

**2008 NCAA DIVISION III BASEBALL CHAMPIONSHIP
(HOSTED BY UW-OSHKOSH AND LAWRENCE UNIVERSITY)**

TO: Athletic Directors
Baseball Coaches
Sports Information Directors

FROM: Al Ackerman, Championship Director
Director of Athletics, UW-Oshkosh
Robert Beeman
Director of Athletics, Lawrence University

DATE: May 12, 2008

RE: NCAA Division III Baseball Championship Finals

The information in the enclosed manual has been compiled for your convenience. It is intended for the teams, college officials and accompanying media in preparation for the 2008 NCAA Division III Baseball Championship.

This manual is intended to serve as a supplement to, not a substitute for, the 2008 NCAA Division III Baseball Championship Handbook. That publication remains the primary source for policy information. The information is also on UW-Oshkosh web site:
<http://www.titans.uwosh.edu/NCAACHampionship/2008/index.html>

If you have any questions, please do not hesitate to contact anyone listed in the personnel section of this manual.

WELCOME...and may your stay in the Fox Valley be memorable.

PERSONNEL DIRECTORY

Patrick Hairston

NCAA Assistant Director of Championships

Office: (317) 917-6474 Cell: 317-341-3190

Paper Valley Hotel (920) 734-6835 or 1-800-242-3499

Lee Driggers, Chairman

NCAA Division III Baseball Committee

Office: (325) 793-4650

Paper Valley Hotel (920) 734-6835 or 1-800-242-3499

Championship Directors

1. Allen Ackerman, Director of Athletics

UW-Oshkosh

Office (920) 424-1034 Fax (920) 424-1035 Home (920) 231-7981 Cell (920) 279-6149

2. Robert Beeman, Director of Athletics

Lawrence University

Office (920) 832-7033 Fax (920) 832-7349 Home (920) 989-3136 Cell (920) 419-6995

Media Relations

Kennan Timm, Sports Information Director

UW-Oshkosh

Phone (920) 424-0365 Fax (920) 424-7445

Joe Vanden Acker, Sports Information Director

Lawrence University

Office (920) 832-6878

Souvenir Concessions

Michelle Walsh, Women's Basketball Coach

Lawrence University

Phone (920) 832-7272 Fax (920) 832-7349

Tickets

Mary Jo Christensen, Ticket Office

Lawrence University

Phone (920) 832-6760 Fax (920) 832-7349

Sports Medicine

Wade Peitersen, Athletic Trainer

UW-Oshkosh

Phone (920) 424-7138 Fax (920) 424-1068

Erin Buenzli

Athletic Trainer

Lawrence University

Phone (920) 832-6762 Fax (920) 832-7349

Fox Cities Stadium

Rob Zerjav, President

Wisconsin Timber Rattlers

Phone (920) 733-4152 Fax (920) 733-8032

TRANSPORTATION

Outagamie County Regional Airport serves the Appleton area. Service is provided by United Express, Comair (Delta Connection), Northwest Airline and Midwest Express. Other airports serving the area are located in Green Bay and Milwaukee.

LODGING

All regional champions and the NCAA Committee will be lodged at the Paper Valley Hotel. Each team is responsible for making its own arrangements, no later than Monday, May 19, 2008.

- Hotel contact is Nancy Hollis...1-800-242-3499
- A hotel representative will be on duty Sunday, May 18, 2008; Nancy will confirm all reservations on Monday, May 19, 2008.

BANQUET

There will be a championship banquet for all NCAA team travel parties (28 total), championship officials, NCAA Division III Baseball Committee members and local honored guests. The banquet will be held at the Paper Valley Hotel on May 22, 2008 @ 7:30 p.m.

Tickets for family members and friends are available at a cost of \$30.00 per person and must be purchased in advance. Tickets purchased may be picked up at the banquet. Tickets may be ordered by calling the front desk at the Paper Valley Hotel at (800) 242-3499. **You will need to order tickets for family members and guests by 12 noon on Tuesday May 20, 2008.**

BARBECUE

There will be a barbecue lunch served for all NCAA team travel parties (28 total), championship officials, NCAA Division III Baseball Committee members and local guests. The barbecue will be held at the picnic area in Fox Cities Stadium on practice day (Thursday, May 22nd) between the hours of 11:30 a.m. and 12:30 p.m.

