***UNIVERSITY OF WISCONSIN - MADISON***

***BOWLING TEAM HANDBOOK***



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**UW-Madison Bowling Team Mission Statement**

The UW-Madison Bowling Team exists to provide UW-Madison students with an opportunity to become more involved in bowling, both as a competitive and as a social activity. The Team members compete seriously, but they are here primarily for academics. Any UW-Madison student is welcome to join the Team. However, anyone who joins the Team is expected to follow through on their commitment to both their academic work and to the Team.

**Benefits Provided By the Wisconsin Union:**

* Transportation and entry fees for selected Team members to Conference and other regional and national tournaments as the budget allows.
* Eligibility to join the Bowling Club and to take advantage of free practice time.
* All necessary team sanctioning and eligibility paperwork will be handled by the Team Advisor.
* Uniform shirts will be provided for use during tournaments.

**Team Member Obligations:**

**Membership Eligibility**

Team members must be students at the University of Wisconsin-Madison and must meet USBC-Collegiate eligibility guidelines.

**Financial Commitments**

Team members are expected to help contribute to the team budget in order to maximize the number of tournaments which we can attend. The following are the specific expectations:

* Team members must pay $20.00 each year of participation as a contribution towards team sanctioning. This fee may be waived, if the budget allows.
* Team members are required to join the Bowling Club during each semester of active participation in the Team. Bowling Club membership entitles Team members to free practice time on the Union South bowling lanes before 5:00pm.
* Team members are required to participate in a weekly team league (see below).
* Team members are expected to participate in fund raising activities (see below).
* Team Members are responsible for hotel, food, and other miscellaneous expenses during tournament weekends.

**Team League Attendance and Activity**

All Team members are required to participate in a weekly bowling league for the entire bowling season (see below). Scores from this league will be used to help determine eligibility to travel to tournaments.

The format of the league, including the number of games, the date and time of the league, and other details will be determined at the beginning of the fall semester.

Team members will actively recruit other students to participate in the bowling league. Friends, classmates, and participants from other leagues and bowling clubs are good sources of new league bowlers.

All rules for participants in Wisconsin Union Bowling Leagues apply equally to Team members. This includes the rules regarding absenteeism.

Any Team member missing more than two nights of league bowling and/or league payments in a semester will automatically be suspended until all games are made up.

Team members are encouraged to bowl their games during the league times, but will be allowed to pre-bowl or post-bowl for league. They must provide prior notice to the League Supervisor.

No exceptions to league attendance requirements will be made other than medical excuses documented by a note from a physician.

**Fund Raising**

All Team members are expected to be enthusiastic supporters of Sett Recreation and of league bowling.

Various fund raising opportunities may be organized throughout the season. The proceeds from these events are used to help finance team activities such as optional tournaments. Team members are expected to participate in fund raising activities to the best of their abilities. Members who directly benefit from the proceeds of fund raising should be especially conscientious about committing effort to the activities. Each year, the Team Advisor, in consultation with the Team members, will set a target fund raising amount for each member.

Team members are urged to suggest new and creative means of raising funds. However, all fund raising activities must follow Wisconsin Union, University of Wisconsin, and State of Wisconsin policies and procedures.

**GENERAL RULES AND PROCEDURES:**

**The Bowling Season**

The season will commence with the first day of leagues each fall and end the week after the USBC Team Sectional tournament. Team members are required to pay for and attend (or make up) ALL league dates.

**Practice**

Members of the Bowling Team are encouraged to practice at least once per week. However, this is not a requirement. The Team Captains are encouraged to organize group practice times.

**Discipline**

Participants involved in intercollegiate competition should carefully read the league participation requirements. Failure to complete league obligations will result in suspension.

Additional penalties may be incurred for violating USBC-Collegiate rules, UW-Madison or Wisconsin Union policies or procedures, or abuse of equipment and/or staff.

**INTERCOLLEGIATE RULES AND PROCEDURES:**

All sanctioned Team members are eligible to compete for participation in intercollegiate tournaments. The procedures below help clarify this activity. Rules and policies outlined are in addition to the policies above.

**Eligibility for Intercollegiate Competition**

All participants in intercollegiate events must meet minimum eligibility requirements established by USBC-Collegiate. These include:

1. Minimum cumulative grade-point of 2.0.
2. Undergraduates = Minimum 12 credit course load for the semester. Graduates = Minimum 6 actual credit course load for the semester. Members who drop below the minimum credit load in mid-semester, after having participated in intercollegiate competition that semester, will be disallowed participation in further intercollegiate competition for 1 full season.
3. Satisfactory degree progress as defined by USBC-Collegiate.
4. Maximum of 4 years intercollegiate bowling participation.
5. Sanctioning for intercollegiate competition.

A link to the current USBC-Collegiate rule book may be found by clicking on the USBC Collegiate Rulebook link found at <https://bowl.com/youth/collegiate/registration-forms>.

