

WESTERN CAROLINA UNIVERSITY

TOURNAMENT OF CHAMPIONS

“A Showcase of Elite Marching Bands”

**PROCEDURES, RULES, AND
ADJUDICATION**

2009
Tournament of Champions

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Mission Statement

Western Carolina University's "Pride of the Mountains" Marching Band is hosting a championship marching band event with the purpose of creating a "spotlight" on the positive activities of those students, teachers, instructors, and parents who participate in and with those organizations. It is our goal to have every band that participates go away with a feeling of accomplishment and with information that can improve their future performances.

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Tournament of Champions

Contest Regulations

CLASSIFICATION

The contest will be divided into three classes, each determined by the number of wind players in each ensemble. The breakdown for those classes is as follows:

Class A	0 - 48	Winds
Class AA	49 - 89	Winds
Class AAA	90 +	Winds

SCORING AND ADJUDICATION SYSTEM

The system employed to rank and rate the ensembles participating in this event will operate on the assumption that music is the most important aspect of a marching band's performance. The visual component of the program will serve to present and enhance the musical performance. With this in mind, the weight of the numbers in the scoring system will place 60% of the value on music and 40% on visual concerns. At the same time, more weight is provided on effectiveness to the audience of the music and visual program than to the execution of the music and movement. As a result, 60% of the score is drawn from the general effect area and 40% from within the performance area.

The point breakdown is as follows:

20 points *	Music performance (Individual)	1 judge
20 points *	Music performance (Ensemble)	1 judge
20 points	Visual performance	1 judge
20 points	Effect Visual	1 judge
40 points	Effect Music	2 judges
* Averaged		

After scores are tabulated, any penalties imposed for various infractions will be deducted from the accumulated score. If two or more bands have a tie in their final score, the high placement will be awarded to the band with the higher **raw** score (subtotal before penalties). If a tie still exists, the highest **General Effect** total will be used to determine the final placement.

There will be a Chief Judge whose responsibilities will include:

- A. providing an overview of the system to the judging panel before the event.
- B. explaining the adjudication sheets and educating the judging panel regarding terminology, number management, criterion information and specifics on each sheet.
- C. overseeing number management and helping to prevent unusual spreads and ties.
- D. collecting completed evaluation forms, recap sheets, and carbon copies of adjudication forms.
- E. double taping each judge during some part of the event in order to aid the judge's evaluation and education.
- F. completing a contest evaluation form and reporting any irregularities to the NC Bandmasters Marching Band Committee.
- G. assessing, in consultation with the contest director, penalties presented by the timing and penalty judge.
- H. training the tabulator and overseeing their work.
- I. training the timing and penalty official and field entry official.
- J. serving as a liaison between the judging panel and the contest director.
- K. passing out payment checks to the judging panel at the conclusion of the event and upon receipt of their evaluation forms. *(It is the responsibility of the contest to hire and write the pay checks for the adjudication panel.)*
- L. serving as a panel member in the event of an emergency.

The Chief Judge will not score any bands or help to determine the outcome of the event except when pressed into service by an emergency.

The Music Performance (Individual) Judge is located at field level. This adjudicator is encouraged to move freely around the field. He/She will utilize a tape recorder to provide a commentary of their evaluation. There will be one judge in this caption.

The Music Performance (Ensemble) Judge is located in the press box and will be stationary during the entire performance. He/She will utilize a tape recorder to provide a commentary of their evaluation. There will be one judge in this caption.

The two Music Performance judges will have their scores averaged for a total of 20 points.

The Visual Performance Judge is located in the press box and will be stationary during the entire performance. He/She will utilize a tape recorder to provide a commentary of their evaluation. There will be one judge in this caption.

The Visual Performance Judge's score will not be averaged with any other score.

The General Effect Visual Judge is located in the press box and will be stationary during the entire performance. He/She will utilize both a tape recorder and score sheet to provide a commentary of his/her evaluation. There is one judge in this caption.

The General Effect Visual Judge's score is not averaged with any other score.

The General Effect Music Judges are located in the press box and are stationary during the entire performance. They will utilize both a tape recorder and score sheet to provide a commentary of their evaluations.

The General Effect Judges' scores are not averaged.

