# Table of Contents

Table of Contents ........................................................................................................................................... 2

Association Contacts ...................................................................................................................................... 3

  USTFCCCA Board of Directors ...................................................................................................................... 4
  USTFCCCA National Office .......................................................................................................................... 5
  Division II Executive Council ..................................................................................................................... 6
  Division II Cross Country Executive Committee ...................................................................................... 7
  Division II Cross Country Committee Members ....................................................................................... 9

Division II Cross Country Executive Committee ...................................................................................... 10

  Division II Cross Country Officers ........................................................................................................ 11
  Other Members of the Division II Cross Country Executive Committee .................................................. 13

Division II Committees .................................................................................................................................. 15

  Standing Committees .............................................................................................................................. 16

Division II Cross Country Meetings ........................................................................................................... 17

  Convention/Annual Meeting ..................................................................................................................... 18
  Conference Calls ................................................................................................................................... 20
  2017 Scheduled Conference Calls .......................................................................................................... 22

Division II Cross Country Rankings .......................................................................................................... 23

  Regional Rankings ................................................................................................................................... 24
  National Ranking ..................................................................................................................................... 25
  2017 Ranking Dates .................................................................................................................................. 26

Division II Cross Country Awards ............................................................................................................. 27

  Cross Country Awards ............................................................................................................................. 28

Division II Code of Ethics ............................................................................................................................ 34
Association Contacts
## USTFCCCA Board of Directors

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Dennis Shaver</td>
<td>Louisiana State University</td>
<td>225-578-8627</td>
<td><a href="mailto:shaver@lsu.edu">shaver@lsu.edu</a></td>
</tr>
<tr>
<td>Secretary</td>
<td>Dr. Martha Brennan</td>
<td>University of Central Oklahoma</td>
<td>715-307-2566</td>
<td><a href="mailto:Mbrennan2@uco.edu">Mbrennan2@uco.edu</a></td>
</tr>
<tr>
<td>Treasurer</td>
<td>Clyde Morgan</td>
<td>Wabash College</td>
<td>765-361-6279</td>
<td><a href="mailto:morganc@wabash.edu">morganc@wabash.edu</a></td>
</tr>
<tr>
<td>Division I Cross Country President</td>
<td>Dave Smith</td>
<td>Oklahoma State University</td>
<td>405-744-8765</td>
<td><a href="mailto:smidavm@okstate.edu">smidavm@okstate.edu</a></td>
</tr>
<tr>
<td>Division I Track &amp; Field President</td>
<td>Connie Price-Smith</td>
<td>Ole Miss</td>
<td>662-915-7506</td>
<td><a href="mailto:cmprices@olemiss.edu">cmprices@olemiss.edu</a></td>
</tr>
<tr>
<td>Division I At-Large</td>
<td>Steve Keith</td>
<td>Vanderbilt University</td>
<td>615-343-8558</td>
<td><a href="mailto:steven.keith@vanderbilt.edu">steven.keith@vanderbilt.edu</a></td>
</tr>
<tr>
<td>Division I At-Large</td>
<td>Joseph Franklin</td>
<td>University of New Mexico</td>
<td>505-925-5735</td>
<td><a href="mailto:jbfrankl@unm.edu">jbfrankl@unm.edu</a></td>
</tr>
<tr>
<td>Division II Cross Country President</td>
<td>Jim Vahrenkamp</td>
<td>Queens University</td>
<td>704-688-2814</td>
<td><a href="mailto:vahrenkampj@queens.edu">vahrenkampj@queens.edu</a></td>
</tr>
<tr>
<td>Division II Track &amp; Field President</td>
<td>Ryan Dall</td>
<td>Texas A&amp;M University-Kingsville</td>
<td>361-593-2424</td>
<td><a href="mailto:ryan.dall@tamuk.edu">ryan.dall@tamuk.edu</a></td>
</tr>
<tr>
<td>Division II At-Large</td>
<td>David Osanitsch</td>
<td>Shippensburg University of Pennsylvania</td>
<td>717-477-1284</td>
<td><a href="mailto:dmosan@ship.edu">dmosan@ship.edu</a></td>
</tr>
<tr>
<td>Division III Cross Country President</td>
<td>Dara Ford</td>
<td>Otterbein University</td>
<td>614-823-3511</td>
<td><a href="mailto:dford@otterbein.edu">dford@otterbein.edu</a></td>
</tr>
<tr>
<td>Division III Track &amp; Field President</td>
<td>Jason Maus</td>
<td>Ohio Northern University</td>
<td>419-772-2451</td>
<td><a href="mailto:j-maus@onu.edu">j-maus@onu.edu</a></td>
</tr>
<tr>
<td>Division III At-Large</td>
<td>Kristen Morwick</td>
<td>Tufts University</td>
<td>617-627-5625</td>
<td><a href="mailto:kristen.morwick@tufts.edu">kristen.morwick@tufts.edu</a></td>
</tr>
<tr>
<td>NAIA</td>
<td>Michael Holman</td>
<td>Marian University (Ind.)</td>
<td>317-955-6585</td>
<td><a href="mailto:mholman@marian.edu">mholman@marian.edu</a></td>
</tr>
<tr>
<td>Past President</td>
<td>Damon Martin</td>
<td>Adams State University</td>
<td>719-587-7266</td>
<td><a href="mailto:ddmartin@adams.edu">ddmartin@adams.edu</a></td>
</tr>
<tr>
<td>CEO</td>
<td>Sam Seemes</td>
<td>USTFCCCA</td>
<td>504-599-8900</td>
<td><a href="mailto:sam@ustfccca.org">sam@ustfccca.org</a></td>
</tr>
</tbody>
</table>
USTFCCCA National Office

Mailing/Shipping Address
USTFCCCA
1100 Poydras Street, Suite 1750
New Orleans, LA 70163

