

**The Running Room**

**2025 ACAC Indoor Track Championships**

**Hosted by: ACAC Indoor Track Committee**

**Officials provided by: Athletics Alberta**

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**March 15-16, 2024**

**University of Alberta Universiade Pavilion**

**Edmonton, Alberta**

Contents

[Hosting Committee 3](#_Toc34965305)

[Host Hotel 3](#_Toc34965306)

[Competition Site 3](#_Toc34965307)

[Facility Information 3](#_Toc34965308)

[Tentative Event Schedule 4](#_Toc34965309)

[ENTRY/REGISTRATION 4](#_Toc34965310)

[TECHNICAL INFORMATION 5](#_Toc34965311)

[Event Timing 5](#_Toc34965312)

[Jury of Appeal 5](#_Toc34965313)

[Competition 5](#_Toc34965314)

[Scoring 6](#_Toc34965315)

[Event Medals 7](#_Toc34965316)

[Coaches’ Technical Meeting 7](#_Toc34965317)

[Coaches Committee Meeting 7](#_Toc34965318)

[SPECIAL EVENTS 8](#_Toc34965319)

[Banquet and Awards Presentation 8](#_Toc34965320)

[THERAPY/MEDICAL SERVICES 8](#_Toc34965321)

[Athletic Therapist 8](#_Toc34965322)

[Emergency Action Plan 8](#_Toc34965323)

[Emergency Protocol 9](#_Toc34965324)

[Emergency Equipment Available 9](#_Toc34965325)

[Non Urgent Transport 9](#_Toc34965326)

[Hospitals 9](#_Toc34965327)

[MediCentres 10](#_Toc34965328)

[Alberta Health Services 10](#_Toc34965329)

# Hosting Committee

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| --- | --- | --- | --- |
| **NAME** | **POSITION** | **PHONE NUMBER** | **EMAIL** |
| **Nathaniel MacLellan** | (CUE) Director, Athletics & Recreation/ Technical Committee | 780-479-9322 | [nathaniel.maclellan@concordia.ab.ca](mailto:nathaniel.maclellan@concordia.ab.ca) |
| **Matt Norminton** | (CUE) Indoor Track Head Coach – Technical Committee Chair | 780-935-3771 | [matthew.norminton@concordia.ab.ca](mailto:matthew.norminton@concordia.ab.ca) |
| **Meagan Goerz** | (CUE) Athlete Services Coordinator/Volunteer Coordinator | 780-479-9300 | [meagan.goerz@](mailto:meagan.goerz@)concordia.ab.ca |
| **Krista Mitchell** | (NWP) Event Coordinator/ Accreditation Coordinator | 780-539-2829 |  |
| **Aly Andersesn** | (UAA) Athletics Administrative & Communications Coordinator | 403-896-2223 |  |
| **ACAC Host Committee** | Awards |  |  |
| **Robin Tharle-Oluk** | Head Athletic Therapist |  | [robin.tharle-oluk@](about:blank)concordia.ab.ca |
| **Vernon Schmid** | Entries Coordinator |  | [vernon@](about:blank)ellistiming.ca |

# Host Hotel

Sandman Signature Hotel - Downtown

10235 101 St NW, Edmonton, AB TJ3E9

Contact: Corey Leson

780-441-3077

[sales\_signatureedt@sandman.ca](mailto:sales_signatureedt@sandman.ca)

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# Competition Site

University of Alberta Universiade Pavilion (Butterdome)

11440 87 Avenue NW

Edmonton, Alberta

## Facility Information

<https://www.ualberta.ca/kinesiology-sport-recreation/facilities/north-campus/universiade-pavilion-butterdome>

* 200 m – 7 lanes
* Paid parking is available on site.
* There is no dedicated bus parking for the championships. Teams will be responsible for making arrangements with the University of Alberta Parking Services -- contact pkgevent@ualberta.ca.
* Teams can enter through the main entrance.
* Accreditation will be provided for athletes and coaches upon arrival.
* Please note that there is no dedicated storage area for athlete’s gear. Further, we are not responsible for any stolen or missing valuables or personal items. Please take the necessary precautions to safeguard such items.
* Spectators are permitted at the 2025 ACAC indoor championships but must follow any University of Alberta or City of Edmonton policies.

