2019 Regional Academic Spring Meet Handbook

Region I - 4A & 5A Conferences
Texas Tech University
Lubbock, Texas

4A Regional Academics - April 12\textsuperscript{th} – 13\textsuperscript{th}
This handbook provides information for UIL contestants entering regional competition in academics. Please read this information carefully and print as needed. If you have any questions, please contact the Regional Meet Office.

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806-742-2350

Meet Director
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Welcome to Texas Tech UIL
UIL Sponsors and Participants:
Greetings and welcome to Texas Tech University. Please use this handbook as a guide for the UIL competitions. We hope your visit in Lubbock and on the Texas Tech University campus is exciting and memorable. If you have questions or comments, please contact kellyn.schneider@ttu.edu or call (806) 742-2350.

Best of luck during your competition!
STUDENT CODE OF CONDUCT FOR TEXAS TECH UIL EVENTS

Texas Tech UIL believes it is necessary that students be made aware of the behavior that is expected of them when attending invitational or regional events on the Texas Tech campus.

- Show proper care and regard for university property and the property of others.
- No damage, destruction, or theft of personal or university property.
- Show proper care for any technology used at UIL events.
- Students must stay in the designated area for UIL events. No wandering through the building. Teachers must monitor their students and know where they are at all times.
- Students need to respect all program staff and university personnel.
- Students must not engage in any activity that poses a threat or danger to the safety of other students, staff, or school property.
- Students are expected to behave in accordance with standards which contribute positively to a learning environment. This behavior is essential for the development of UIL programs that are promoted by Texas Tech. Any negative behavior will not be tolerated.

Meet Headquarters

Holden Hall and English/Philosophy are located on the Texas Tech campus. Upon arrival, please proceed to your designated contest room. The central Meet Headquarters room for all final results will be in Holden Hall – room 05

Parking

**Bus Parking Friday and Saturday:** MUST park in Lot C11 - C16 Commuter West across from the United Supermarkets Arena on 18th and Indiana (See map below).

**All other vehicles Friday and Saturday:** Must park in C11-C16 Commuter West or C-1 Commuter North next to the Football Stadium if arriving before 5:30 pm. After 5:30 pm and on Saturday vehicles (EXCEPT BUSES) can park near the English building and Holden Hall.

Please use the parking link below to register all buses and vehicles:

[Click here to register](#)

If you have any problems registering your vehicle please contact Events, by email at Events.Parking@ttu.edu or by phone at 742-PARK.
**Registration**

On the day of the regional contests there will be NO central registration but there will be information tables set up in Holden Hall and English. Coaches and sponsors are expected to have students report to locations at times listed in this handbook. Each Contest Director will have a list of those eligible and will call roll at the starting time of the event.

**Dining Options**

[SUB Hours | Student Union & Activities | TTU](https://www.ttu.edu/student-life/student-activities/students-organization/ttu-sub-hours/)

[The 10 Best Restaurants Near Texas Tech University - TripAdvisor](https://www.tripadvisor.com/)

**Regional Contest Materials Mailed**

*We cannot release materials until end of the day on Saturday.*

If your school must leave early and would like for us to mail any UIL Regional Academic tests and/or awards that were not picked up, please send a $10 check and a return address to:

Texas Tech UIL, Box 45035, Lubbock, TX 79409 or pay the day of event at the information table in Holden Hall.

All material not picked up on the day of the event will be held until May 31, 2019.

Anything left after this date will be discarded.

**Regional Meet Memorabilia**

Regional pins, patches, rockers, and t-shirts will be available at the front entrance of Holden and English buildings.

**Alternates**

In case a qualified contestant is unable to participate in an event in the regional meet, it is the responsibility of the qualifier’s designated administrator to notify the Spring Meet District Director in writing. The Spring Meet District Director shall contact the Regional Director as well as the next lower place finisher, who shall then become qualified to represent the district. Alternates who are not taking the place of an absent qualifier shall not be allowed to participate in the competition.