Telephone and Fax
Main office line: 504-599-8900
Fax: 504-599-8909

National Office Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sam Seemes</td>
<td>CEO</td>
<td><a href="mailto:Sam@ustfccca.org">Sam@ustfccca.org</a></td>
</tr>
<tr>
<td>Mike Corn</td>
<td>Assistant Director</td>
<td><a href="mailto:Mike@ustfccca.org">Mike@ustfccca.org</a></td>
</tr>
<tr>
<td>Tom Lewis</td>
<td>Director of Media, Broadcasting and Analytics</td>
<td><a href="mailto:Tom@ustfccca.org">Tom@ustfccca.org</a></td>
</tr>
<tr>
<td>Dave Svoboda</td>
<td>Director of Membership Services and Operations</td>
<td><a href="mailto:Dave@ustfccca.org">Dave@ustfccca.org</a></td>
</tr>
<tr>
<td>Curtis Akey</td>
<td>Communications Assistant</td>
<td><a href="mailto:Curtis@ustfccca.org">Curtis@ustfccca.org</a></td>
</tr>
<tr>
<td>Tyler Mayforth</td>
<td>Communications Assistant</td>
<td><a href="mailto:Tyler@ustfccca.org">Tyler@ustfccca.org</a></td>
</tr>
<tr>
<td>Kristina Taylor</td>
<td>Membership Services and Operations Assistant</td>
<td><a href="mailto:Kristina@ustfccca.org">Kristina@ustfccca.org</a></td>
</tr>
<tr>
<td>Shannon Wright</td>
<td>Committees Administrator</td>
<td><a href="mailto:Shannon@ustfccca.org">Shannon@ustfccca.org</a></td>
</tr>
</tbody>
</table>
**Division II Executive Council**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chairman</strong></td>
<td>David Osanitsch</td>
<td>Shippensburg University</td>
<td>717-477-1284</td>
<td><a href="mailto:dmosan@ship.edu">dmosan@ship.edu</a></td>
</tr>
<tr>
<td><strong>Secretary</strong></td>
<td>John Papa</td>
<td>Slippery Rock University</td>
<td>724-738-2798</td>
<td><a href="mailto:john.papa@sru.edu">john.papa@sru.edu</a></td>
</tr>
<tr>
<td><strong>Cross Country President</strong></td>
<td>Jim Vahrenkamp</td>
<td>Queens University</td>
<td>704-688-2814</td>
<td><a href="mailto:vahrenkampj@queens.edu">vahrenkampj@queens.edu</a></td>
</tr>
<tr>
<td><strong>Track and Field President</strong></td>
<td>Ryan Dall</td>
<td>Texas A&amp;M Kingsville</td>
<td>919-824-4955</td>
<td><a href="mailto:ryan.dall@tamuk.edu">ryan.dall@tamuk.edu</a></td>
</tr>
<tr>
<td><strong>Cross Country Vice President</strong></td>
<td>Torrey Olson</td>
<td>Academy of Art University</td>
<td>925-330-6470</td>
<td><a href="mailto:toolson@academyart.edu">toolson@academyart.edu</a></td>
</tr>
<tr>
<td><strong>Track and Field 1st Vice President</strong></td>
<td>Kevin LaSure</td>
<td>Academy of Art University</td>
<td>415-618-3942</td>
<td><a href="mailto:klasure@academyart.edu">klasure@academyart.edu</a></td>
</tr>
<tr>
<td><strong>Track and Field 2nd Vice President</strong></td>
<td>Dana Schwarting</td>
<td>Lewis University</td>
<td>708-341-9926</td>
<td><a href="mailto:schwarda@lewisu.edu">schwarda@lewisu.edu</a></td>
</tr>
<tr>
<td><strong>Cross Country Secretary</strong></td>
<td>Joe Wassink</td>
<td>Limestone College</td>
<td>864-488-4455</td>
<td><a href="mailto:jwassink@limestone.edu">jwassink@limestone.edu</a></td>
</tr>
<tr>
<td><strong>Track &amp; Field Secretary</strong></td>
<td>Lorne Marcus</td>
<td>St. Thomas Aquinas College</td>
<td>914-772-2437</td>
<td><a href="mailto:lmarcus@stac.edu">lmarcus@stac.edu</a></td>
</tr>
<tr>
<td><strong>Past Chairman</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Parliamentarian</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Division II Cross Country Executive Committee

<table>
<thead>
<tr>
<th>Officer</th>
<th>Name</th>
<th>Institution</th>
<th>Office</th>
<th>Cell</th>
<th>E-mail</th>
<th>Term Ends</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Jim Vahrenkamp</td>
<td>Queens University</td>
<td>704-688-2814</td>
<td>704-688-2814</td>
<td><a href="mailto:vahrenkampj@queens.edu">vahrenkampj@queens.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Vice President</td>
<td>Torrey Olson</td>
<td>Academy of Art University</td>
<td>925-330-6470</td>
<td>925-330-6470</td>
<td><a href="mailto:toolson@academyart.edu">toolson@academyart.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Secretary</td>
<td>Joe Wassink</td>
<td>Limestone College</td>
<td>864-488-4455</td>
<td>864-838-4957</td>
<td><a href="mailto:jwassink@limestone.edu">jwassink@limestone.edu</a></td>
<td>Ongoing</td>
</tr>
<tr>
<td>Past President</td>
<td>Mark Misch</td>
<td>University of Colorado, Colorado Springs</td>
<td>719-255-3005</td>
<td>937-903-1669</td>
<td><a href="mailto:mmisch@uccs.edu">mmisch@uccs.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Chairman (Ex Officio)</td>
<td>David Osanitsch</td>
<td>Shippensburg University</td>
<td>717-477-1284</td>
<td>717-658-7691</td>
<td><a href="mailto:dmosan@ship.edu">dmosan@ship.edu</a></td>
<td>12/2018</td>
</tr>
</tbody>
</table>
# Conference Representatives