PUBLICITY

Teams advancing to regional tournaments of the NCAA Division III Baseball Championship are required to supply the information listed below to Kennan Timm, UW-Oshkosh Sports Information Director by **OVERNIGHT DELIVERY**. The information will be used for the event's media guide and Web site.

Please supply the following: (photos/logo on a zip disk/CD if possible)

- Colored photographs (head and shoulder shots) of 24 eligible players
- Colored photograph (head and shoulder shot) of head coach
- Colored team photograph
- Colored action photographs of two outstanding players
- Colored athletic logo
- Team roster, including number, name, position, year, bats, throws, height, weight, hometown and coaches
- 150-word school story
- 100-word story on head coach (send if team makes it to finals)
- 2007 statistics with game scores (needs to be updated if team makes it to finals)
- Quick facts, Including year founded, enrollment, nickname colors, conference, president/chancellor, director of athletics & sports information director
- 15-20 quick notes about team, program, players, head coach, etc. (send if team makes it to finals)
- 2008 media guide (2 copies)

All photos will be returned following the event.

The above information should be sent to:

Kennan Timm, Sports Information Director
UW-Oshkosh
108 Kolf Sport Center
Oshkosh, WI 54901
Phone: (920) 424-0365
Fax: (920) 424-7445
E-mail: timmk@uwosh.edu

Please send this information immediately upon receipt of this memorandum.

POST GAME INTERVIEWS

Coaches are reminded of the NCAA policy regarding post-game interviews, which stipulate that you are obligated to the entire representative media covering the tournament. There will be a 10-minute cooling off period following each game or following an awards ceremony if a team is involved in one. A designated area will be provided for interviews, distribution of statistics, etc.

TICKET PRICES

Day game ticket prices are as follows:

- Adults \$10.00; Students and Children \$6.00
- All tournament passes will be \$30.00 for adults and \$18.00 for students/children.

Tickets may be purchased by calling the Lawrence University Athletic ticket office at (920) 832-6749 or the T-Rats Stadium at (920) 733-4152.

COURTESY CARS

There will be a car available for each coaching staff for their local needs. The keys to the car may be picked up at the front desk at the Paper Valley Hotel.

CONFERENCE CALL

For all participating teams...Monday, May 19th, 2008 @ 3:00PM eastern time.

- Head coach and Institutional administrator are expected to be on the call
- Phone number for the call is 1-800-289-5126
 - Pass Code is 365428 #

PRACTICE SCHEDULE

Thursday, May 22, 2008

(Teams will be assigned practice time after regional championships)

<u>Time</u>	<u>Stadium</u> <u>Regional Champion</u>	<u>Auxiliary Field</u> <u>Legion Field</u>
8:30-9:20 a.m.	-----	
9:20-9:30 a.m.	Field Maintenance	-----
9:30-10:20 a.m.		
10:20-10:30 a.m.	Field Maintenance	-----
10:30-11:20 a.m.		
11:20-11:30 a.m.	Field Maintenance	-----
11:30-12:30 p.m.	Break	Team Barbecue/Coaches Meeting at Fox Cities Stadium
12:30-1:20 p.m.		
1:20-1:30 p.m.	Field Maintenance	-----
1:30-2:20 p.m.		
2:20-2:30 p.m.	Field Maintenance	-----
2:30-3:20 p.m.		
3:20-3:30 p.m.	Field Maintenance	-----
3:30-4:20 p.m.		
4:20-4:30 p.m.	Field Maintenance	-----
4:30-5:20 p.m.		
5:20-5:30 p.m.	Field Maintenance	-----
5:30-6:20 p.m.		-----

PRE GAME SCHEDULE

The following pregame schedule shall be followed for all games at the NCAA Division III Championship:

	<u>Before Game</u>
<u>Home Infield</u>	40 minutes
Visitor infield	30 minutes
Field Preparation	20 minutes
Introductions (If necessary)	12 minutes
National Anthem	06 minutes
Umpires/coaches meeting	03 minutes
Home team on field	03 minutes
First pitch	00

**Rain Practice Schedule
Thursday May 22nd**

Lawrence University Gym

8:45-9:35

9:45-10:35

10:45-11:35

11:45-12:45

1:00-1:50

2:00-2:50

3:00-3:50

4:00-4:50

5:00-5:50

DAILY PRACTICE SCHEDULE

	Home Team (Legion Field)	Visiting Team (Legion Field)
Arrive at BP field	2:35 before game	1:50 before game
BP starts	2:30 before game	1:45 before game
BP ends	1:45 before game	60 mins. before game
Arrive at F.C. Stadiums	50 mins. Before game	40 mins. before game
Infield	40 minutes before game	30 minutes before game

GAME TIMES

Day 1	10:00 a.m.	1:15 p.m.	4:30 p.m.	7:45 p.m.
Day 2	10:00 a.m.	1:15 p.m.	4:30 p.m.	7:45 p.m.
Day 3	Noon	3:30 p.m.	7:00 p.m.	
Day 4	Noon	3:30 p.m.		
Day 5	11:00 p.m.	2:30 p.m.		

PRE-CHAMPIONSHIP MEETING

A required pre-championship meeting for all head coaches, sports information directors and athletic administrators (total of 3 people from each team), championship director, and umpire-in-chief will be held with NCAA representative and NCAA Division III Baseball Chairman, Lee Driggers on Thursday, May 22, 2008. The meeting will be held during the lunch break of the team barbeque at the Fox Cities Stadium @ 11:30 AM

BASEBALLS

The Rawlings R1 NCAA baseball will be used for championship play.

SOUVENIR MERCHANDISE

A variety of NCAA Baseball Championship souvenir merchandise will be on sale at the Stadium.

CHAMPIONSHIP PACKETS

Each team will receive PACKETS upon arrival of its assigned motel. Packets will include the following:

Participant passes
Banquet passes

Barbecue passes
Parking passes

TEAM HOSTS

Each team will be assigned a host from the Fox Valley area. They are to assist with travel to and from the functions as well as general arrangements while in the area. The host will contact you soon after your arrival at the hotel or will phone you in advance to arrange a time to meet.

AWARDS

Team awards will be presented immediately following each game in which a team is eliminated. For the first six teams eliminated, this will include the Regional Championship Trophy and individual awards. The Championship and Runner-up trophies and individual awards will be presented following the championship game. The all-championship team will also be recognized at that time.

TEAM PHOTOGRAPHS

An official photographer will take photos of all teams participating in the NCAA Division III Baseball Championship on Thursday during the team barbeque at 11:30-12:30. You will need to wear your game uniforms.

SPORTS MEDICINE INFORMATION

The University of Wisconsin Oshkosh and Lawrence University Athletic Training Staffs, would like to congratulate you and your team on qualifying for the 2008 Baseball World Series, to be held at Fox Cities Stadium in Appleton. Both UW Oshkosh and Lawrence University will be the host institutions and are looking forward to meeting and serving you throughout the World Series.

The following information pertains to athletic training services that will be available over the championship weekend. All athletic training treatments for athletes will take place at Fox Cities Stadium. The general athletic training room is located on the first base side, within the visiting team locker room. Hot packs, ice, muscle stim and ultrasound will be available. NO WHIRLPOOLS will be on site. Water, ice and cups will be provided in each dugout during games. The athletic training room will open 2 _ hours prior to the first game each day and will remain open until the conclusion of the last game.

A Certified Athletic Trainer along with athletic training students will be available during the entire World Series. Lawrence University Team Physician, Dr. Charles McKee and his staff, will be on call throughout the championship for emergency needs.

Please furnish your own supplies. The UW Oshkosh or Lawrence University Athletic Training Staff will be available to assist visiting teams with treatments and taping. Any athlete needing muscle stim or ultrasound will need a note from their Certified Athletic Trainer or Team Physician. If any of your athletes require special treatment please notify us at least 3 days prior to the championship. Please [go to go.to.uwosh.edu/athletic_training](http://go.to.uwosh.edu/athletic_training) and click on championship events for more medical information pertaining to this years' World Series.

