

GUIDELINES INTERCONFERENCE REGATTAS

- 1. Regatta Participation Communication.
 - a. Interconference Events (Cross Regional and Regional):
 - . Communication is through Conference Scheduling Personnel and the ICSA Scheduling Coordinator(s). Any team looking to add/drop regattas should contact their Conference Scheduling Personnel and the ICSA Scheduling Coordinator(s), intersectionals@collegesailing.org. The Conference Scheduling Personnel will then communicate directly with the ICSA Scheduling Coordinator(s). This chain of command is important; teams should not be emailing host schools or other conferences directly. As a best practice, for all adds and drops the team requesting the action should copy the host college.
 - ii. ICSA Scheduling Coordinator(s): intersectionals@collegesailing.org
 - iii. See Conference Scheduling Personnel here: <u>CURRENT CONTACTS</u>
 - iv. Host Contact Information here: ICSA School Database
 - b. Fundamental Events:
 - i. Communication is through Conference Scheduling Personnel.
 - ii. See Conference Scheduling Personnel here: CURRENT CONTACTS
 - iii. As a best practice, for all adds and drops the team requesting the action should copy the host college.
 - c. Communication Timelines:
 - i. The ICSA Scheduling Coordinator(s) and Conference Scheduling Personnel will strive to respond to Regatta Participation communications within 3 Academic Days.
 - ii. Teams are expected to reply to communication from the ICSA Scheduling Coordinator(s) or Conference Scheduling Personnel within 3 Academic Days.
- 2. The Scheduling Committee will present a preliminary schedule at the Annual Meeting, with final changes no later than November 15 for the following calendar year.
 - a. This schedule should include:
 - i. All Interconference Regattas for the following year.
 - ii. The number of available berths at each event.
 - iii. The assignment of all available berths to ICSA Conferences or by Invitation.
 - iv. The host.
 - v. The discipline.
 - vi. the fleet(s) being used.
 - vii. The report time.
- 3. Conference selections to fill berths for Interconference Regattas must be submitted to the ICSA Scheduling Coordinator(s) by December 15 for the following calendar year.
 - a. If a conference fails to submit any selections by December 15 the conference's berths may be reallocated by the ICSA Scheduling Coordinator(s).
- 4. Invite Berths to Interconference Regattas:
 - a. An Invite Berth is defined as: A berth to a specific regatta specified to be assigned by invitation.
 - b. Invite Berths are offered by the ICSA Scheduling Coordinator(s) after consultation with the host school.
 - i. Host Schools are responsible for submitting a desired invite list for each home event(s) to the ICSA Scheduling Coordinator(s) no later than January 5th of the same year.

- ii. If a host fails to submit an invite list by the deadline, the ICSA Scheduling Coordinator(s) will create a list.
- c. Teams interested in Invite Berths shall express interest by registering through their conference as alternates for the regatta.
 - i. Conference Alternate lists shall be honored by the host schools and the ICSA Scheduling Coordinator(s).
 - ii. Berths at a particular event are offered to all first alternates before they are offered to second alternates, and so on and so forth.
- d. The ICSA Scheduling Coordinator(s) will send out Invites for the spring season no later than January 15th, and the fall season no later than August 15th.
- e. A lack of response to an invitation from the ICSA Scheduling Coordinator(s) may be considered as the berth is declined

5. Open Berths:

- a. An Open Berth is defined as: A berth for a specific Interconference event which is assigned to a specific conference but has not been filled by the specified conference.
 - i. Open Berths Allocation Order
 - 1. Conference Alternate lists shall be honored by the host schools and the ICSA Scheduling Coordinator(s).
 - 2. Open Berths will be allocated based on the specified conference's alternate list for the event.
 - a. Berths shall be offered to 1st Alternates, then 2nd Alternates and so on.
 - 3. Open Berths are held for the specified conference until a season's Reallocation Date:
 - a. At a seasons Reallocation Date all Open Berths become Unclaimed Berths.
 - 4. Open Berths created after a seasons Reallocation Date, are treated first as an Open Berth. If they cannot be filled as Open Berths, via the specified conference's alternate list, the Open Berth(s) will become Unclaimed Berths.

6. Unclaimed Berths:

- a. An Unclaimed Berth is defined as: a berth(s) to a specific interconference regatta that has not been filled as an Open or Invite Berth and their respective berth allocations.
- b. Berths left Unclaimed after a season's Reallocation Date will be reallocated in a timely manner.
- c. Unclaimed Berth Reallocation Order:
 - i. Conference Alternate lists shall be honored by the host schools and the ICSA Scheduling Coordinator(s).
 - ii. Conferences without an alternate list for a particular event will be considered as "having no interest" in Unclaimed Berths for that event.
 - iii. Berths are awarded to non-host conference teams, then to host conference teams.
 - 1. Conferences will be ordered based on the number of berths they have in the event, from lowest to highest.
 - a. If a tie remains, the ICSA Schedule Coordinator(s) will break the tie in favor of the conference with the fewest assigned berths to the event.
 - b. If a tie remains, the ICSA Schedule Coordinator(s) will flip a coin.
 - c. This order will be used until all Invite berths have been awarded.
 - d. As said below, all first alternates are to be offered a berth before they are offered to second alternates
 - iv. Berths at a particular event are offered to all first alternates before they are offered to second alternates, and so on and so forth.