<table>
<thead>
<tr>
<th>Conference</th>
<th>Region</th>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>E-mail</th>
<th>Term Ends</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Collegiate Athletic Assn.</td>
<td>West</td>
<td>Tom Lyons</td>
<td>San Francisco State University</td>
<td>415-338-2219</td>
<td><a href="mailto:tomylons@sfsu.edu">tomylons@sfsu.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Central Atlantic Collegiate Conf.</td>
<td>East</td>
<td>Rick Hammer</td>
<td>Post University</td>
<td>203-721-5343</td>
<td><a href="mailto:rhammer@post.edu">rhammer@post.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Central Intercollegiate Athletic Assn.</td>
<td>Atlantic</td>
<td>Wilbert Johnson</td>
<td>Virginia State University</td>
<td>804-524-5392</td>
<td><a href="mailto:wjjohnson@vsu.edu">wjjohnson@vsu.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Conf. Carolinas</td>
<td>Southeast</td>
<td>Nick Radkewich</td>
<td>Belmont Abbey College</td>
<td>704-461-5010</td>
<td><a href="mailto:nicholasradkewich@bac.edu">nicholasradkewich@bac.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>East Coast Conf.</td>
<td>East</td>
<td>Paul Lagno</td>
<td>Daemen College</td>
<td>716-839-7653</td>
<td><a href="mailto:plagno@daemen.edu">plagno@daemen.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Great American Conf.</td>
<td>Central</td>
<td>Steve Sawyer</td>
<td>East Central University</td>
<td>508-559-5780</td>
<td><a href="mailto:s.sawyer@ecok.edu">s.sawyer@ecok.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Great Lakes Intercollegiate Ath. Conf.</td>
<td>Atlantic</td>
<td>Jason Davis</td>
<td>Lake Superior State University</td>
<td>906-635-2765</td>
<td><a href="mailto:j.davis20@issu.edu">j.davis20@issu.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Great Lakes Valley Conf.</td>
<td>Midwest</td>
<td>Mike Hillyard</td>
<td>Southern Indiana University</td>
<td>812-465-1232</td>
<td><a href="mailto:mihillyar@usi.edu">mihillyar@usi.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Great Midwest Athletic Conf.</td>
<td>Midwest</td>
<td>Austin Selby</td>
<td>Trevecca Nazarene University</td>
<td>901-338-6259</td>
<td><a href="mailto:austin.selby@gmail.com">austin.selby@gmail.com</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Great Northwest Athletic Conf.</td>
<td>West</td>
<td>Chris Reed</td>
<td>Seattle Pacific University</td>
<td>206-281-3432</td>
<td><a href="mailto:chrisreeds@spu.edu">chrisreeds@spu.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Gulf South Conf.</td>
<td>South</td>
<td>Caleb Carmichael</td>
<td>University of West Florida</td>
<td>850-474-2141</td>
<td><a href="mailto:c.carmichael@uwf.edu">c.carmichael@uwf.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Heartland Conf.</td>
<td>South Central</td>
<td>Nick Cordes</td>
<td>Lubbock Christian University</td>
<td>806-283-2117</td>
<td><a href="mailto:nick.cordes@lcu.edu">nick.cordes@lcu.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Lone Star Conf.</td>
<td>South Central</td>
<td>Zach Johnson</td>
<td>Cameron University</td>
<td>580-581-2479</td>
<td><a href="mailto:zjohnson@cameron.edu">zjohnson@cameron.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Mid-America Intercollegiate Athletics Assn.</td>
<td>Central</td>
<td>Jamie Burnham</td>
<td>Missouri Southern State University</td>
<td>417-625-9844</td>
<td><a href="mailto:burnham-j@mssu.edu">burnham-j@mssu.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Mountain East Conf.</td>
<td>Atlantic</td>
<td>Ricky Moore</td>
<td>Wheeling Jesuit University</td>
<td>304-243-2183</td>
<td><a href="mailto:rmoore@wjwu.edu">rmoore@wjwu.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Northeast-10 Conf.</td>
<td>East</td>
<td>Leo Mayo</td>
<td>American International College</td>
<td>860-680-1416</td>
<td><a href="mailto:Leo.mayo@aic.edu">Leo.mayo@aic.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>Northern Sun Intercollegiate Conf.</td>
<td>Central</td>
<td>Paul Nisius</td>
<td>University of Minnesota Duluth</td>
<td>218-726-8189</td>
<td><a href="mailto:pnisius@d.umn.edu">pnisius@d.umn.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Pacific West Conf.</td>
<td>West</td>
<td>Ben Gall</td>
<td>California Baptist University</td>
<td>951-343-4941</td>
<td><a href="mailto:bgall@calbaptist.edu">bgall@calbaptist.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Peach Belt Conf.</td>
<td>Southeast</td>
<td>Steven Cary</td>
<td>Georgia College</td>
<td>478-445-8571</td>
<td><a href="mailto:steven.cary@gcsu.edu">steven.cary@gcsu.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Pennsylvania State Athletic Conf.</td>
<td>Atlantic</td>
<td>Aaron Russell</td>
<td>Lock Haven University</td>
<td>570-484-2261</td>
<td><a href="mailto:arussell@ihup.edu">arussell@ihup.edu</a></td>
<td>12/2017</td>
</tr>
<tr>
<td>Rocky Mountain Athletic Conf.</td>
<td>South Central</td>
<td>Jon Poag</td>
<td>Colorado Christian University</td>
<td>303-963-3089</td>
<td><a href="mailto:j.poag@ccu.edu">j.poag@ccu.edu</a></td>
<td>12/2018</td>
</tr>
<tr>
<td>South Atlantic Conf.</td>
<td>Southeast</td>
<td>Kevin Licht</td>
<td>Queens University</td>
<td>630-340-9950</td>
<td><a href="mailto:lichtk@queens.edu">lichtk@queens.edu</a></td>
<td>12/2019</td>
</tr>
<tr>
<td>Southern Intercollegiate Ath. Conf.</td>
<td>South</td>
<td>Chris Wood</td>
<td>Lynn University</td>
<td>561-609-9642</td>
<td><a href="mailto:cdwood@lynn.edu">cdwood@lynn.edu</a></td>
<td>12/2017</td>
</tr>
</tbody>
</table>
## Division II Cross Country Committee Members

