alone.

Mexican

Locals rave about the authenticity of the dishes, such as the molcajete and borrego, and the stellar service at **Casa Ramos**. Serving food the old-fashioned way since 1955 is **La Siesta**. The "Our Own Tacos" come highly recommended, as do the enchiladas and queso.

Burgers

Burger aficionados unite at **The Burger Stand at College Hill**, where gourmet burgers - including vegetarian and vegan offerings - and fries reign supreme. Try the smoke burger with truffle or sweet potato fries. **Henry T's Bar and Grill** offers a range of burgers and toppings, including vegetarian options and gluten-free bread. Behind a unique name and unassuming location, Prize Package has been serving affordable burgers carry-out style from its current location since 1964. **Bobo's Drive-In**, another Topeka burger tradition, is equally famous for its onion rings, apple pie and its appearance on the Food Network's "Diners, Drive-ins and Dives." **The Pad's** tried and true burgers are offered half price from 3-9 p.m. on Mondays.

Breakfast

There's good reason to get out of bed with the ample menu, unbeatable food and friendly service at **Hanover Pancake House**. Try the cinnamon roll French toast. The cafe serves generous portions of home-style cooking and offers an all-day breakfast menu. On Saturdays, enjoy breakfast with a Mexican flair at **Cafe Holliday**, or treat yourself to Sunday brunch at **Blue Moose Bar and Grill**, where an upscale breakfast buffet pairs with signature dishes from their evening menu.

Steak

Blind Tiger Brewery & Restaurant, known for its award-winning microbrewery, also serves a mean steak, promising fresh, never frozen, cuts ranging in size from 6 to 16 oz. Not only are the steaks amazing at **North Star Steakhouse**. North Star also makes a mean gravy that many locals like to use as dip for their fries.

Off The Beaten Path

Feast on a delectable dinner and enjoy the latest comedy, drama or musical production at **Topeka Civic Theatre & Academy**. Try something new at **Monsoon Grill**, featuring a mouthwatering weekday lunch buffet.

VisitTopeka.com/Restaurants





LOCAL ATTRACTIONS

The Evel Knievel Thrill Show and Museum at the **Historic Harley-Davidson** is the only official Evel Knievel museum in the world and is sure to impress anybody who experiences it. Check out all his memorabilia - from his 1974 Mack truck "Big Red" to his damaged helmets, jump suits and of course, his Harley-Davidsons. Re-live his death-defying stunts in an all-new way at this one-of-a-kind thrill show.



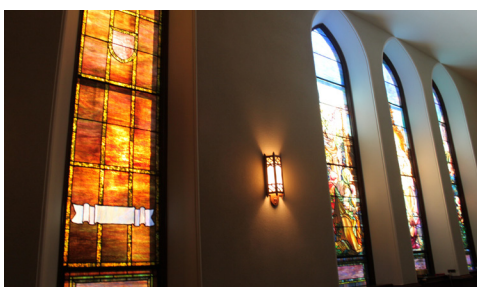
Head for the **Kansas Statehouse** and take the Capitol Dome tour. Children as young as four who can walk independently can make the 296-stair climb from the fifth floor to the exterior of the dome, where you'll have a new appreciation for why we call it #TopCity. It's not for the faint of heart, though. If you make it, don't forget a shirt or commemorative certificate in the Capitol gift shop.



It's a quick drive from the Capitol to the **Brown v. Board of Education National Historic Site**. Topeka is well-known for the Brown v. Board landmark court case. Monroe Elementary School, initially a segregated school for African American children, houses a museum dedicated to the trial that changed the American school system. The museum has galleries, temporary exhibits and a kindergarten classroom to explore



The **Kansas Museum of History** allows you to explore how Kansans have influenced the world. Rail history, Civil War era and temperance movement history and other topics, plus a research archive, are ready to be explored.



Outdoor art is everywhere in Topeka. There are dedicated spaces, the **Great Mural Wall** in Chesney Park and the **Aaron Douglas Art Park**, home to an art fair every September, and the longest mural in Kansas on the Pollinator Bridge (S.E. 4th Street in East Topeka). Discover more murals in downtown and **NOTO** and storefronts throughout the city. Enjoy stained glass? Marvel at the **Tiffany windows at First Presbyterian Church**, just across the street from the Statehouse. Wander the **Washburn University** campus to see an annual juried sculpture exhibition, which changes each fall.