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| --- | --- | --- | --- |
| **Day 1** | **March 15** | **Day 2** | **March 16** |
| **Time** | **Event** | **Time** | **Event** |
| 3:00 p.m. | Warm-up | 9:00 a.m. | Warm-up |
| Coaches Technical Meeting | 10:00 a.m. | Women’s 60m (4 heats) |
| 4:30 p.m. | W 3000m Timed Finals (2 sections) | 10:15 a.m. | Men’s 60m (4 heats) |
| 5:00 p.m. | M 3000m Timed Finals (2 sections) | 10:30 a.m. | Women’s 600m (4 Sections) |
| 5:30 p.m. | W 300m Timed Finals (5-6 heats) | 10:45 a.m. | Men’s 600m (4 Sections) |
| 5:45 p.m. | M 300m Timed Finals (5-6 heats) | 11:10 a.m. | Women’s 1500m (2 Sections) |
| 6:00 p.m. | W 1000m Timed Finals (2 Sections) | 11:30 a.m. | Men’s 1500m (2 Sections) |
| 6:15 p.m. | M 1000m Timed Finals (2 Sections) | 12:00 p.m. | Women’s 60m Finals (A+B) |
| 6:30 p.m. | W 4x200m Timed Finals (2 Sections) | 12:10 p.m. | Men’s 60m Finals (A+B) |
| 6:45 p.m. | M 4x200m Time Finals (2 Sections) | 12:30 p.m. | Women’s 4x400m (3 Sections) |
| 7:30 p.m. | Medal Ceremonies | 1:00 p.m. | Men’s 4x400m (3 Sections) |
| 8:00 p.m. | Track Closed | 1:00 p.m. | Medal Ceremonies |
|  |  | 2:00 p.m. | Track Closed |

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# ENTRY/REGISTRATION

* Entries will be submitted through TrackieReg.com, link here:
* Results to be managed by Ellis Timing, and confirmed by the entries coordinator, Vernon Schmid.

Seed Times are designated according to ACAC Operating Code.

2.6.1 Seed times submitted for the Championships must be from races from the current competitive season. Competitive season is from December to the Championships and must be an ACAC or Athletics Canada Sanctioned race.

2.6.2 If a runner does not have a seed time for that distance then approved conversion tables will be used to determine an equivalent time from a comparable distance. Entries must include the time from the distance raced plus the time for the new distance from the conversion tables.

* For runners who have competed in an equivalent race during the year they must use the time achieved from that season and not an equivalent from a different race.
* If a runner has not competed over any distance in that season, then they must use no time (NT) as their seed time for the championship meet.
* Seed time for Championships must be taken from the adjacent distance time. For example, if you want to have a seed time for the 600m then the conversion must be taken from 1000m or 300m during that season or a race within that range like the 400m.

**World Athletics (formerly IAAF) Conversion Tables**

See https://www.worldathletics.org/about-iaaf/documents/technical-information ("Scoring Tables of Athletics -- Indoor")

* Open runners are not permitted at this meet.
* All competitors must be on their institutions eligibility certificates as submitted to the ACAC Office.
* Schools will be invoiced by organizing institutions at the end of the Championships.

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# TECHNICAL INFORMATION

## Event Timing

* This is not an Athletics Alberta sanctioned meet.
* Photo timing will be provided by Ellis Timing.
* Officials will be provided by Athletics Alberta.
* Results will not count towards Athletics Alberta rankings.
* Results will be available on ACAC website and http://www.ellistiming.ca/ACACChamps .

