DELAWARE STATE UNIVERSITY FOOTBALL 2018 VISITORS GUIDE



DOVER, DE

TABLE OF CONTENTS

1. Quick Facts

2. Game Day Staff Directory

3. Pre-game Operation

4. Visiting Team Information (1/3)

5. Visiting Team Information (2/3)

6. Visiting Team Information (3/3)

7. Game Day Itinerary (2:00 p.m. start)

8. Game Day Itinerary (5:00 p.m. start)

9. Inclement Weather for Alumni Stadium

10. Visitor's Travel Information

11. Driving Directions

12. Lodging

13. Alumni Stadium

14. Campus Map

DELAWARE STATE UNIVERSITY
QUICK FACTS

Location ..... Dover, Del.

Mailing Address. .....1200 N Dupont Hwy
Dover, Del. 19901

Enrollment 4,644

President ..... Wilma Mishoe

Director of Athletics ..... Dr. D. Scott Gines

Founded ..... May 15, 1891

Official Colors ..... Columbia Blue (PMS 646) and Red (PMS 032)

Nickname ..... Hornets

Facility .....Alumni Stadium

Athletic Affiliations .....NCAA Division (FCS)
Mid-Eastern Athletic Conference (MEAC)

Phone Numbers

DSU Football 302.857.7447

DSU Football Athletic Training Room 302.857.7552

DSU Ticket Office 302.857.8499

DSU Athletic Communications 302.857.6068

DSU Facilities & Operations 302.857.7258

Delaware State University is an alcohol & tobacco free campus

GAME DAY STAFF DIRECTORY

FOOTBALL OPERATIONS
302.857.6030

Director of Athletics
Dr. Scott Gines

GAME MANAGEMENT
302.857.7258

Senior Associate A.D./Facilites & Operations
Matt Fortune – mfortune@desu.edu

ATHLETICS COMMUNICATIONS
302.857.6068

Sports Information Director
Dennis Jones – djones@desu.edu

FOOTBALL
302.857.7447

Head Coach
Rod Milstead – rmilstead@desu.edu

EQUIPMENT MANAGERS
302.857.7445

Mark Springs – msprings@desu.edu

COMPLIANCE
302.857.7087

Associate A.D.
Alecia Shields-Gadson agadson@desu.edu

TICKET SALES
302.857.8499

Athletic Ticket & Events Manager
Jeffrey Revel – jrevel@desu.edu

ATHLETIC TRAINING
302.857.7552

Casey Cooper – ccooper@desu.edu

PRE-GAME OPERATIONS MEETING

Before every NCAA football game held at Delaware State University, there is a pre-game operations meeting two hours before kick-off held in the Memorial Hall Gym lobby. The purpose of this meeting is to make sure that all personnel with responsibilities for game-day operations meet to go over our procedures to insure the player safety and efficient operations of the game.

Participants should include but are not limited to:

- Athletic Director (or designee)
- Sports Information Director (or designee)
- Home and Visiting Team Personnel
- Band Personnel
- Clock Personnel
- Game Ball Personnel
- Referee/Back Judge/Side Judge
- Neutral Observer
- Medical Staff (Trainers and Team Doctors)
- Police/Security
- Red Cap (during T.V. games)
- T.V. Producers (if applicable)

Items that will be covered:

- Stadium evacuation plan due to inclement weather or other issues.
- Review areas that the teams will enter/ exit the stadium during pre-game and half-time.
- Any special ceremonies occurring during pre-game and or half-time.
- Review Ball Personnel Procedures.
- Review Clock Operations Procedures. (What happens if the clock goes out).
- Timeout protocol.
- Overtime timeouts.

VISITING TEAM INFORMATION (Page 1/3)

Alumni Stadium is in Dover, Del. On the campus of Delaware State University.

Seating Capacity: 6,828

Playing Surface: Artificial Turf

Bands/Cheerleaders
All members in uniform of the visiting institution's marching band and cheerleaders will be admitted into Alumni Stadium at no cost. We request that visiting band directors and cheerleading coaches contact the Delaware State Marching Band and Cheerleading Coach at least two weeks before the scheduled competition to inform of their planned attendance. Visiting Bands must receive approval from the DSU Marching Band Director to perform at half-time. Please call the Band Director at 302-465-7871.

Credentials
The Delaware State University Athletics will provide visiting teams with game day credentials. Visiting coaches and administrators must understand that the security of their sideline requires their utmost cooperation with the policies and procedures of Delaware State University Athletics. It is the responsibility of the visiting team to distribute credentials to all working personnel. Working personnel consists of those individuals with game related functions on the team sideline and/or in the press box. All credentials are non-transferable and must always remain clearly visible. All credentialed individuals are subject to question and anyone without the proper credentials will be asked to leave the area.