### Standing Committees

#### Cross Country Rankings Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Matt van Lierop</td>
<td>919-658-7809</td>
<td><a href="mailto:mvanlierop@moc.edu">mvanlierop@moc.edu</a></td>
</tr>
<tr>
<td>Atl M</td>
<td>Aaron Russell</td>
<td>570-916-5716</td>
<td><a href="mailto:arussell@lhup.edu">arussell@lhup.edu</a></td>
</tr>
<tr>
<td>Cen M</td>
<td>Scott Tanis</td>
<td></td>
<td><a href="mailto:stanis@augie.edu">stanis@augie.edu</a></td>
</tr>
<tr>
<td>East M</td>
<td>Zach Emerson</td>
<td>603-831-2385</td>
<td><a href="mailto:emersonz@franklinpierce.edu">emersonz@franklinpierce.edu</a></td>
</tr>
<tr>
<td>MW M</td>
<td>Mike Hillyard</td>
<td>812-465-1232</td>
<td><a href="mailto:mhillyar@usi.edu">mhillyar@usi.edu</a></td>
</tr>
<tr>
<td>So M</td>
<td>Kent Reiber</td>
<td>352-588-7307</td>
<td><a href="mailto:kent.reiber@saintleo.edu">kent.reiber@saintleo.edu</a></td>
</tr>
<tr>
<td>SC M</td>
<td>Jake Krolick</td>
<td>716-359-4766</td>
<td><a href="mailto:Jacob.Krolick@tamuc.edu">Jacob.Krolick@tamuc.edu</a></td>
</tr>
<tr>
<td>SE M</td>
<td>Matt van Lierop</td>
<td>919-658-7809</td>
<td><a href="mailto:mvanlierop@moc.edu">mvanlierop@moc.edu</a></td>
</tr>
<tr>
<td>West M</td>
<td>Ben Gall</td>
<td>951-343-4941</td>
<td><a href="mailto:bgall@calbaptist.edu">bgall@calbaptist.edu</a></td>
</tr>
<tr>
<td>Atl W</td>
<td>Bernie Empie</td>
<td>570-389-4891</td>
<td><a href="mailto:bempie@bloomu.edu">bempie@bloomu.edu</a></td>
</tr>
<tr>
<td>Cen W</td>
<td>Steve Sawyer</td>
<td>580-599-5780</td>
<td><a href="mailto:ssawyer@ecok.edu">ssawyer@ecok.edu</a></td>
</tr>
<tr>
<td>East W</td>
<td>Kevin Curtin</td>
<td>781-891-2295</td>
<td><a href="mailto:kcurtin@bentley.edu">kcurtin@bentley.edu</a></td>
</tr>
<tr>
<td>MW W</td>
<td>James Kearney</td>
<td>815-836-5406</td>
<td><a href="mailto:kearneja@lewisu.edu">kearneja@lewisu.edu</a></td>
</tr>
<tr>
<td>So W</td>
<td>David Cain</td>
<td>256-824-2222</td>
<td><a href="mailto:caind@email.uah.edu">caind@email.uah.edu</a></td>
</tr>
<tr>
<td>SC W</td>
<td>Craig Hunt</td>
<td></td>
<td><a href="mailto:chunt@western.edu">chunt@western.edu</a></td>
</tr>
<tr>
<td>SE W</td>
<td>Jacqueline Kirby</td>
<td>919-658-7809</td>
<td><a href="mailto:jkirby@umo.edu">jkirby@umo.edu</a></td>
</tr>
<tr>
<td>West W</td>
<td>Chris Reed</td>
<td>206-281-3432</td>
<td><a href="mailto:chrisreed@spu.edu">chrisreed@spu.edu</a></td>
</tr>
</tbody>
</table>

#### Nominations & Elections Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Russ Jewett</td>
<td>Pittsburg State University</td>
<td>620-235-4659</td>
<td><a href="mailto:rjewett@pittstate.edu">rjewett@pittstate.edu</a></td>
</tr>
<tr>
<td>Aaron Russell</td>
<td>Lock Haven University</td>
<td>570-484-2261</td>
<td><a href="mailto:arussell@lhup.edu">arussell@lhup.edu</a></td>
</tr>
</tbody>
</table>
Division II Cross Country Executive Committee
Division II Cross Country Officers

**General Eligibility Requirements:** Only coaches who are members of a Division II Program Membership Division in good standing with the USTFCCCA may be nominated for, elected to, appointed to, or serve in any office of Division II Cross Country.

**Number of In-Person Meetings per Year:**
Division II Cross Country Officers meet once per year at the USTFCCCA annual convention.

**Number of Conference Calls per Year:**
Division II Cross Country Officers participate in eleven regularly scheduled conference calls per year. Currently, Division II Cross Country Executive Committee conference calls are scheduled for the second Wednesday of the months of January through November.

**President**

1. **Selection:** A rotation system moves the Vice President up to the office of President as the office of President is vacated.
2. **Term:** Three (3) year term.
3. **Duties:**
   a. Preside at all Division II Cross Country meetings.
   b. Serve as a member of the Division II Executive Council.
   c. Appoint working committees as he/she deems necessary.
   d. Appoint members of standing and working committees as necessary.
   e. Appoint persons to serve on any vacancy on the Division II Cross Country Executive Committee.
   f. Appoint persons to serve on any vacancy on Division II Cross Country Committees.
   g. Serve as an ad-hoc member of all Division II Cross Country committees.
   h. In conjunction with the CEO of the USTFCCCA, act as the Division II Cross Country Representative before the NCAA.
      i. Meet with the NCAA Track & Field Sport Committee annually at a time determined by the USTFCCCA National Office.
      ii. Assist in lobbying the NCAA Track & Field Sport Committee on issues of importance to Division II Cross Country.
   i. Act as the Division II Cross Country representative before the USTFCCCA and serve on the USTFCCCA Board of Directors. The Board of Directors may meet in-person twice per year:
      i. In the summer
      ii. In the winter during the USTFCCCA annual convention
   j. Establish the agenda for and conduct periodic conference calls with the Executive Committee, including Conference Representatives, regarding Associational business.
   k. Establish the agenda for in-person meetings of Division II Cross Country.
      i. Establish a tentative Convention agenda by November 1 of each year.
      ii. Establish a final Convention agenda by December 1 of each year.
l. Attend the Division II Cross Country National Championships.
   i. Present USTFCCCA awards at the NCAA Division II Cross Country Championships.

Vice President
1. Selection: Candidates for Vice President are elected at the annual general meeting.
2. Term: Three (3) year term.
3. Duties:
   a. Serve as a member of the Division II Cross Country Executive Committee.
   b. Serve as a member of the Division II Executive Council.
   c. Perform the duties of the President in the absence of the President.
   d. Attend the Division II Cross Country annual general meeting and any other Executive Committee meetings.
   e. Participate in Division II Cross Country Executive Committee conference calls, as established by the President.
   f. Serve as chair of the Division II Awards Committee.
   g. Carry out any other duties the President may from time to time assign.