7. Season Berth Reallocation Date(s):

- a. Spring Season Reallocation Date: After February 1st Open spring berths will be reallocated.
- b. Fall Season Reallocation Date: After September 1st Open fall berths will be reallocated.
- 8. The number of teams representing one school that may participate in an Open Interconference regatta is limited to 2. At Open Cross Regional Regattas the second team shall be an all-women's team. At Open Regional Regattas the second team can be Open or Women's.
 - a. Teams may indicate interest in a second berth by adding a 2nd team to the Alternate list at any time.
 - b. Second team berths are first offered to the host school.
 - c. Second teams may not be added to an event until after the drop deadline for the event.

- i. If there are a large number of openings, 2nd teams may be added before the drop deadline, however second teams may be removed from the event to offer a spot to a first team.
- d. The addition of second teams requires the approval of the ICSA Scheduling Coordinator(s) and event host, and should follow general scheduling guidelines.
- 9. The number of teams representing one school that may participate in a Women's Interconference Cross-Regional regatta is limited to 2.
 - a. Teams may indicate interest in a second berth by adding a 2nd team to the Alternate list at any time.
 - b. Second team berths are first offered to the host school.
 - c. Second teams may not be added to an event until after the drop deadline for the event.
 - i. If there are a large number of openings, 2nd teams may be added before the drop deadline, however second teams may be removed from the event to offer a spot to a first team.
 - d. The addition of second teams requires the approval of the ICSA Scheduling Coordinator(s) and event host, and should follow general scheduling guidelines.
- 10. Hosts for The Atlantic Coast Championship must be provided to the Scheduling Committee by the Interconference Scheduling Deadline of Nov. 15th.
- 11. Withdrawals from an out-of-conference Interconference Regatta must be made according to the following schedule in order to avoid a no-show penalty.
 - a. Cross Regional and Regional events have a 1-month drop deadline for all teams.
 - b. Fundamental events have a two-week drop deadline.

No-show penalties are outlined in ICSA PR 15:

- c) Failure to Attend A college that fails to attend an out-of-conference interconference regatta regatta or National Championship for which it has been scheduled, attends with less than a full team of student-athletes, or departs before the end of the regatta without the consent of the Regatta Chair, shall not be permitted to schedule or compete in, any out-of-conference interconference regattas during the following spring season.
- i) A college that violates PR 15(c) for any Atlantic Coast Series event shall furthermore be banned from the corresponding Atlantic Coast Series the following year.
- ii) A college shall not be penalized under PR 15(c) if the college's Conference Commissioner and the ICSA Interconference Regatta Coordinator(s) are notified prior to the withdrawal deadline for the regatta.
- iii) A penalty given under PR 15(c) may be modified or removed for a compelling reason. Requests for modification shall be sent to the college's Conference Commissioner, who shall forward the request, with a recommendation for action, to the ICSA President, who shall make the final ruling.
- 12. Alternate Berths offered after the drop deadline.
 - a. Teams offered an alternate berth after the drop deadline may request a late drop from a lower ranked regatta on the same weekend.
 - i. In-conference requests are handled by host conference.
 - ii. Out-of-conference requests are handled by the ICSA Scheduling Coordinator(s).
- 13. Copies of regatta reports, including RP forms, are to be forwarded to the Interconference Regatta Coordinator(s) as well as the appropriate Conference Commissioner (per Procedural Rule 21) by 5 pm on the day after the event. Properly completed and finalized results on Techscore satisfy this.
 - a. From PR 21. "Properly completed and submitted results on Techscore satisfy PR 21. "
- 14. Qualifying regattas for National Championships are to be scheduled at least two weeks prior to the corresponding National Championship. Probably needs to be rewritten it is not happening for women's TR
- 15. Big Boat Events.
 - a. See Appendix A
- 16. In the interest of promoting competition between two adjoining conferences, Fundamental teams may attend a regional or fundamental regatta in an adjoining conference through the following procedures:

- a. The Fundamental team interested in leaving their conference should notify their Scheduling Coordinator, and the SC will contact the host conference SC.
- b. These berth assignments must be approved by the host college, both Scheduling Coordinators, both Conference Commissioners, and the ICSA Scheduling Coordinator(s).
- c. Normal scheduling rules must be followed (ie, all cross-regional, regional, and host-conference fundamental teams desiring berths shall be placed into the regatta before out-of-region fundamental teams are allotted berths).
- d. No berths shall be awarded until after the February 1/September 1 schedule deadlines.

It is the committee's intention that this opportunity is used very occasionally by any single team, and be primarily reserved to boost participation at developmental regional and fundamental regattas.