Forty (40) sideline specific credentials have been provided for each team (those 40 credentials are to be utilized by the coaches, athletic trainers, managers and any necessary personnel). These passes must be worn and visible at all times – the field gates are restricted access points where credentials are checked. Anyone not wearing their game day credential will be denied field access.

Please be advised, Delaware State University does not allow children younger than 15 years of age in the team area or sideline during the game – please make appropriate accommodations to have tickets for children/youths that may normally accompany the team (including children of coaches and administration). Delaware State University will comply with all MEAC guidelines.

Delaware State University Athletic Ticketing Office will send credentials in advance of the game. Please direct credential requests to Jeffrey Revel (302) 857-8499 or jrevel@desu.edu.

Dressing Room
The visiting team locker room is in the southeast corner of Alumni Stadium. On game day, your dressing room will be supplied with soap, towels, ice, Gatorade, and game programs. Delaware State University Equipment staff will provide a key for the locker room.

Equipment
The sideline area will be equipped with sufficient bench seating, as well as two (2) tables, an electric outlet and a water outlet. A protective tarp will be laid out on the sidelines Saturday morning. All sideline equipment needs to be positioned within the team area – the space behind the team box must always be clear.

VISITING TEAM INFORMATION (PAGE 2/3)

Film & Video Positions
Camera positions are available for game filming in the West end zone and the press box above the North stands. Delaware State University will provide you with a copy of the game film from this location following the game. Credentials will be required to access these positions – please include in the official credential request. For all information regarding game filming locations and arrangements, contact Mike Rogers, Video Coordinator at 302-670-3235.

Parking
The visiting team buses (maximum 3) will be directed to park on the South East side of Alumni Stadium. Event Staff will direct the buses upon arrival. Team busses and the equipment truck will not need parking passes; all other vehicles must have passes. The visiting Athletic Director will receive three (3) parking passes prior to the game along with the all-access pass. This lot is used for our higher-level donors. Passes for press parking should also be requested at that time and will be in a different location.

All general questions regarding fan/spectator parking, motor home parking, directions, reserved lots, etc. should be directed to Jeffrey Hunt at (302) 857-8499 or AthleticTicketing@desu.edu

Post-Game Meals
You may have your team's post-game meal delivered to your locker room or team busses. The most convenient approaches will be College Rd. Please let Matt Fortune know who will be delivering your food and when it will be arriving. This information will be relayed to the appropriate event staff and traffic personnel to avoid delays.

Practice
Delaware State University will make Alumni Stadium available to visiting teams for walk-through/practice on the day prior to game day. Please advise us to any needs for practice when scheduling. We adhere to the following protocol for providing access to the competition area for practice. Please review the following practice policies:

- **Requests must be submitted at least five (5) days prior to game day.**
- **Please contact Matt Fortune, Associate Athletic Director for Facilities, at (302)-857-7258**

Press Box Coaching Booth
The visiting team coaching booth is located on the west side of the north press box. Coaches using the booth can be escorted from the visiting locker room to the press box and back at the beginning and end of each half. Please contact Matt Fortune at (302)-857-7258 to arrange for an escort to discuss the most efficient routes.

VISITING TEAM INFORMATION (PAGE 3/3)

Sports Medicine
Game Day supplies at the event site will include:
Water, cups, ice, Crutches, vacuum splints, and AED

Game day supplies in the Memorial Hall Athletic Training Room
(Available for Certified Athletic Trainers)

Taping/treatment tables
E-stim, ultrasound, whirlpools
Hydroculator / hot packs
Ice
Spine board, splints

Team physician will be on-call for all home contests.

Emergency Medical Care

Kent General Hospital
640 South State Street
Dover, DE 19901
(302) 674-4700
(2.8 miles from campus)

Directions:
Go SOUTHEAST on N. Dupont Hwy (by turning RIGHT out of the DSU main entrance)
Turn SLIGHT RIGHT onto US 13 ALT. / N. STATE STREET. Continue slight left at second light to follow State Street.

Emergency room entrance and parking will be on your right (across from the Holy Cross church).

Local Pharmacies

Acme Pharmacy	**Rite Aid**	**Walgreens**
1001 N. DuPont Hwy	245 North DuPont Hwy	261. N DuPont Hwy
(302) 674-8376	(302) 674-2945	(302) 730-5280

Ambulance service is available to transport injured athletes to area hospitals. A mobile transport unit is available at the request of the home athletic trainers and the Delaware State University team physicians. The mobile field level transport unit will be in the South West corner on the stadium.