AUXILIARY AND PERCUSSION AWARDS

There will be an additional adjudicator assigned to evaluate, rank, and rate the **combined auxiliary** group for each band. There will be a placement award for **first place** in each class. These scores **will not** be considered in the overall placement of the competing bands.

There will be an additional adjudicator assigned to evaluate, rank, and rate the **combined percussion sections** for each band. There will be a placement award for **first place** in each class. These scores **will not** be considered in the overall placement of the competing bands.

DRUM MAJOR AWARD

There will be an additional adjudicator assigned to evaluate, rank, and rate the **drum major or drum majors** for each band. There will be a placement award for **first place** in each class. These scores **will not** be considered in the overall placement of the competing bands. *(A Special Note: The drum major award will be presented in honor of the late L.J. Hancock and will bear his name.)*

CRITERIA REFERENCE SYSTEM

The Criteria Reference System is used throughout our country to evaluate band performances, regardless of style, with the purpose of maintaining uniformity, objectivity, and consistency throughout an entire event. The achievement level displayed by the performers is the focus of the adjudication system. It is the responsibility of the adjudicator to simultaneously evaluate the **content** (what is being performed) and the **performance** (how well it is being performed). Criteria for entrance into each box on the score sheet are printed on the back of that particular sheet.

PERFORMANCE AREA

The performance field will be in E.J. Whitmire Stadium on the campus of Western Carolina University. This surface is artificial and has a consistency much like a good Bermuda grass lawn. The field is a regulation size football field, 160 feet wide by 300 feet long. Boundaries of the field are clearly marked and the field has permanent markings every five yards. There will be **two sets of hash marks (inserts)** with the collegiate marks being sixty (60') feet from the sidelines and the high school marks being fifty-three feet four inches (53' 4") from the sidelines. There will be no boundaries regarding "pit" location but it should be noted that **only student performers will be allowed in that area after a performance begins.**

PERFORMANCE

1. Bands shall be scheduled in fifteen (15) minute intervals.
2. A band is allowed four (4) minutes to set-up and warm-up anywhere in the performance area. **Entrance to the performance field must be made from the back of the field or end zones.**
3. A band is allowed a performance time of 7 to 10 minutes anywhere on the performance field. The timing will begin at the conclusion of the four minute set-up/warm-up time, following the announcement that the "Tournament of Champions" presents Drum Major(s) _____ and the _____ High School Band in Preliminary/Finals performance. Timing will begin with the first note of music, first movement of ensemble members, or thirty seconds after the conclusion of the announcement.
4. There are no boundaries in effect. Bands may perform wherever they choose as long as they do not enter the spectator areas.
5. Bands must completely vacate the performance field within two (2) minutes of the end of the performance. A drum tap may be utilized for exit but no full cadences will be permitted.
6. A band vacating the field and a band entering the field may overlap (*be moving simultaneously*) in order to maintain the flow of the event.

PENALTIES (at the discretion of the contest director)

Operation of electronic amplification equipment during performance by a non-student: 3.0 points for any or all infractions
 Performance participation by non-students: 3.0 points for any or all infractions
 Over or under time: 0.1 point per 3 seconds or fraction thereof
 Delay of contest: 0.5 points per minute or fraction thereof
 Violation of contest procedures with regard to the use of warm up, practice,

or restricted areas: 3.0 points for any or all infractions.

TIMING

It will be the responsibility of each participating band director to synchronize their time piece with the stadium clock (which will serve as the official time for the event) upon their arrival at the contest site. This may be done by checking with the contest official at the band entry gate. Directors will assume full responsibility for their band's timing issues.

A **Timing and Penalties** adjudicator will enforce all timing and procedure regulations. This adjudicator will also document the number of wind performers in each band. **Any band performing with more wind personnel than their registered classification will be moved to the appropriate class.**

ELECTRONICS

All electronically produced music must be "live," in "real time," and performed by a student. No prerecorded music is to be used.

All electronic sound boards (*mixers*) must be operated during the performance by students. (see penalties)

Narration and sound effects may be prerecorded and used without penalty.

E.J. Whitmire Stadium has power available but "Murphy's law" is in effect. Western Carolina University takes no responsibility for the interruption of power.

EQUIPMENT AND RESTRICTIONS

Directors, staff members, and adult pit crew members may set up equipment prior to and at the completion of the band's performance but are prohibited from being in the performance area during the performance. **(see penalties)**

Motorized vehicles may be utilized for the setting up and removal of pit equipment or props provided they are rigged with a "bib" to protect the artificial playing surface. Tires will not require wrapping. All tires must be "turf" style. No knobby or off road style tire will be permitted on the playing field.