Secretary
1. Selection: Elected by Division II Cross Country membership.
2. Term: Ongoing.
3. Duties:
   a. Serve as a member of the Division II Cross Country Executive Committee.
   b. Serve as a member of the Division II Executive Council.
   c. Keep the minutes of the Division II Cross Country annual meetings, Division II Cross Country Executive Committee meetings, and issues reported at the non-business meetings held at the cross country championships.
   d. Issue a report of each at the annual meeting.
   e. Serve on the Division II Law and Legislation Committee.
   f. Attend the Division II Cross Country annual general meeting and any other Division II Cross Country Executive Committee meetings.
   g. Participate in Division II Cross Country Executive Committee conference calls, as established by the President.
   h. Carry out any other duties the President may from time to time assign.
Other Members of the Division II Cross Country Executive Committee

**General Eligibility Requirements:** Only coaches who are members of a Division II Program Membership Division in good standing with the USTFCCCA may be nominated for, elected to, appointed to, or serve in any office of Division II Cross Country.

**Number of In-Person Meetings per Year:**
Division II Cross Country Executive Committee members meet once per year at the USTFCCCA annual convention.

**Number of Conference Calls per Year:**
Division II Cross Country Executive Committee members participate in eleven regularly scheduled conference calls per year. Currently, Division II Cross Country Executive Committee conference calls are scheduled for the second Wednesday of the months of January through November.

**Conference Representatives**

1. **Number:** One (1) per NCAA Division II conference with members that sponsor cross country and one (1) to represent NCAA Division II institutions without a conference affiliation (total of twenty-five (25))
2. **Selection:** Elected at the annual USTFCCCA convention. They may alternatively be elected within their conference or appointed as needed by the President.
3. **Term:** Three (3) year terms such that no more than eight representatives are replaced in any one year. Conference representatives may not serve more than two (2) consecutive terms.
4. **Duties:**
   a. Represent the concerns and interests of his/her conference.
   b. Serve on the Division II Cross Country Executive Committee.
   c. Attend the Division II Cross Country annual general meeting and any other Executive Committee meetings.
   d. Advise coaches in the conference of the actions, policies, and services of the Association.
   e. With the other Conference Representatives in the region, organize and preside at the annual regional business meeting to be held at the site of any regional qualifying meet.
   f. Conduct the election of Division II Cross Country Conference Representatives.
   g. Participate in Division II Cross Country Executive Committee conference calls, as established by the President.
   h. Carry out any other duties the President may from time to time assign.

**Past President**

1. **Selection:** The most recent outgoing President serves in the role of Past President.
2. **Term:** One (1) year term.
3. **Duties:**
   a. Serve as a member of the Division II Cross Country Executive Committee.
   b. Attend the Division II Cross Country annual general meeting and any other Executive Committee meetings.
c. Participate in Division II Cross Country Executive Committee conference calls, as established by the President.

d. Carry out any other duties the President may from time to time assign.
Division II Committees
Standing Committees
The President may appoint any other committee(s) deemed necessary to the welfare of the Association.

◊ Cross Country Nominations and Election Committee  
◊ Cross Country Rankings Committee

Cross Country Nominations and Election Committee
1. Chair: Appointed by the President.
2. Members: Appointed by the President.
3. Duties:
   a. Ensure proper call for nominations of Division II Cross Country Officers is provided to coaches.
   b. Review nominations and put forward accepted name to the Division II Cross Country Executive Committee.
4. Meetings:
   a. The committee meets at the direction of the President and/or the Committee Chair.
   b. Conference call and/or e-mail communication may be necessary throughout the year.

Cross Country Rankings Committee
1. Chair: Appointed by the President.
2. Members: Appointed by the Division II Cross Country President, to include one (1) representative from each of the eight (8) NCAA Division II Cross Country regions per each gender for a total of 16.
3. Duties:
   a. Determine regional and national poll release dates.
   b. Compile the regional and national rankings throughout the Division II Cross Country season
   c. Analyze previous year’s poll methodology and make improvements as necessary.
4. Meetings:
   a. The committee meets at the direction of the President or the Committee Chair.
   b. Conference call and/or e-mail communication will be necessary throughout the year.
   c. Other conference call and/or e-mail communication may be necessary throughout the year.
Division II Cross Country Meetings
Purpose
The USTFCCCA Convention serves as the annual business meeting for USTFCCCA Division II Cross Country.

Attendance Requirement
Attendance at the convention/annual meeting is mandatory for all Division II Cross Country Officers, Conference Representatives, and other members of the Executive Committee. Those who will not be able to attend should notify the Division II Cross Country President as soon as possible.

Business
The general policy of business shall be:
(a.) The secretary’s report
(b.) Other committee reports
(c.) Old business
(d.) New business

The Division II Cross Country business meetings follow the Operating Bylaws of the NCAA Division II Program Membership Divisions and this Handbook. When a procedural question is not defined within these documents, the Division II Cross Country business meetings follow Robert’s Rules of Order, Newly Revised.

Items of Business
Submission of Proposals
The Secretary shall ensure that proposals may be submitted online at any time, through the USTFCCCA web site, and that calls for proposals are made once per quarter throughout the year.

The President shall ensure that all submitted proposals are distributed to the Executive Committee and that the submitter of each proposal is scheduled to present their proposal to the Executive Committee. The Executive Committee shall review and discuss each proposal after it has been presented by the submitter.

The Executive Committee has three possible actions to take following their discussion of the proposal:
1. The Division II Cross Country President may assign the proposal to a standing committee or create a committee or working group to review the proposal and provide a recommendation to the Executive Committee
2. The Executive Committee may table the proposal until a future meeting in order to allow more time for discussion, to gather additional information, or to gather feedback from the membership or an outside party
3. The Executive Committee may vote on the proposal (a quorum is required)

When the Executive Committee takes action on a proposal, the secretary shall ensure that the proposal and said action are made available to the membership through the USTFCCCA web site.
The Executive Committee’s action shall stand as the position of the membership on any proposals that require a response prior to the next convention. A majority vote of the Executive Committee members present under a quorum may move to designate a proposal as requiring a response prior to the next convention. The Secretary shall ensure that the proposals requiring a response prior to the next convention and the Executive Committee’s decision are made available to the membership prior to the next Executive Committee meeting.

For all other proposals, once the Executive Committee votes upon a proposal; said proposal is deemed an agenda item and will be assigned to a member(s) of the Executive Committee to present the agenda item, and the Executive Committee’s position on said proposal, to the membership.

Once an agenda item has been presented to the membership at convention, the Division II Cross Country President shall allow for a pre-determined period of discussion on the item. If the Executive Committee had previously voted in favor of the agenda item, then said item would be placed on the voting ballot for the membership at the current Convention. If the Executive Committee voted to oppose an agenda item or takes no action on an agenda item, then opinion of the Executive Committee stands as the position of the membership; unless the agenda item receives a motion from the floor to place the item on the voting ballot at that convention, a second, and a majority vote from members present at the meeting (vote shall be conducted by voice, if the decision of the membership is not clear then a vote shall be conducted by rising).