**Establishing and Maintaining Eligibility**

A minimum of three qualifying games will be bowled each week during the season, except during winter and spring breaks. Team members will be allowed to miss a maximum of one week of qualifying each semester and still be considered current.

Fall Semester:

1. To qualify under the year-to-date qualifying guidelines, a Team member must be current with their qualifying games.
2. A Team member joining mid-semester must make up all qualifying games for the current semester in order to establish eligibility under the year-to-date qualifying guidelines.
3. To qualify under the prior-two-weeks qualifying guidelines, a Team member must have bowled the six most current games in the two weeks prior to determining eligibility. It is possible for a Team member joining mid-season to be eligible under the prior-two-weeks guidelines, but not under the year-to-date guidelines.

Spring Semester:

1. To qualify under the year-to-date qualifying guidelines, a returning Team member must be current with their qualifying games for the spring semester, as well as having bowled all fall qualifying games.
2. A Team member joining in the spring semester must make up all qualifying games for the current semester, as well as bowling an additional 12 games.
3. To qualify under the prior-two-weeks qualifying guidelines, a Team member must have bowled the six most current games in the two weeks prior to determining eligibility.

**Selection of the Intercollegiate Team**

The rules and procedures below will be used to determine the make-up of the traveling team for all tournaments. For all tournaments, the Team Captains will consult with the Team Advisor on the Tuesday preceding each tournament to finalize the roster.

For scheduled tournaments, the first two positions will be filled by the Team members with the highest YTD qualifying averages. Positions three and four will be filled by the Team members who have the highest four-week league average. If there is an overlap in the first four choices, then the Team Captains may fill the open spot(s) with the bowler(s) whom they feel best meets the particular needs of that tournament. Positions five and six will be given to the Team Captains. If one or both of the Team Captains are unable to attend, they may, in consultation with the Team Advisor, choose a Team member or members to fill the position.

For special tournaments, the Team Advisor, in consultation with the Team Captains, may create alternate objective selection criteria.

For every tournament, the Team Captains will designate one bowler as an alternate.

If a Team member has missed more than one week of qualifying bowling without having made up for the missing week, they will not be eligible to travel to a tournament.

**Qualifying Games**

These games will be used to help determine the make-up of the traveling team. These games must be:

1. Rolled during weekly league (except as noted above).
2. Bowled on any pair of lanes.
3. Recorded by the automatic scorers. Any manual score adjustments must be verified and initialed by the desk clerk.
4. Qualifying games must be bowled in sets of three during a single session, with no significant time breaks between the games.
5. Games started as qualifying games must be completed and scores submitted.

No more than three games may be bowled for record in any week except for the purpose of re-establishing eligibility to travel. If more than three games are bowled the highest game(s) will be dropped.

Score sheets from all games bowled must be printed and turned in to the Team Advisor. The week for which the qualifying games are being bowled must be recorded on the score sheet.

**Definition of Tournament Types**

Team members compete to represent the UW at a variety of tournaments. These are referred to either as "Scheduled Tournaments" or as "Special Tournaments." Team members may choose to participate in additional tournaments at their own expense. These are referred to as "Optional Tournaments.”

**Scheduled Tournaments:** Selection of participants will be made according to the format above.

**Special Tournaments:** These are unique and/or prestigious events which occur during the season such as the Sectionals. Designation of such events will be determined by the Team Advisor in consultation with the Team Captains. Selection of participants will be determined by objective criteria established in advance of the qualifying date. Examples of criteria that may be used include level of participation throughout the season, league participation, and/or scores at a special roll-off.

**Optional Tournaments:** Participation in these events is not required, and is at the expense of the participants. Selection will be made according to normal procedures from among interested participants. Normal selection processes are required for optional tournaments even though no organizational funds are used. In most cases these events are invitational and the number of teams that can attend is limited. Since there is limited opportunity to participate selection will be based upon objective criteria.

**TRAVEL RULES AND PROCEDURES:**

**Travel Rules**

Travel rules can be summarized with the statement "Behave like a mature adult." Team members are representatives of the University of Wisconsin and should act in a manner that will leave a positive impression. The following are some specific rules which must be followed:

1. *Vehicles may be driven only by drivers authorized by UW Risk Management.*
2. No alcohol may be consumed or transported in University vehicles.
3. No drivers may consume alcohol or other drugs on the day they will drive.
4. No underage Team members may consume alcohol at any time.
5. All Team members must travel to tournaments in the designated transportation or receive prior authorization to use an alternate means of travel.
6. Drivers and passengers must abide by all vehicle regulations.
7. Safety belts must be used by all vehicle occupants at all times.
8. State fleet vehicles may be used only for travel to the authorized destination.

Due to the serious potential consequences of violating the above rules (including the possibility of losing the privilege of borrowing state vehicles), violations will result in suspension of the entire Team for a period deemed suitable by the Team Advisor.

**Tournament Attire**

Per USBC-Collegiate rules, Team members must wear matching, non-denim, trousers or skirts and the team shirt. Team shirts will be loaned to Team members who are chosen to travel to the tournament. These shirts must be returned after the tournament. More detailed uniform requirements may be established for select tournaments.