VisitTopeka.com/Things-To-Do

ARTICLE XX

CODE OF CONDUCT FOR ALL NATIONAL EVENTS, CONTESTS AND TOURNAMENTS SPONSORED BY THE NATIONAL JUNIOR COLLEGE ATHLETIC ASSOCIATION

This code of conduct applies to all region, district and national events, contests and tournaments sponsored by the National Junior College Athletic Association. Violations of the code of conduct occurring during the regularly scheduled season events shall be referred to the respective conference or region Standards and Ethics Committee. The jurisdiction of the NJCAA Code of Conduct ends when colleges competing in such tournaments arrive back on their respective campuses.

Code of Conduct

- A. Participants shall recognize the responsibility for proper conduct at any national tournament, event or contest sponsored by the NJCAA or its member colleges.
- B. Coaches shall recognize and assume responsibility for the actions of themselves and the team members. Each coach who has participants competing in the event shall be responsible for informing each participant about the Code of Conduct.

Behavior

Coaches, players, and institutional personnel must remember that they are representatives of an institution of higher learning, its faculty, and administration and student body. As such they are expected to conduct themselves in a manner which would reflect credit on their team, institution, region and the NJCAA. Student-athletes, coaches and institutional personnel who are participating in NJCAA events are subject to all NJCAA rules, regulations and penalties as stated in the NJCAA Handbook as well as local, state and federal laws.

Inappropriate and unacceptable behavior by coaches, players or institutional personnel will not be tolerated before, during, or after contests; at the hotel or in public while representing their college. This Code of Conduct does not replace Article XVIII of the NJCAA Handbook. Unacceptable forms of behavior include but are not limited to:

1. fighting
2. taunting
3. inappropriate celebration
4. disrespectful attitude toward opponents, officials, tournament administrators
5. use of profane and vulgar language
6. use of tobacco and/or alcohol
7. disrespectful attitude toward host hotel personnel
8. unlawful activities

Derogatory comments

Coaches, athletes or institutional personnel shall not make derogatory public comments regarding administration of a tournament or officiating of contests during post-game interviews or at other times; to print or broadcast media, in news releases or institutionally produced news releases or under any conditions when their comments may become public. The head coach shall be fully responsible for assuring that no public comments are made by the coaching staff, student-athletes or institutional personnel about officiating, fighting or other incidents which occur during contests.

A coach shall not address or permit anyone in the team area to address uncomplimentary remarks to any game official during the progress of a contest or engage in conduct which might incite student-athletes or spectators against officials.

Reporting

Violations of the Code of Conduct may be reported to the Executive Director of the NJCAA or his designee.

Procedures and Penalties

Immediate Action

Where immediate action is needed to alleviate or control a situation, the Executive Director or designee shall have the authority to act at his/her sole discretion. Examples of events which would require immediate action include but are not limited to the following:

- Allegation of serious misconduct requiring immediate suspension of institutional personnel or student-athletes from competition.
- Instances where the Executive Director or designee deems it necessary to protect the equity and integrity of the competition.
- Protection of the event's officiating program, particularly in an instance where public comments by an institutional representative may affect competition
- Any instance or circumstance which might affect the safety of officials, participants or spectators attending the event

Penalties-Immediate Action

The Executive Director or designee may issue any penalty that he/she believes appropriate to any student-athlete or institutional personnel who has violated the regulations pertaining to conduct when the Executive Director or designee concludes that immediate action is required. The actions of the Executive Director or designee shall be final and binding but shall be reported to the Standards and Ethics Committee within one week.

Timely Action

In cases where immediate action is not required but where sanctions are warranted, the Executive Director or designee may issue the following penalties:

Reprimand: The Executive Director or NJCAA Standards and Ethics Committee may issue a letter of reprimand to the coach, player or institutional personnel who violates the regulations pertaining to conduct. Copies of the letter of reprimand will be sent to the Director of Athletics and the President of the institution.

Probation, suspension and other penalties: If the misconduct is serious enough, the Executive Director or designee may issue other penalties which may include but are not limited to probation, suspension or disqualification of the coach, player or institutional personnel from participating in one or more contest.



PREORDER

2017 NUCAA HALF MARATHON CHAMPIONSHIPS



AND \$AVE!!!

DEADLINE WED NOV 08
PICKUP AND PAY AT EVENT
ROSTERS ON THE BACK!

PRICES \$21
STARTING AT

12

PIECE MINIMUM TO PREORDER
SHORT SLEEVE • LONG SLEEVE • HOODIE
MIX-N-MATCH SIZES AND STYLES!



STOP BY OUR TENT TO VIEW OUR WIDE SELECTION OF MEMORABILIA!
VISIT WWW.TEAMIP.COM/NUCAA TO PLACE YOUR TEAM ORDER
QUESTIONS? PRESALES@TEAMIP.COM