All proposals received prior to the final Executive Committee conference call of the calendar year to be considered at convention shall be made available to the Division II general membership prior to the start of the convention.

**Voting**

Members must be present to vote at convention. Voting is a Membership Vote, unless the Cross Country President and/or a plurality of the Executive Committee calls for a Unit Vote. All voting will take place on the final day of convention during the Division II Cross Country Voting Session.

**Types**

**Membership:** Voting is conducted by member coach. Each Division II coach from a member program, who is present at the voting session(s), receives one (1) vote. Coaches may **not** cast a ballot for a coach who is absent from the official voting session(s).

**Unit Vote:** Voting is conducted by program. Each institutional program receives one vote, such that a Division II men’s or women’s program receives one (1) vote, and a Division II combined men’s and women’s program receives two (2) votes. Only one designated representative per institutional program may cast a vote. This designated representative need not be the head coach. Coaches may **not** cast a ballot for institutions that have no representatives present at the official voting session(s).
Action
The Division II Cross Country President, along with the USTFCCCA national office, is responsible for ensuring that appropriate action is taken following the annual convention/business meeting, particularly as necessitated by the results of Division II cross country voting sessions.

Conference Calls

Purpose
Division II Cross Country conference calls serve to inform Division II Cross Country Officers, Regional Representatives, and other members of the Executive Committee of issues affecting the Division II Cross Country membership. These calls also provide a forum for proposal presentation, discussion, and action of Division II Cross Country issues.

Schedule
Division II Cross Country scheduled conference calls take place once per month during the months of January through November. Calls are held on the second Wednesday of the month at 10:00 AM Central Time. Special conference calls may be scheduled by the President at any time during the year, as needed.

Attendance Requirement
Attendance on conference calls is mandatory for all Division II Cross Country Officers, Regional Representatives, and other members of the Executive Committee. Those who will not be able to attend should notify the Division II Cross Country President and Secretary as soon as possible.

Business
Monthly conference call agendas shall be of the following format:

- Roll Call
- Information items
- Continuation of previously addressed proposals
- Proposal Presentations
- Discussion of new proposals
- Questions/Future discussion items
- Comments from the national office

The Division II Cross Country conference calls follow the Operating Bylaws of the Division II Program Membership Divisions of the U.S. Track and Field and Cross Country Coaches Association and this Handbook. When a procedural question is not defined within these documents, the Division II Cross Country conference calls follow Robert’s Rules of Order, Newly Revised.

Voting
The Executive Committee may vote during or in conjunction with a regularly scheduled or special conference call, as necessary. All members of the Executive Committee should be notified in advance of the call, and a necessary quorum must be established in order for a vote to take place.
Action
The President, along with the USTFCCCA national office, is responsible for ensuring that appropriate action is taken following conference calls, particularly in preparing the agenda for the annual convention/business meeting. Conference Representatives are responsible for informing the coaches in their conference of any items discussed during conference calls that affect Division II Cross Country generally or the coaches of their conference specifically.
2017 Scheduled Conference Calls

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>January 11, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>February 8, 2017</td>
<td>10:30 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>March 8, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>April 12, 2017</td>
<td>10:30 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>May 10, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>June 14, 2017</td>
<td>10:30 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>July 12, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>August 9, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>September 13, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>October 11, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
<tr>
<td>Wednesday</td>
<td>November 8, 2017</td>
<td>10:00 AM Central Time</td>
</tr>
</tbody>
</table>
Division II Cross Country Rankings
Regional Rankings
Division II Cross Country Regional Rankings are released by the USTFCCCA national office on Tuesdays during the cross country season. Dates are predetermined by the Division II Cross Country Polls Committee. The top ten (10) teams in each gender and region are ranked. Only programs that are members in good standing with the USTFCCCA shall be ranked.

Preseason Ranking: Released the Tuesday immediately preceding the Preseason National Ranking.

Regular Rankings: The schedule will be released prior to the start of the cross country season at the discretion of the Division II Cross Country Polls Committee. The regular season regional rankings will occur on Tuesdays with a minimum of six dates.

The members of the Cross Country Polls Committee determine the regional rankings for the top ten (10) teams in the region/gender they represent. Men’s rankings must be submitted to d2mxcpoll@ustfccca.org by 12:00 Noon Central Time on Monday prior to each Tuesday release. Women’s rankings must be submitted to d2wxcpoll@ustfccca.org by 12:00 Noon Central Time on Monday prior to each Tuesday release.

Only schools that are up-to-date, paid members of USTFCCCA may be included in regional rankings. Programs that are currently in the provisional years of moving into Division II membership will not be eligible for rankings. The rankings submitted each week should include a brief explanation of why the top teams achieved their rankings, as well as brief information on any teams that moved in the rankings from the previous week. These submissions should use the Excel file distributed by the USTFCCCA Communications Manager or assistant.

Contact Information for Division II Cross Country Regional Rankings

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Office</th>
<th>Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>USTFCCCA Director of Media, Broadcasting and Analytics</td>
<td>Tom Lewis</td>
<td><a href="mailto:Tom@ustfccca.org">Tom@ustfccca.org</a></td>
<td>479-422-9407</td>
</tr>
<tr>
<td>USTFCCCA Communications Assistant</td>
<td>Tyler Mayforth</td>
<td><a href="mailto:Tyler@ustfccca.org">Tyler@ustfccca.org</a></td>
<td>504-599-8904</td>
</tr>
<tr>
<td>DII Cross Country Rankings Chair</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
National Ranking

Division II Cross Country national ranking are released by the USTFCCCA national office on Wednesdays during the cross country season. Dates are predetermined by the Division II Cross Country Rankings Committee. The top 25 teams in each gender are ranked. Only programs that are members in good standing with the USTFCCCA shall be ranked.

Preseason Ranking: Released on the first Wednesday prior to the first permissible date of competition.

Regular Ranking: The schedule will be released prior to the start of the cross country season at the discretion of the Division II Cross Country Polls Committee. The regular season national rankings will occur on Wednesdays with a minimum of seven dates.