IMPORTANT PHONE NUMBERS

Head Athletic Trainer UWO:	Wade Peitersen	920-424-7138
Head Athletic Trainer Lawrence:	Erin Buenzli	920-832-6762
Assistant Athletic Trainer Lawrence:	Lisa Krantz	920-832-6762
Lawrence Team Physician:	Dr. Charles McKee	920-996-1000
Ambulance:	Gold Cross-Neenah, WI	920-727-3020
Hospital:	Appleton Medical Center	920-731-4101
UW Oshkosh Athletic Training Room	General	920-424-7142
	Fax	920-424-1068
Lawrence Athletic Training Room	General	920-832-6762

CHAMPIONSHIP WEEK SCHEDULE

Thursday, May 22 Team practices 8:30 a.m. – 6:20 p.m. (1 hour at Fox Cities Stadium, 1 hour at Legion Field)

Coaches meeting, team barbecue and team pictures at Fox Cities Stadium for each traveling party... 11:30 a.m.-12:30 p.m.

Championship Banquet	7:30 p.m. Paper Valley Hotel
Umpires Meeting	8:00 p.m. Holiday Inn

Friday, May 23

Game #1	10:00 a.m.
Game #2	1:15 p.m.
Game #3	4:30 p.m.
Game#4	7:45 p.m.

Players' Recreation Room... 8:00 a.m.- 12 a.m. Paper Valley Hotel

Hospitality Area at Fox Cities Stadium for coaches, NCAA committee, and workers... 4:30 p.m.-6:30 p.m.

Saturday, May 24

Game #5	10:00 a.m.
Game #6	1:15 p.m.
Game #7	4:30 p.m.
Game #8	7:45 p.m.

Players' Recreation Room... 8:00 a.m.-12 a.m. Paper Valley Hotel

Hospitality area Fox Cities Stadium for coaches, NCAA committee, and workers... 4:30 p.m.-6:30 p.m.

Sunday, May 25

Player Chapel	8:00 a.m.	Paper Valley Hotel
Parents/Fans Chapel	9:00 a.m.	Paper Valley Hotel

Game #9	12 Noon
Game#10	3:30 p.m.
Game#11	7:00 p.m.

Players' Recreation Room... 8:00 a.m.-12 a.m. Paper Valley Hotel

Hospitality area Fox Cities Stadium for coaches, NCAA committee, and workers... 4:30 p.m.-6:30 p.m.

Monday, May 26

Game #12 12 Noon.
Game #13 3:30 p.m.

Players' Recreation Room...8:00 a.m.-12 a.m. Paper Valley Hotel

Hospitality Area at Fox Cities Stadium for coaches, NCAA committee,
and workers...1:00 p.m.-3:00 p.m.

Tuesday, May 27

Game #14 11:00 a.m.
Game#15 2:30 p.m. (if necessary)

Players' Recreation Room...8:00 a.m.-11:00 a.m. Paper Valley Hotel

Hospitality area Fox Cities Stadium for coaches, NCAA committee and
workers....10:30 a.m.-12:30 p.m.

TRAVELING DIRECTIONS

Paper Valley Hotel to the Practice Fields and Fox Cities Stadium:

Paper Valley Hotel to Fox Cities Stadium

Take College Avenue, west to Casaloma Drive. Turn right on Casaloma Drive and the stadium will be on your right about one mile north.

Paper Valley Hotel to Lawrence Field

Take College Avenue east to John Street. Turn right on John Street and turn right on Newberry Street, the field will be on your right about mile.

Lawrence Field to Fox Cities Stadium

Take College Avenue left and follow directions from Hotel to Fox Cities Stadium.

Paper Valley Hotel to Legion Field

Same directions as you are going to the Fox Cities Stadium. Legion Field will be on your right on College and Bluemound Drive.

Legion Field to Fox Cities Stadium

Same directions as Paper Valley Hotel to Fox Cities Stadium.