No pyrotechnics will be allowed nor will fireworks, firing of weapons, or the use of any hazardous materials that could endanger the artificial playing surface or participants. This would include but not be limited to: CO2 extinguishers, dry ice, gasoline, chemical smoke, or lime.

No prop which disrupts the scheduled flow of the event will be permitted. The entrance and exit gates at E.J. Whitmire Stadium are fifteen feet six inches (15'6"). All trailers, props, and equipment will be required to comply with these restrictions.

Sliding or “scooting” any trailer, props, or show equipment on the performance area will not be allowed.

No materials that would disrupt the scheduled flow of the event will be permitted.

No animals will be allowed as a part of performances.

No band may perform a routine that requires the stadium lights to be turned off.

No powder or any material that might damage the field or leave excessive residue (paper wrappings, etc.) will be permitted.

No band or portion of that band may use the performance area for practice during the week prior to the event.

Any violation of the restrictions regarding hazardous materials, props or illegal use of equipment will be penalized to a maximum penalty of disqualification at the discretion of the contest director in consultation with the chief judge of the event.

GENERAL CONDUCT:

The bands invited to this invitational event have been selected for their record of achievement and for their reputation for discipline and good citizenship. **Band Directors** from these groups are **professionals** and will be treated as such. It will be their responsibility to have their bands where they need to be at the proper times and to maintain control of their staff, parents, and students at all times. With this in mind, band directors are expected to indicate to all parents and supporters that the **stadium must be cleared between prelims and finals**. It is advisable to cover all aspects of **passes, seating, video taping, and field access with your parents, staff, and boosters, prior to the event**.

COPYRIGHT REQUIREMENTS:

Bands are expected to comply with copyright laws with regard to performance and/or arrangements of copyrighted music, visual images, and other materials, as well as the use of copyrighted audio or spoken text, and the display of copyrighted images and words. Permission to arrange forms and more detailed information regarding the copyright laws will accompany this procedures manual and each band's information. Music purchased as a marching band arrangement does not require a “permission to arrange” agreement. **No band will be permitted to perform if it is not in compliance with the copyright laws of the United States**. Each band must obtain and provide the Tournament of Champions Contest Director with documentation that it has purchased or otherwise obtained permission/license to use and arrange music performed by it, as well as any visual and/or audio images presented. The copyright form should be submitted by August 3, 2009 in order that the Tournament of Champions may secure synchronization rights for performances.

PROCEDURE:

On Monday, February 9, 2009 at 8:00 AM, directors may connect to the web address found on their invitation.

From that site they should **download and print the entry form**. The form may be mailed as soon as the proper signatures are acquired. **It is important to note** that the performance lineup is based **strictly by postmark**. Although bands will compete by class during the preliminary contest, they will not be “blocked” by class. **Only the defending champion will have the option of choosing their performance slot but they must also be among the first twenty-seven entries.**

Bands will be accepted for the event based on the **POSTMARK** (faxes not included) on their entrance form. No more than **TWENTY-SEVEN (27) BANDS WILL BE ACCEPTED**. A **waiting list** will be established by class. Although class sizes will be determined by band sizes, **WCU’s Contest Director** reserves the right to determine the number of bands in each class.

Bands will perform based upon the postmark on their entry form with the first entry going on latest in the day and the last entry going on first. Although bands will be ranked by class, the order of all performances will be determined by entry date. **A drawing will determine the performance order of bands whose entry forms carry the same postmark. Judges will not be aware of the classification of any band until the conclusion of prelims. The defending champion** will have the option of choosing their performance time during preliminary competition.

The Contest Director reserves the right to **alter the schedule** to accommodate the needs of the event. In the event that a band is late to the contest, the contest director will exhaust every means to reschedule their performance. However, that band will thereafter be performing in exhibition only and although they will receive tapes from the judges, will **not** be ranked or rated.

Class champions and Achievement Awards in each class will be determined during preliminary competition.

No preliminary scores will be announced until after **championship finals**.

Judges tapes and timing and penalty sheets can be picked up thirty to forty minutes after your band's preliminary performance in the **Hospitality Room of the Ramsey Center**. **All sheets, tapes, and recaps** will be available at field level immediately after **championship finals**.