**Substitution Team Members**

A school team contains 3 or 4 members. A school may substitute one member per team. It may not substitute two or more members onto the team. A four-member team may, however, drop one person, substitute one person and compete as a three-member team. A substitute shall present the contest director a signed “Substitute Eligibility Form” or a letter certifying eligibility, signed by a school official. A first place or wild card team may advance only as many members as participated in the qualifying meet.

**Verification/Awards/Posting of Results**

Awards will be presented in the verification room after results have been finalized. Students, coaches, and/or other school officials are urged to attend all verification periods. The Contest Director for each contest will announce the location and time of the verification period. All awards and tests not picked up at verification will be taken to the Meet Headquarters. Please pick up your school’s awards and tests by the conclusion of the meet on Saturday. Results will be posted outside the Meet Headquarters as soon as the results have been received and finalized.

**Grading**

In many contests, coaches are needed to assist in grading to ensure accurate, timely and efficient grading. Contest Directors will provide specific details in terms of time and place for grading. Coaches’ assistance is much appreciated.
Speech & Debate Judging

Lincoln-Douglas Debate Judging Requirements:

Each school with entries in LD Debate must supply one qualified judge, to remain for assignment, for as long as debaters from the respective school remain in competition. A “qualified judge” is one experienced in judging LD Debate. Schools are to notify the Regional Meet Director of their judge’s name within (7) days after their District Meet. Failure to fulfill the judging obligation will jeopardize the entry of students from the respective school in the Regional Meet.

Individual Events Judging Requirements:

Each school with entries in Individual Events (Poetry, Prose, Persuasive and Informative Speaking) must supply one qualified judge to be available for judging in preliminary rounds. A “qualified judge” is one experienced in judging these events. Schools are to notify the Regional Meet Director of their judge’s name within five (7) days after their District Meet. Failure to fulfill the judging obligation will jeopardize the entry of students from the respective school in the Regional Meet.

Speech/Debate Contact person: Stephanie Allen
stephanieallenconsulting@gmail.com
(806) 470-3803

Each school will need to provide a timekeeper to help with Speech Events.

**Equipment Needed**

Computer Science: Each team must provide its own equipment; there will be no computers available to borrow. Each team may use only one computer for the contest, which means one system, one monitor and one keyboard/mouse. The use of multiple displays and/or input devices is prohibited. (Teams may bring a backup computer to use in case of equipment failure, but it must remain powered off and stored unless needed.) Students must ensure that all previously written code is deleted. Calculators are NOT permitted for the written or programming portions of the contest.

Computer Apps: Each student shall provide their own laptop and printer. No reserve computers, repair services, copy stands, or holders are provided at the meet. If students find there is a problem with their system at the competition, another student or coach MAY lend students a replacement, but it is best for competitors to bring their own backup equipment.

Journalism Events: Each student shall provide their own laptop and printer if they wish to use one. Contestants who opt to compose their entries on computers accept the risk of computer malfunction. In case of computer malfunction, the contestant may use the remaining allotted time to complete the composition in handwriting. Unlined paper will be available for contestants who wish to compose on paper. Contestants should provide their own writing utensils and may provide their own lined paper. Computers are not allowed in the Headline contest. Students can use a dictionary, thesaurus and/or an AP stylebook.

Ready Writing: Each student shall provide their own laptop and printer, if they wish to use one. Typed entries must be double-spaced, using any standard 12-point font and 1-inch margins on 8 ½ x 11-inch computer paper. When printing, the print command must be started by the time contest time expires. Contestants who opt to compose their entries on computers accept the risk of computer malfunction. In case of computer malfunction, the contestant may use the remaining allotted time to complete the composition in handwriting. Paper will be available for contestants who wish to compose on paper. Contestants should provide their own pens. Compositions may not be written in pencil. Written entries must be written in ink on one side of the page only.

Texas Tech UIL – Division of Institutional Diversity, Equity, and Inclusion