Division II Regional Rankers submit their rankings of the top 25 teams in the country via an online ballot administered by the National Office, and those choices are compiled to create the national poll for Division II Cross Country. National polls must be submitted to the USTFCCCA Communications Manager by 12:00 noon Central Time on the Tuesday before the Wednesday release.

Contact information for Division II Cross Country National Ranking

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Office</th>
<th>Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>USTFCCCA Director of Media, Broadcasting and Analytics</td>
<td>Tom Lewis</td>
<td><a href="mailto:Tom@ustfccca.org">Tom@ustfccca.org</a></td>
<td>479-422-9407</td>
</tr>
<tr>
<td>USTFCCCA Communications Assistant</td>
<td>Tyler Mayforth</td>
<td><a href="mailto:Tyler@ustfccca.org">Tyler@ustfccca.org</a></td>
<td>504-599-8904</td>
</tr>
<tr>
<td>DII Cross Country Rankings Chair</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2017 Ranking Dates

<table>
<thead>
<tr>
<th>Due Date (12 Noon CT)</th>
<th>Regional Rankings</th>
<th>National Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 28, 2017</td>
<td><strong>Tuesday Release Dates</strong></td>
<td><strong>Wednesday Release Dates</strong></td>
</tr>
<tr>
<td>September 11, 2017</td>
<td>August 29, 2017 (Preseason)</td>
<td>August 30, 2017 (Preseason)</td>
</tr>
<tr>
<td>September 18, 2017</td>
<td>September 12, 2017</td>
<td>September 13, 2017</td>
</tr>
<tr>
<td>September 25, 2017</td>
<td>September 19, 2017</td>
<td>September 20, 2017</td>
</tr>
<tr>
<td>October 2, 2017</td>
<td>September 26, 2017</td>
<td>September 27, 2017</td>
</tr>
<tr>
<td>October 9, 2017</td>
<td>October 3, 2017</td>
<td>October 4, 2017</td>
</tr>
<tr>
<td>October 23, 2017</td>
<td>October 10, 2017</td>
<td>October 11, 2017</td>
</tr>
<tr>
<td></td>
<td>October 24, 2017</td>
<td>October 25, 2017</td>
</tr>
<tr>
<td></td>
<td>November 7, 2017 (Regional Results)</td>
<td>November 8, 2017</td>
</tr>
</tbody>
</table>

**Key Dates**

**Aug. 31:** First date of competition

**Oct. 7:** DII Pre-National

**Oct. 20-22:** DII Conference Championship Week

**Nov. 4-5:** DII Regional Championships

**Nov. 18:** DII National Championships, Evansville, Ind.
Division II Cross Country Awards
Cross Country Awards

◊ All-Region
◊ Regional Coaches of the Year
◊ Regional Athletes of the Year
◊ All-America
◊ Joe Vigil Award Men’s Coach of the Year
◊ Duane Vandenbusche Award Women’s Coach of the Year
◊ Doug Watts Award Men’s Athlete of the Year
◊ Doris Brown Heritage Award Women’s Athlete of the Year
◊ All-Academic Individuals
◊ Scholar Athletes of the Year
◊ All-Academic Teams
◊ Scholar Teams of the Year

All-Region

Selection
Awarded to the top 25 finishers at the NCAA Division II Cross Country regional meets in each region and gender.

Eligibility
1. Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.
2. Non-eligible student-athletes in the top 25 who do not receive awards do not displace other finishers.

Award Distribution
Student-athletes who qualify for the award receive an All-Region medal at the regional meet. Two (2) All-Region certificates are mailed by the national office to the student-athlete’s program. One of these certificates should be given to the qualifying student-athlete.

Regional Coaches of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches in the respective region and awarded to one (1) coach per gender per region.
2. Nominees include the coaches of the top four (4) finishing teams in each NCAA Division II region and gender as well as a write-in.
3. Voting takes place online following the NCAA Division II Cross Country Regional Championship via a ballot compiled by the national office.
Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their coaches to be eligible for this award.

Award Distribution
Awards are distributed at the NCAA Division II Cross Country National Championships.

Regional Athletes of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches in the respective region and awarded to one (1) student-athlete per gender per region.
2. Nominees include the top four (4) finishers in each NCAA Division II Cross Country region and gender as well as a write-in.
3. Voting takes place online following the NCAA Division II Cross Country Regional Championship via a ballot compiled by the national office.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

Award Distribution
Awards are distributed at the NCAA Division II Cross Country National Championships.

All-America

Selection
Awarded to the top 40 finishers in the men’s and women’s NCAA Division II Cross Country Championship races, without regard to citizenship.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

Award Distribution
Student-athletes who qualify for the award receive an All-American medal at the national meet. Two (2) All-American certificates are mailed by the national office to the student-athlete’s program. One of these certificates should be given to the qualifying student-athlete.

Joe Vigil Award Men’s Coach of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches and awarded to one (1) men’s Cross Country coach.
2. Nominees are the Division II Cross Country Regional Coaches of the Year, the coaches of the men’s national championship team, and a write-in.
3. Voting is conducted online the Sunday and Monday after the Division II Cross Country National Championships.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their coaches to be eligible for this award.

Award Distribution
Awards are distributed by the USTFCCCA national office.

Duane Vandenbusch Women's Coach of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches and awarded to one (1) women’s Cross Country coach.
2. Nominees are the Division II Cross Country Regional Coaches of the Year, the coaches of the women’s national championship team, and a write-in.
3. Voting is conducted online the Sunday and Monday after the Division II Cross Country National Championships.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their coaches to be eligible for this award.

Award Distribution
Awards are distributed by the USTFCCCA national office.

Doug Watts Award Men’s Athlete of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches and awarded to one (1) men’s Cross Country student-athlete.
2. Nominees are the Division II Cross Country Regional Athletes of the Year, the men’s individual national champion, and a write-in.
3. Vote is conducted online via a ballot compiled by the national office.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

Award Distribution
Awards are distributed by the USTFCCCA national office.
Doris Brown Heritage Award Women’s Athlete of the Year

Selection
1. Selected by a vote of USTFCCCA Division II member head coaches and awarded to one (1) women’s Cross Country student-athlete.
2. Nominees are the Division II Cross Country Regional Athletes of the Year, the women’s individual national champion, and a write-in.
3. Vote is conducted online via a ballot compiled by the national office.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

Award Distribution
Awards are distributed by the USTFCCCA national office.