A **drum major** and **band director** only retreat will immediately follow the conclusion of preliminary performances and an exhibition performance by the **Western Carolina University "Pride of the Mountains" Marching Band**. **Class Champions, Class Achievement Awards, Placement Awards, and Band Participation Awards** will be announced during this retreat. **Finalist Bands will be announced after the awards presentation**.

CHAMPIONSHIP FINALS:

Finalists:

EACH CLASS CHAMPION plus the highest seven scores (and ties) not represented as a class champion will make up the finals participants.

Finalist Band Director's Meeting:

A meeting for the finalist directors will occur immediately at the conclusion of the **preliminary awards presentation**. This meeting will be held in the **Hospitality Room** of the Ramsey Center. Attendance at this meeting is required and a drawing for finals starting times will be held then. The **order of performance** for finalists will be determined by two draws. The **lowest five scores in finals** (regardless of class) will draw first followed by the **highest five scores in finals**.

A **Finale Retreat** will follow an exhibition performance by the **Western Carolina "Pride of the Mountains" Marching Band** if weather permits.

Details for the retreat will be given at the **finalist director meeting**.

There will be no class distinction in finals competition.

Due to the configuration of our stadium (no track) there will be no "trooping of the stands."

EVENT COORDINATION:

1. Except for warm-up times, **no practice fields** will be available at the event site. Your prelim warm-up time will be included in your final event package which will arrive during the month prior to the Tournament. Finalist warm-up times will be assigned at the finalist directors meeting after prelims are completed.
2. Please check in early on the date of the Tournament. The check-in site will be included in your final event package. You are encouraged not to withdraw less than one month prior to the event. Not only is the schedule disrupted but another unit will be denied the opportunity to perform. **There is no registration fee** for this event but we count on the **director's professionalism** to honor their commitment. **You will be notified immediately** regarding any schedule changes.
3. Report times will be included in your final event package and will be relative to the warm-up area that you are assigned. Your report time will be at least ten (10) minutes prior to your start time. **You, your band, and staff** will report to the stadium coordinator at the prescribed time. **Staff passes will be required for entry through the band entry gate.**
4. The band will enter the stadium at the entry gate and proceed to the staging area. A contest official will greet you there and inform you when to proceed to the performance field for set-up. This entry will begin four (4) minutes before your scheduled performance time.
5. Your band will have a maximum of four (4) minutes for entry, set-up and warm-up. Timing will begin at the cue of your contest official
6. Between three (3) minutes 15 seconds to three (3) minutes 30 seconds, the announcer will introduce the band as follows:

*“Joining us from Barely Normal, NC....
please welcome the Barely Normal High School Marching Band!”*
(pause for audience response)

“Their musical selections include the following.....
(announcer reads from your script sheet)

If your drum majors are going to salute, it should occur no later than when the announcer says,

*“Western Carolina University is proud to present
in finals performance
Drum Majors _____ and _____
and the Barely Normal High School Average Marchers!”*

A drum major salute is **no longer necessary** to indicate that the band is ready to start. Adjudication will begin **immediately** following the announcement as listed above.

7. The first note of music or first step by a member of the band proper will start the timing of your show and must occur within 30 seconds from completion of the announcement or timing will begin automatically.
8. Bands will exit the field and be directed to an area for photographs.
9. Upon completion of the photo session, the band is free to move about.

PASSES:

Bands not involved in finals competition **will be admitted without charge** provided they have a hand stamp identification or are in their band uniforms.

Hands of participating students only will be stamped on your buses, upon your arrival. Seating will be assigned to each group who wishes to attend and a guide will direct you to that seating prior to finals competition. The stadium's center seating area will be reserved for those purchasing tickets.

Your band will be issued **six (6) name badges** and an **additional twenty (20) field passes**. These passes will access any area in the stadium with the exception of the pressbox, director's viewing area, administrators viewing area, and the director's hospitality room. These **passes** are intended for the use of **pit crew members and chaperones**. In the event that additional passes are required for staff or chaperones that are transporting props or equipment, they can be purchased for \$20.00 per pass. These passes will also serve as general admission tickets to both prelims and finals, and may be purchased at director check-in. You are encouraged to purchase these tickets in one transaction, preferably by booster check or exact change. No credit or debit cards can be accepted.