## Jury of Appeal

The ACAC coaches will select a “On-Site Protest/Grievance Committee” which will consist of three of (a) ACAC IT Convenor, (b) ACAC Executive Representative, (c) ACAC CEO, (d) Host Athletic Director, and/or (e) other as specified in Article III, Section 3 (pp. 211 -213) of the ACAC Operating Code.

## Competition

* Competition will be timed finals for all events (300m, 600m, 1000m, 1500m, 3000m, 4x200m, and 4x400m) except for the 60m. For the 60m event, top 16 runners will advance to the A+B finals
  + If more than one heat is required, races will have timed finals using verified seed times to determine heats.
  + Timed final heats will run from slowest to fastest times.
  + 3000m, 1500m, 1000m will be a waterfall start and starting position will be random.
  + 600m will be staggered start with running in lanes for first two corners and then cut in.
  + All seven lanes will be used where needed.
* Maximum number of starters in a heat:
  + 3000m: 12
  + 1500m: 12
  + 1000m: 10
  + 60m: 8
  + 600m: 8
    - Lane assignments will be confirmed by the Entries Coordinator.
  + 300m: 5 (lanes 3-7)
    - Lane assignments will be confirmed by the Entries Coordinator.
* 300m will run in the lanes for the entire race.
  + Starting blocks will be available.
* For the 4x200 m race, the following U-Sports rule will be used:
  + A three-turn stagger start for the 4x200m relay with one team per lane at the start. The second runner per team must remain in his/her lane until he/she has entered the straightway opposite the finish line.
* For the 4x400m relay race, we will use:
* A two-turn stagger start. The 1st runner will remain in his/her lane until he/she has entered the home straight approaching the finish line.
* Athletes must check in at the start line and remain in the area 10 minutes prior to race.

## Scoring

* The first two runners per school per race score the team competition. Schools can enter more than two runners, but only the top two will count towards team scoring. All entries after a school’s top two finishers will be considered exhibition and will not displace other finishers.
* Schools do not need to declare their scoring two, their top two placing will simply count as their scoring runners.
* Schools may enter more than one relay team, but only one relay team per school will count towards team scores. A school’s second relay team will not displace other teams with respect to scoring. There is no need to declare which relay team will be the scoring team, as the top team will simply be the counting team. If institutions have more than one relay team, the second or third relay teams must compete in the slower heat.
* Relay team members must be from the same institution.
* Points shall be awarded as follows for all individual and relay events:

|  |  |
| --- | --- |
| **Place** | **Points** |
| 1st | 10 Points |
| 2nd | 8 Points |
| 3rd | 6 Points |
| 4th | 5 Points |
| 5th | 4 Points |
| 6th | 3 Points |
| 7th | 2 Points |
| 8th | 1 Point |

* Maximum two scoring runners per team, per race for individual races.
* Maximum one scoring team per school for relays.
* Team tie-breaker shall be decided by the following:
  1. Total team medals, including relays.
  2. Most individual gold medals, including relays.
  3. Most individual silver medals, including relays.
  4. Most individual bronze medals, including relays.
  5. Most 4th place finishes, including relays.

## Event Medals

* Event medals will be presented during the meet as per the schedule.
* Medal presentations will be announced and medal recipients are expected to attend the ceremony in team attire.

**Coaches’ Technical Meeting**

* Any technical issues from the meet will be discussed by email with the convener, coaches, race coordinators, and timing crew.
* These issues will be resolved in advance of the meet; however, a short meeting will be held on-site before the start of the races by the convener, SMT, and coaches’ representative to handle any last-minute issues.

Date: Saturday, March 15th

Time: 4:00 p.m.

Location: Start Line

## 

## Virtual Coaches Committee Meeting

2025 ACAC Indoor Track Championship Coaches Meeting

Thursday, March 13 · 7:00 – 9:00 p.m.

Video call link:

**SPECIAL EVENTS**

## Banquet and Awards Presentation

There will not be a banquet for the 2025 ACAC indoor track championships. Awards will be handed out at the end of each day’s track program to the top 3 finishers in each event. The team banners will be award at the end of the 2nd day’s competition after the individual awards have been presented.