**Determination of Team Line-ups**

The bowling order at competitive events will be determined by the Team Captains.

In the event the Team Captains are not present an individual designated by the Team Advisor will make these decisions.

Any disputes regarding bowling order will be decided by the Team Advisor or, in their absence, an individual designated by the Team Advisor (for example, the Team Advocate).

**Substitution of Alternate Bowlers**

Substitution of bowlers during a competition may be necessary to maintain a highly competitive team.

The decision to substitute bowlers in competition will be made by the Team Captains according to the guidelines below. Any Team members who become disruptive due to decisions made by the Team Captains during competition will be suspended. Questions regarding the Team Captains’ interpretation of the guidelines may be discussed with the Team Advisor after the competition.

Bowlers will be substituted according to the following guidelines:

1. A score significantly (30 pins or more) below the tournament average for any game. If this applies to multiple Team members, then shot quality, as judged by the Team Captains, will also be considered.
2. Any Team member using profanity, expressing frustration in an unfitting manner, arguing with officials, taunting opponents or teammates, or otherwise behaving in an unsportsmanlike manner will be substituted immediately.
3. Any Team member arriving more than ten minutes past the departure time will automatically be designated alternate for that competition.

**Timely Departure**

To be considered on time, Team members must be available and ready to leave, with all equipment packed, by the stated departure time. The departure time and location will be announced by the Team Captains at least two days prior to the departure date.

Departure times are determined to assure safe arrival at events in time to comfortably prepare for competition. No additional time is built in. Individual tardiness reduces the preparation time for other Team members at the tournament site.

No-shows/absences not substantiated by medical excuse will result in the Team Member being disallowed from competition for the next two events.

In the event of chronic violations by a Team member, penalties will be determined by the Team Captains and the Team Advisor and may include permanent suspension.

**Spectators**

Parents and friends are welcome to attend competitions to support the team. The Team will not subsidize such attendance in any way.

Spectators are expected to abide by USBC rules which specifically forbid any form of coaching from the sidelines.

Spectators are expected to behave with decorum and to adhere to sportsmanship and code of conduct rules found in the USBC Collegiate Rulebook.

Spectators who violate USBC rules or behave in an unsportsmanlike manner will be reported to the Team Advisor and will be subject to penalties as stated in the USBC Collegiate Rulebook.

**TERMINOLOGY:**

**Types of Averages**

Prior-Two-Week Average - This figure will be the average score for the prior two weeks. If the roster posting date is less than two weeks into the season, the average from the previous week will be used.

Year-To-Date Average - This figure will be the average of all qualifying games bowled for the season.

**Definitions of Membership Categories**

In Good Standing: Team members that are current on all required games, league attendance, and are not currently being disciplined for rule violations.

In the two categories below, Team members are eligible for all team privileges except that they may not participate in any intercollegiate competition.

Game Ineligible: Team members that are not eligible for travel due to failure to complete the required number of games of record.

Rule Ineligible: Team members that are not eligible for travel due to rule violations or failure to fulfill team obligations.

**Categories of Suspension**

The decision to suspend a Team member is made by the Team Advisor. Team members may be suspended for rule violations, academic misconduct, unsporting behavior, or other reasonable cause. The categories of suspension are:

Time Suspension: Team members are suspended for a stated period of time. During the period of suspension all team rules must be followed and obligations fulfilled. The suspension automatically expires at the end of the stated period. This penalty is applied if rules have been broken or procedures not followed in single or isolated instances.

Indefinite Suspension: Team members are suspended for an unspecified period of time. The suspension will terminate when the Team Advisor reviews the member's status and determines that there is a strong likelihood that no further violations of rules or policies will occur. During the period of suspension all team rules must be followed and obligations fulfilled. This penalty will be applied in the event of severe or repeated failure to follow rules or procedure.

Permanent Suspension: Team members that are permanently suspended will be permanently disbarred from Team membership and its benefits. In a suspension of this type the individual is no longer obligated to team responsibilities or rules. This penalty will be applied in the event of chronic or extremely severe disciplinary problems.

**OFFICERS:**

**Selection of Team Captains**

The Team Advisor will, with input from the Team members (generally expressed as a vote), select the Team Captains. Separate Team Captains will be selected for both the Men and the Women. Co-captains may be selected for both or either the Men and/or the Women. No more than two Team Captains may be selected for either the Men and/or the Women.

**Captains’ Responsibilities**

The Team Captains will be responsible for matters relating to intercollegiate competitions and travel as noted above. They will make team personnel decisions, determine line-ups, team fund raising activities, and perform other duties as determined in consultation with the Team Advisor.

**Advocates**

The Team Advisor, in consultation with the Team Captains and Team members, may designate an Advocate to consult with the Team Captains on decisions made during the tournament. The Team Captains will give due regard to the Advocate’s opinions. The Team Advocate may serve as a tie-breaker when the Team Captains cannot agree on any matter relating to the tournament.