Tickets/Will Call:
The visiting team player pass gate is located at Will Call on the South side of the stadium. The gate opens two (2) hours prior to kick-off. Event Staff will be provided to assist with the Player Pass Gate. Delaware State University follows MEAC guidelines regarding player guest admissions (and must arrive prior to the end of the second quarter) Players' guests will be admitted only with picture ID. For more information on the Will Call and/or Player Pass, contact the Delaware State University Compliance Office at (302) 857-7087 or Agadson@desu.edu

GAMEDAY ITINERARY

For 2:00 p.m. Start

TIME OF DAY	ACTIVITY
12:00 a.m.	Lot 1 (Reserved Parking and Lot 14 (Disability Parking) closed – Towing in effect
7:00 a.m.	Public Safety Stadium Sweep
9:30 a.m.	Stadium open for Setup (Gate 3 only)
10:30 a.m.	Loop Rd blocked off (From Second Lot 1 entrance to Lot 4 entrance
10:50 a.m.	University Main Gate closes
11:00 a.m.	Parking & Tailgating opens
12:00 p.m.	President's reception
	Pre-game meeting (Memorial Hall)
	Ticket Windows Open
	Team Warm-ups
1:00 p.m.	Stadium Entrance Gates Open
1:30 p.m.	Band and Cheer at Alumni Stadium
1:40 p.m.	Teams leave the field
	Welcome and pregame announcements
1:45 p.m.	Honorary Captains report to sideline
1:49 p.m.	Presentation of Colors
	Lift Every Voice & National Anthem
	Team Intro Video
1:56 p.m.	Teams return to the field
2:00 p.m.	KICK-OFF

GAMEDAY ITINERARY

For 7:00 p.m. Start

TIME OF DAY	ACTIVITY
12:00 a.m.	Lot 1 (Reserved Parking and Lot 14 (Disability Parking) closed – Towing in effect
12:00 p.m.	Public Safety Stadium Sweep
12:30 p.m.	Stadium open for Setup (Gate 3 only)
1:30 p.m.	Loop Rd blocked off (From Second Lot 1 entrance to Lot 4 entrance
1:50 p.m.	University Main Gate closes
2:00 p.m.	Parking & Tailgating opens
3:00 p.m.	Pre-game meeting (Memorial Hall)
	Ticket Windows Open
	Team Warm-ups
3:30 p.m.	President's reception
6:00 p.m.	Stadium Entrance Gates Open
6:30 p.m.	Band and Cheer at Alumni Stadium
6:40 p.m.	Teams leave the field
	Welcome and pregame announcements
6:45 p.m.	Honorary Captains report to sideline
6:49 p.m.	Presentation of Colors
	Lift Every Voice & National Anthem
	Team Intro Video
6:56 p.m.	Teams return to the field
7:00 p.m.	KICK-OFF

INCLEMENT WEATHER

FOR

ALUMNI STADIUM

This policy is set in accordance with NCAA Guidelines and recommendations as set forth by the Sports Medicine department.

The decision regarding stoppage of play of an official game or contest is the responsibility of game referee with the assistance of the on-site Staff Certified Athletic Trainer and the game administrators.

The game day administrator will monitor the local weather developments using the National Weather Service web-site: www.weather.gov

All coaches, officials, and administrators need to abide by this to ensure the safety of all athletes, coaches, game management, spectators, and all others who may be present.
** *It is important to note that blue skies and no rain are not protection from lightning. Lightning can strike from a distance as far as 10 miles***

Shelter
Safe areas include:

- Enclosed buildings
- Fully enclosed metal vehicles with a hard metal roof and windows up
- Low ground areas as a last resort (ditches, bottom of hill) – assume a crouched position – minimize your body area – do not lie flat

Safe areas for Delaware State University athletic teams, staff, personnel, administrators, officials, and spectators to use in the event of lightning

- Memorial Hall Gym
- Wellness Center
- Alumni Stadium locker rooms
- The MLK student center
- Personal vehicles – metal top with windows up

In the event of lightning at an official game, the announcer should immediately be notified to announce to all spectators to leave the area and seek shelter in one of the aforementioned safe areas until such time that it is safe to return, or the competition is cancelled or postponed.

Weather Related Cancellations
If the football contest cannot be played due to weather:

- Game should be rescheduled for the following day, if feasible for both parties or later in the season at a mutually agreed upon date and time
- Additional cost (e.g. hotel, per diem, etc..) associated with the rescheduled game shall be the responsibility of the visiting team, if the game cannot be played the following day.