# THERAPY/MEDICAL SERVICES

## Athletic Therapist

There will be one certified Athletic Therapist, as well as student therapists available on-site beginning 30 minutes prior to the first race until 30 minutes after the last race to assist with injury care and taping.

Teams are encouraged to travel with a condensed medical form. If your team has any questions or concerns about the services, please contact Robin Tharle-Oluk at [robin.tharle-oluk@concordia.ab.ca](mailto:robin.tharle-oluk@concordia.ab.ca).

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# Emergency Action Plan

**Concordia University of Edmonton**

**University of Alberta Universiade Pavilion (Butterdome)**

**Location:** 11440 87 Avenue NW, Edmonton, Alberta

## Emergency Protocol

On Court Assistance Protocol:Raised Fist

**Response to On-Field Assistance Request:**

* **Charge Person –** Jen CAT(C) or Robin CAT(C)
* Designated assistant to bring out medical kit – Student Trainer
* **Call Person –** Call 911, then notify facility at 780-492-3672.
* **Control Person –** game day staff, officials, campus security, team staff

**Call Person:** Meagan to call 911.

Send ambulance to west side of building and large overhead door (southwest corner).

**Control Person:**

* Member of game day personal to meet ambulance at large overhead door entrance (southwest corner of the building), and guide to injured athlete in building. (Campus security may assist in this role.)
* Officials will assist in advising athletes as to delay of event.
* Campus security will assist ambulance in gaining access to building.
* Team staff control non-injured athletes by keeping them away from the injured athlete and get injured athlete’s medical information ready on PRIVIT to give to EMS.

Emergency Equipment Available

* AED located at the bottom of main stair case in the pavilion.
* CPR masks located in medical kit.
* Splint located in medical kit and trauma kit.
* Wheelchair is available from facility services desk.

Non Urgent Transport**\***

Taxi Services: Co-Op Taxi 780-822 6925, Yellow Cab 780-462 3456, Barrel Taxi 780-489-7777

*\*Concordia staff will NOT transport injured or ill persons to or from an event site.*

Visiting teams may choose to use a team transport vehicle.

## Hospitals

Emergency Care

University of Alberta Hospital

8440 112 Street NW

## MediCentres

See https://www.medicentres.com/clinic-locations/ for locations, hours, and wait times.

**Pleasantview**

11-minute drive south from U of A, 5-minute drive north from Delta South Hotel

11076 51 Avenue NW

**Phone 780-436-8071**

*Saturday/Sunday until 4 p.m.*

MediCentres having hours on weekends include:

* Belle Rive: #102, 16703 82 Street NW – Saturday and Sunday 9 a.m. to 5 p.m.
* Downtown: 11807 Jasper Ave – Saturday 9 a.m. to 2 p.m. (closed Sunday).
* Ellerslie: #102, 9404 Ellerslie Road SW - Saturday 9 a.m. to 4 p.m. and Sunday 10 a.m. to 4 p.m.
* Heritage Valley: 2041 111 Street NW - Saturday 9 a.m. to 4 p.m. (closed Sunday).
* Hermitage (to 9:00 p.m.): 12747 50 Street NW – Saturday closed; Sunday 9 a.m. to 5 p.m.
* Millwoods: 6426 28 Avenue NW – Saturday 9 a.m. to 10 p.m. and Sunday 11 a.m. to 6 p.m.
* Pleasantview: 11076 51 Ave NW – Saturday 9 a.m. to 1 p.m. (closed Sunday).
* Sherwood Park: 101 Bremner Dr – Saturday closed; Sunday 9 a.m. to 4 p.m.
* Westgate: #101, 9540 163 Street NW – Saturday 10 a.m. to 4 p.m. (closed Sunday).

## Alberta Health Services

**To confirm wait times at Alberta Health Services facilities, please visit** <http://www.albertahealthservices.ca/waittimes/waittimes.aspx> .