ADMISSION PRICES:

Tickets for **preliminary** competition will cost \$10.00 per person and will be available at the stadium. Children under twelve years of age will be admitted free when accompanied by an adult.

Tickets for **finals** competition will cost \$10.00 per person and will be available at the stadium. **Finals tickets can be purchased during the day and will be sold for \$8.00 prior to 4:00 PM.** Children under twelve years of age will be admitted free when accompanied by an adult.

Any profit from the event will be placed in the Western Carolina University Foundation Fund to help provide band and music scholarships.

GUIDES:

Each band will be provided with a guide(s) for your stay on our campus. This guide will be able to help you with the logistical needs that you may have.

RESTRICTED AREAS:

There can be no tuning or warm ups in areas not designated as such. This includes auxiliary units using unassigned areas.

Parking for competing units will be carefully monitored. In order to be consistent with each participating band, **only buses and band equipment trucks** with passes will be allowed in the designated areas. Spectators, even if they are transporting equipment for a competing band, must park in spectator parking lots. A “Drop-Off” area will be made available directly beside the bus and equipment lot for these individuals. The private vehicle is allowed exactly 5 minutes to unload any equipment. They will then be asked to move to spectator parking. Failure to comply can result in penalties for the band involved.

The press box is limited to adjudicators, event staff, and special guests of the university. Seating located directly below the press box will have a section reserved for event sponsors during both prelims and finals.

Please notify your parents and supporters of this.

CLEARING OF THE STADIUM:

The stadium must be cleared of **all spectators** immediately after preliminary competition is completed. **Failure to clear the stadium could result in the delay or cancellation of the finals competition.** Band directors are expected to discuss this with their parents and supporters before the event.

VIDEO LIMITATIONS:

Because the Tournament will provide each band with a video tape of their performances, no video taping will be allowed. Copyright and Synchronization laws prohibit the filming of shows by any individual or group other than the Tournament of Champions official film crew. Band directors are expected to discuss this with their parents and supporters before the event.

AWARDS:

An award ceremony will be held immediately following the “Pride of the Mountains” exhibition at the end of preliminary competition. At that ceremony awards will be presented for:

Class A	Participation Awards Outstanding Auxiliary Award Outstanding Percussion Award L.J. Hancock Drum Major Award Third Place Band Second Place Band Class Champion
Class AA	Participation Awards Outstanding Auxiliary Award Outstanding Percussion Award L.J. Hancock Drum Major Award Third Place Band Second Place Band Class Champion
Class AAA	Participation Awards Outstanding Auxiliary Award Outstanding Percussion Award L. J. Hancock Drum Major Award Third Place Band Second Place Band Class Champion

Following the presentation of awards, the finalist bands will be announced in random order.

Finals Awards

Finalist Participation Awards will be presented to all except the first three places in finals. Bands and their scores will be announced beginning with tenth place through first place.

"The Old North State Roll of Honour"

This award will be presented to the band from the state of North Carolina that has **the highest score during the finals portion of the contest**. Should the highest scoring North Carolina band in the preliminary contest **not qualify for finals** under normal event protocol, **that band will be added at the beginning of the finals contest** and the schedule adjusted accordingly. **The highest scoring North Carolina band will receive a permanent trophy for their performance and in addition will have possession for one year of the "Roll of Honour" trophy**. This trophy will have the name of the winner permanently engraved and will be returned after one year in time for the next **"Tournament of Champions"**. The **"Roll of Honour" winner** will have the option of having the trophy shipped or delivered to one of their special events (football game, contest, or concert) by a representative of Western Carolina University. **The band winning the "Roll of Honour" is NOT precluded from winning the "Chancellor's Trophy," which is presented to the highest scoring band in finals.**

Third Place Overall		Trophy
Reserve Grand Champion	(second place)	Trophy
Grand Champion		Trophy

(The Grand Champions will receive a permanent trophy for their performance and in addition will have possession for one year of the "Chancellor's Trophy." This trophy will have the name of the Champion permanently engraved and will be returned after one year in time for the next "Tournament of Champions." The champions will have the option of having the trophy shipped or delivered to one of their special events (football game, contest, or concert) by a representative of Western Carolina University.

All score sheets, adjudicator tapes, and recap sheets will be available immediately following the awards ceremony at **field level**.