VISITORS' TRAVEL INFORMATION

Delaware State University vs._____

1. CONTAC T PERSON: _____ PHONE NUMBER:(o) _____
(c) _____

2. TRANSPORTATION AND LODGING:

Arrival Day and Time: _____ Bus Carrier: _____

Hotel Name and Address: _____

Hotel Phone Number: _____

EQUIPMENT ARRIVAL: Date: _____Time: _____

3. REQUESTED PRACTICE TIMES: Date:_____ Time: _____

All practice requests should be confirmed through Matt Fortune, Associate Athletic Director for Facilities at (302)-857-7258. Please call to confirm your practice time no less than five (5) days before the contest

4. ARRIVAL TIME ON GAME DAY: Equipment Staff: _____ Team: _____

5. SPIRIT GROUPS:

Will your band be attending? _____ Director:_____ Phone Number: _____

Will your Cheerleaders' attend? ___ Coach: _____ Phone Number: _____

PLEASE COMPLETE AND RETURN VIA MAIL, FAX, OR EMAIL NO LATER THAN EIGHT DAYS BEFORE THE GAME TO:

Matt Fortune
Associate Athletic Director for Facilities
1200 North DuPont Hwy
Dover, Del. 19901
302-857-7258 (Office) or 302-857-6034 (Fax
mfortune@desu.edu (E-mail)

DRIVING DIRECTIONS

Delaware State University is in Dover, Delaware – just a few hours away from Philadelphia, Baltimore, Washington, D.C., New Jersey, and New York City.

From Pennsylvania: Take I-95 south through Wilmington, South of Wilmington, take Exit 4A (Route 1) to Dover. Follow Route 1 all the way to Dover then take Exit 104. After taking the 104 exit, turn left at the light onto Route 13. The campus entrance is on your right at the sixth light.

From New Jersey: After crossing Delaware Memorial Bridge, do not exit I-295 onto Route 13 unless you wish to navigate through many traffic signals. Stay on I-295 south until it ends at I-95. Then the directions are the same as for Pennsylvania.

From Baltimore and Northern Maryland: Take I-95 north to Exit 4A (Route 1) to Dover. Then the Directions are the same as for Pennsylvania.

From Points South: Take Route 13 or Route 113 north (whichever is more convenient) to Dover. Stay on Route 13 through Dover until you see the campus directly across the street from Dover Downs Raceway. If you take Route 1 around Dover from Route 113 (or Route 13 using the Puncheon Run connector at the Hertich Nissan Dealership), you must pay $1 toll. Take the next exit after the toll booth, Exit 104. Do not forget to stop and get a 50-cents-off-your-next-toll-ticket! Make a left at the light on Route 13. The entrance to DSU is at the sixth light.

From Washington DC and Points West: There are several ways to get to Dover from MD 301. The most common is to take MD 302 (Barclay Rd.) from MD 301. Go straight through Barclay then take the right in Templeville at the Dover sign heading toward Marydel. At the state line in Marydel, the road changes to Route 8. Follow Route 8 until you get to Dover, and then take a left at the second light (by McDonalds and Citizens Bank) through the next light and you will see the campus on your left shortly after crossing the tracks. You may use the back entrance (if the gate is open) or you may continue around College Road to the light on Route 13. Take a left at the light and the front entrance to the campus is at the second light on the left.