All-Academic Individuals

Selection
1. Awarded to all nominated student-athletes who meet the following criteria:
   a. Minimum cumulative grade point average of 3.25 on a 4.0 scale through the end of the semester/quarter of competition. Institutions utilizing a different GPA scale must convert the GPA to a 4.0 scale using the standard conversion method [GPA/Scale x 4.0]. Data must be certifiable by the institution’s registrar.
   b. Must have completed at least 12 semester/quarter hours through the end of the semester of competition at the institution.
   c. Transfer students and/or graduate students are to include only grades earned at the current nominating institution.
   d. The student-athlete must have placed in the top 30% of the total number of athletes eligible to compete at the respective regional championships (total Division II teams in the region multiplied by seven (7) runners per team), rounding up if necessary, or in the top 50% of the field at the NCAA Division II Cross Country National Championships.
2. Nomination forms are available online at the USTFCCCA website and must be submitted to the national office before the deadline published by the national office.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

Award Distribution
Two (2) All-Academic certificates are mailed by the national office to each qualifying student-athlete’s program. One of these certificates should be given to the qualifying student-athlete.
Late Nominations
1. Late nominations will be accepted until 90 calendar days after the deadline published by the USTFCCCA national office for All-Academic nominations.
2. Late nominations will not be included in the press release announcing All-Academic selections, but will be included in official records of All-Academic honorees.
3. All late nominations are subject to (1) a flat $50 late fee; and (2) a charge of $20 per set of All-Academic certificates printed. Two (2) All-Academic certificates are included in each set.

Scholar Athletes of the Year

Selection
Award winners are selected annually as follows:
1. Awarded to one (1) men’s Division II and one (1) women’s Division II cross country student-athlete each year.
2. Student-athletes must meet the criteria for the USTFCCCA All-Academic Individual awards for Division II cross country.
3. From among the student-athletes who meet the All-Academic Individual criteria, the men’s student-athlete and the women’s student-athlete with the highest individual finishes at the most recent NCAA Division II Cross Country Championships receive the designation of USTFCCCA Cross Country Scholar Athlete of the Year for Division II.

Eligibility
Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

All-Academic Teams

Selection
1. Awarded to all nominated teams who meet the following criteria:
   a. The team must have competed AND compiled a team score at an NCAA Division II Regional Cross Country meet during the most recent Cross Country season.
   b. Transfer students and/or graduate students are to include only grades earned at the current nominating institution.
   c. Cumulative GPA of all student-athletes listed on the institution’s NCAA Squad List, at the end of the most recent semester/quarter, must be at least a 3.0 on a 4.0 scale, computed by the following method:
      i. Total the cumulative number of semester hours or quarter hours completed for all student-athletes who used a season of eligibility, including the most recent grading period;
      ii. Total the cumulative number of quality points (GPA multiplied by the number of credit hours) earned by all student-athletes including the most recent grading period;
      iii. Divide the cumulative number of quality points earned by the cumulative number of semester or quarter hours completed.
iv. Institutions utilizing a different GPA scale than 4.0 then must convert the GPA to a 4.0 scale using the standard conversion method [GPA/Scale x 4.0]. Data must be certifiable by the institution’s registrar.

2. Nomination forms are available online at the USTFCCCA website and must be submitted to the national office before the deadline published by the national office.

**Eligibility**

Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order for their student-athletes to be eligible for this award.

**Award Distribution**

Two (2) All-Academic certificates are mailed by the national office to each qualifying program. One of these certificates should be given to the qualifying student-athlete.

**Late Nominations**

1. Late nominations will be accepted until 90 calendar days after the deadline published by the USTFCCCA national office for All-Academic nominations.
2. Late nominations will not be included in the press release announcing All-Academic selections, but will be included in official records of All-Academic honorees.
3. All late nominations are subject to (1) a flat $50 late fee; and (2) a charge of $20 per set of All-Academic certificates printed. Two (2) All-Academic certificates are included in each set.

**Scholar Teams of the Year**

**Selection**

Award winners are selected annually as follows:

1. Awarded to one (1) men’s Division II and one (1) women’s Division II cross country team each year.
2. Teams must meet the criteria for the USTFCCCA All-Academic Team awards for Division II cross country.
3. From among the teams who meet the All-Academic Team criteria, the men’s team and the women’s team with the highest finishes at the most recent NCAA Division II Cross Country Championships receive the designation of USTFCCCA Cross Country Scholar Team of the Year for Division II.

**Eligibility**

Programs must be members of a Division II Program Membership Division who are in good standing with the USTFCCCA and NCAA in order to be eligible for this award.
Division II Code of Ethics
1. Member coaches should not receive COY or regional COY if they are deemed responsible for a program being on probation by the NCAA. Coaches in such a situation are responsible for removing themselves from consideration for COY awards until the probation period has been lifted.

2. Responsibility to Student Athletes
   a. Place the academic, emotional, physical, and moral well being of student athletes above all else.
   b. Maintain strictly professional interpersonal relationships with student athletes, student managers and student trainers.
   c. Put safety and health considerations above performance strategy, and never force student athletes to train or compete in situations which might lead to injury.

3. Responsibility to Prospective Student Athletes
   a. Refrain from any negative recruiting that reflects disapprovingly on another institution, its coach, or student athletes.
   b. Desist from making any statements or promises to a prospect that, knowingly, cannot be fulfilled

4. Responsibility to Fellow Coaches
   a. Conduct one’s self in such a way to bring credit to the profession, and exhibit professionalism in all words and actions.
   b. Honor all professional relationships with colleagues, and treat colleagues with dignity and respect.
   c. Notify the head coach of another institution prior to interviewing or offering a position to one of his/her staff members.
   d. Communicate with the head coach of another institution when a student athlete from their institution initiates transfer process.

5. Responsibility to the Sports of Track and Field and Cross Country
   a. Conduct all competition within the spirit and intent of the rules.
   b. Submit entry marks with complete integrity
   c. Support and respect competition officials and abide by their judgment, refraining from any form of criticism to student athletes, news media, or the public.

6. Responsibility of Personal Conduct
   a. Abstain from public demonstrations or profanity, vulgar language, and obscene gestures and discourage the same among staff members and student athletes.

7. Championship Code of Conduct
   a. Coaches should make sure that they and their teams sign and follow the NCAA Code of Conduct document before participating in the championships.

With payment of dues per membership to USTFCCCA Division II coaches agree to the above Code of Ethics statement as written above.