LODGING

Dover Downs Hotel (157 yards away) …….....(302) 674-4600

Red Roof Inn & Suites (0.6 miles) ……..…….……...….(302) 730-8009

Hampton Inn Dover (0.7 miles) .....(302) 736-3500

Holiday Inn Dover Downtown (0.7 miles) …….....(302) 747-5050

Holiday Inn Express Hotel & Suites Dover (0.8 miles) …….....(302) 678-0600

Hilton Garden Inn Dover (0.8 miles) ……...(302) 674-3784

Comfort Inn & Suites (0.9 miles) …….(302) 677-0505

Residence Inn by Marriott Dover (1.3 miles) ……(302) 677-0777

Days Inn by Wyndham (1.1 miles) ……..…(302) 241-0439

Best Western Smyrna Inn (6.5 miles) ……..(302) 659-3635

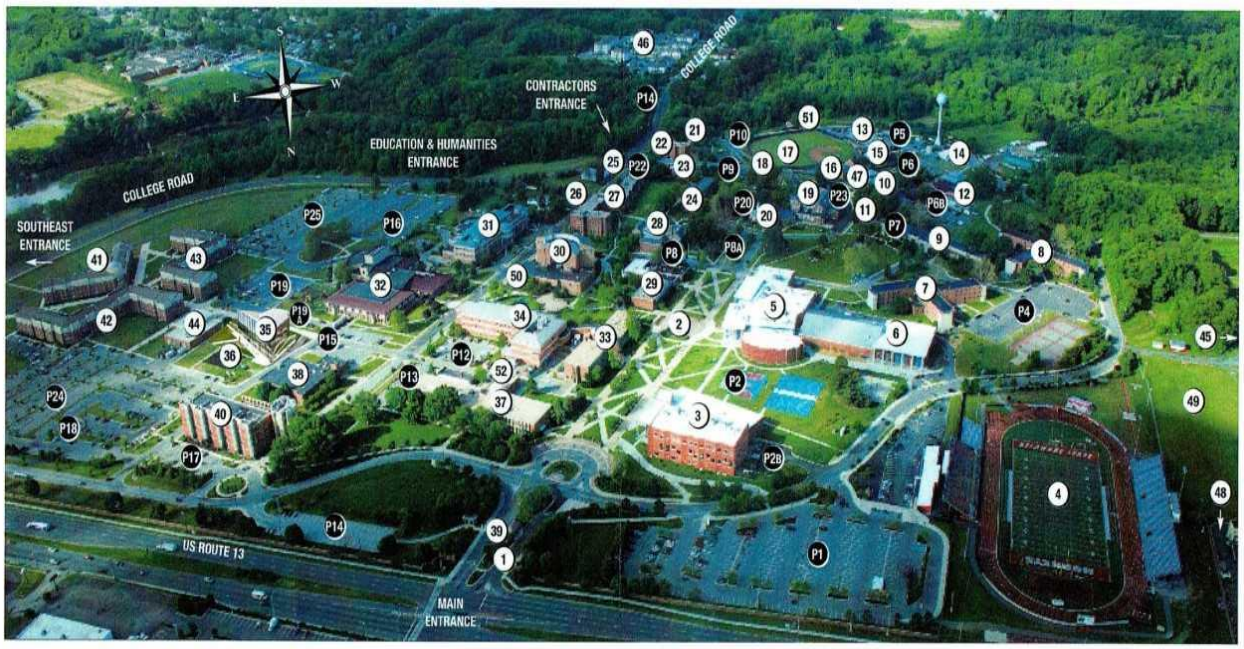
RENTAL CARS

Avis ……..……(302) 734-5500
Enterprise ……..……(302) 674-5553
Hertz ……..……(302) 678-0700

TAXI SERVICE

George's Shuttle and Airport Service ……..…. (302) 223-5000
Andy's Transportation Service ……...…….....(302) 744-9210

CAMPUS MAP



Campus Buildings and Facilities

Building Name (Bldg #)

Administration and Student Services Building (40)
OSCAR Building (35)
Alumni Stadium (4)
Aquaculture Research and Demonstration Center B1 & B2 (45)
Baker Annex (47)
Baker Building Extension (47)
Bank of America Building (31)
Bus Stop (39)
Campus Mall (2)
Center for Excellence in Teaching—ROTC (36)
Conrad Hall (19)
Conwell Hall (9)
Cottage 504 Sponsored Programs (25)
Courtyard Apartments Buildings 1–7 (46)
Delaware Hall (28)
Education & Humanities Building (32)
ETV Building (38)
Facilities Management Annex (14)
Facilities Management Building (13)
Greenhouse (12)
Harriet Tubman Hall (23)
Herbarium (16)
Indoor Batting Cage (51)
James W.W. Baker Bldg. (10 & 11)
John R. Price Building (37)
Loockerman Hall *(National Historic Landmark)* (18)
Luna I. Mishoe Science Center North (33)
Luna I. Mishoe Science Center South (34)
Lydia P. Laws Hall (24)
Medgar Evers Hall (7)
Memorial Hall Gym & Strength and Conditioning Facility (6)
Meta V. Jenkins Hall (8)
Martin Luther King, Jr. Student Center (3)
President's Residence (26)
R. S. Grossley Hall (29)
Richard Wynder Towers (22)
Soccer Field (49)
Softball Field (48)
Soldier Field (17)
Student Health Center (21)
Thomasson Building (20)
U. S. Washington Jr. Cooperative Extension Center (15)
University Police Station (52)
University Village Building 1 (43)
University Village Building 2 (42)
University Village Building 3 (41)
University Village Café (44)
Walking Mall (50)
Warren-Franklin Hall (27)
Welcome Center (1)
Wellness & Recreation Center (5)
William C. Jason Library (30)

Parking Lots = P#

ALUMNI STADIUM

